InternLink Hub -"A Central Platform for Internships & Placements"

Phase 4: Process Automation (Admin) — InternLink Hub

1.Validation Rule: Phone Number Format

For this project, I have created a validation rule for the Phone field to ensure proper data quality. This rule checks that the phone number entered contains exactly 10 numeric digits and does not include any letters, special characters, or spaces. This ensures consistency and accuracy of contact information stored in the system, making it reliable for communication and operational purposes.

Validation Rule Name: phoneno
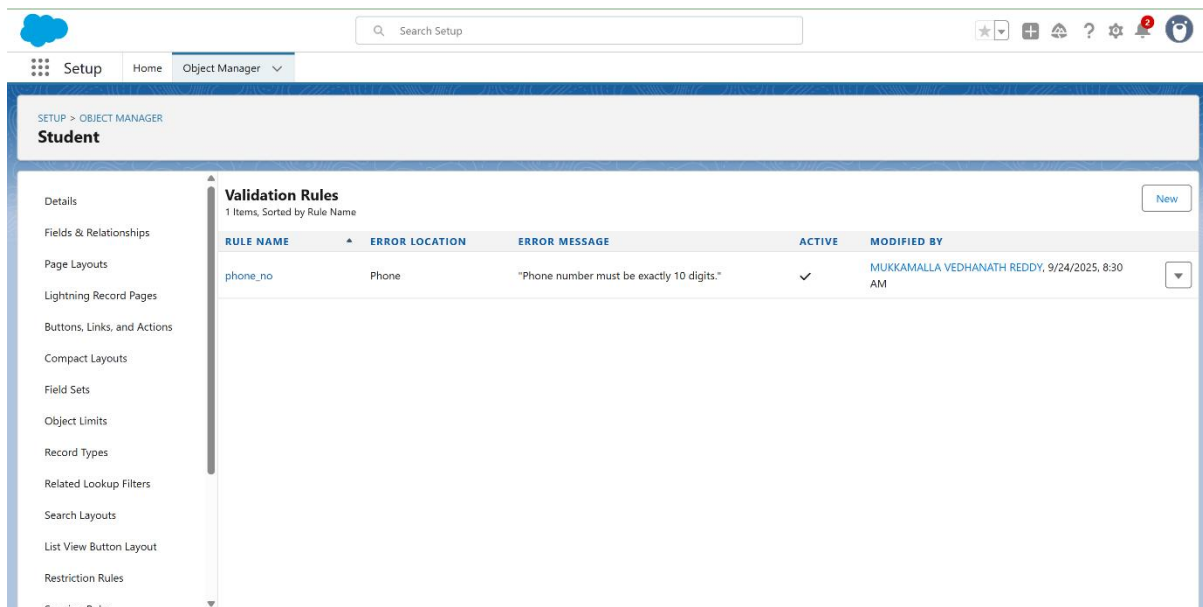
Object: Student

Field: Phone

Purpose: Ensure that the phone number entered is exactly 10 digits and contains only numeric values.

Logic: Checks that the phone field does not contain letters, special characters, or spaces, and enforces a strict 10-digit format.

Benefit: Maintains data accuracy and consistency for reliable communication and reporting.

Description: Ensures proper data quality by validating that the phone number contains exactly 10 numeric digits without letters, special characters, or spaces. This provides consistent and accurate

contact information for communication and operational use.

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2. Flow Builder: Application Notification for Recruiter

For this project, I have created a flow named **Application_Notification_for_Recruiter** that

automatically sends an email to the recruiter when a student applies for an internship. This flow is triggered when a new Application record is created and the status is set to "Applied". The email contains important details such as the student's name, internship name, and application status so that the recruiter can quickly review and take action.

- **Flow Name:** Application_Notification_for_Recruiter

- **Object:** Application

- **Trigger:** Record-Triggered Flow (on Create of Application record when Status = "Applied")

- **Purpose:** To automate email notifications for recruiters when a student applies for an internship, enabling faster review and action.

- **Logic:** Triggered when a new Application record is created with status "Applied", then automatically sends an email to the recruiter containing student name, internship name, and application status.

