

Project Report Template

1 INTRODUCTION

Job application tracking system is software that helps recruiters and hiring managers to manage the recruitment process in a more organized and efficient way. It enables organizations to track and monitor all aspects of the recruitment process, from posting job vacancies to selecting candidates for interviews and making job offers.

1.1 Overview

The Naan Mudhalvan job application tracking system is a web-based application designed to help job seekers track their job applications. This system provides a unique tracking number for each job application, which can help job seekers keep track of their application status and progress.

1.2 Purpose

The purpose of the Naan Mudhalvan job application tracking system is to make the job application process easier for job seekers. By providing a unique tracking number for each job application, job seekers can easily track their application status and progress. This system also helps job seekers stay organized and keep all their job applications in one place.

2 Problem Definition & Design Thinking

Problem Definition:

The problem with the traditional job application process is that it can be time-consuming and stressful for job seekers. Applicants often apply for multiple jobs at once, making it difficult to keep track of their applications. Additionally, it can be challenging to know when to follow up on an application or how to check its status. The Naan Mudhalvan job application tracking system solves these problems by providing a unique tracking number for each application and allowing job seekers to easily monitor their application status.

Design Thinking:


Design thinking is a human-centered approach to problem-solving that aims to identify and understand the needs of the end-users. In the case of the Naan Mudhalvan job application tracking system, design thinking would involve conducting user research to determine the pain points of the traditional job application process. This would involve talking to job seekers and asking about their experiences and frustrations with the current process. From there, the design team would ideate potential solutions and

test different prototypes to determine which features are most useful and user-friendly. The end result would be a system th

at addresses the needs and pain-points of job seekers while providing an intuitive and effective solution to the job application process.

2.1 Empathy Map

Template



Empathy map

Use this framework to develop a deep, shared understanding and empathy for other people. An empathy map helps describe the aspects of a user's experience, needs and pain points, to quickly understand your users' experience and mindset.

[Share template feedback](#)

Build empathy

The information you add here should be representative of the observations and research you've done about your users.

Says

What have we heard them say?
What can we imagine them saying?

"I need to know if the job applications are being reviewed and evaluated properly."

"I want to ensure that I am meeting the specific job requirements for this position."

"I have a lot of highly qualified candidates to choose from, but I want to make sure I am selecting the best fit for the job."

"I need to streamline the application process and make it easier for all parties involved."

Thinks

What are their wants, needs, hopes, and dreams? What other thoughts might influence their behavior?

"Are my qualifications being considered properly in the system designed to ignore certain factors? Is the evaluation being lost in a sea of others?"

"How do I weigh certain others? To have an objective way to compare candidates? What if I miss out on a great candidate?"

"I need to make sure I am including all the necessary qualifications in my application. Are there any keywords or phrases that the system might be looking for?"

"What are the biggest pain points in the application process? How can we make it simpler and more user-friendly? What features or tools would be helpful for candidates and hiring managers alike?"

Does

What behavior have we observed?
What can we imagine them doing?

Carefully looks through the job description, studies the application form, and double-checks that the user manual and cover letter are prepared.

Frequently checks the system for any updates or programs, emails or calls the hiring manager for more information, looks for any signs of feedback.

Researches different process improvement methods, solicits feedback from users and applicants, and tests out different software or integrations.

Creates a table or spreadsheet for tracking the company's progress, notes any issues or concerns, and communicates any updates or changes to the hiring process.

Feels

What are their fears, frustrations, and anxieties? What other feelings might influence their behavior?


Anxious, uncertain, and concerned about the transparency of the application process.

Pressured, rushed, and responsible for choosing the right candidate for the job.

Nervous, cautious, and concerned about entering their application to the job requirements.

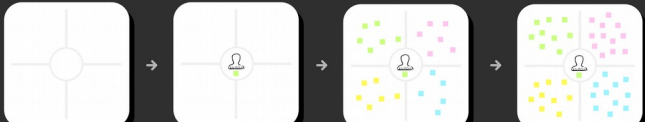
Responsible, creative, and focused on improving the application process.

