




Edit or Delete a Field

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Important Notes

- If needed, you can change the field's unique name by clicking the  icon next to the **Unique Name** field to unlock and edit it; however, it's **strongly recommended** that you do not change the unique name as its default value is used throughout the Core system and altering it may interfere with existing data.
- Any changes to the field's settings are applied to all related object types.
- Deleting a field will remove it from all related object types.

To edit or delete a field:

1. Click the  icon in the top bar > **Fields** in the **Data Model** section.
2. Enter the name of the field in the **Search** field or click on a field in the list.
3. Make changes to the field's name as needed, including the **Field Name** and **Long Name**.
4. Make any other changes to the field as needed.
5. To delete the field, click the  icon, then click **Yes** to confirm.
6. Click **Done** when finished.



If the field has been **added** to one or more object types, those object types will appear in the **Related Object Types** section at the bottom of the **Editing Field** page. Click the object type to view its **Edit Object Type** page.