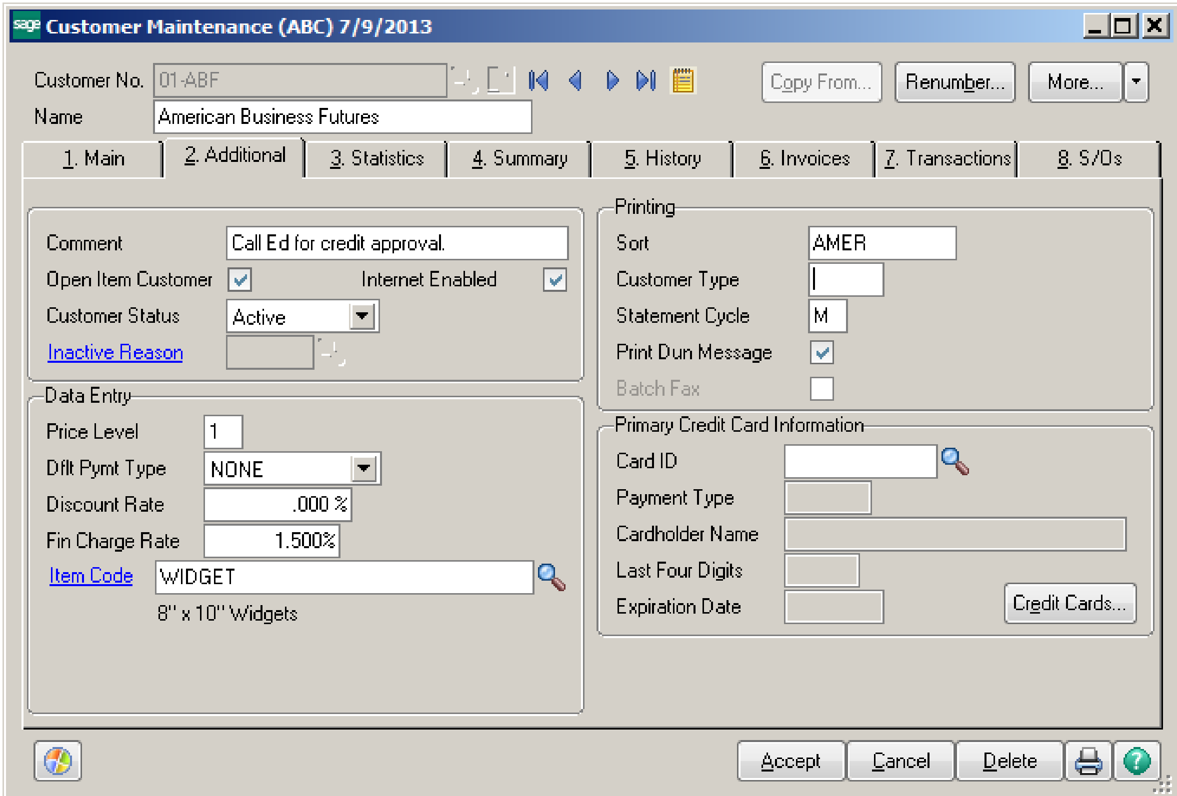
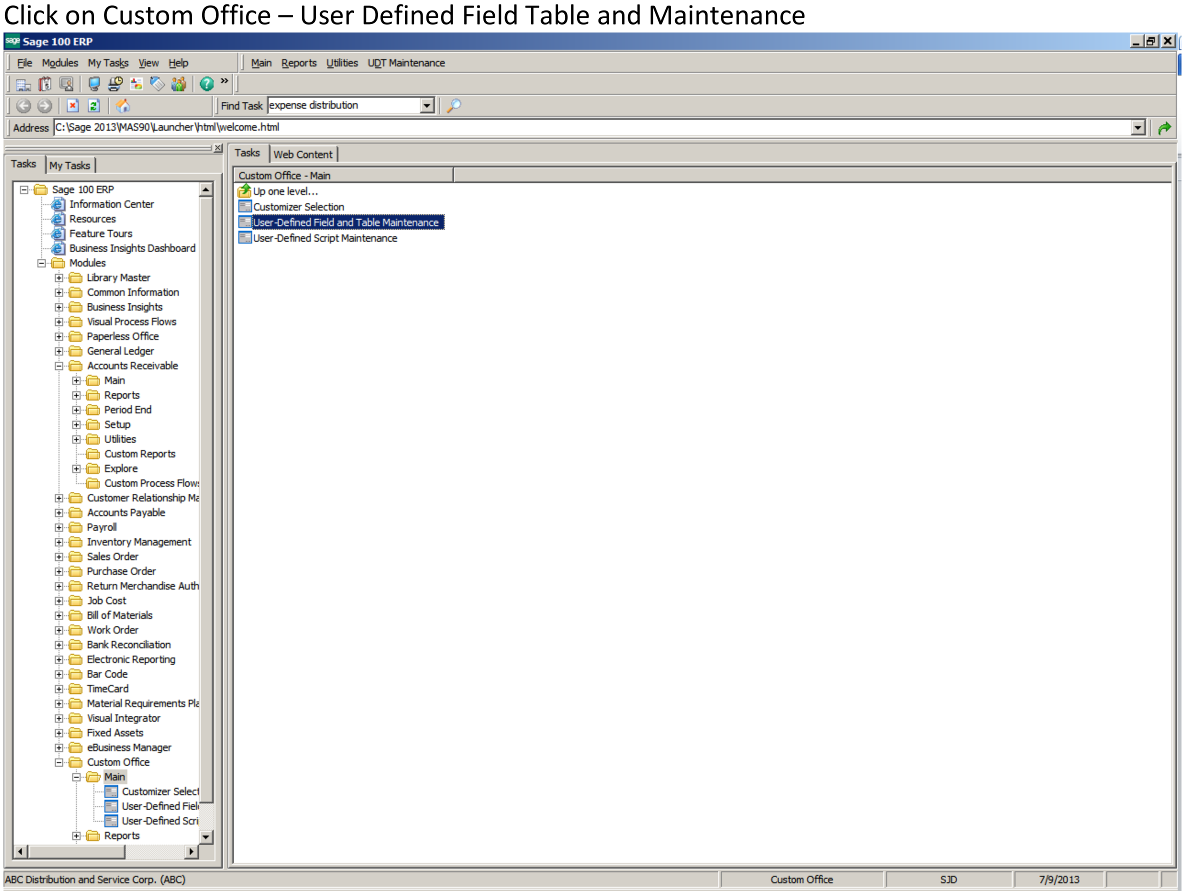
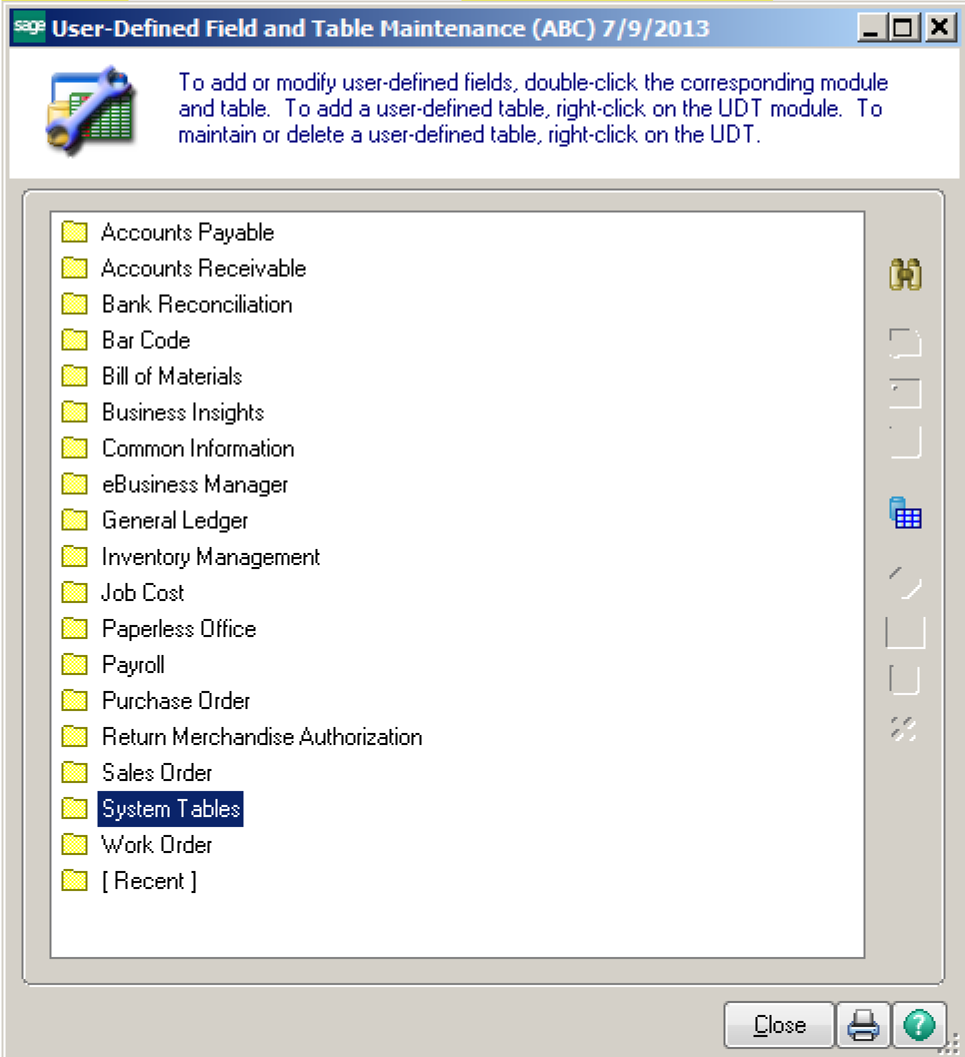
