

SALESFORCE

ADVANCED

3 DAYS

Salesforce Admin

Build a strong foundation in Salesforce application development using declarative tools to design and customize business applications. Learn how to model data, create intuitive user interfaces, and manage security and access controls to translate business requirements into scalable Salesforce solutions.

Why Salesforce Admin?

Improved Customer Segmentation

Salesforce admin-level skills will enable your teams to effectively segment customers using its advanced filtering and reporting tools. This helps you create more targeted marketing campaigns and personalized service strategies, improving overall customer engagement.

Faster Onboarding

With Salesforce training, new hires can quickly set up their accounts and get familiar with standardized processes and tools. Moreover, with its intuitive interface and documentation, your admins can reduce the time it takes for new employees to start being productive.

Enhanced Data Accuracy

Well-trained teams can accurately input and manage data in Salesforce CRM by using its validation rules and error-checking functionalities. This ensures that the data entered is consistent and error-free, leading to more reliable information use.

Streamlined Compliance

With people adept in Salesforce's compliance-centric features such as field history tracking and data encryption, your business can automatically meet all regulatory requirements. This reduces the risk of legal issues and potential fines as they maintain proper documentation and keep your sensitive information secure.

What you'll be able to do

- ✓ Build custom apps on Salesforce using declarative syntax.
- ✓ Translate high-level requirements into Salesforce applications.
- ✓ Design data models with objects, fields, and relationships.
- ✓ Create user interfaces with record types, page layouts, tabs, and apps.
- ✓ Manage user access and security with profiles, permission sets, and organization-wide defaults.

Who this is for

- Developers and consultants migrating to Salesforce
- Aspiring Salesforce professionals
- Anyone, in general, preparing for the Salesforce Admin certification

Curriculum

01 Salesforce Admin Foundations

- Apply salesforce admin foundations in Salesforce delivery workflows
- Configure or implement with hands-on practice
- Validate outcomes against admin/dev standards
- Document decisions for handoff and reuse

02 Objects and Fields

- Apply objects and fields in Salesforce delivery workflows
- Configure or implement with hands-on practice
- Validate outcomes against admin/dev standards
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03 Relationships and Custom Fields

- Apply relationships and custom fields in Salesforce delivery workflows
- Configure or implement with hands-on practice
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04 Page Layouts

- Apply page layouts in Salesforce delivery workflows
- Configure or implement with hands-on practice
- Validate outcomes against admin/dev standards
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05 Security, Roles, and Sharing

- Apply security, roles, and sharing in Salesforce delivery workflows
- Configure or implement with hands-on practice
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06 Formula Fields

- Apply formula fields in Salesforce delivery workflows
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07 Reports and Dashboards

- Apply reports and dashboards in Salesforce delivery workflows
- Configure or implement with hands-on practice
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08 Automation Essentials

- Apply automation essentials in Salesforce delivery workflows
- Configure or implement with hands-on practice
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09 Admin Practice Scenarios

- Apply admin practice scenarios in Salesforce delivery workflows
- Configure or implement with hands-on practice
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- Document decisions for handoff and reuse