- **Benefit:** Improves recruiter efficiency, reduces manual follow-ups, and ensures timely processing of internship applications.

- **Description:** This flow improves process automation by sending instant email notifications to recruiters whenever a new application is submitted with the "Applied" status. This ensures quick communication and streamlines the recruitment process.

- **Outcome:** Recruiters receive immediate alerts for new applications, allowing them to respond faster.
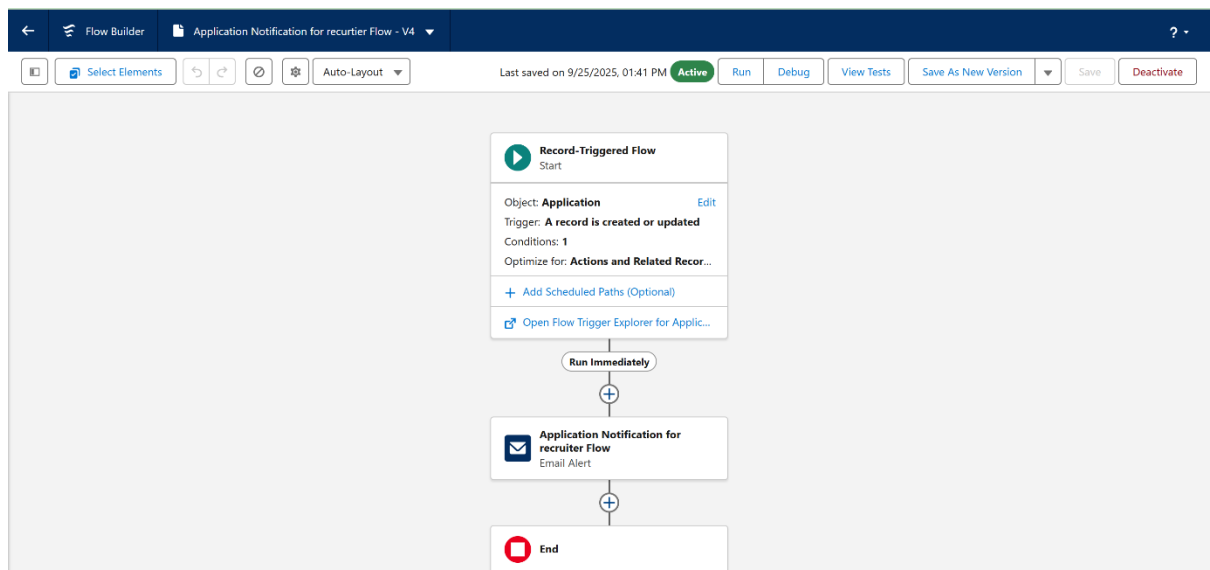
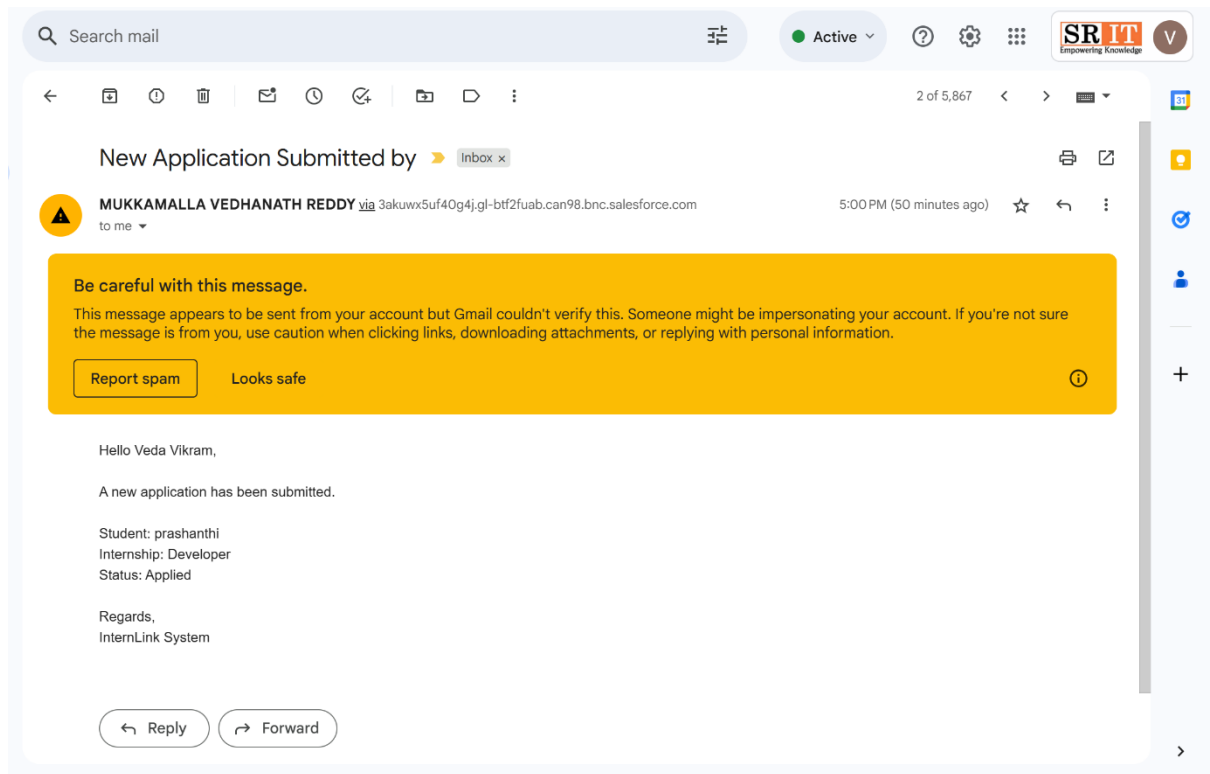- Fig:- 2.1 : Application Notification for Recruiter flow

