

Create Picklist Fields on Candidate Object

1. Click on the gear icon and then select Setup.
2. Click on the object manager tab just beside the home tab.
3. After the above steps, Select candidate Object
4. Now Select Fields and relationships from setup menu of the candidate object.
5. Click new and select Picklist fields next and enter label name (State) and select enter values option
6. (Rajasthan, UP, MP, Punjab), next, next and Save.

The screenshot shows the Salesforce Setup interface for the 'Candidate' object. The 'New Custom Field' wizard is open, and the 'Step 2. Enter the details' screen is displayed. The 'Field Label' is set to 'State'. Under the 'Values' section, the option 'Enter values, with each value separated by a new line' is selected. The text area contains the values 'Rajasthan', 'UP', 'MP', and 'Punjab'. At the bottom, the checkbox 'Restrict picklist to the values defined in the value set' is checked. The left sidebar shows the 'Fields & Relationships' menu.

7. Select Picklist as the Data Type and click Next. For Field Label Name City and Select Enter values, with each value separated by a new line and enter these values (JS), next, next and Save.

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Candidate

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Candidate
New Custom Field

Step 2. Enter the details

Field Label: City

Values:

- ☐ Use global picklist value set
- ☒ Enter values, with each value separated by a new line

Jaipur
Jalandhar
Lucknow
Bhopal

☐ Display values alphabetically, not in the order entered
☐ Use first value as default value
☒ Restrict picklist to the values defined in the value set

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8. Select Picklist as the Data Type and click Next. For Field Label enter Education.

9. Select Enter values, with each value separated by a new line and enter these values: Graduation, Post-Graduation. Click Next, Next, then save and new.

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Candidate
New Custom Field

Step 2. Enter the details

Field Label: Education

Values:

- ☐ Use global picklist value set
- ☒ Enter values, with each value separated by a new line

Graduation
Post-Graduation

☐ Display values alphabetically, not in the order entered
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