How do I create a field on the Registration form and I want to see the field in ILLiad for Preferred Name

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Symptom

- You want to have your patrons provide a preferred name when registering so you can use it when contacting the patron

Applies to

- ILLiad

Resolution

Here are the steps you need to add a Preferred Name field for your patrons:

1. In ILLiad, the Users table has customizable fields called UserInfo1 through UserInfo5. You will need to decide on which one you will use such as UserInfo1

2. On the Web page, update the coding so that you add the field UserInfo1 and that it is required, but your words say that you want the Preferred Name.

   `<label for="UserInfo1">
   <span class="field">
   <span class="req">*</span>
   <span class="<#ERROR name="ERRORUserInfo1">"><b>Preferred Name</b></span>
   </span>
   <input id="UserInfo1" name="UserInfo1" type="text" size="40" class="f-name" value=""><#PARAM name="UserInfo1">"</lable>

3. In the ILLiad Client, follow the Customizing the ILLiad Client documentation.

4. Inside the ILLiad Client, add UserInfo1 and then rename it to the Preferred Name.

5. Require the field in the WebValidation table by following the Changing the Required Fields documentation.

6. Update your Notifications in the ILLiad Customization Manager so that instead of "Dear <#User.FirstName> <#User.LastName>, " use "Dear <#UserInfo1>,.."