

Program

Salesforce Admin



About Program



Learning Format
Online



Duration
130 Hour



Career Services

Job Market



1.1 Million Job Postings



Growing Salesforce Industry



Popular Degree



Skill Development



Future- Oriented Career

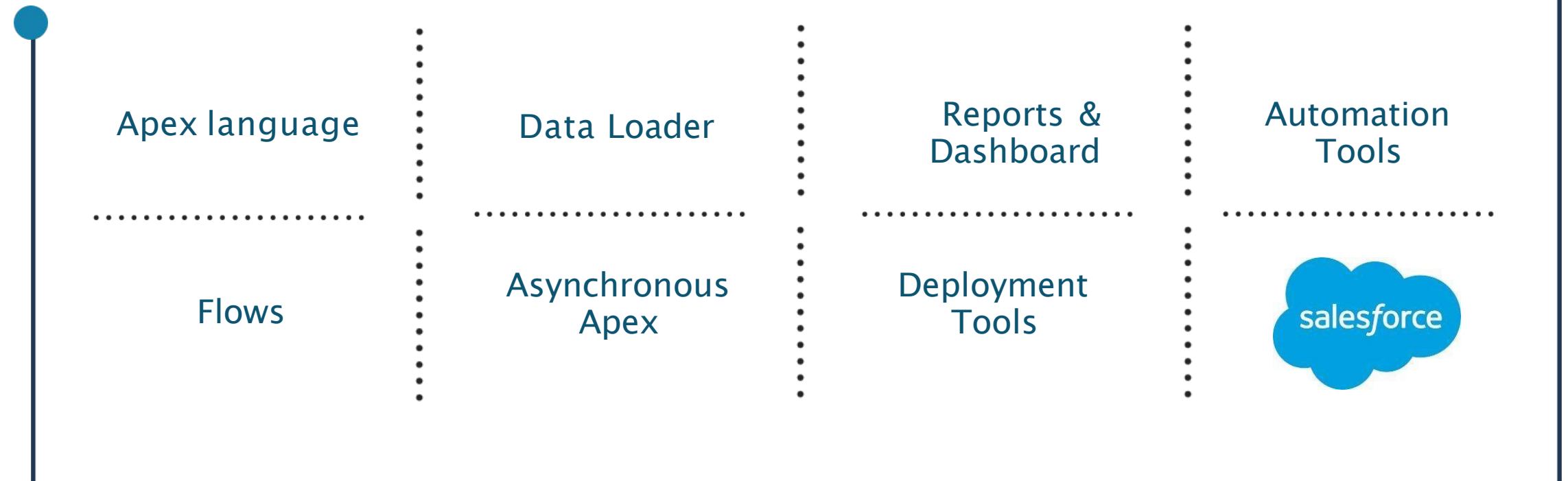


High Demand

Program **Features**



Top Skills & Tools Covered



Training Plan



Resources	Description
Video Recordings	Daily Sessions would be recorded and shared to the candidates
Decks	The candidates will get access to the presentations taken-up during the session
Notes	Consolidated notes in word document
Assignments	Assignments for every module covered
MCQs	MCQs for every module covered in the session would be provided
Dumps for Certification	Admin and PDI Dumps provided
Projects	3 Live projects would be provided for practise <ul style="list-style-type: none">• Recruitment App• Customer Engagement Project• Advertisement Management Project

Placement Process



TRAINERS SQUAD PLACEMENT PROCESS



SFDC Course Curriculum



**Salesforce
Administrator**

Module 1 : Salesforce.com Introduction

- ❑ Salesforce.com Overview
- ❑ CRM Overview – Benefits of CRM
 - ❑ Services Provided by Salesforce
 - ❑ Salesforce Vs Other Cloud
 - ❑ Salesforce Architecture – Multi-tenant
 - ❑ Salesforce Editions / Pricing
 - ❑ Salesforce Certifications discussion
 - ❑ Certified Force.com PD 1
 - ❑ Certified Administration (201)



Module 2 : Force.com Database Configuration

- ❑ Database Model – Object Creation
 - ❑ Standard Objects – Account, Contacts, Leads,
 - ❑ Campaigns, Opportunities etc
 - ❑ CRM functionality in Salesforce and use of standard objects
 - ❑ Custom Objects Vs. Standard Objects
 - ❑ Limitations
- ❑ Field Creation and its Relationships
 - ❑ Different Data types
 - ❑ Standard Data types –Text, Email, Number,Currency,URL,Text Area, RichTextArea, etc.,
 - ❑ Storage Limitations

Module 2 : Force.com Database Configuration

- ❑ Read only Data types
 - ❑ Auto Number, Formula and Rollup summary
 - ❑ Rollup summary Operations
 - ❑ Sum(), Min(), Max() and Count
 - ❑ Limitations in Rollup summary

Module 3 : Relational Data types

- ❑ Lookup Vs Master – Detail Relationship
 - ❑ Limitations, Junction object.

Module 4 : Process Automation

- ❑
- ❑ Defining Workflow
- ❑ Workflow Actions
 - ❑ Email Alert
 - ❑ Task Create
 - ❑ Field Update
 - ❑ Outbound Message
- ❑ Difference between Evaluation Criteria and Rule Criteria
- ❑ Workflow Vs Trigger

Module 5 : Email Templates

- ❑ Email Templates
 - ❑ Sending Single emails and Mass emails.
- ❑ Types of Templates
 - ❑ HTML (Using Letterhead) , Custom HTML (without using letterhead), Visualforce Email Templates

Module 6 : Tab Creation

- ❑ Tab Creation:
 - ❑ Types of Tabs
 - ❑ Custom object Tabs
 - ❑ Web Tabs
 - ❑ Visual force Tabs

Module 7 : UI Customization

❑ Page Layouts:

- ❑ Defining Page layouts
- ❑ Field order changes
- ❑ Adding custom buttons and links
- ❑ Defining required and read only fields
- ❑ Adding related list
- ❑ Adding Sections in Detail page

❑ Record Types

- ❑ To create and maintain record types for your organization.
- ❑ Display different page layouts and picklist values based on record types.
- ❑ Uses of Record Types

Module 8 : UI Customization II

- ❑ Field Dependencies
 - ❑ Controlling field/Dependent field?
 - ❑ Making dependent pick list fields
 - ❑ Limitations
 - ❑ Validation Rules
 - ❑ Defining Salesforce Data Validation
 - ❑ Creating Custom Validation Rules

Module 9 : Data Management

- ❑ Import using Application Import Wizard
- ❑ Import Wizard Vs Data Loader
- ❑ Mass Delete
- ❑ Understanding Storage(attachments, documents and records)
- ❑ Storage Usage
- ❑ Data Loader Operations Insert/ Update/ Delete/ Upsert / export / exportall

Thank You

