

# Creating Custom Properties

1. Log into Administration.



2. Select the House Icon . Open the **Settings** folder and select **Custom Properties**. (Image 2)

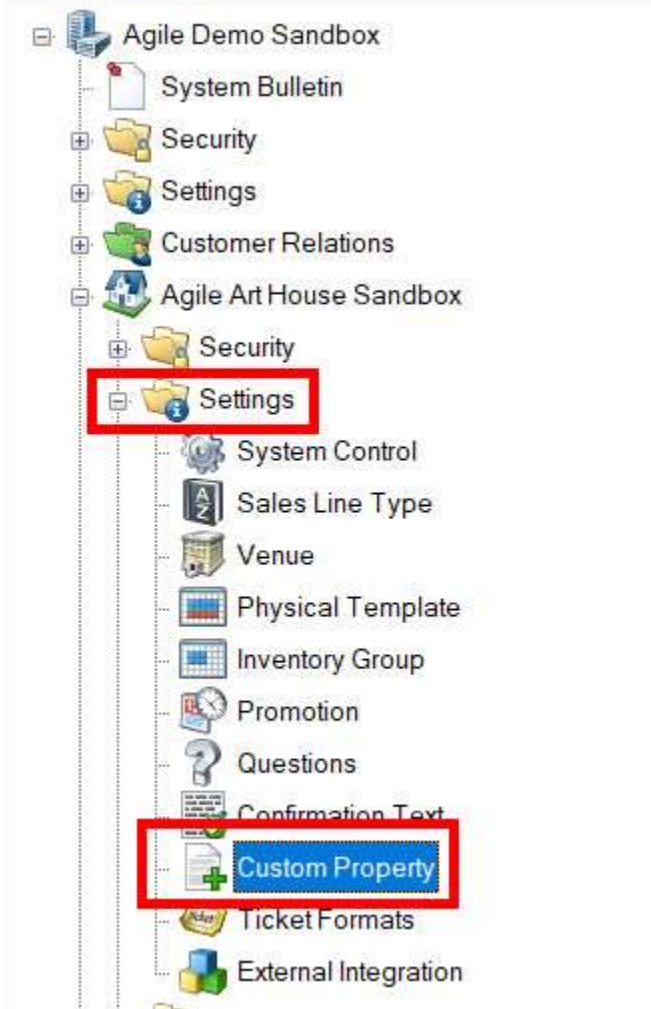


Image 2

3. In the **Custom Properties** window, right-click and select **New** then select **Event**. (Image 3)