How to Add a Table to the Customer Type Field



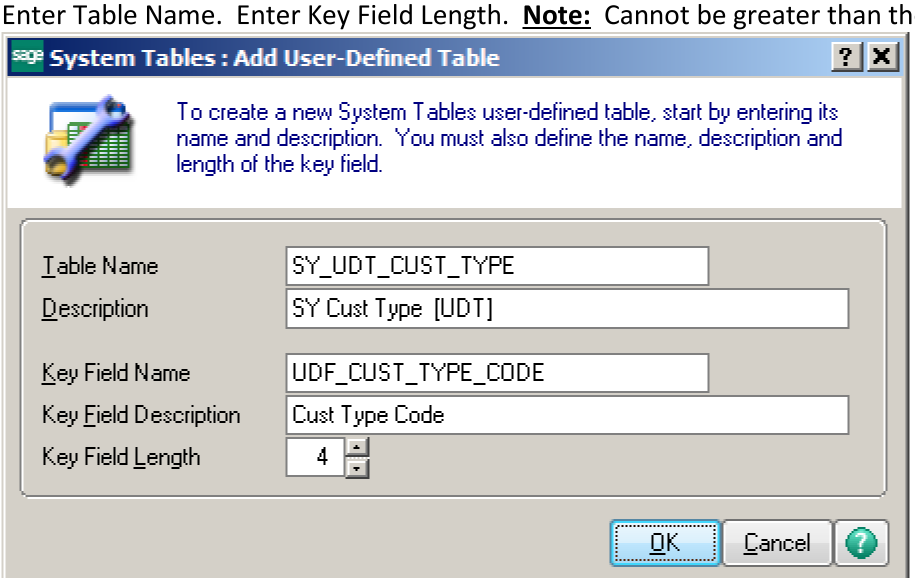
Click on Custom Office – User Defined Field Table