Fig:- 2.2 : Application Notification for Recruiter mail

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3. Email Alerts: Application Submitted Mail

For this project, I have created an email alert named **Application_Submitted_Mail** that works in conjunction with the **Application Notification for Recruiter** flow. This email alert automatically sends a notification to the recruiter when a student applies for an internship. The email contains key details such as the student's name, internship name, and application status so the recruiter can take prompt action.

- **Email Alert Name:** Application_Submitted_Mail

- **Object:** Application

- **Trigger:** Used within a Record-Triggered Flow (when a new Application record is created with Status = "Applied")

- **Purpose:** To notify recruiters instantly when a student applies for an internship, ensuring quick processing of applications.

- **Logic:** The email alert is triggered by the flow when conditions are met, sending a pre-defined email template to the recruiter containing relevant application details.

- **Benefit:** Improves recruiter response time, reduces manual communication, and ensures timely handling of internship applications.

- **Description:** This email alert works as part of process automation to ensure recruiters receive timely notifications when a student applies for an internship. It provides consistent, accurate, and fast communication between the system and recruiters.

- **Outcome:** Recruiters receive automatic email notifications for each new application with status "Applied", helping streamline the recruitment process.
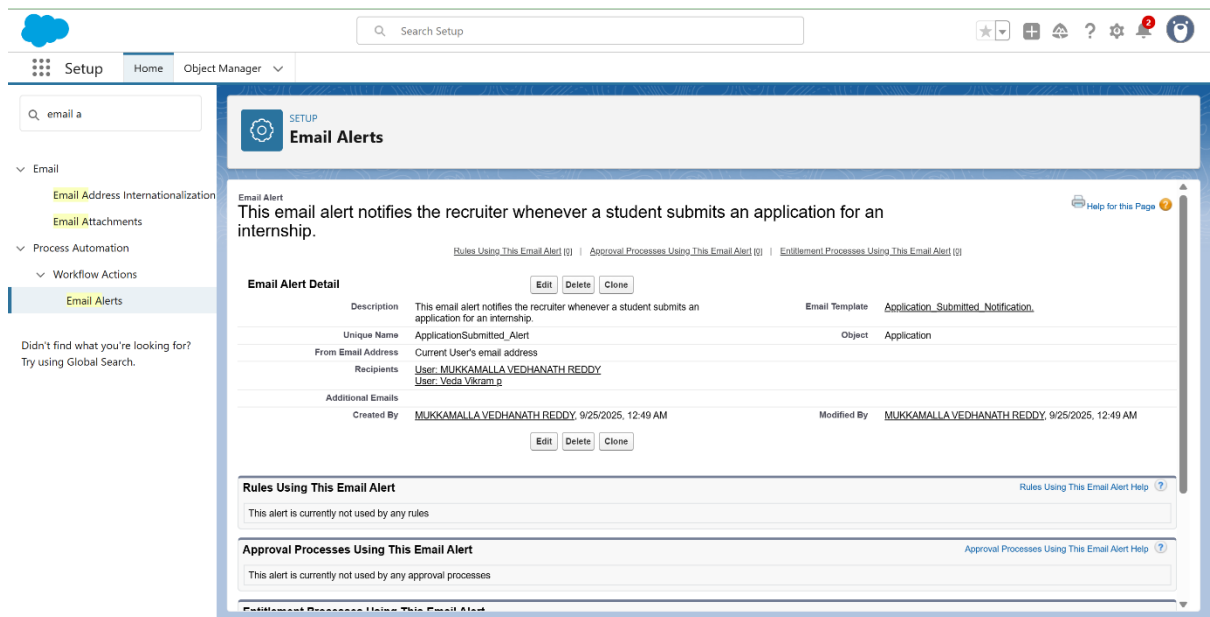
4. Field Updates: Placement Status Update

For this project, I have created a field update action within a flow to automatically update the placement status of a student when certain conditions are met. This ensures accurate tracking of the placement process without manual intervention.

- **Field Update Name:** Update_Placement_Status

- **Object:** Placement

- **Field:** Status

- **Trigger:** Used inside a Record-Triggered Flow (when a Placement record is created or updated).

- **Purpose:** To automatically update the placement status based on defined conditions, ensuring consistent and accurate data.

- **Logic:** The flow checks the Placement record when created or updated. If certain conditions are satisfied (such as application approval or completion), the Status field is updated automatically to values like "Placed", "In Progress", or "Completed".

- **Benefit:** Improves efficiency by automating status updates, eliminates manual errors, and keeps placement tracking consistent.

- **Description:** This field update action is part of the automated process that ensures placement statuses are kept up to date without manual effort. It provides accurate, real-time updates so recruiters, students, and admins have correct placement information.

