

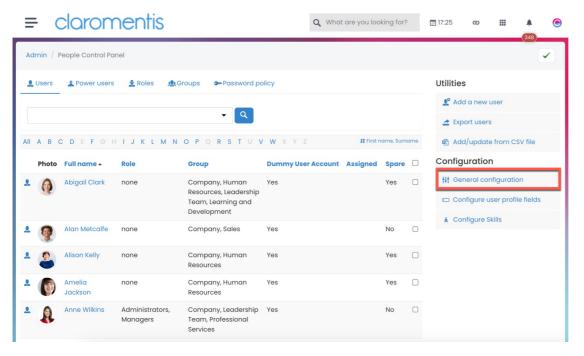
Change Full Name Format

Introduction

The article covers how to change the way the system displays the names of users and contacts. The configuration is only available from the admin side of the People application.

People Configuration

1. Navigate to Admin > People > General Configuration



2. Under Name Display Format, select the format you wish to display.

Name display format

Format for displaying user/contact name in system. Possible values are '{fname}', '{sname}, 'fname}' or '{sname}', '{fname}'



3. Select Save configuration to apply the changes

Show user's manager on their profile page

Setting this to "no" will hide the "manager" card in the sidebar of the view profile page

Yes No

Show user's direct reports on their profile page

Setting this to "no" will hide the "direct reports" card in the sidebar of the view profile page

Yes No

Save Configuration

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