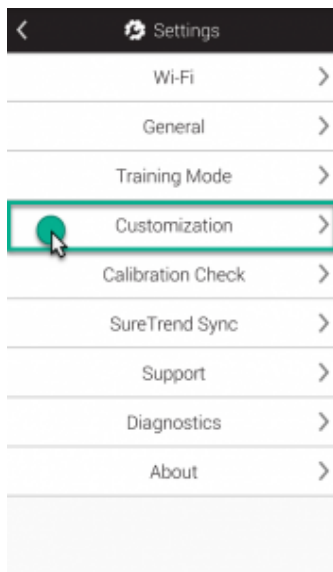


Location Settings

Customizations are optional. These settings may be changed any time without risk to your data.

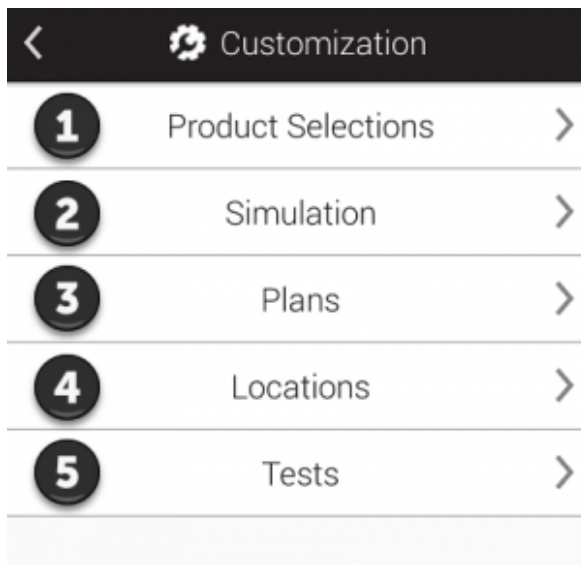
Step One



[Click to enlarge](#)

Touch on the **Settings** button from the Home screen. Next, touch **Customization**.

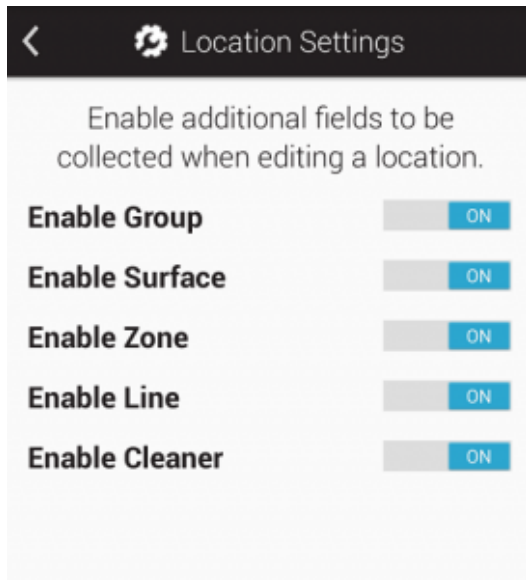
Step Two



Click to enlarge

Touch **Locations** (as shown at **4** in the image).

Step Three



[Click to enlarge](#)

From this screen you can enable additional custom fields you want to use when creating or editing a location. These are helpful if you would like to group similar locations together based on common variables. For example you may have a large number of locations and want to group them based on the building they are in, or floor they are on, or type of surface they test.