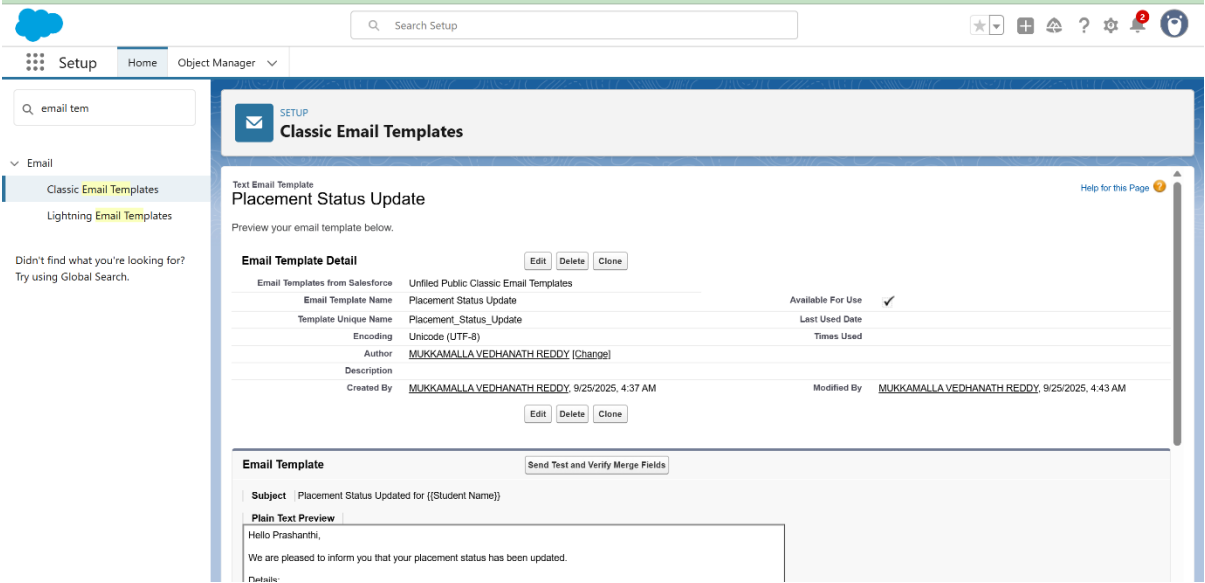- **Outcome:** The placement status is updated automatically, ensuring transparency, smooth workflow, and accurate reporting.
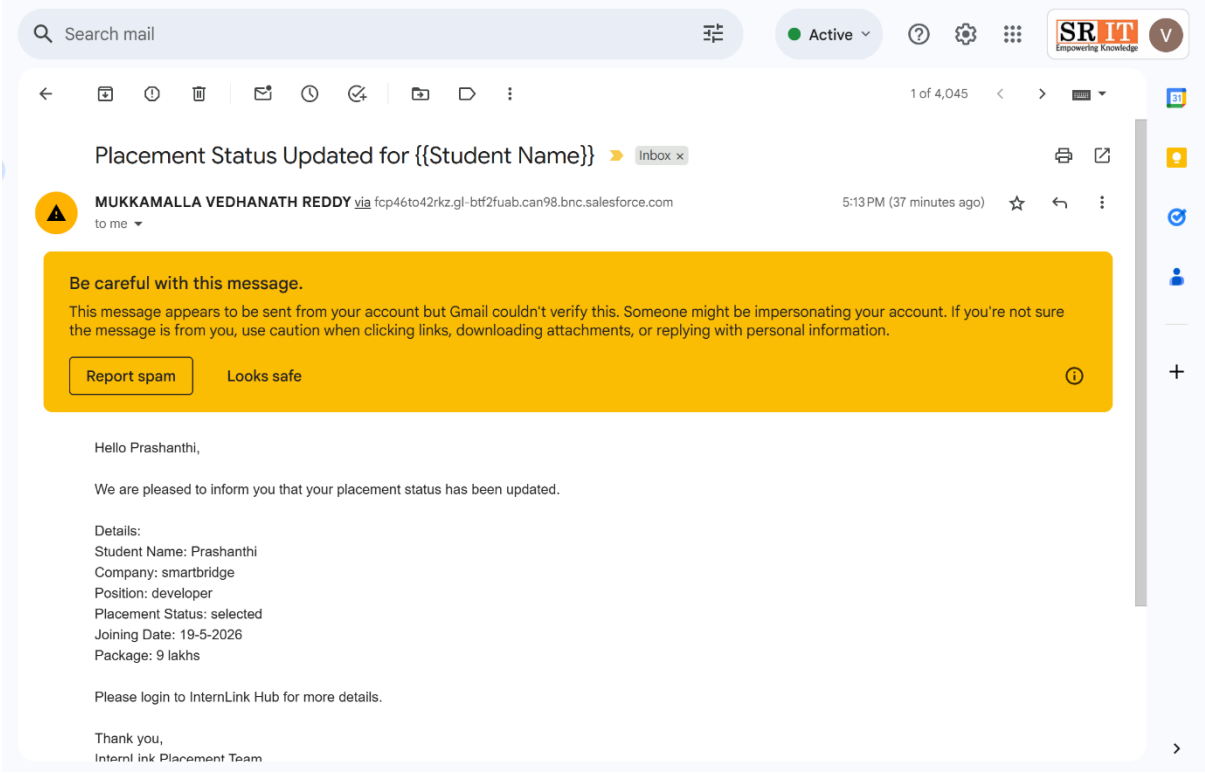

Fig4.1 Placement Email template

Fig 4.2 Placement Email