and Maintenance



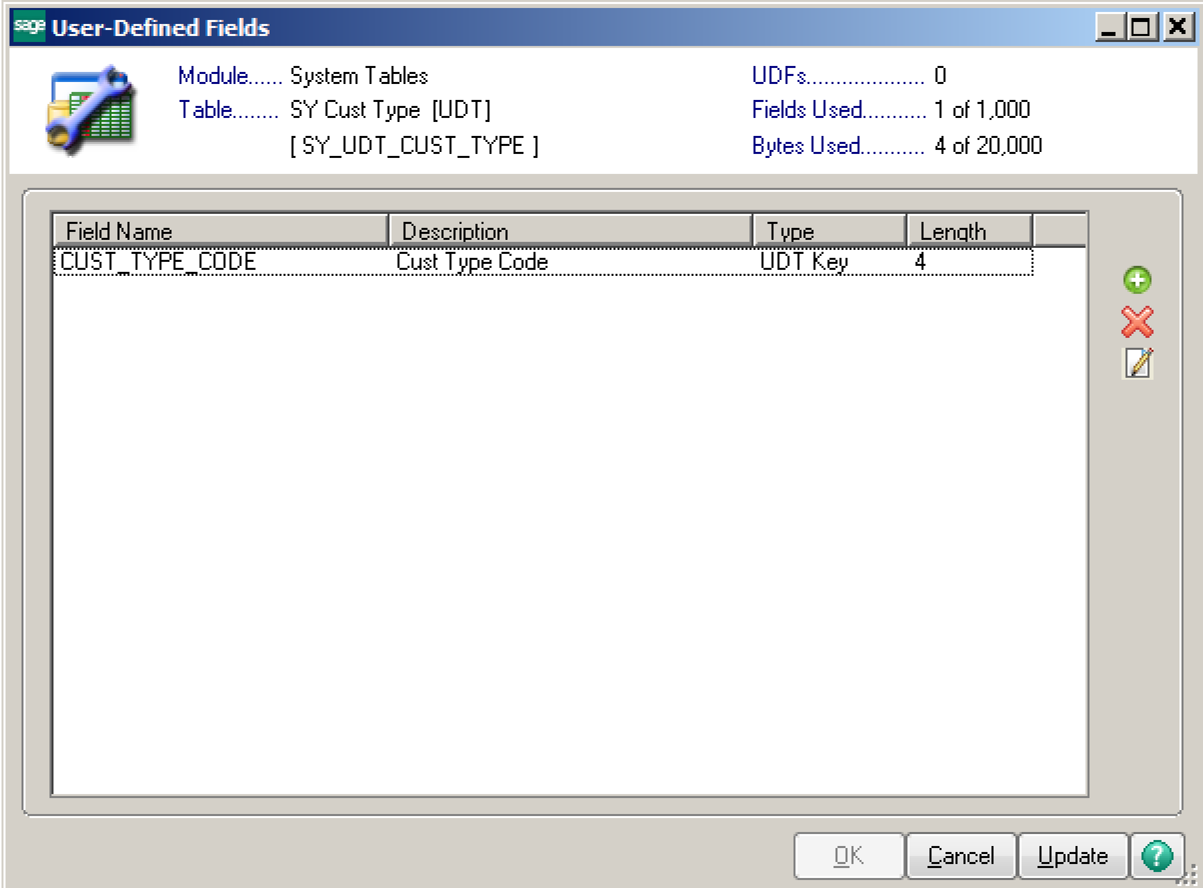
Right Click on System Tables. Click on **Add a User-Defined Table**.



