

## Lecture 2: Exploring our newly created custom field

In this lecture, we will learn more about the custom field that we created in the previous lecture.

**Step 1:** In the previous lecture, we created a custom field named property name. If by default another field with the same field name is present you can change it by editing it.

<b>Fields &amp; Relationships</b>	<b>FIELD LABEL</b>	<b>FIELD NAME</b>	<b>DATA TYPE</b>
Page Layouts	Created By	CreatedById	Lookup(User)
Lightning Record Pages	Last Modified By	LastModifiedById	Lookup(User)
Buttons, Links, and Actions	Owner	OwnerId	Lookup(User,Group)
Compact Layouts	property Name	Name	Auto Number
Field Sets			
Object Limits			
Record Types			
Related Lookup Filters			
Search Layouts			
Search Layouts for Salesforce Classic			

**Step 2:** In order to rename the field created by default click on the custom field and go to details once you click on details you will see an option for edit on the top right corner.

SETUP > OBJECT MANAGER

property

Details

Fields & Relationships

Page Layouts

Lightning Record Pages

Buttons, Links, and Actions

Compact Layouts

Field Sets

Object Limits

Record Types

Related Lookup Filters

Search Layouts

Search Layouts for Salesforce Classic

Triggers

Details ⌚ Start timer

Description  
abcd

API Name  
property\_\_c

Custom  
✓

Singular Label  
property

Plural Label  
properties

Enable Reports

Track Activities

Track Field History

Deployment Status  
Deployed

Help Settings

Standard salesforce.com Help Window

Edit

**Step 3:** Once you click on edit you can modify the name and click save. After you click save you can see the name of the field is renamed. Apart from the created field, some other fields are generated automatically which are standard fields.

**Fields & Relationships**  
6 Items, Sorted by Field Label

Quick Find

FIELD LABEL	FIELD NAME	DATA TYPE
Created By	CreatedById	Lookup(User)
Last Modified By	LastModifiedById	Lookup(User)
Owner	OwnerId	Lookup(User,Group)
Price	Price__c	Currency(16, 2)
Property Name	Property_Name__c	Text(255)
Property Number	Name	Auto Number

**Step 4:** As you move to the sales set up now you can search for the property tab you created previously and you can click on it to open and add fields.

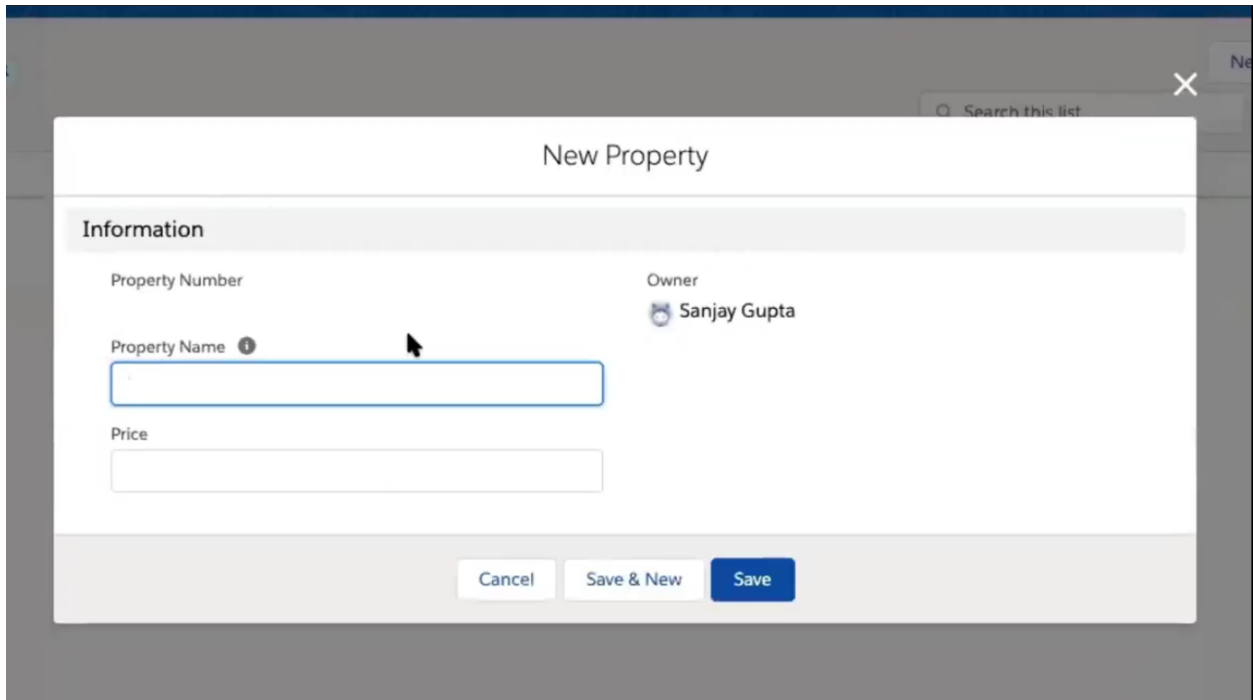
Leads Tasks Files Accounts Contacts Campaigns Dashboards Reports Chatter Groups More

