

User fields management

Options menu

Phase Manager 4 allows you to manage custom fields to enrich the characteristics of your activities.

There are three types of fields:

- Text
- Numeric
- Choice list

Note: Custom fields of type "Choice list" now replace the old areas conditions. \Rightarrow See. Ajout et modification des styles d'activités to see how to proceed.

Adding, deleting and editing fields

To edit, add or remove custom fields, go to Options > Manage Custom Fields. In the window that opens, you can:

- 1/ add a field by filling in its name, its type (using the drop-down menu), then by clicking on the button
- 2/ delete a field by clicking on it and then on the button
- 3/ modify the entries of a field of type Choice list, by selecting it then clicking on the button

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Adding values to activities custom fields

To add or change a custom field value, you can either :

1/ Open the activity detail window and fill in the fields directly:

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2/ Import your custom fields from the activity data table: see: the new import/export interface