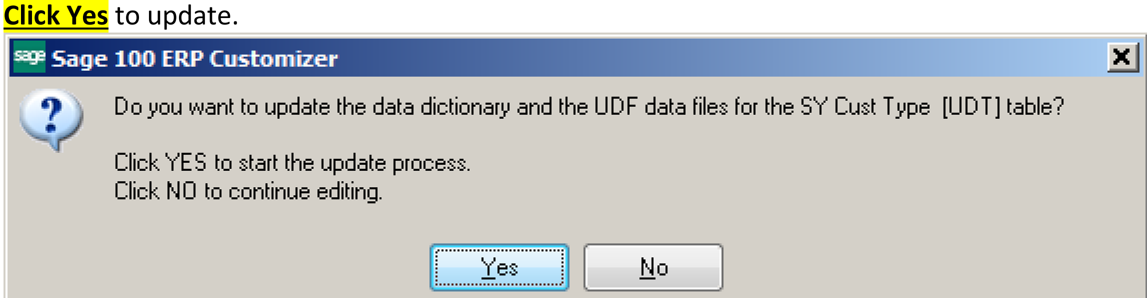
Enter Table Name. Enter Key Field Length. **Note:** Cannot be greater than the existing field length.



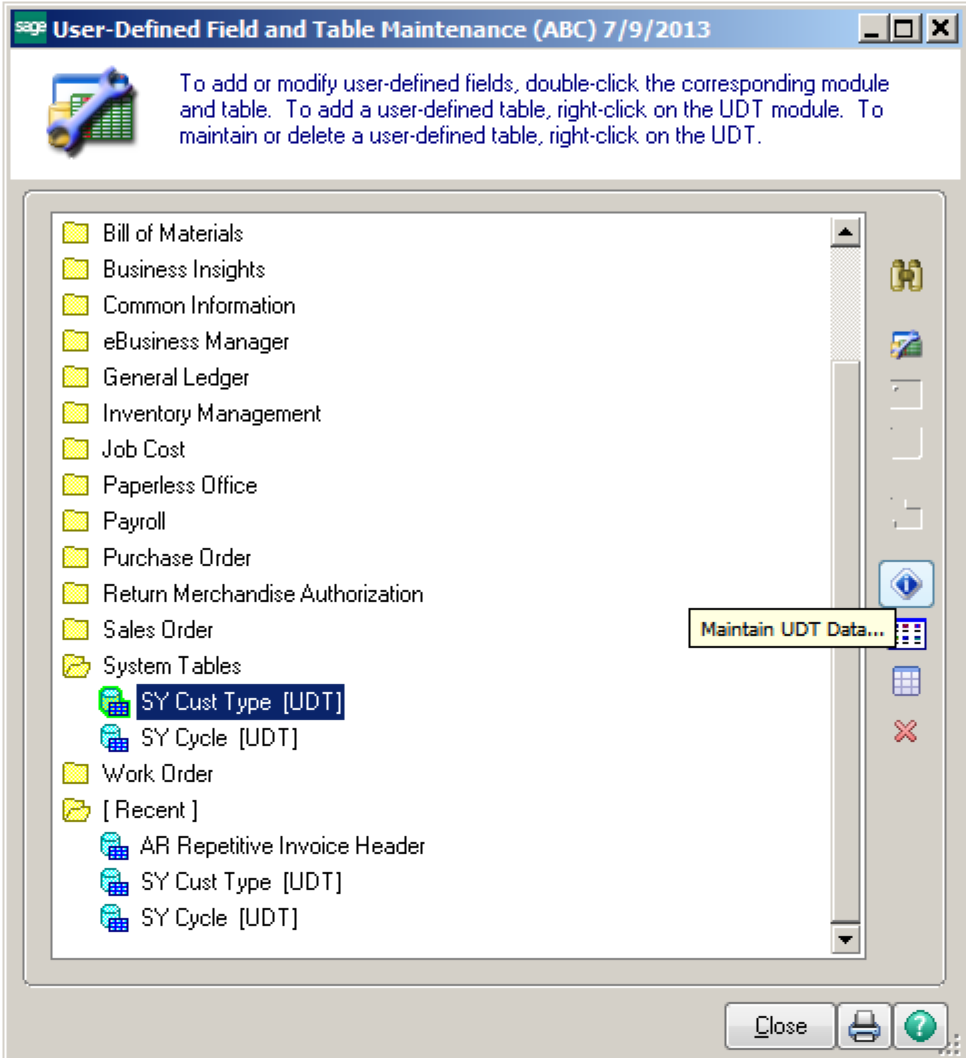
Click on the **Update button** to add your table to the Data Dictionaries.



