

Custom Field Creation

i This step is optional. If you do not create a Custom Client Field, the module will always use the male salutation.

First you need to create a Custom Field, so the module can look up the correct salutation for the client.

- 1. Navigate to **Setup Custom Client Fields**
- 2. Create a new Dropdown Field. Choose the fields name and values as you wish. The result should look like on this screenshot:

This is where you configure custom fields which appear in the clients profile.

Field Name	Gender	Display Order	0
Field Type	Drop Down ▾		
Description		The explanation to show users	
Validation		Regular Expression Validation String	
Select Options	Male,Female For Dropdowns Only - Comma Separated		
	List		
	☐ Admin Only ☒ Required Field ☒ Show on Order Form ☐ Show on Invoice Delete Field		

- 3. The options **Required Field** and **Show on Order Form** are optional. If you do not want to let the clients select their gender, then do not check that options.
That could make sense if your clients are mostly males or womens.