Give them a name and a portrait to empathize with your persona.



Need some inspiration?
See a finished version of this template to kickstart your work.

[Open example](#)



2.2 Ideation & Brainstorming Map



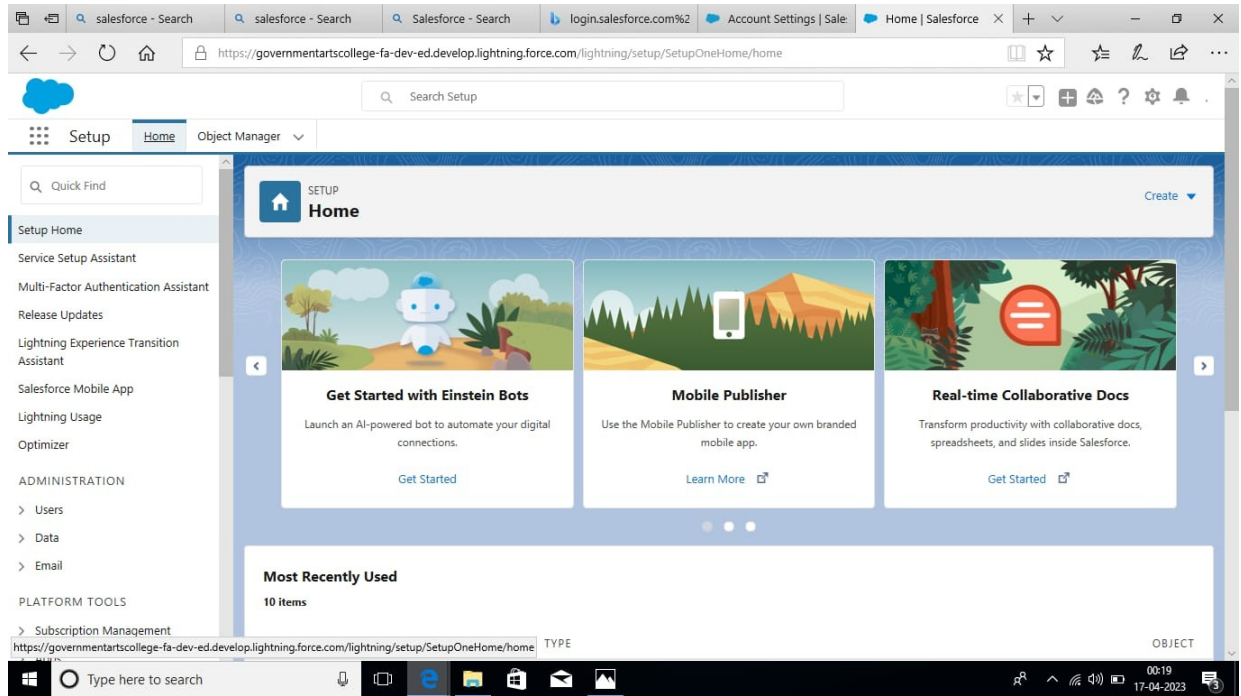
3 RESULT

3.1 Data Model:

FIELD LABEL	FIELD NAME	DATA TYPE	
Recruiter	Recruiter__c	Master-Detail(Recruiter	True
Location	Location__c	Text(30)	False
Last Modified By	LastModifiedByld	Lookup(User)	False
jayaprakash	jayaprakash__c	Text(11)	False
Description	Description__c	Text Area(255)	False
Created By	CreatedByld	Lookup(User)	False
"Recruiter Number"	Name	Auto Number	

3.2 Activity & Screenshot

Milestone 1



Milestone 2

salesforce - Search salesforce - Search Salesforce - Search login.salesforce.com%2 Account Settings | Sale Object Manager | S + -

https://governmentartscollege-fa-dev-ed.develop.lightning.force.com/lightning/setup/ObjectManager/home

