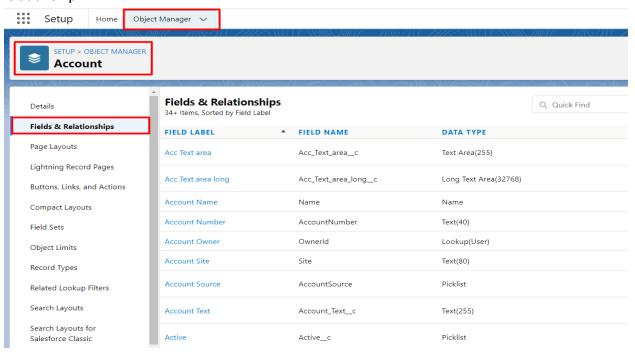
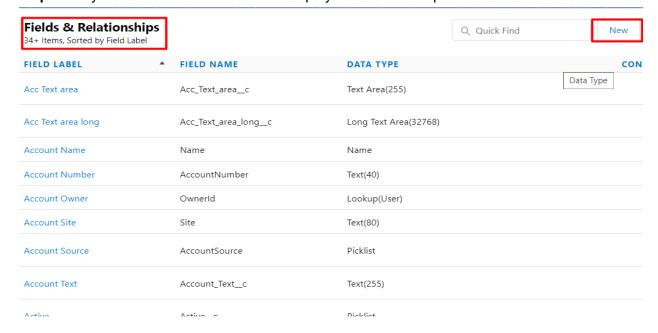
Lecture 2: Creating picklist fields via global value set.

In the previous session we created a global value set. In this lecture we will learn about creating picklist fields via global value set.

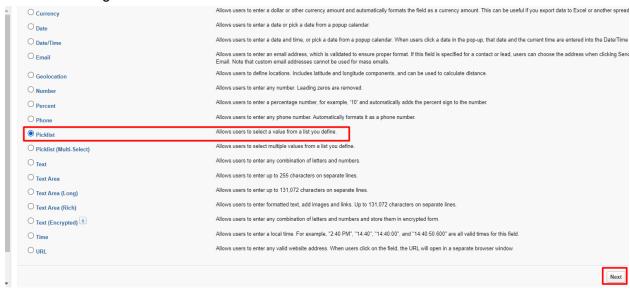
Step 1: First step is to click on object manager and Select "Account" as we click on account we will be directed to the next page where we can see an option available as fields and relationship.



Step 2: As you click on fields and relationships you will see an option available as "new".



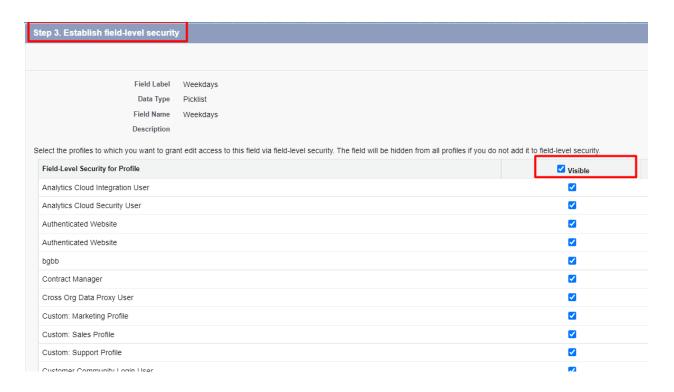
Step 3: As you click on new you will be directed to the next page where you will have to choose a field type, when you scroll down you will see an option available as picklist, selecting it as of now and clicking on next.



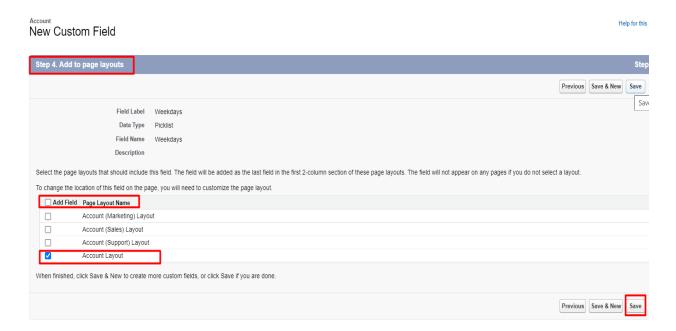
Step 4: Step no. two is to enter details such as label, field name, values etc. Here I am putting label as Weekdays field name will be auto generated. Here in this lecture for values I am selecting "Use global picklist value set" and clicking on weekdays after clicking on "None". As per global value set configuration the options "Display values alphabetically, not in the order entered" and "Use first value as default value" are disabled. After providing this information, click on next.

