

# Custom User Fields

This feature allows configuring up to 10 custom user fields. Custom user fields are available for call search. AD sync is able to automatically populate these fields. Custom user fields are also available at various part of the system including data retention, exporting, etc.

## Overview

### Configuring Custom User Fields

**Step 1** - To access the custom user fields interface, navigate to **Administration -> Users**.

**Step 2** - Select **manage Custom Fields** on the top right edge of the screen.

**Step 3** - Check the **Enabled** checkbox and enter the field name.

Enabled	Field Name
<input checked="" type="checkbox"/>	<input type="text" value="objectGUID"/>
<input checked="" type="checkbox"/>	<input type="text" value="objectSid"/>
<input checked="" type="checkbox"/>	<input type="text" value="distinguishedName"/>
<input type="checkbox"/>	<input type="text"/>

**Step 4** - You can manually set/edit these values or automatically populate them using AD sync.

### Manually set/edit the Custom User Fields

**Step 1** - To manually set/edit the custom user fields navigate to **Administration / Users** and select the user you would like to edit.

**Step 2** - The previously created custom user fields are stored under **Customizations**. The values can be set and modified here.

### Automatic population of the Custom User Fields

**Step 1** - To automatically populate the custom user fields using AD sync navigate to **Management Tools / Active Directory Synchronization**.

**Step 2** - Select **Add New Active Directory Profile** on the top right edge of the screen. See [Active Directory synchronization](#) page for more information.

**Step 3** - The previously created custom user fields are stored under **Synchronized LDAP Attributes Mapping**. The (case sensitive) values can be set and modified here. The entered value must match an AD user property attribute otherwise nothing will be imported!

### Synchronized LDAP Attributes Mapping

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Verba User Field    LDAP Attribute

Display Name\*    cn

Login ID\*    sAMAccountName

User Matching ID

If empty, the Login ID field will be used to match AD and Verba users.

E-mail Address    mail

Location Attribute    co

Location

Will be used when the Location Attribute is not set up or the attribute is not filled in for a user in the AD.

**Step 4** - After filling the form, hit the **Test Connection** button to see what user attributes are going to be synchronized.

**Step 5** - Once you are done, hit the **Save** button to store the new profile under the **Administration -> Active Directory Synchronization** menu item. Select **Run Each Active Directory Profile Now** to run the synchronization.