Search this list...

	Account Name	Account Site	Stage	Close Date	Op
Plant Generator	Burlington Textiles Corp of America		Prospecting	4/30/2021	SG
	SFDC7		Closed Won	2/4/2021	SG
	SFDC4		Prospecting	4/21/2021	SG
	SFDC4		Prospecting	4/20/2021	SG
	SFDC4		Prospecting	4/12/2021	SG

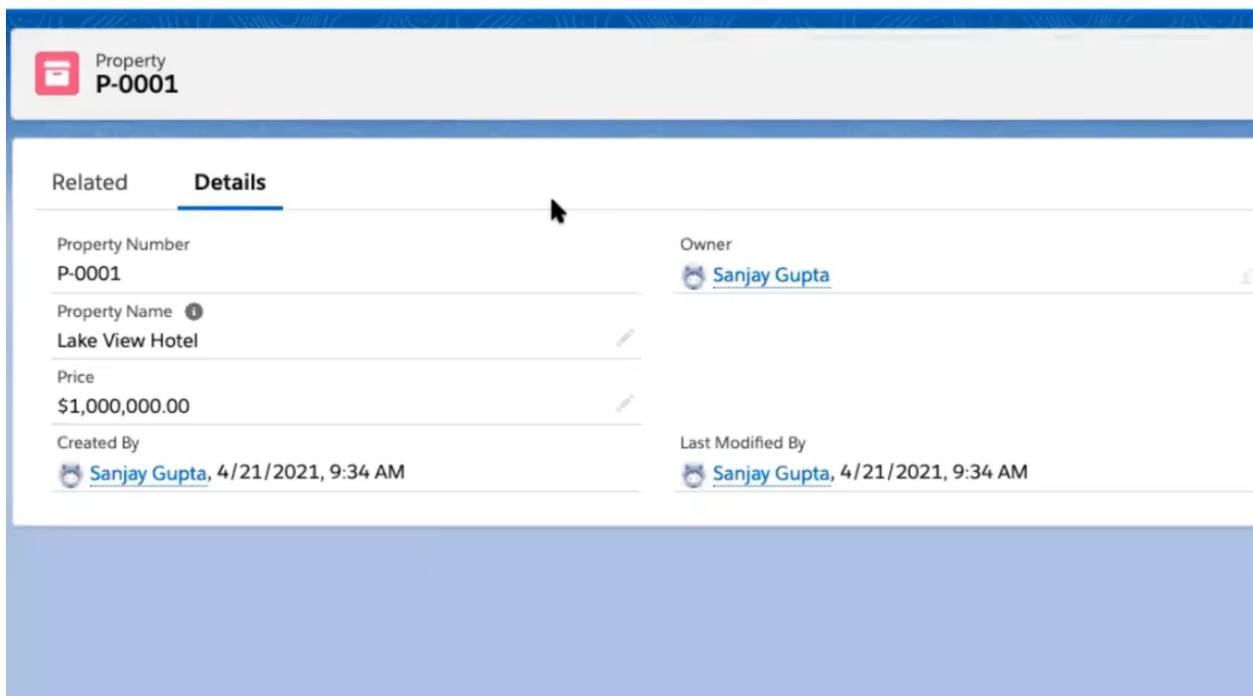
Calendar  
People  
Cases  
Forecasts  
My VFPage  
Properties

**Step 5:** As you open the created tab you will be directed to the next page where you can see an option new as you click on the new button it will allow you to create a new property record.



