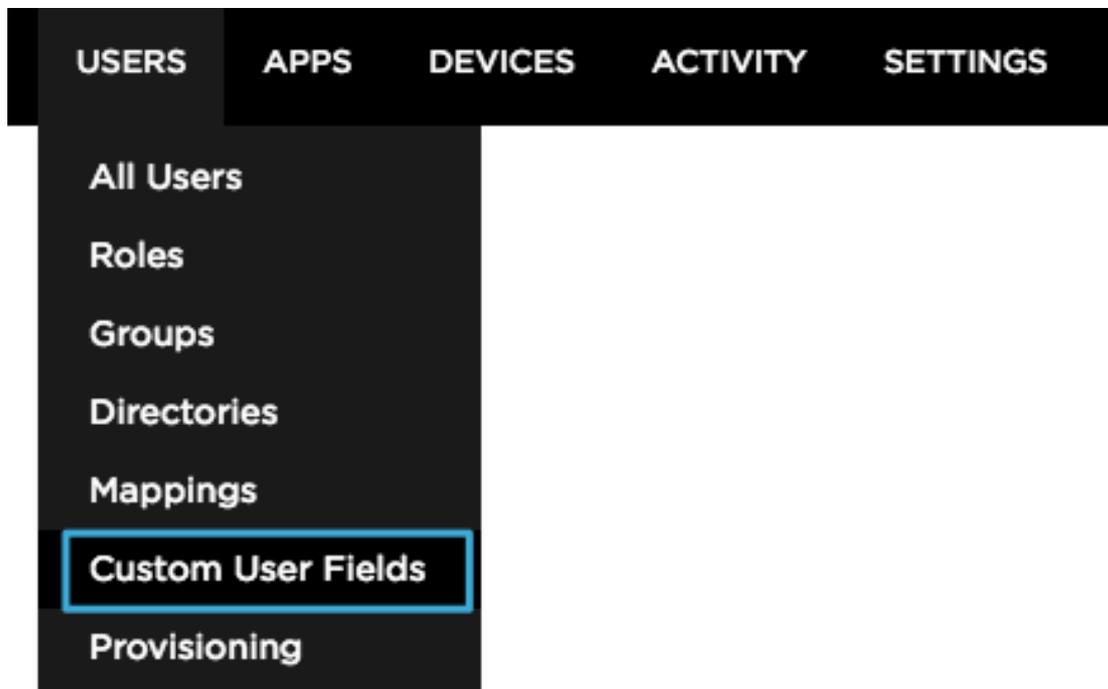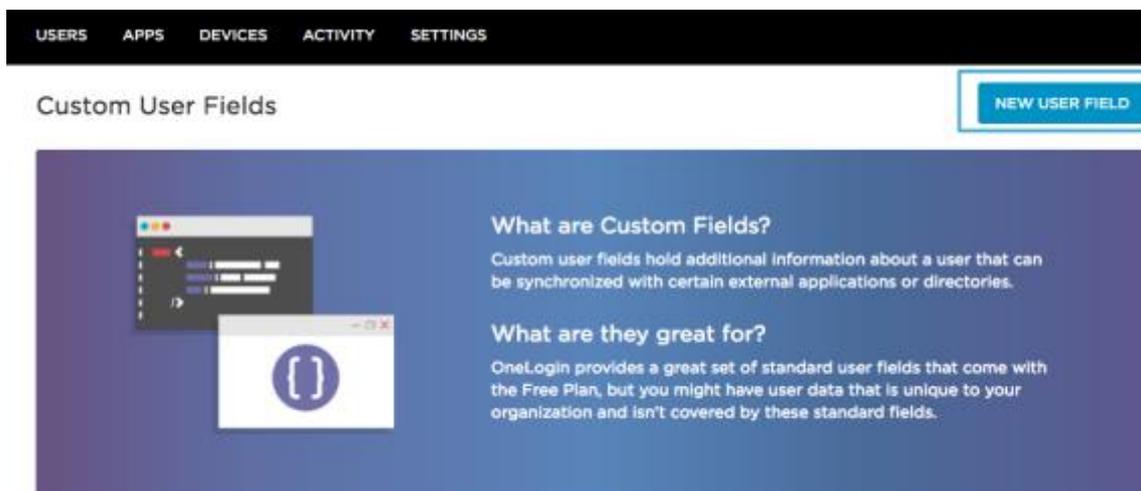# How to create a custom field in OneLogin?

1. From the tabs menu, click the option "Users" and select "Custom User Fields"

2. Click "New User field"

3. Add the value name. The "Shortname" does not have a specific format to follow and save.