

How to Create a Custom Grid

- 1. Log in as **Admin user**
- 2. On user's menu panel, go to **System Manager** folder then click **Custom Fields**
- 3. From **Search Custom Field** screen, click **New** toolbar button to open a new **Custom Fields** screen
- 4. Select values on the header fields (**Screen Name** and **Description**)

Custom Grid - Entity

NewSaveSearchDeleteUndoBuildClose

DetailsPreviewAudit Log (0)

Screen Name: EntityModule: Entity ManagementDescription: Custom Grid

- Module field is automatically filled with the module parent of the selected Screen Name.
- 5. Add a **Tab** name
- 6. Select/enter details on the grid of the selected Tab (**Field Name**, **Field Type**)

Custom Grid - Entity

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Screen Name: EntityModule: Entity ManagementDescription: Custom Grid

Grid Fields

X RemoveUpDownLayoutFilter Records (F3)

Field Name	Field Type	Build
Field 1	Text	
Field 2	Integer	
Field 3	Decimal	
Field 4	Date	
Field 5	Bit	

Field Types can be any of the following:

Field Type
Text
Type
Text
Integer
Decimal
Date
Bit

- 7. Click the **Save** toolbar button once done
- 8. Click this link to view [How to Build the Custom Grid](#)