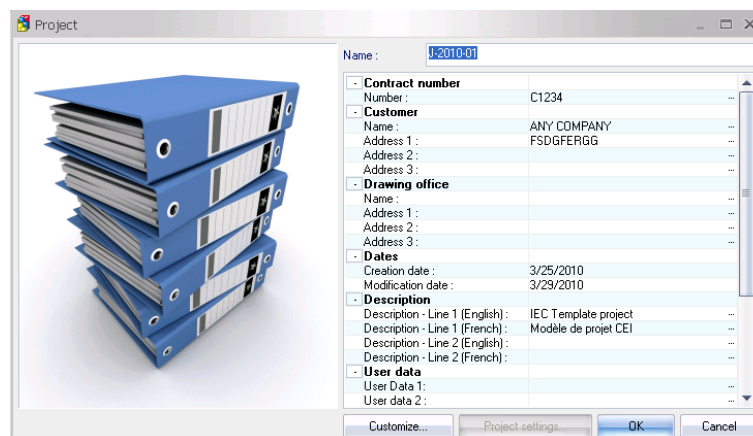


## Changing the Project Record Card's Descriptions

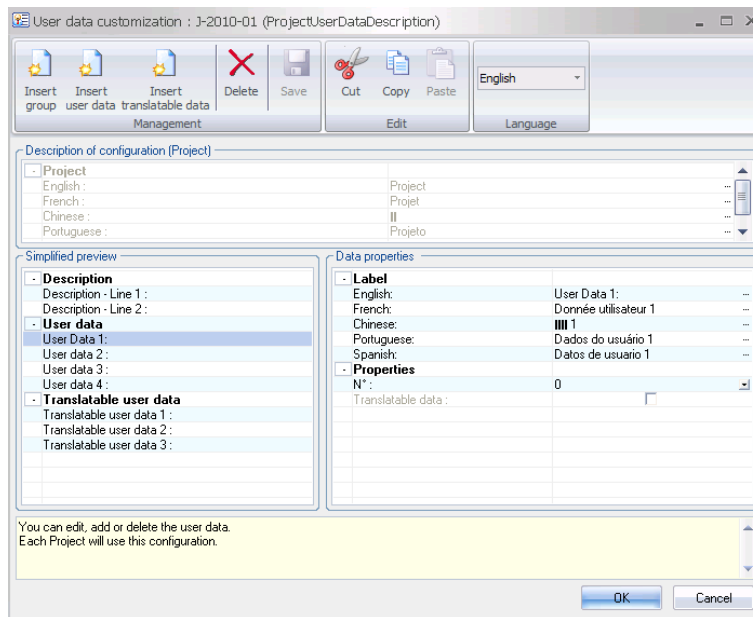
Out of the box, elecWorks has pre-defined descriptions for entering data about the project. However, you may want to personalize the descriptions so that they mean something to your business.

When a new project is created, the user is faced with the following dialogue box where information is entered about the project such as the contract number, customer, site reference etc.



However because the descriptions are generic, you may find that different engineers fill in the information in a different annotation order or miss vital information off completely. Therefore if we change the prompts to meaningful descriptions, each engineer will always fill in the information correctly.

Select *Customize*



Highlight *User data 1* as an example and you will note that you can change the prompt to the right of the dialogue in the section Data Properties. Just double click on the English label.

In this example, we are going to change the prompt to *Site Reference*

You can edit, add or delete user data and each project will use the new configuration!

