

Viewing custom fields

You can display custom fields in Workshop.

To see any custom field in Workshop, the **Show in Workshop** check box must be selected next to the field in Custom Fields Manager.

- To show fields as columns in Job Finder or Job Manager, perform any of the following actions:
 - To show a job-level field in Job Finder, select **View > Visible Columns**, and select the custom fields that you want to see in Job Finder.
 - To show an element-level field in Job Manager, select **View > Visible Columns**, and select the custom fields that you want to see in the appropriate pane in Job Manager. For example, select the **Pages** pane, select **View > Visible Columns**, and select the custom fields that you want to see in the **Pages** pane in Job Manager.
Tip: Use the **Select All** and **Deselect All** buttons if you must select or clear a large number of fields.
- To view fields for a specific job or element, perform any of the following actions:
 - To view the information in a job-level field from Job Finder, right-click a job, and select **Get Info**.
 - To view the information in a job-level field from Job Manager, right-click the **job**  button, and select **Get Info**.
 - To view the information in an element-level field from Job Manager, right-click an element, and select **Get Info**.
For example, right-click a page in the **Pages** pane, select **Get Info**, and look for the field in the **Custom Fields** area of the Get Info dialog box.