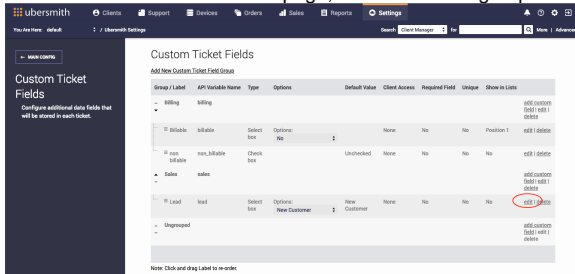


Managing Custom Ticket Fields

Once you have created custom fields, you can perform various action on them.

Editing Custom Field Groups and Fields

1. [Access the Custom Ticket Fields page.](#)
2. From the *Custom Ticket Fields* page, click **edit** in the group or field row.



The *Edit Custom Field Group* or *Edit Custom Field* page appears.

3. Make any necessary updates you need.
4. Click **Update**.

Label:

Type:

Enter possible values on separate lines:

Default Value:

API Variable Name: [edit](#)

Group:

Client Access:

Required?: ☐

Unique?: ☐

Show In Lists:

Inline Edit Mode:

[Update](#) [Cancel](#)

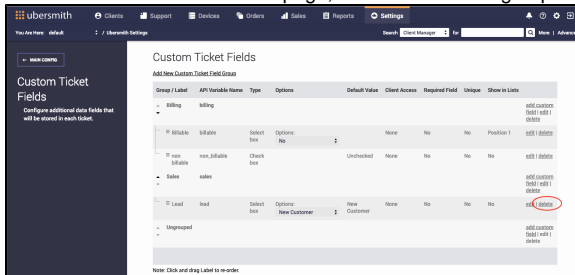
On this page:

On this page:

- [Editing Custom Field Groups and Fields](#)
- [Deleting Custom Field Groups and Fields](#)
- [Reordering Groups](#)
- [Related Topics](#)

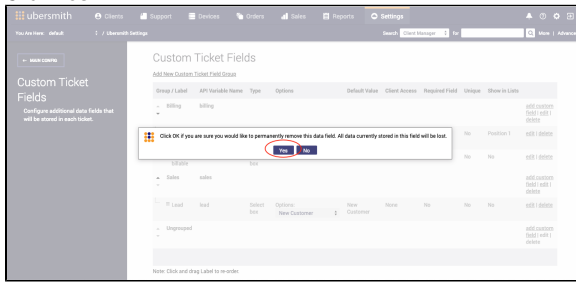
Deleting Custom Field Groups and Fields

1. [Access the Custom Ticket Fields page.](#)
2. From the *Custom Ticket Fields* page, click **delete** in the group or field row.



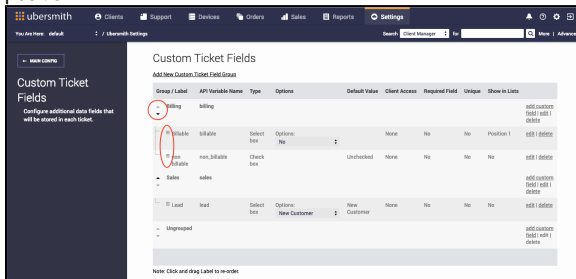
A confirmation message appears.

3. Click Yes.



Reordering Groups

1. [Access the Custom Ticket Fields page](#)
2. To change the display order of custom field group, click and drag the label to the desired position.



Related Topics

[Adding Custom Ticket Fields](#)