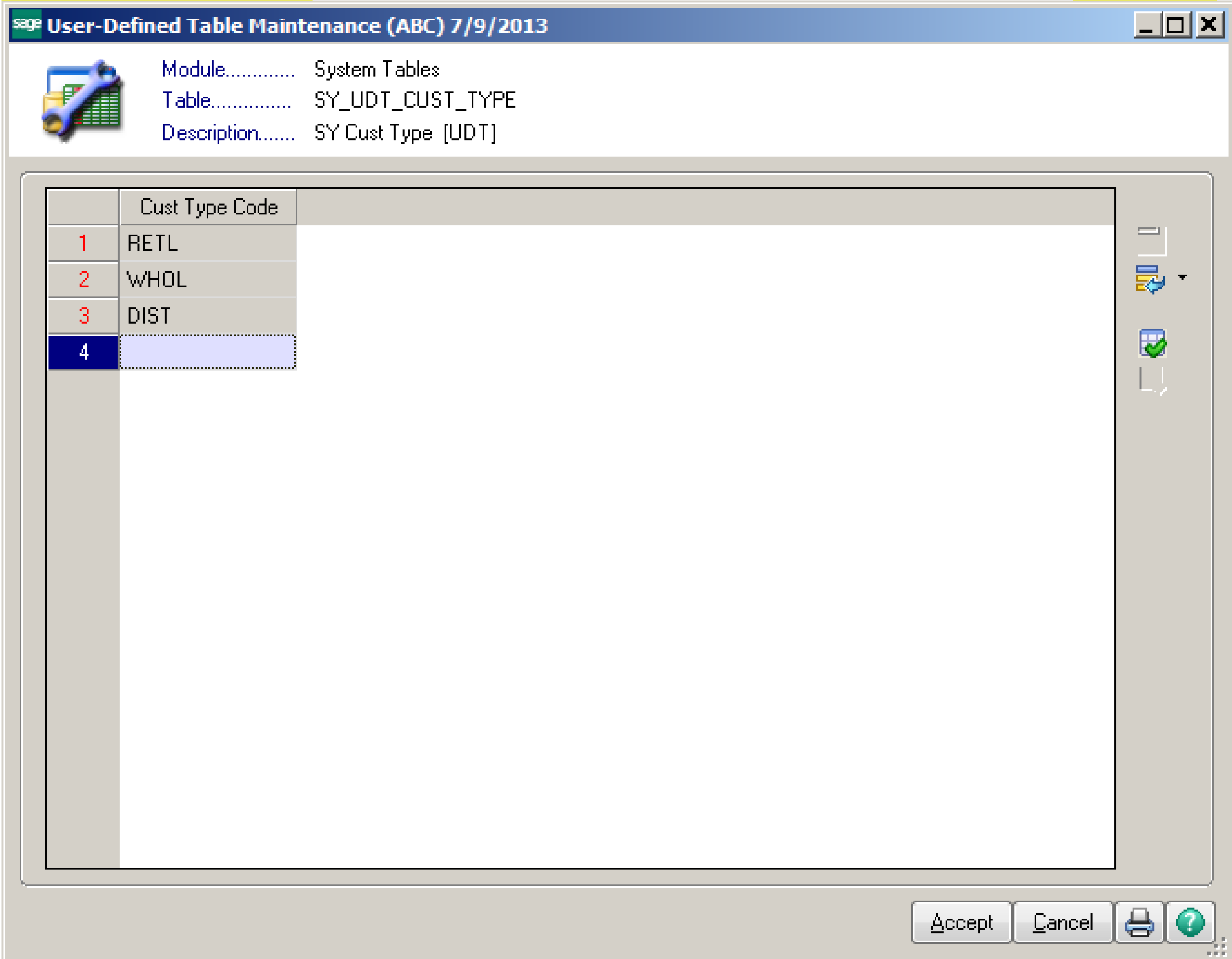
Click Yes to update.



