

# How to Hide Empty Contract Fields

## Objectives:

- Hide contract fields based on "None" value

## Steps:

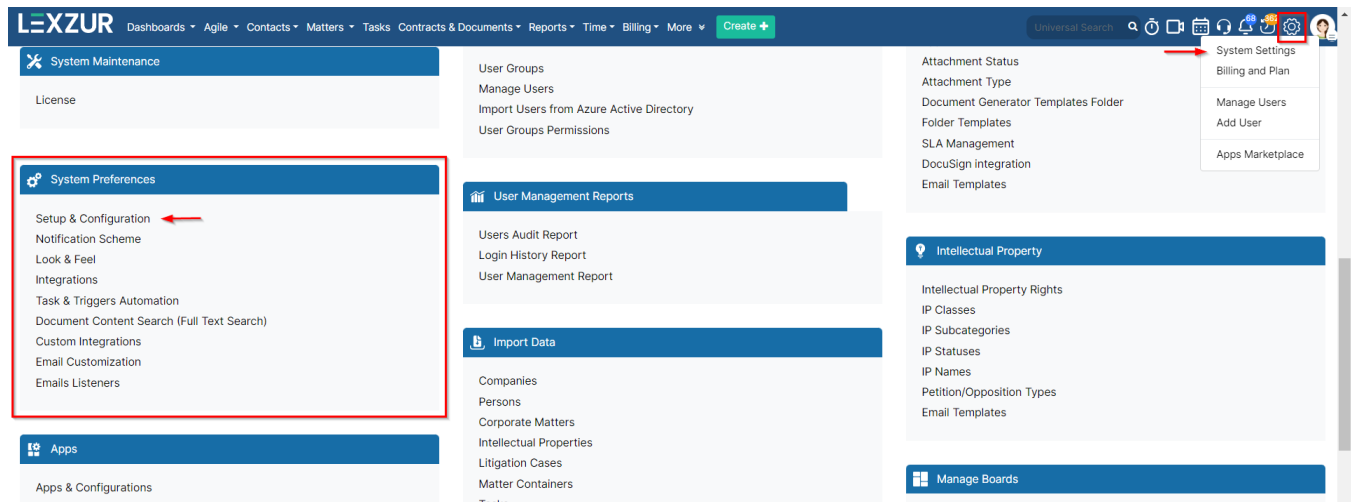
Administrative users now have the ability to manage the visibility of contract fields associated with the "None" value. They can decide whether to showcase all "None" values in the contract details or conceal them altogether.



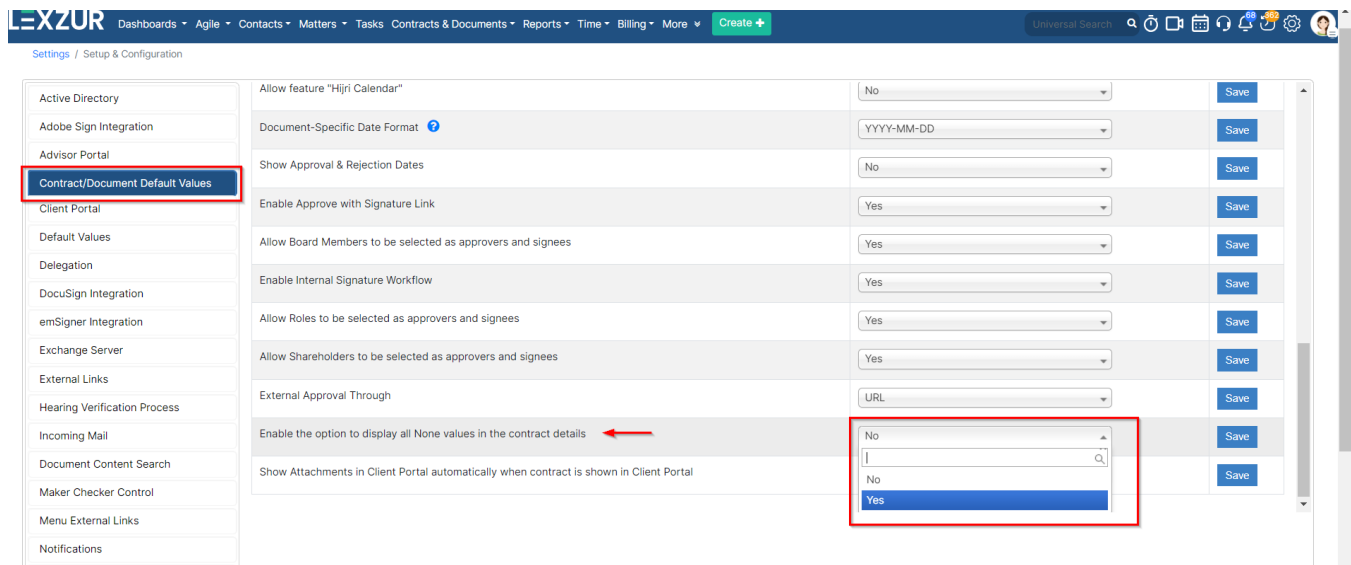
This capability applies to both contracts within the system and Client Portal contracts.

To hide "None" values, you must activate this feature from the settings.

To do so, navigate to **System Settings -> Setup & Configuration -> Contracts/Documents Default Values** tab.



You can control how empty fields appear using the **"Enable the option to display all None values in the contract details."**



If set to **"No,"** fields with "None" values will remain hidden within the contract page.

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PUA-512 - Purchase agreement for ABC
Approved
Closed
Executed
More
Active

Details
Attachments
Approval Center
Signature Center
Milestones
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Emails
Time Entries
Expenses
Reminders
Matters
Related Contracts/Documents

Details
Type: Purchase Agreement
Workflow Status: Under Negotiation (System Workflow (default))
Priority: High
Value: 60,000.00

Parties
Party (1): ABC Services
Category (1): None
Party (2): Albert smith
Category (2): None

Description

Notes 1

History

People
Requester: Julia Marven
Assigned Team: Contract Team
Assignee: Carolina Robinson
Created By: Carolina Robinson
Modified By: Carolina Robinson
Contributors:
Collaborators: Albert Smith

Dates
Date: 2024-03-21
End Date: 2024-06-27
Created On: 2024-03-21 11:41:13
Modified On: 2024-03-21 12:19:42

Conversely, when set to "Yes," here is an example of how the fields will be displayed on the contract details page.

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Time Entries
Expenses
Reminders
Matters

Details
Type: Purchase Agreement
Workflow Status: Under Negotiation (System Workflow (default))
Sub type: None
Priority: High
Value: 60,000.00
Currency: None
Country: None
Reference#: None
Applicable Law: None
Client: None
Termination Clause: None
Shipping Terms: None
Add a link: None

Parties
Party (1): ABC Services
Category (1): None

People
Requester: Julia Marven
Assigned Team: Contract Team
Assignee: Carolina Robinson
Created By: Carolina Robinson
Modified By: Carolina Robinson
Authorized Signatory:
Contributors:
Watchers: None
Collaborators: Albert Smith
Company Name: None

Dates
Date: 2024-03-21

For more information on LEXZUR, reach out to us at [help@lexzur.com](mailto:help@lexzur.com)

Thank you!