

Custom properties page

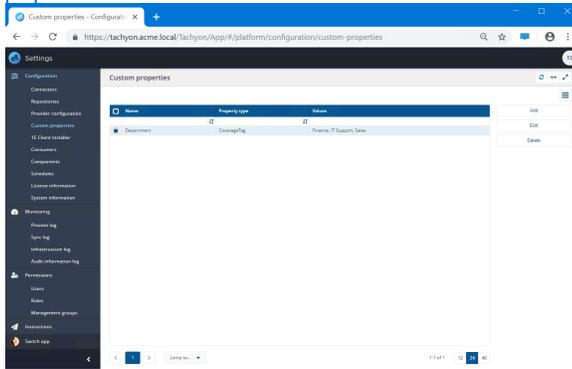
Summary

Custom properties are generally associated with Explorer and can be used when setting coverage tags to target Instructions to particular devices. The custom properties must be defined by a custom properties administrator before they can be used to tag devices or used to set the coverage of Instructions.

This is done from the **SettingsConfigurationCustom properties** page, which can be viewed by users with any of the following roles:

- Global Administrators
- Custom Properties Administrators

The following headings show the steps to add, edit and delete properties and set property values. For a quick tutorial on adding properties see [Adding properties - tutorial](#).



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Custom properties

Custom properties are mainly used as part of the tagging workflow in Explorer, where they can be applied to devices and subsequently used to set the coverage for questions.

The following table shows the constraints of the text that can be used for property names and values.

Property	Constraints
Name	Consists of a combination of alphanumeric characters, underscores and dots - spaces are not allowed. Case is not significant , so names "myname" and "MYNAME" correspond to the same property name. The maximum length of a property name entered via the Administration console is 16 characters.
Value	Consists of a combination of alphanumeric characters, underscores, dots and spaces. Case is preserved. The maximum length of a property value entered via the Administration console is 32 characters.

Adding a property and values

The following steps can be used to create a property name:

1. Navigate to **SettingsConfigurationCustom properties**.
2. Click the **Add** button.
3. Type in a name for the property (the field warns you if you exceed a maximum of 16 characters).
4. Select the **Property type**, at present only the **CoverageTag** property type is available.
5. You now need to add values to the property:
 - a. In the edit field below the **Values** heading type in a value for the property.
 - b. If you want to add more values click the **+** button beneath the **Values** heading.
6. Repeat step 5 to add as many values as you require for the selected property name.
7. When all the values have been added click **Add**.

Editing a property

The following steps show how to edit the settings for an existing property:

1. Check the checkbox at the start of the row for the property you want to edit.
2. Click the **Edit** button.
3. You can change the **Name** or **Property type** and add and remove **Values**.
4. To add a value click on the **+** icon and fill out the edit field.
5. To remove a value click on the trash can icon  that appears when you hover the mouse to the right next to the value field you want to remove.
6. Clicking on the trash can removes the item immediately.
7. When all the required changes have been made click **Save**.

Deleting an entire property

The following steps show how to delete an existing property and all its values:

1. Check the checkbox at the start of the row for the property you want to delete, click **Delete**
2. A notification will be displayed asking if you want to remove the property and reminding you that the property and all of its values will be deleted
3. Click the **Yes, delete custom property** button to delete the property and all its values, or click the **No** button to abandon the deletion.