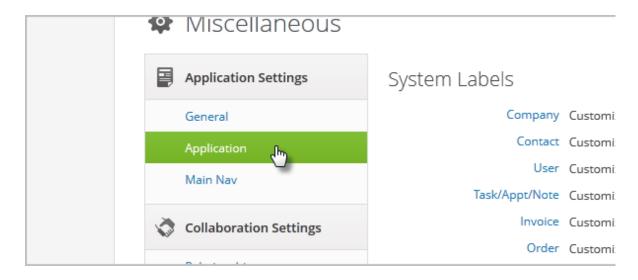
## Change Field Labels»

You can customize the standard labels displayed within your Infusionsoft application. This allows you to re-purpose a standard field or use names that are more familiar to you and your Infusionsoft users. When you change the label for a record or field in Infusionsoft, it is only a cosmetic change. It does not change the back-end database name that you would use to integrate other systems with Infusionsoft through the API.

Record labels are displayed in the area navigation and drop-downs (e.g., You could change the label "Companies" to "Accounts" or change "Opportunities" to "Deals".)

Field labels are displayed within individual records, like a contact or company record. You can customize field labels to align with address field names for your locale.

1. Go to Admin > Settings in the main navigation menu



2. Click on Application in the settings menu

3. The first section on this screen displays a list of system labels. Click on the link for the type of label you want to change (Order, Company, Contact, etc.) The standard field labels are on the left.

naneous			
n Settings	System Labels		
	Company	Customize systemwide Company labels.	
	Contact	Customize systemwide Contact labels.	
	Cuser	Customize systemwide User labels.	
		Customize systemwide Task/Appt/Note labels.	
ion Settings	Invoice	Customize systemwide Invoice labels.	
ns	Order	Customize systemwide Order labels.	

4. Click on the link (e.g. "No Value") next to the record or field label you want to change, and then enter and save the new label name. In the example below, we rename "Company" to "Account."

🏟 Manage System Labels							
Record Labels							
Company	Account	[Save] [Cancel] [Reset]					
Company (plural)	No value						
Field Labels							
Field	Label						

5. it now looks like this...

🚄 🗸   CRM	1		
Contacts 🗸	Accounts 🗸	Opportunities 🗸	Referral Partners 🐱
	View Accounts		
St Co	Add an Account		
	Import Account	s	
Actions <b>•</b>	Start over	Edit Criteria/Column	s Save Print
	1-20 of 114		< 1 2 3 4