Change Field Labels

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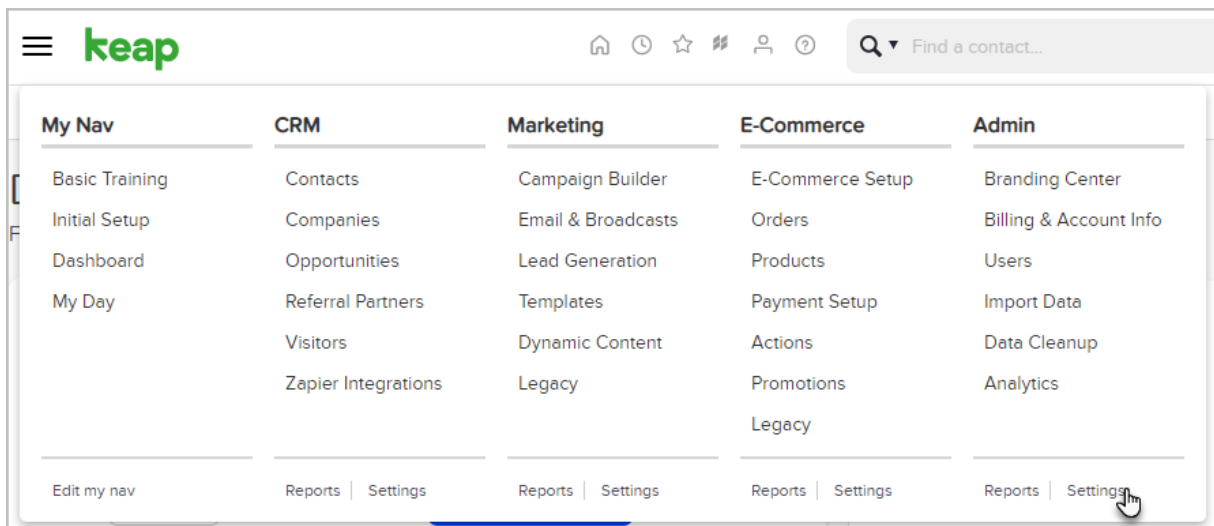
This article applies to:

[Max Classic](#)

You can customize the standard labels displayed within your Max Classic application. This allows you to re-purpose a standard field or use names that are more familiar to you and your Max Classic users. When you change the label for a record or field, it is only a cosmetic change. It does not change the back-end database name that you would use to integrate other systems with Max Classic through the API.
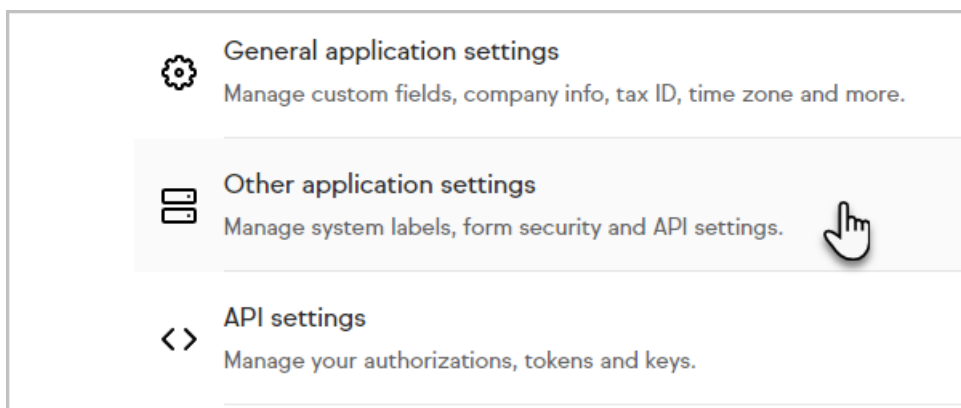
Labels are displayed in the area navigation and drop-downs (e.g., You could change the label "Companies" to "Accounts" or change "Opportunities" to "Deals".)

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 **Other application settings**

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.

	User	Customize systemwide User labels.
	Opportunity	Customize systemwide Opportunity labels.
	Company	Customize systemwide Company labels.
pliance	Subscription Plan	Customize systemwide Subscription Plan la
	Contact	Customize systemwide Contact labels.
ttings	Referral Partner	Customize systemwide Referral Partner lab
	Invoice	Customize systemwide Invoice labels.
	Order	Customize systemwide Order labels.
on Rules	Product	Customize systemwide Product 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