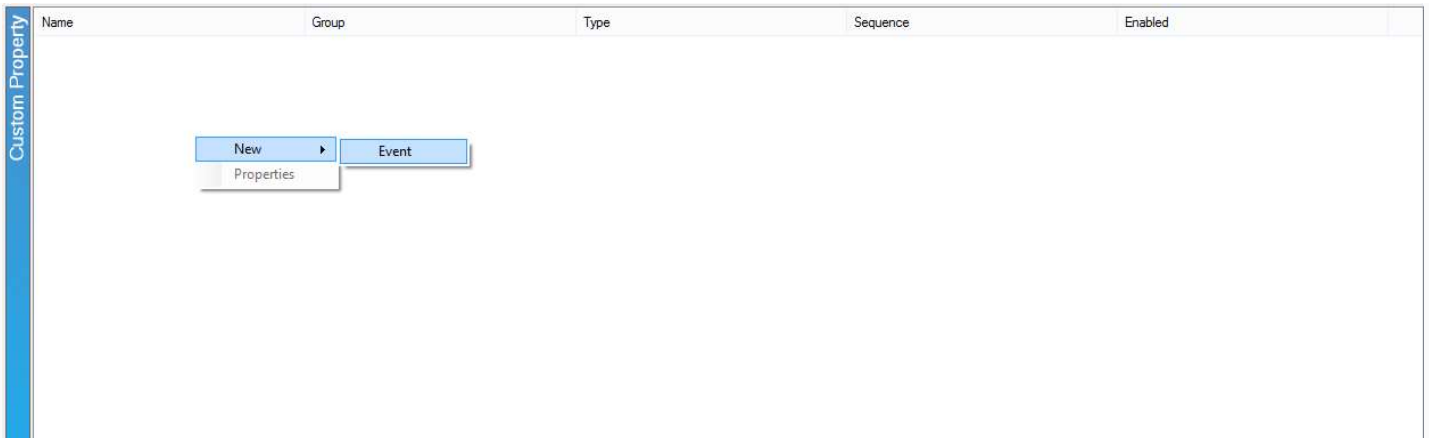


Image 3

4. The **Custom Property: Properties** screen will appear. (Image 4)

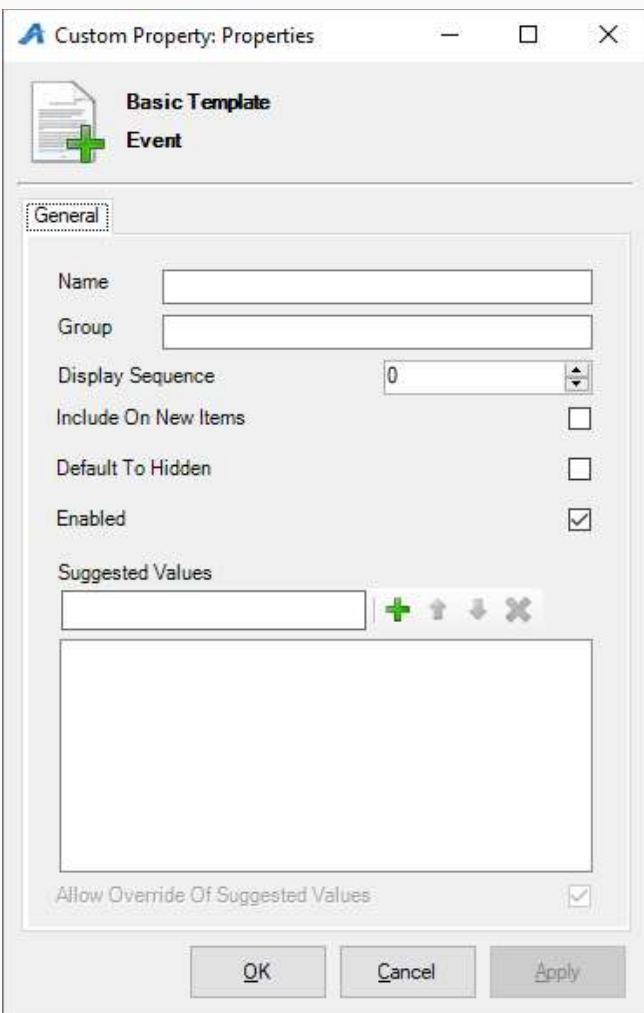


Image 4

5. Give the Property a **Name** and a **Group** name in the fields provided. (For this example, we have the title name as "Production Country" and the Group name is "Film Info") (Image 5)