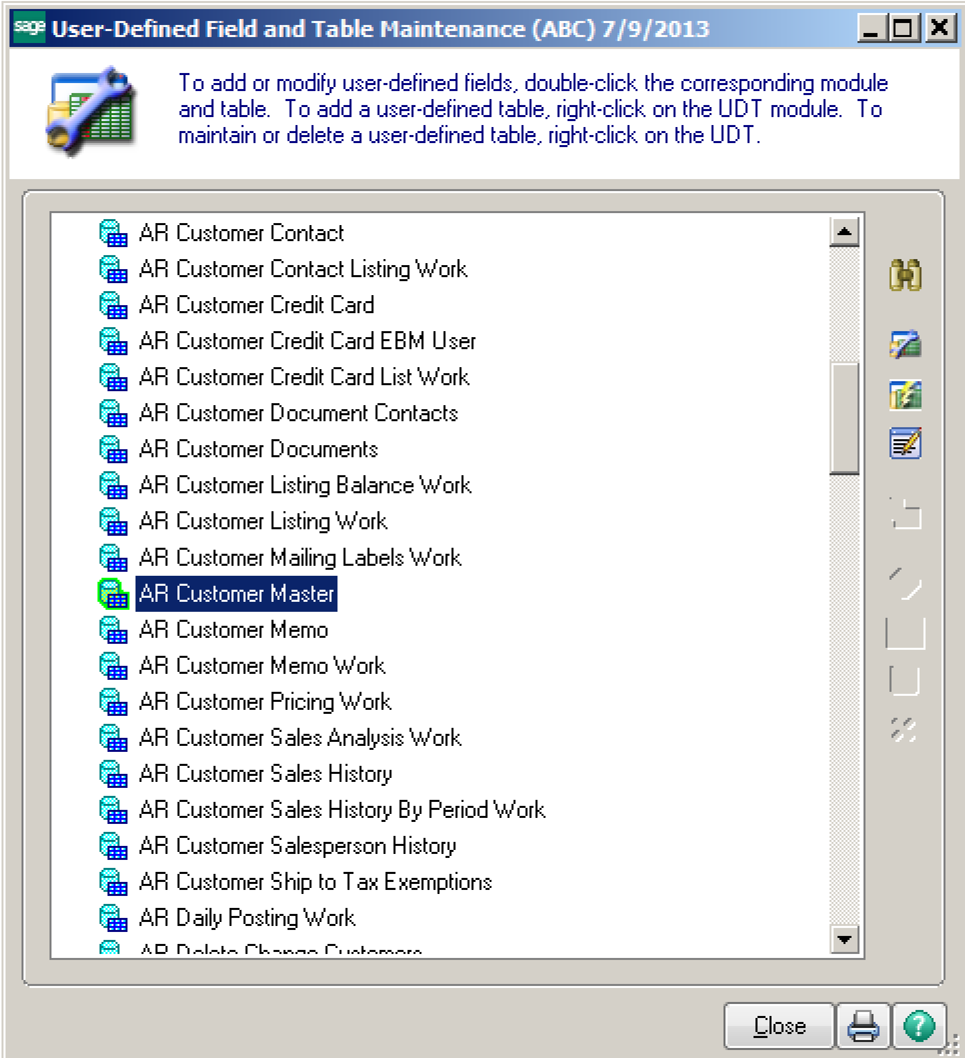
Click the Maintain UDT Data button to add data to your New table.



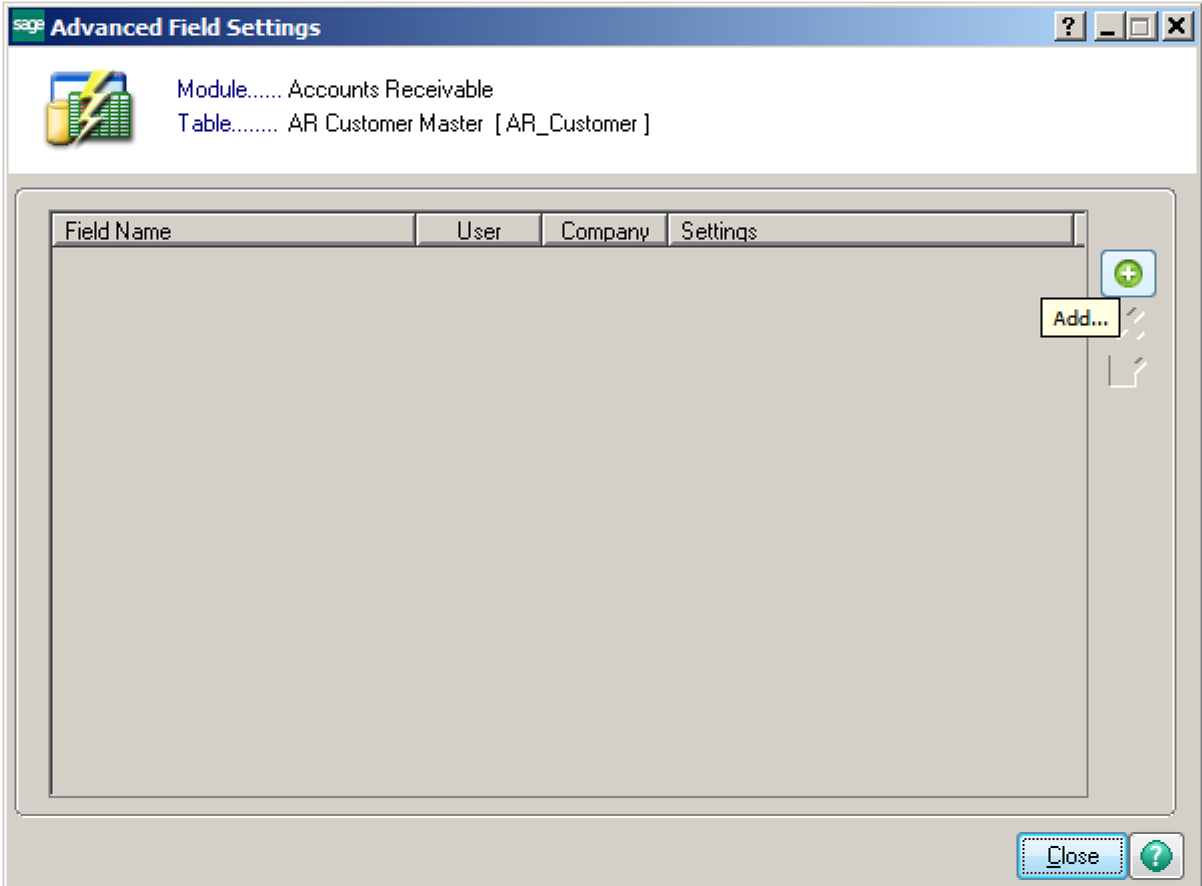
Enter data into your table. This will be the fields that