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# Digital Channels Administrator's Guide

[Manage custom variables](#)

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## Contents

- [1 Create or edit a custom variable](#)
- [2 Copy a custom variable](#)
- [3 Delete a custom variable](#)
- [4 Search for a custom variable](#)



- Administrator

Learn how to create and edit custom variables to use in standard responses.

## Related documentation:

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Use Custom Variables Management to create custom variables to use in field codes. Custom variables have the following properties:

- Their values are assigned by strategy objects.
- Standard responses that use field codes containing custom variables must have the usage type Acknowledgment.

Access Custom Variables Management under the **Responses** menu.

## Custom Variables

+ Add Custom Variable				Search	
Name	Type	Default Value			
CV_DateTime	String	2021-01-06T14:43:01.700Z			
CV_Double	Double	0.9999			
CV_String	String	String			
CV_Int	Integer	101			
CV_Name	String	Default Value			

## Create or edit a custom variable

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Custom Variable Details

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Name \*

CV\_DateTime

Description

Custom variable for date and time

Type

DateTime

▼

Default Value \*

2021-01-06, 10:43 AM

📅

Save

When you create a new custom variable, the **New Custom Variable** view opens on the right side of the page. To begin, give your variable a name and brief description.

The custom variable name can consist of no more than 64 alphanumeric characters (a-z, A-Z, 0-9) and underscore.

Choose the **Type** of custom variable and add a default value that corresponds to the type. If you choose DateTime, use the calendar widget to select a default date and time or enter your own value in this format: "yyyy-MM-ddTHH:mm:ss.SSSZ".

## Copy a custom variable

You can copy an existing variable with the **Copy** button (📋). This opens the **New Custom Variable** view with the copied information. The name of the variable includes "\_N", where "N" is the number of the copy. For example: CV\_DateTime\_1, CV\_DateTime\_2, and so on.

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## Delete a custom variable









To delete a custom variable, just click the delete icon (🗑️).

## Search for a custom variable

To search for a custom variable, use the search box above the table. The results filter automatically based on the text you enter in the search box.

+ Add Custom Variable

🔍 cv\_

Name	Type	Default Value	
CV_DateTime	DateTime	2021-01-06T14:43:01.700Z	  
CV_String	String	String	  
CV_Int	Integer	101	  
CV_Name	String	Default Value	