Search Setup

Setup Home Object Manager

Object Manager
51+ Items, Sorted by Label

Quick Find Schema Builder

LABEL	API NAME	TYPE	DESCRIPTION	LAST MODIFIED	DEPLOYED
"Recruiter"	Recruiter_c	Custom Object		18/03/2023	✓
Account	Account	Standard Object			
Activity	Activity	Standard Object			
Alternative Payment Method	AlternativePaymentMethod	Standard Object			
API Anomaly Event Store	ApiAnomalyEventStore	Standard Object			
Appointment Invitation	AppointmentInvitation	Standard Object			
Appointment Invitee	AppointmentInvitee	Standard Object			
Appointment Topic Time Slot	AppointmentTopicTimeSlot	Standard Object			
Asset	Asset	Standard Object			
Asset Action	AssetAction	Standard Object			

Type here to search

Milestone 3

salesforce - Search | login.salesforce.com | "Recruiter" | Salesforce

https://governmentartscollege-fa-dev-ed.develop.lightning.force.com/lightning/setup/ObjectManager/0112w000003bj2k/FieldsAndRelationships/view

Setup | Home | Object Manager

SETUP > OBJECT MANAGER
"Recruiter"

Details | Fields & Relationships | Page Layouts | Lightning Record Pages | Buttons, Links, and Actions | Compact Layouts | Field Sets | Object Limits | Record Types | Related Lookup Filters | Search Layouts

Fields & Relationships
8 Items, Sorted by Field Label

Quick Find | New Deleted Fields Field Dependencies Set History Tracking

Field Label	Field Name	Field Type	Field Format
"Recruiter Number"	Name	Auto Number	✓
Created By	CreatedById	Lookup(User)	
Description	Description__c	Text Area(255)	
jayaprakash	jayaprakash__c	Text(11)	
jayaprakash	jayaprakash1__c	Text(11)	
Last Modified By	LastModifiedById	Lookup(User)	
Location	Location__c	Text(30)	
Recruiter	Recruiter__c	Master-Detail(Recruiter)	✓

Type here to search | 23:44 | 16-04-2023

Milestone 4

salesforce - Search | login.salesforce.com | Tabs | Salesforce

https://governmentartscollege-fa-dev-ed.develop.lightning.force.com/lightning/setup/CustomTabs/page?address=%2F01r2w000000iuvh%2Fe%3FretUf

Setup | Home | Object Manager

SETUP
Tabs

Edit Custom Object Tab
Recruiters

Fill in the fields below to define the custom tab.

Custom Tab Definition Edit

Custom Object Tab Information

Tab Label: Recruiters
Object: Recruiters
Tab Style: Airplane

(Optional) Choose a Home Page Custom Link to show as a splash page custom link
--None--

Enter a short description.
Description

Tab Style Selector - Microsoft Edge

https://governmentartscollege-fa-dev-ed.develop.my.salesforce.com/_ui/common/html/pages/MotifPicker?motifName=Cu

