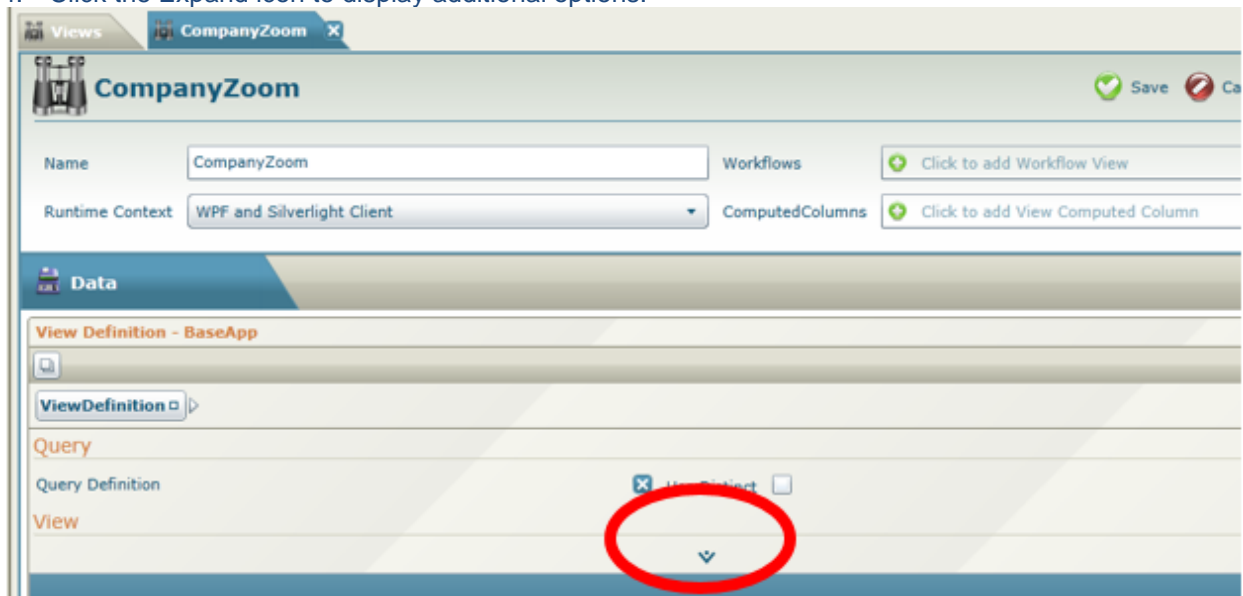


Add Your Custom Fields to OnContact Quick Search

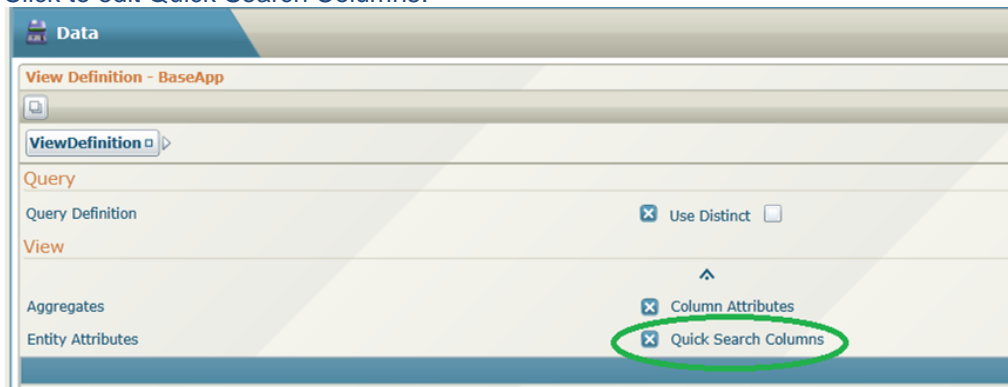
In this example, we will add a custom field we created previously (Customer Number) to the OnContact Quick Search.

To add your field to the OnContact Quick Search, you first need to find which View you need to edit.

1. Click the System icon.
2. Select Data, Views, and search for CompanyZoom.
Note: Other commonly edited views include:
 - ContactZoomView
 - OpportunityZoom
 - IncidentZoom
3. Double-Click to open the CompanyZoom screen.
4. Click the Expand icon to display additional options.

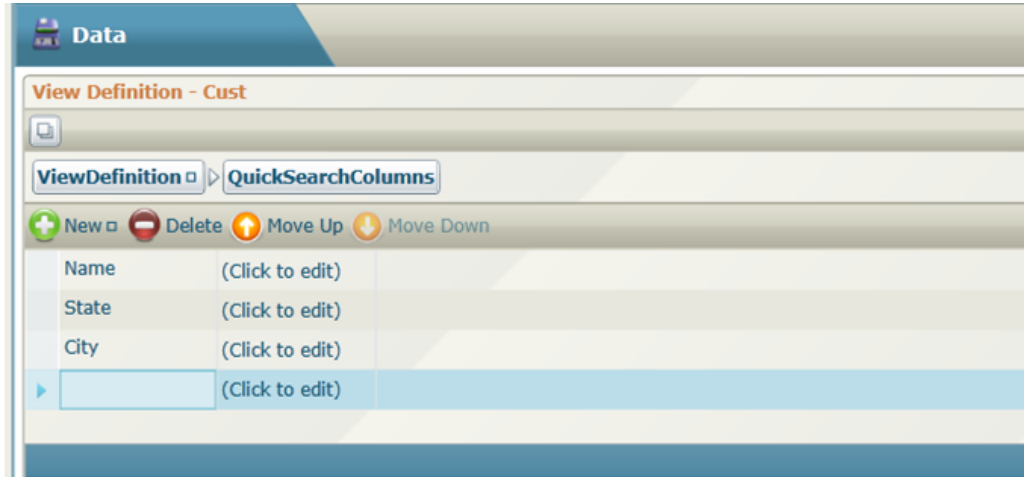


5. Click to edit Quick Search Columns.

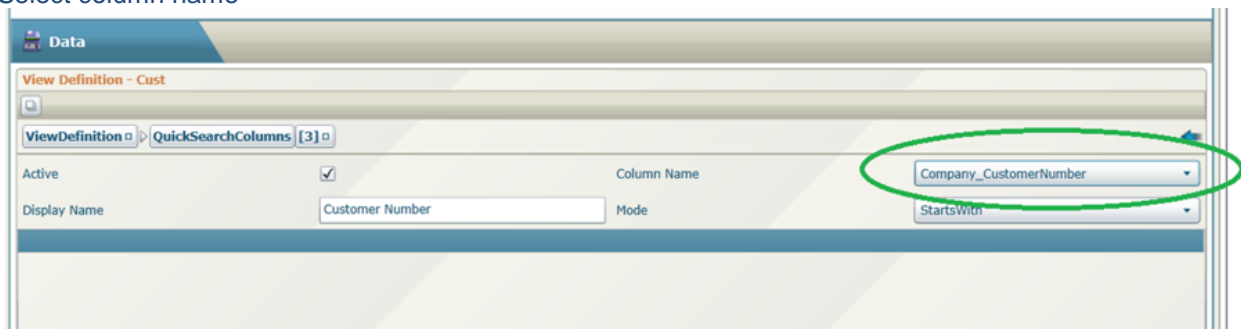


6. Add a row, click to edit

Add Your Custom Fields to OnContact Quick Search



7. Select column name



8. Click Save.
9. Log out and back in to see your change in the Workspace.