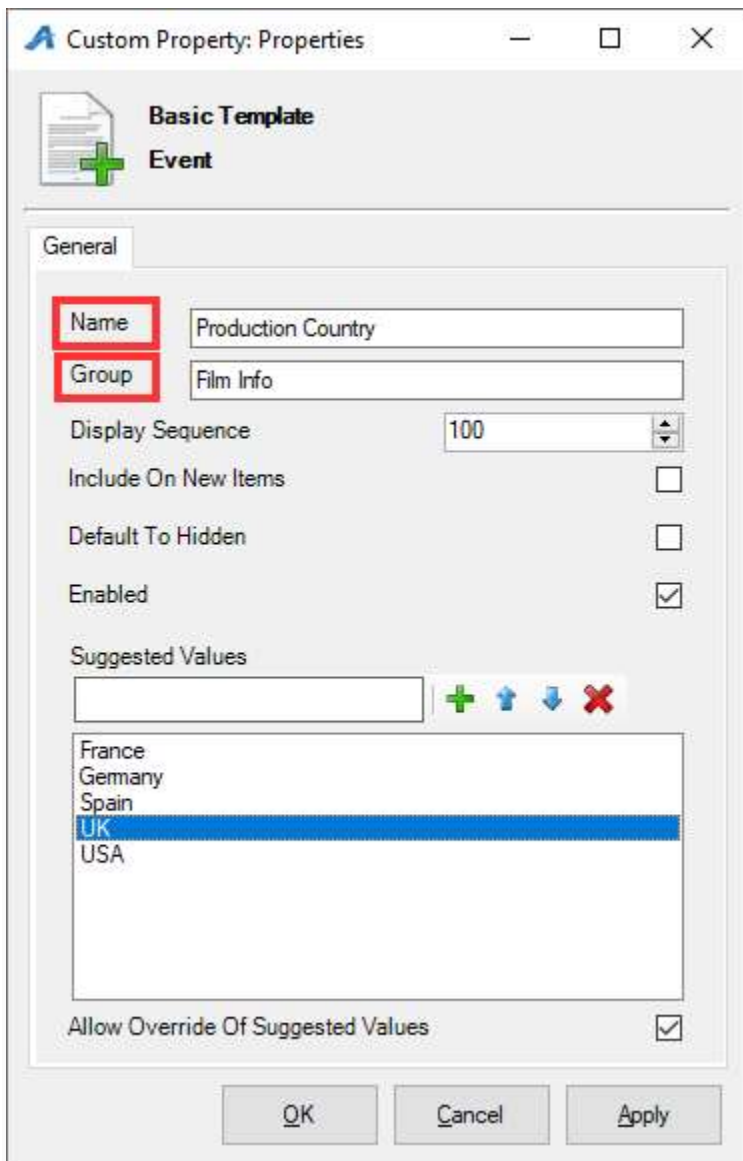


Image 5

6. The **Display Sequence** tells the system in what order you want the categories to appear online. (Image 6)

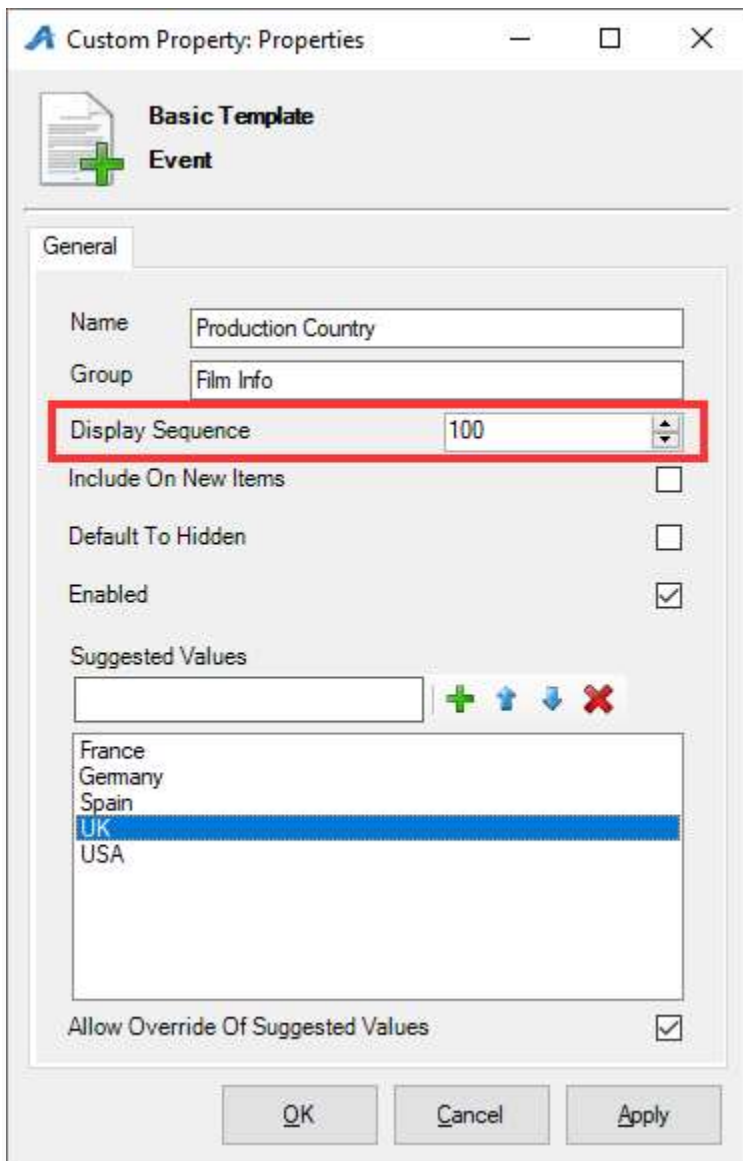


Image 6

7. **Suggested Values** allows you to create a list of often used properties that can be chosen from a drop down when adding to an individual show. (Image 7)