you want the users to choose from. **Click Accept**.



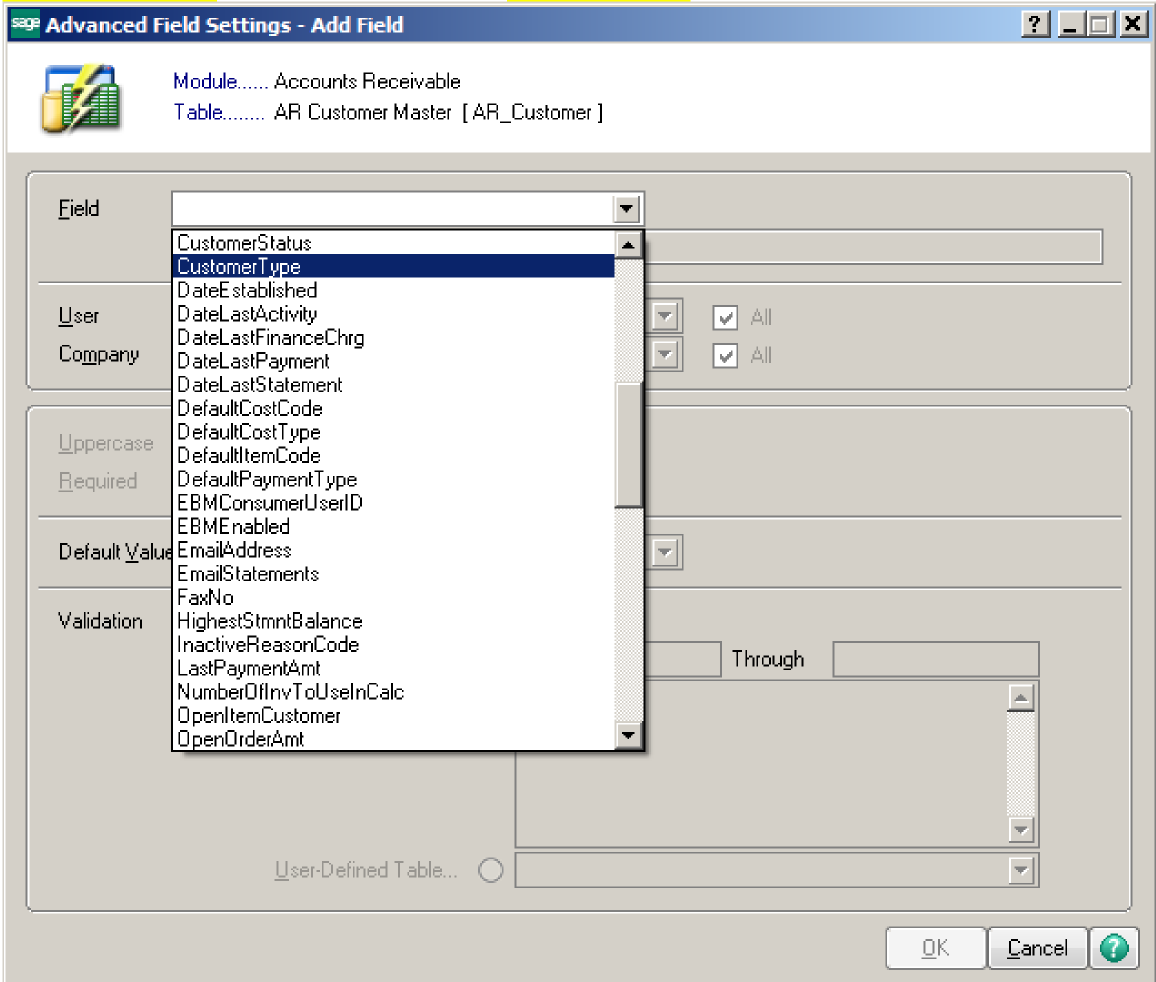
Click on the Accounts Receivable folder. **Right Click** on **AR Customer Master**. Choose Advanced Field Settings.