| Step 2. Enter the details | |
|---|---|
| | |
| Field Label | Weekdays |
| Values | Use global picklist value set Enter values, with each value separated by a new line |
| | Weekdays ✓None Weekdays alphabetically, not in the order entered Use first value as default value i |
| | Restrict picklist to the values defined in the value set |
| Field Name Description | Weekdays |
| Help Text | |
| Required Auto add to custom report type | ☐ Always require a value in this field in order to save a record ✓ Add this field to existing custom report types that contain this entity |

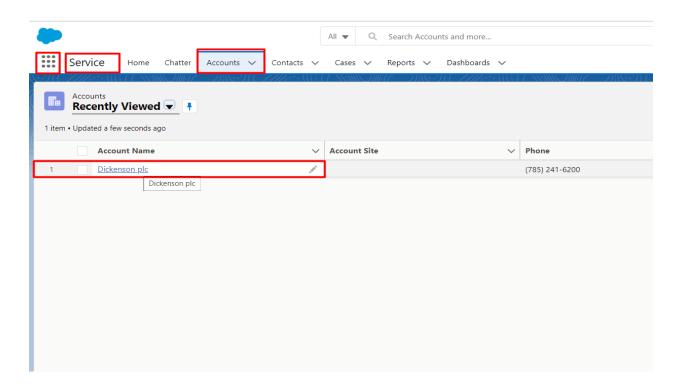
Step 5: Step three is to establish a field level security, selecting visible to all and clicking on next.



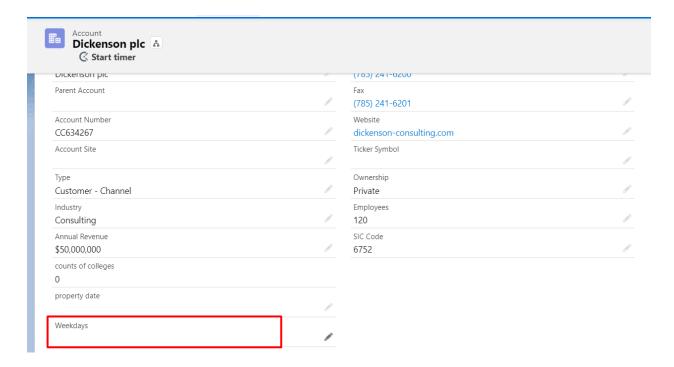
Step 6: Next step is to add an account layout. Here I am choosing "account layout" and clicking on save.



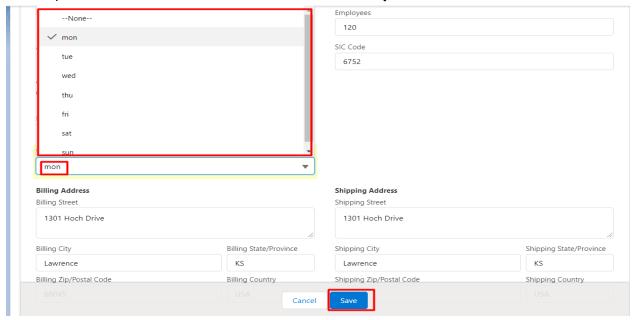
Step 7: Moving to app launcher and opening service, clicking on Account object Tab and opening a particular account record.



Step 8: As you open the account record and move to details you can see the Weekday picklist.



Step 9: As you click on edit option for weekday picklist you will be able to see all the options that we provided are available here and we can choose anyone on of it and click on save .



Step 10: Now let's try to create another picklist using the global value set on the contact object. Clicking on object manager and selecting "Contact" after selecting Repeating all the previous process and clicking on save. Now as we move again to service and click on the contact tab as you open a contact record in the details section you will be able to see a picklist available as weekdays.