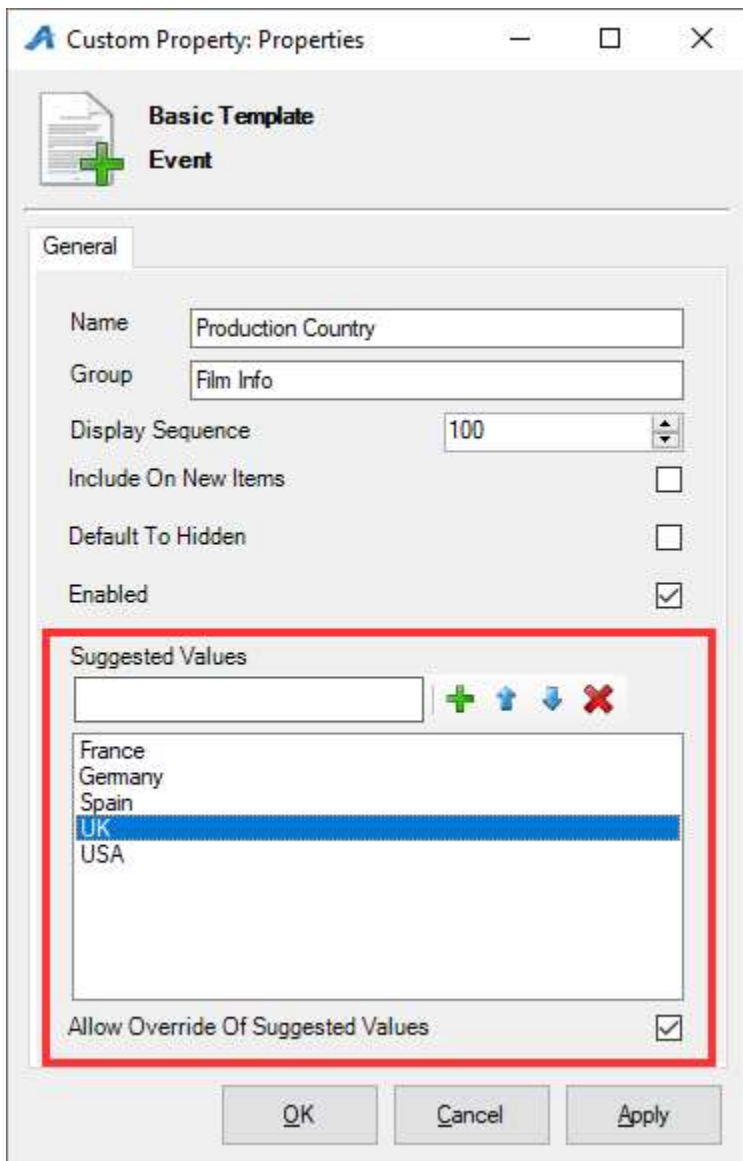


Image 7

8. Click **Apply** to save this custom property, and then click **OK** to close the screen. Your new custom property can now be seen in the **Custom Property** window. (Image 8)

Custom Property	Name	Group	Type	Sequence	Enabled
	Production Country	Film Info	Event	100	True

Image 8

9. Repeat the steps to add additional custom properties that you need. Once completed, you will now have a list of different properties that you can associate specific information for a particular show or event. (Image 9)

Custom Property	Name	Group	Type	Sequence
	Section	Extra Search Properties	Event	0
	Release Year	Film Info	Event	20
	Runtime	Film Info	Event	30
	Premiere Status	Film Info	Event	50
	Original Language	Film Info	Event	80
	Rating	Film Info	Event	100
	Production Country	Film Info	Event	101
	Cast	Cast/Crew Info	Event	200
	Director	Cast/Crew Info	Event	210
	Produced by	Cast/Crew Info	Event	220
	Screen Writer	Cast/Crew Info	Event	230
	Cinematographer	Cast/Crew Info	Event	240
	Music By	Cast/Crew Info	Event	245
	Editing By	Cast/Crew Info	Event	250
	Event Type	Extra Search Properties	Event	300
	Featured Film	Extra Search Properties	Event	310
	Facebook	Connect With The Film	Event	400
	Twitter	Connect With The Film	Event	410
	Website	Connect With The Film	Event	420