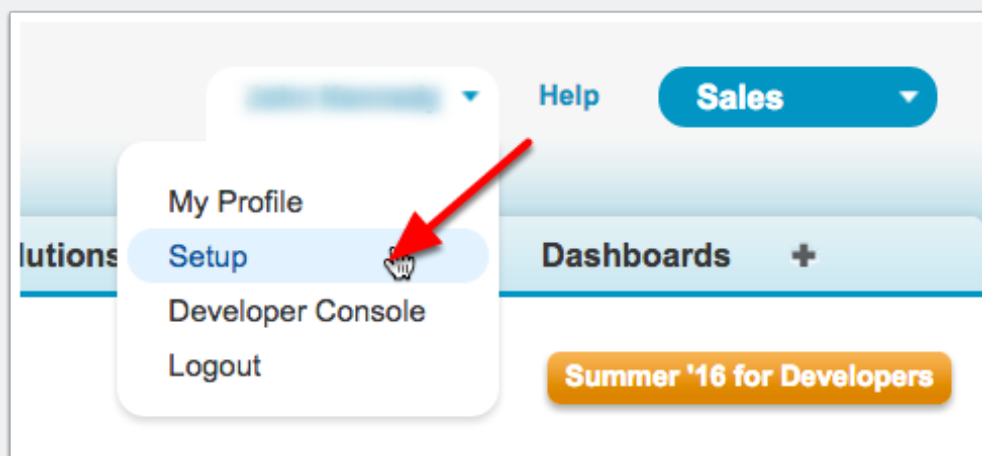


# Create the Amity Sync account custom field

This article demonstrates how to create the Amity Sync account custom field in Salesforce.