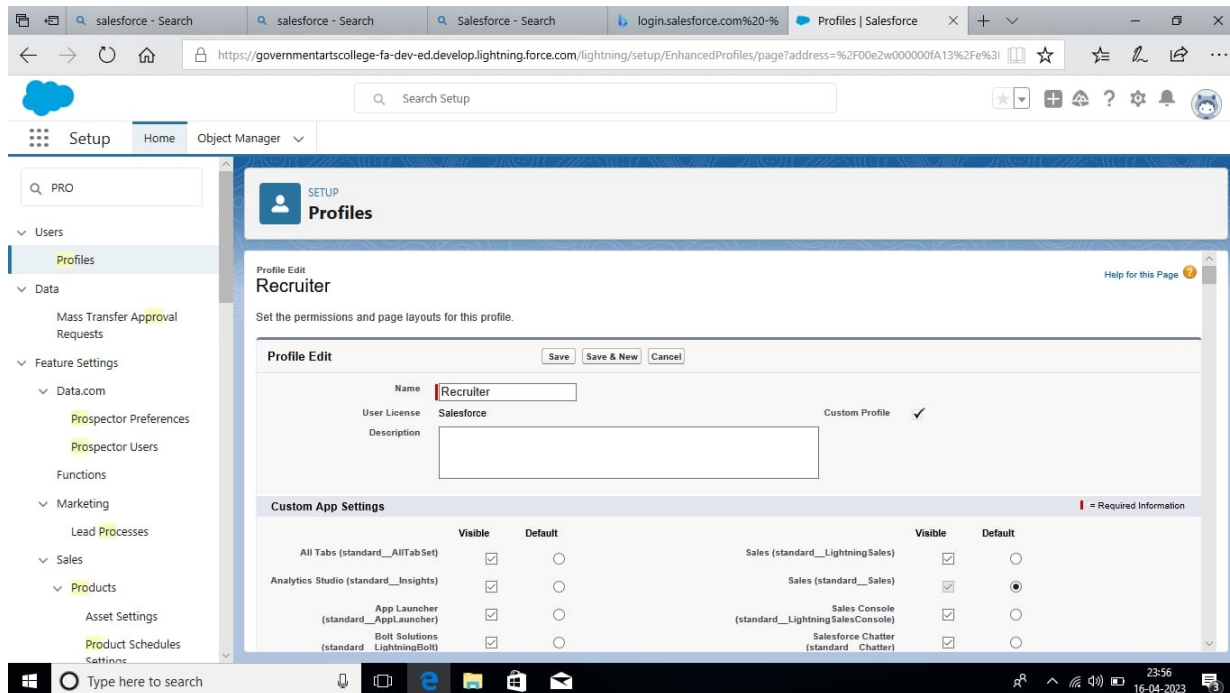
Tab Style Selector | Create your own style

Hide styles which are used on other tabs

Airplane[1]	Alarm clock	Apple	Balls
Bank	Bell	Big top	Boat
Books	Bottle	Box	Bridge
Building	Building Block	Caduceus	Camera
Can	Car	Castle	CD/DVD
Cell phone	Chalkboard	Chess piece	Chip
Circle	Compass	Computer	Credit card
CRT TV	Cup	Desk	Diamond
Dice	Factory	Fan	Flag
Form	Gears	Globe	Guitar
Hammer	Hands	Handsaw	Headset
Heart	Helicopter	Hexagon	Highway Sign
Hot Air Balloon	Insect	IP Phone	Jewel
Keys	Laptop	Leaf	Lightning
Locked	Mail	Map	Measuring Tape