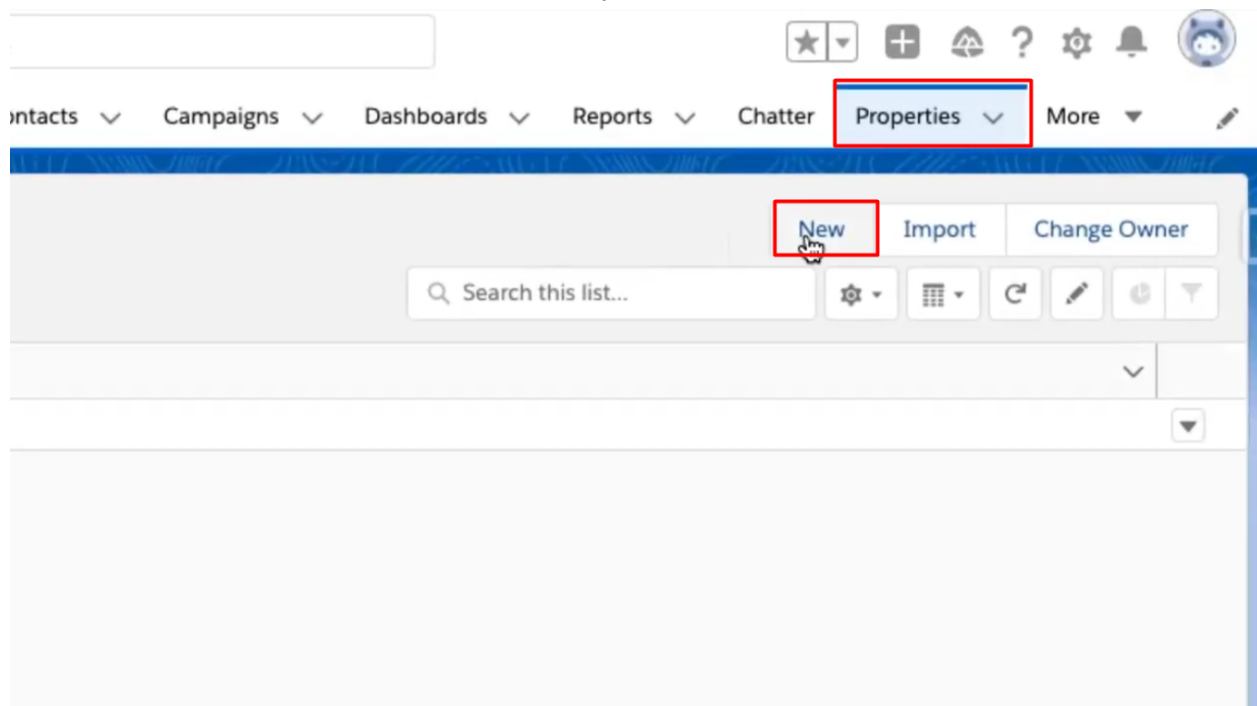
The screenshot shows a 'New Property' modal form. It has a title bar with a close button (X) and a search bar labeled 'Search this list'. The form is divided into an 'Information' section and a bottom action bar. The 'Information' section contains four fields: 'Property Number' (empty), 'Owner' (Sanjay Gupta with a profile icon), 'Property Name' (empty, with an information icon), and 'Price' (empty). The bottom action bar has three buttons: 'Cancel', 'Save & New', and 'Save'.

**Step 6:** Property number will be generated automatically you have to put property name and price once you fill in this information click on save which will lead you to the next page where you can see that you have created your first record.



The screenshot shows the 'Property P-0001' details page. The header includes a red property icon and the text 'Property P-0001'. Below the header, there are two tabs: 'Related' and 'Details', with 'Details' being the active tab. The 'Details' section displays the following information: 'Property Number' (P-0001), 'Property Name' (Lake View Hotel), 'Price' (\$1,000,000.00), 'Created By' (Sanjay Gupta, 4/21/2021, 9:34 AM), and 'Last Modified By' (Sanjay Gupta, 4/21/2021, 9:34 AM). The 'Owner' field is also visible, showing Sanjay Gupta with a profile icon. The page has a blue header and a light blue footer.

**Step 7:** Till now we have learned what is a field, what is an object, and also how to create a record. As you click on the property again and click on new you can make more records which will be listed down in the list with the previously created records.



**Step 8:** As you click on the drop-down next to all records you will be able to see all the created records. In order to edit the created record click on the record and the pencil icon next to it. The property number is not editable.