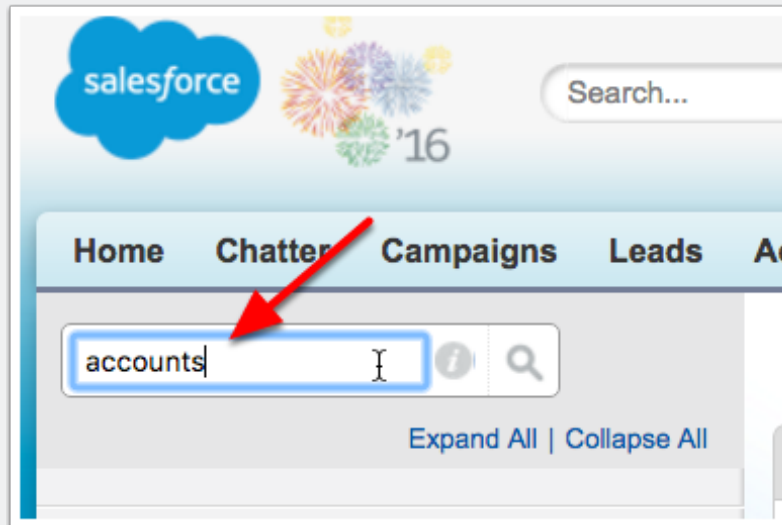
## 1. Login into Salesforce

## 2. Click Setup from the user menu.

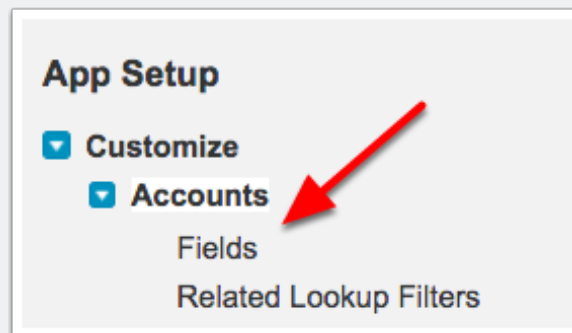


# Create the Amity Sync account custom field

## 3. Type "accounts" in Quick Find field

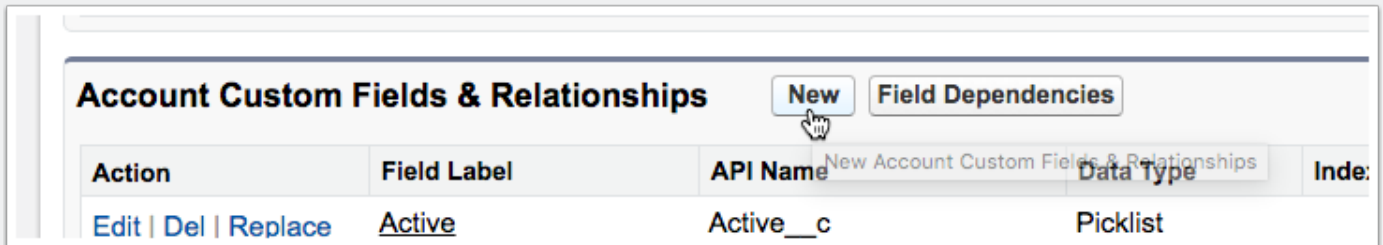


## 4. Click the Fields link in App Setup > Customize > Accounts



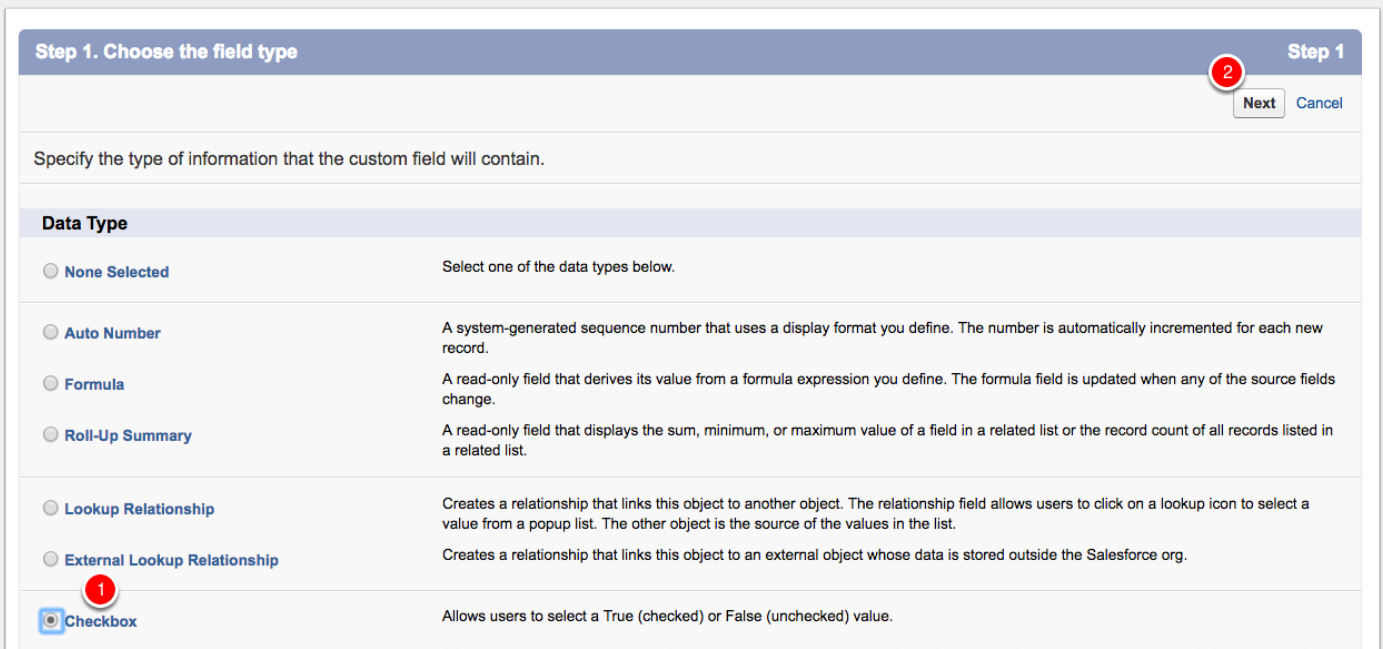
# Create the Amity Sync account custom field

## 5. Click the New button in the Account Custom Fields & Relationships panel



## 6. Choose the field type in Step 1

1. Click the **Checkbox** data type.
2. Click the **Next** button.



# Create the Amity Sync account custom field

## 7. Complete the form in Step 2.

1. Set the Field Label to **Amity Sync**.
2. Set the the Default Value to **Unchecked**.
3. The Field Name value should be populate automatically. Ensure the value is **Amity\_Sync**.
4. Set the Description is **When checked the account will be synchronized with Amity**.
5. Click the **Next** button.

Step 2. Enter the details Step 2 of 4

Previous Next Cancel

Field Label  ⓘ 5

Default Value  Checked  Unchecked 2

Field Name  ⓘ 3

Description  ⓘ 4

Help Text  ⓘ

## 8. Click the Next button in Step 3.

Step 3. Establish field-level security Step 3 of 4

Previous Next Cancel

Field Label Amity Sync

Data Type Checkbox

*(A red arrow points to the Next button.)*

# Create the Amity Sync account custom field

## 9. Click the Save button in Step 4.

Step 4. Add to page layouts Step 4 of 4

Field Label	Amity Sync
Data Type	Checkbox

