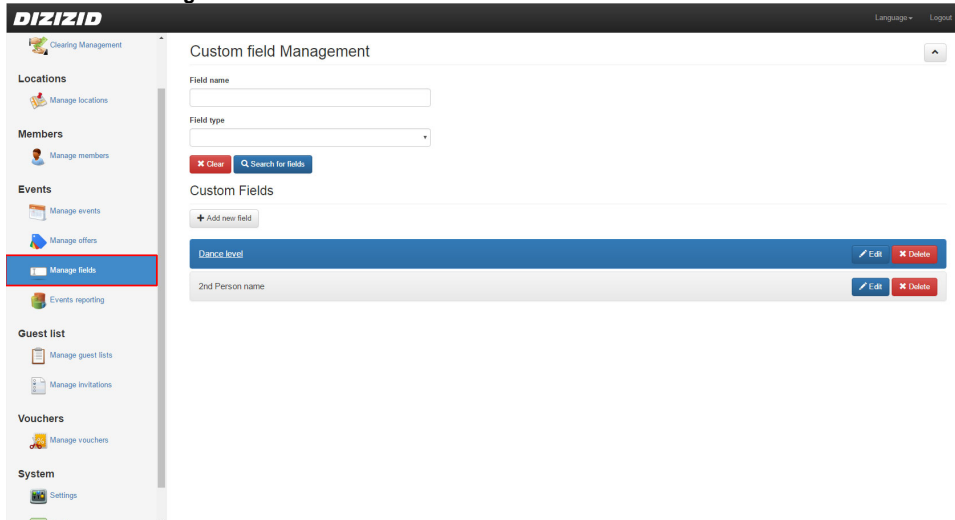


How do I create a custom field

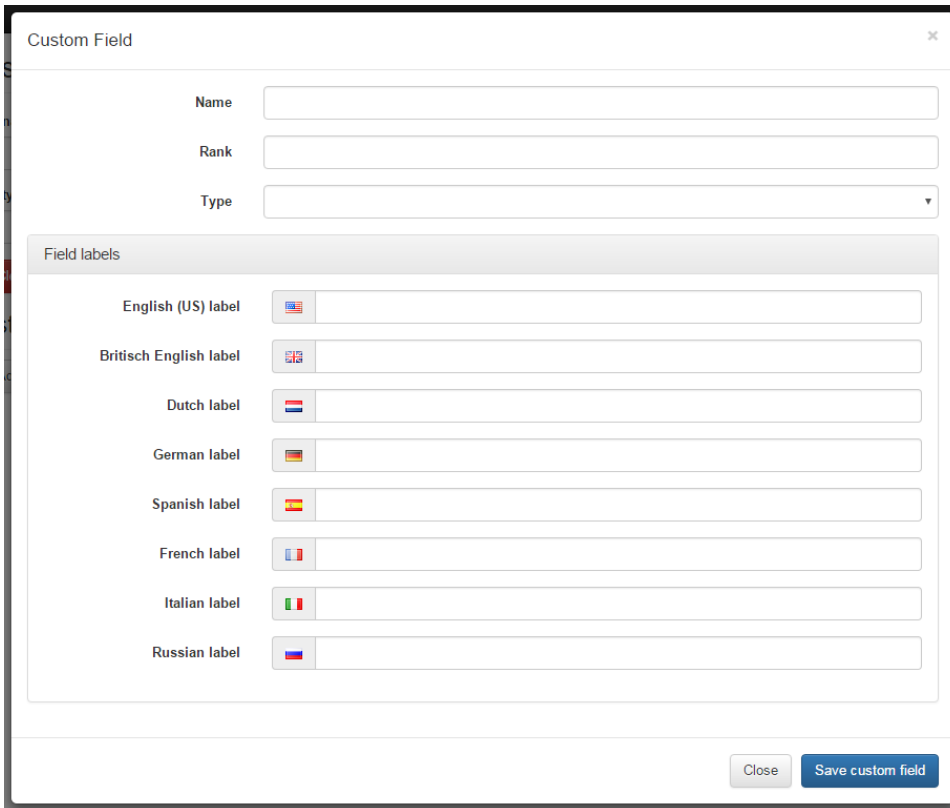
Video tutorial:

1. Login to the admin module
2. Go to **Events** **Manage fields**



The screenshot shows the DIZIZID admin interface. On the left is a sidebar menu with categories: Clearing Management, Locations, Members, Events, Guest list, Vouchers, and System. The 'Events' category is expanded, and 'Manage fields' is highlighted. The main content area is titled 'Custom field Management'. It contains a 'Field name' input field, a 'Field type' dropdown menu, a 'Clear' button, and a 'Search for fields' button. Below this is a list of 'Custom Fields' with two entries: 'Dance level' and '2nd Person name'. Each entry has 'Edit' and 'Delete' buttons.

3. Click on **Add new field**
4. Fill in the name of the field (Used for administrative purposes only)



The screenshot shows a 'Custom Field' modal window. It has three input fields: 'Name', 'Rank', and 'Type'. Below these is a 'Field labels' section with a table of language labels and input fields:

Language	Label Input
English (US) label	<input type="text"/>
British English label	<input type="text"/>
Dutch label	<input type="text"/>
German label	<input type="text"/>
Spanish label	<input type="text"/>
French label	<input type="text"/>
Italian label	<input type="text"/>
Russian label	<input type="text"/>

At the bottom right of the modal are 'Close' and 'Save custom field' buttons.

5. Fill in the rank. (The rank will determine which field will be displayed first)
6. Select the type of custom field
7. Fill in the field labels in the specified language (If you don't want to translate the fields you can use the **English (US) label** only. The other languages are optional.)
8. If you have drop down menu field you should also add the possible field values by clicking on the **Add new field value** button.
9. Press **Save custom field**

