

Creating Values Within the Segment Definition

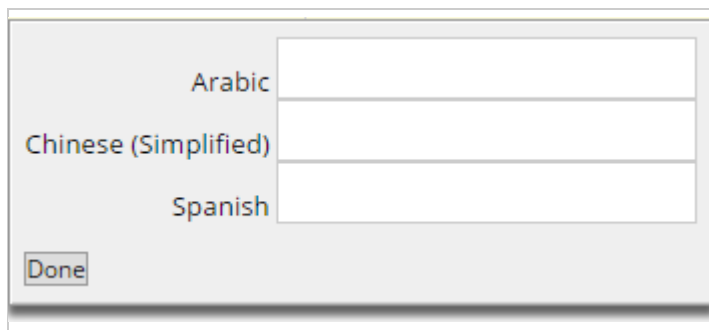
WARNING

This feature is not currently enabled in your account. To enable this feature, please contact your administrator.

In some cases, you may have permission to edit custom segments. In these cases, you can create values by editing the segment's Values sublist. One advantage of this approach is that you can view all of the values in the list as you add new values.

To create segment values by editing the segment definition:

1. Edit the custom segment. Go to Customization > Lists, Records, & Fields > Custom Segments (Administrator), and click **Edit**.
2. On the Values subtab, add a line to the sublist. In the **Value** column, enter a name. This text is displayed in the segment's list, when the segment appears on a record.
3. If your account uses the Multi-Language feature and you want to create translations for the value's name, click in the **Translation** column. The system displays a popup window. Enter the appropriate translations in the fields provided. When you are finished, click **Done**.



4. If another value in this sublist should be the parent of the value that you are adding, click in the **Parent** column. The system displays a list. Select the name of the parent. For more information about parent-child relationships, see [Creating Hierarchies Among a Custom Segment's Values](#).
NetSuite validates parent-child combinations to ensure that the values are unique. If the same parent-child combination already exists, an error message appears.
5. If you want to hide the new value from users, make the value inactive. Note that making the value inactive prevents the value from appearing as a stand-alone choice. However, if the value is a parent to another value, the value still appears as a parent. To make a value inactive, click in the **Inactive** column to display a box, and check the box.
6. If this segment uses filtering, you enter criteria for determining when this value is available. Click **Set Filters**. A popup window appears, showing the classification fields you can use to set conditions for this value's availability. Select the appropriate values, and then click **Set**. Click **OK**. For more information about filtering, see [Filtering for a Custom Segment](#).
7. If you have more values to add, repeat Step 3.
8. Choose **Sublist** or **Alphabetical** to specify the display order of the values.
9. Click **Save** on the segment definition.

Related Topics