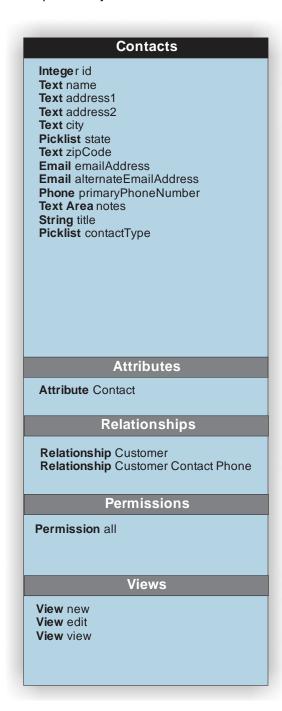
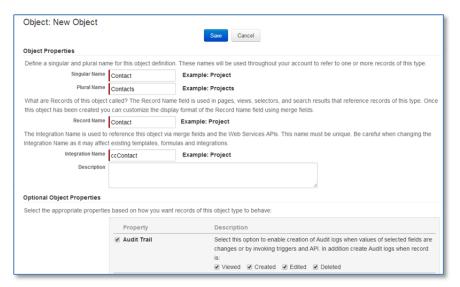
## **Contact Object**

## Creating and populating the Contact Object

The Contact object is will be linked to many different objects (eg. Customer, Vendor, ...). When we create this object, we're not going to create a top level menu, as we'd prefer contacts be maintainable at the parent object level.

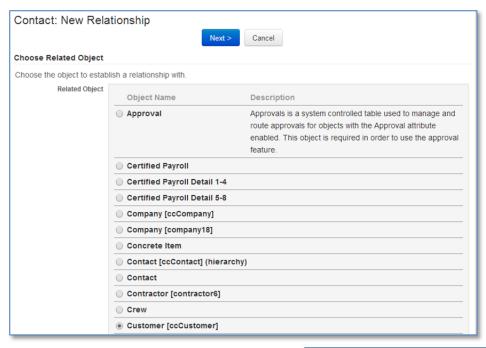


Simply create. Remember to use the cc prefix. When asked if it's a top level object, change it's parent to Customers.

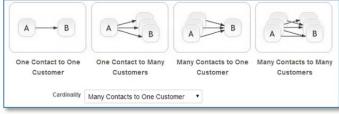


After the object is created, we need to add the rest of the fields and the relationship to Customers.

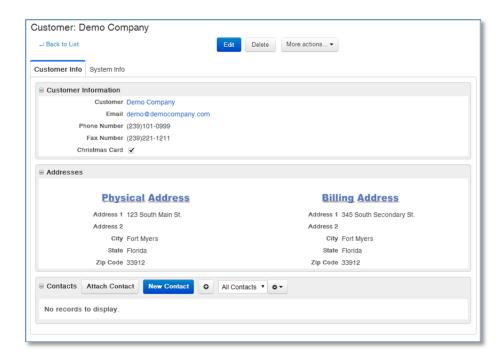
To create the relationship to Customers, click on New Relationship. Choose the correct customer (the one with the cc prefix).



Hit "Next" and then set the Cardinality to "Many Contacts to One Customer". Once this is done, we'll head to the Customer screens to verify the list of contacts was added.

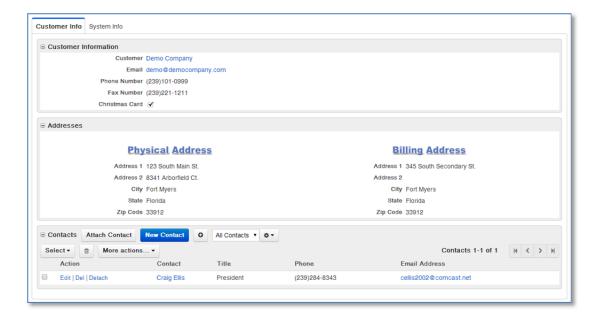


As you can see, the View screen has been updated to include contacts. You can now add or attach contacts at will.



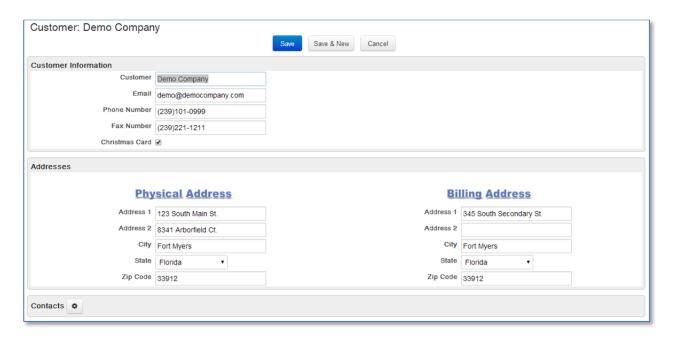
If you add a contact, you'll quickly see that the contact grid doesn't really have all the fields we might want to see, so we'll customize it to suit our needs. Click the gear icon ("Edit this View") and let's edit the grid.

Remove the Updated At and Updated By fields, then add the following fields (Title, Phone, Email).



We want to edit this list on the "Edit" screen, but it does not receive the list of contacts, so we'll edit this screen and add a Grid Component to allow us to edit contacts there as well. If you have not already done so, add a contact so you can "Edit" it. Once on the edit screen, click Edit this Page

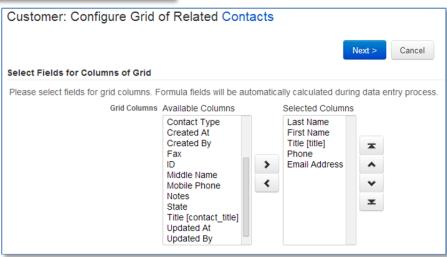
First you need to add a new section below the address section. Call it Contacts, with 1 column, and select Title & Rounded Border Style. Next, find the "Grid Control" in the list of Available Components and drag it into the new section. (Note: A grid control must be the only control in a section). Once done, hit the "Save" button. You will be returned to that screen as shown:



At the moment, you have not configured the grid. To do so, click the button. You will then need to select the Relationship.



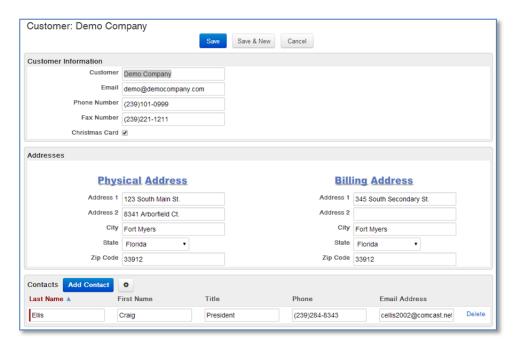
At this time, the only relationship in the drop down should be for Customers. Go ahead and select it and hit the "Next" button. Pick the fields you want to see and then hit "Next" again.



On the last screen, I chose to sort the rows by "Last Name". Finally click "Save".



You will now have inline editable rows for your contacts. You can simply add them on the fly.



If so desired, you could repeat this process on the "New" screen, but for now I won't make that change.