Type here to search | 23:50 | 16-04-2023

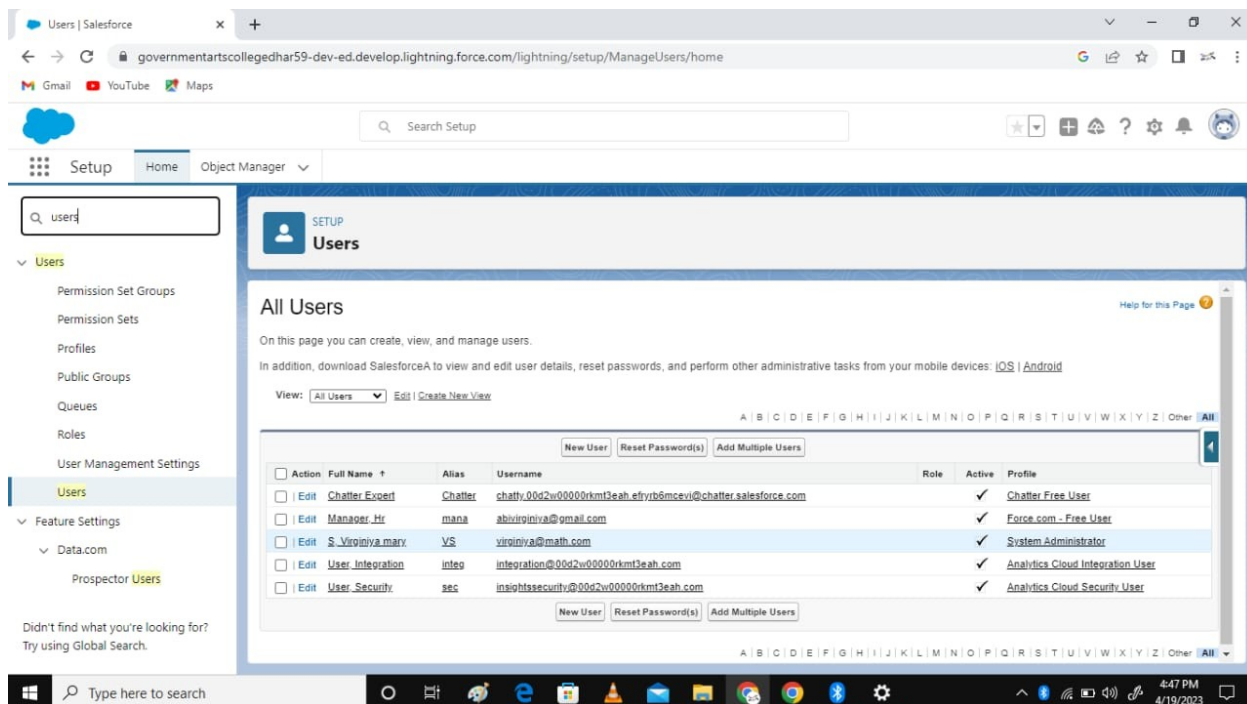
Milestone 5



The screenshot shows the Salesforce Setup interface for the 'Profiles' section. The left sidebar contains a navigation menu with 'Setup' selected. The main content area is titled 'Profiles' and shows the 'Recruiter' profile being edited. The 'Profile Edit' section includes fields for Name (Recruiter), User License (Salesforce), and Description. Below this is the 'Custom App Settings' table, which lists various Salesforce applications and their visibility and default status for the Recruiter profile.

App	Visible	Default
All Tabs (standard__AllTabSet)	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Analytics Studio (standard__Insights)	<input checked="" type="checkbox"/>	<input type="checkbox"/>
App Launcher (standard__AppLauncher)	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Bolt Solutions (standard__LightningBolt)	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Sales (standard__LightningSales)	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Sales (standard__Sales)	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Sales Console (standard__LightningSalesConsole)	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Salesforce Chatter (standard__Chatter)	<input checked="" type="checkbox"/>	<input type="checkbox"/>