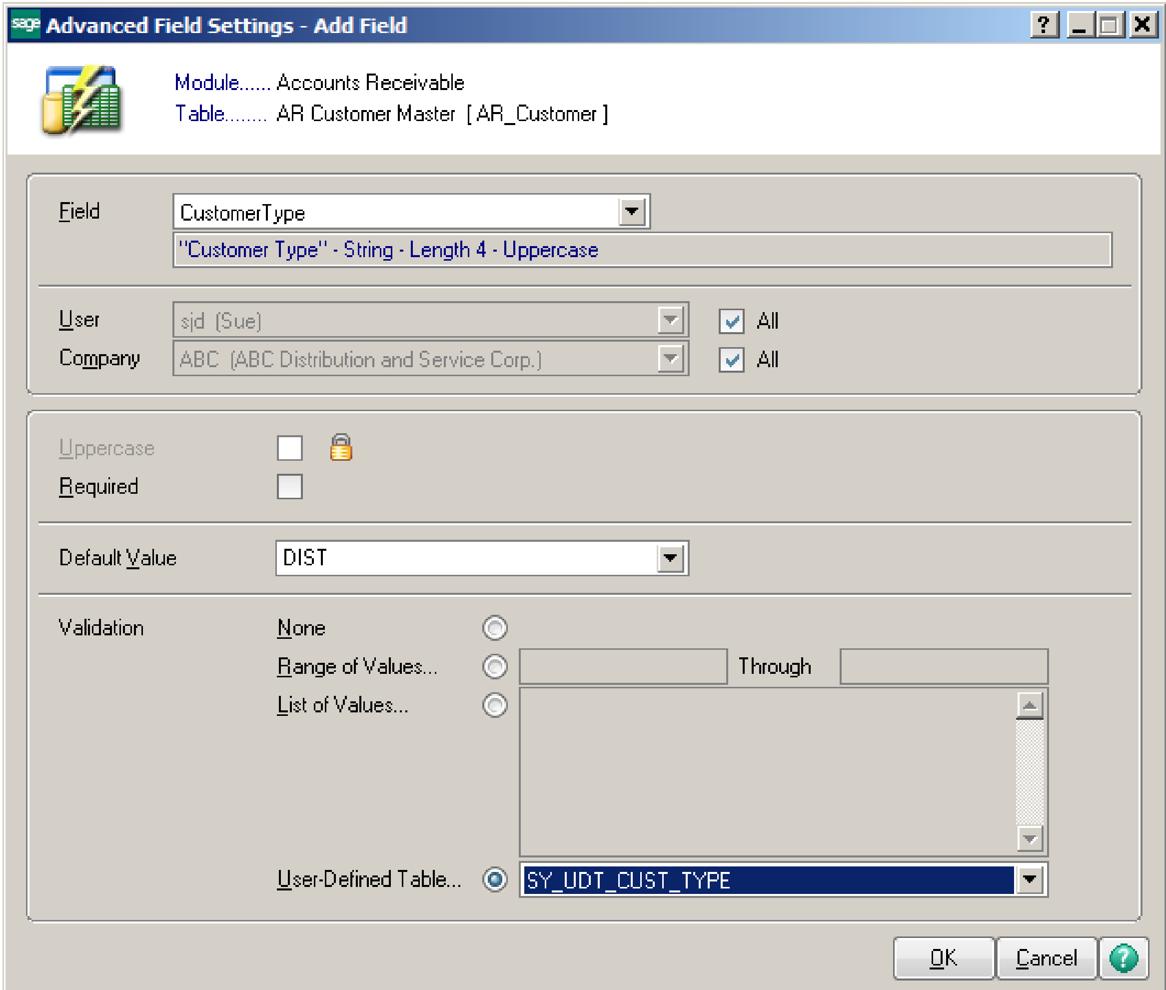
Click on the Add button.



Click down-arrow at Field and choose the **Customer Type** field.



1. Can be added for Specific Users or Companies
2. Lock means you can't change this field, ex: make it Uppercase
3. Can enter a default value
4. Click on User-Defined Table radio button to choose table to validate with
5. Click OK then Click Close.



Create a new company and see new data in field.