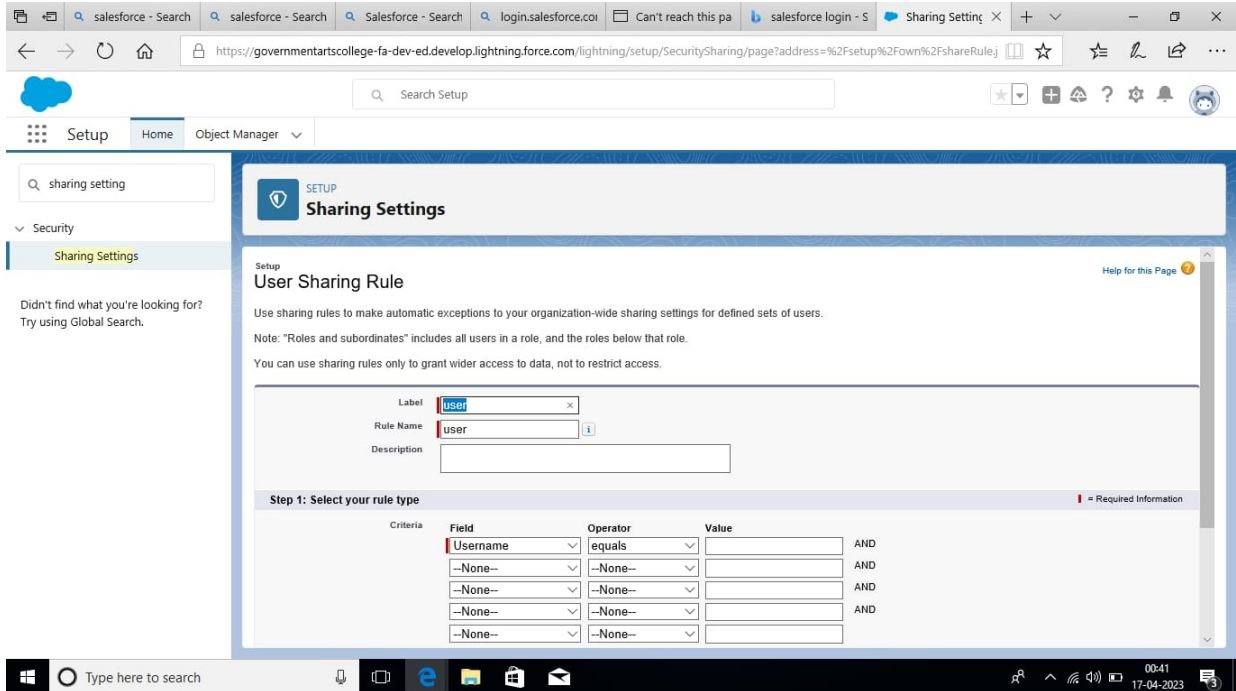
Milestone 6



The screenshot shows the Salesforce Setup interface for the 'Users' section. The left sidebar contains a navigation menu with 'Setup' selected. The main content area is titled 'Users' and shows the 'All Users' list. The list includes columns for Action, Full Name, Alias, Username, Role, Active, and Profile. The list contains several users, including 'Chatter Expert', 'Manager_Hr', 'S_Virginia.mary', 'User_Integration', and 'User_Security'.

Action	Full Name	Alias	Username	Role	Active	Profile
<input type="checkbox"/> Edit	Chatter Expert	Chatter	chatter_00d2w00000kmt3eah.eryb6mcevi@chatter.salesforce.com		<input checked="" type="checkbox"/>	Chatter Free User
<input type="checkbox"/> Edit	Manager_Hr	mana	abirvirginia@gmail.com		<input checked="" type="checkbox"/>	Force.com - Free User
<input type="checkbox"/> Edit	S_Virginia.mary	VS	virginia@math.com		<input checked="" type="checkbox"/>	System Administrator
<input type="checkbox"/> Edit	User_Integration	intep	integration@00d2w00000kmt3eah.com		<input checked="" type="checkbox"/>	Analytics Cloud Integration User
<input type="checkbox"/> Edit	User_Security	sec	insightsecurity@00d2w00000kmt3eah.com		<input checked="" type="checkbox"/>	Analytics Cloud Security User

Milestone 7



The screenshot shows the Salesforce Setup interface for the 'Sharing Settings' page. The left sidebar contains a search bar and a navigation menu with 'Security' and 'Sharing Settings' (highlighted). The main content area is titled 'Sharing Settings' and includes a 'Setup' link, a 'User Sharing Rule' section, and a 'Step 1: Select your rule type' section. The 'User Sharing Rule' section contains a form with fields for 'Label' (set to 'User'), 'Rule Name' (set to 'user'), and 'Description'. The 'Step 1: Select your rule type' section shows a table with columns for 'Criteria', 'Field', 'Operator', 'Value', and 'AND/OR'. The table is currently empty, with the first row showing 'Username' as the field and 'equals' as the operator.

Setup
Sharing Settings

Setup
User Sharing Rule

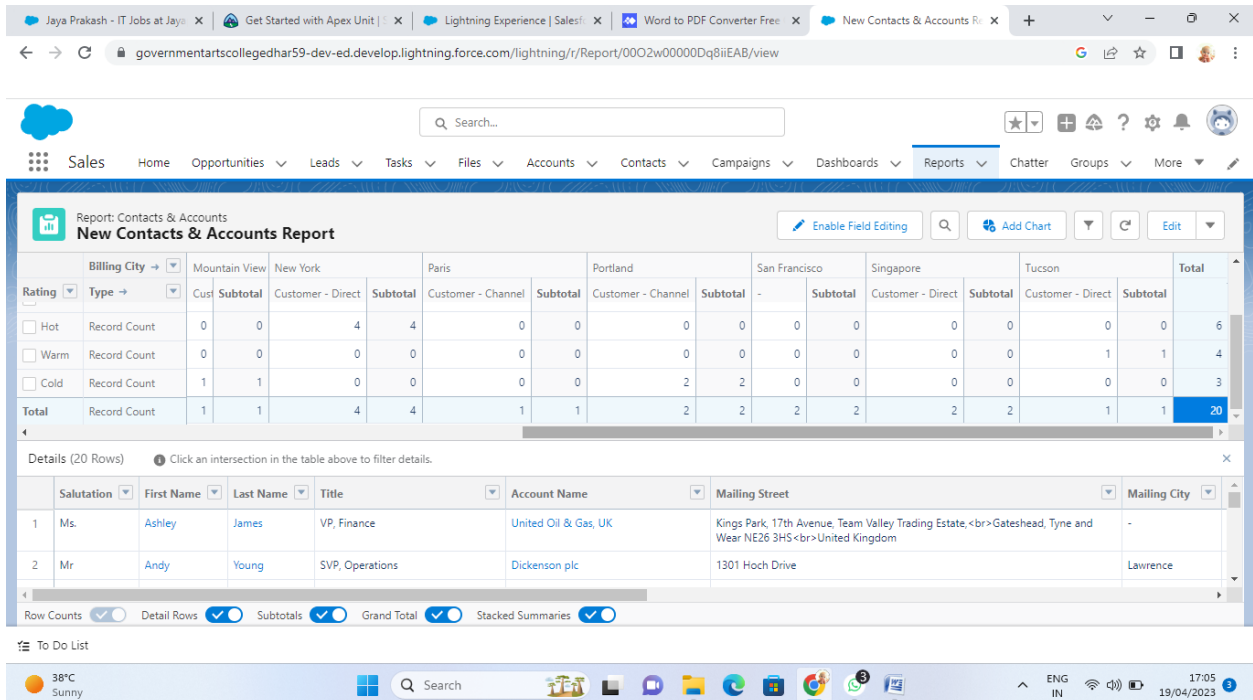
Use sharing rules to make automatic exceptions to your organization-wide sharing settings for defined sets of users.
Note: "Roles and subordinates" includes all users in a role, and the roles below that role.
You can use sharing rules only to grant wider access to data, not to restrict access.

Label: User
Rule Name: user
Description:

Step 1: Select your rule type

Criteria	Field	Operator	Value	
	Username	equals		AND
	--None--	--None--		AND
	--None--	--None--		AND
	--None--	--None--		AND
	--None--	--None--		AND

Milestone 8



The screenshot shows the Salesforce Reports interface for the 'New Contacts & Accounts Report'. The left sidebar contains a search bar and a navigation menu with 'Sales', 'Home', 'Opportunities', 'Leads', 'Tasks', 'Files', 'Accounts', 'Contacts', 'Campaigns', 'Dashboards', 'Reports' (highlighted), 'Chatter', 'Groups', and 'More'. The main content area is titled 'Report: Contacts & Accounts' and 'New Contacts & Accounts Report'. It includes a table with columns for 'Rating', 'Type', 'Cust', 'Subtotal', 'Customer - Direct', 'Subtotal', 'Customer - Channel', 'Subtotal', 'Customer - Channel', 'Subtotal', 'San Francisco', 'Singapore', 'Tucson', and 'Total'. The table is filtered by 'Rating' (Hot, Warm, Cold) and 'Type' (Record Count). The 'Total' column shows a value of 20. Below the table is a 'Details (20 Rows)' section with a table showing individual records with columns for 'Salutation', 'First Name', 'Last Name', 'Title', 'Account Name', 'Mailing Street', and 'Mailing City'.

Report: Contacts & Accounts
New Contacts & Accounts Report

Rating	Type	Cust	Subtotal	Customer - Direct	Subtotal	Customer - Channel	Subtotal	Customer - Channel	Subtotal	San Francisco	Singapore	Tucson	Total
Hot	Record Count	0	0	4	4	0	0	0	0	0	0	0	6
Warm	Record Count	0	0	0	0	0	0	0	0	0	0	0	4
Cold	Record Count	1	1	0	0	0	0	2	2	0	0	0	3
Total	Record Count	1	1	4	4	1	1	2	2	2	2	1	20

Details (20 Rows)

	Salutation	First Name	Last Name	Title	Account Name	Mailing Street	Mailing City
1	Ms.	Ashley	James	VP, Finance	United Oil & Gas, UK	Kings Park, 17th Avenue, Team Valley Trading Estate, Gateshead, Tyne and Wear NE26 3HS United Kingdom	-
2	Mr	Andy	Young	SVP, Operations	Dickenson plc	1301 Hoch Drive	Lawrence

Row Counts: ☒ Detail Rows: ☒ Subtotals: ☒ Grand Total: ☒ Stacked Summaries: ☒

description.

4 Trailhead Profile Public URL

Team leader	virginiya Mary	: https://trailblazer.me/id/virgs
Team member 1	Abirami	: https://trailblazer.me/id/abirr22
Team member 2	Aruna	: https://trailblazer.me/id/arung82
Team member 3	Elakiya	: https://trailblazer.me/id/elaka5

<https://trailblazer.me/id/elaka5>

Project Report Template

5 ADVANTAGES & DISADVANTAGE

Advantages of a job application tracking system:

1. Streamlines the recruitment process, making it faster and more efficient.
2. Allows recruiters to easily manage job postings and candidates, keeping all information in one place.
3. Provides a better candidate experience by keeping them informed about their application status.
4. Enables recruiters to quickly search and filter resumes based on specific criteria.
5. Reduces the amount of time and resources spent on administrative tasks by automating certain processes.
6. Allows for better tracking and reporting on key performance indicators, such as time-to-hire and cost-per-hire.
7. Helps to reduce the likelihood of human error in the recruitment process.

Disadvantages of a job application tracking system:

1. Requires an initial investment in software and training for recruiters and hiring managers.
2. May eliminate some of the personal touch in the recruitment process, potentially leading to a less engaging candidate experience.
3. May prioritize certain resumes over others based on specific criteria, potentially leading to bias in the recruitment process.
4. May not be suitable for small or specialized recruiting needs.
5. If data is not updated and maintained regularly, the system may become difficult to use and inaccurate.
6. May create a heavier workload for recruiters if there are a large number of applications to manage.
7. May not be suitable for companies that rely heavily on referrals or other non-traditional recruiting methods.

6 APPLICATIONS

Here are a few points for developing a job application tracking system application:

1. Easy registration and login process for candidates and recruiters.
2. Clear and concise job description and requirements for each job posting.
3. An application form that collects information from candidates such as their resume, contact information, education, and work experience.
4. A dashboard for recruiters to manage job postings, resumes, and candidates.
5. A search function that enables recruiters to search for resumes based on keywords, job experience, education, etc.
6. Interview scheduling and communication with candidates and hiring managers.
7. Candidate status tracking from application to job offer.
8. Integration with popular job boards and social media platforms for wider reach.
9. Customizable email templates for communicating with candidates.
10. Analytics and reporting features to track the efficiency of the recruitment process and identify areas for improvement.

7 CONCLUSION

Job application tracking system can be a valuable resource for recruiters in streamlining the recruitment process. However, it is important to consider both the advantages and disadvantages before deciding to implement the system.

8 FUTURE SCOPE

Job application tracking system can be further developed to include artificial intelligence and machine learning algorithms. This can help in better shortlisting candidates and predicting future job vacancies. It can also feature mobile app support to enable recruiters to manage their recruitment process on-the-go.