

Grouping fields

1. If the organization is home to multiple services, the field `API` name **SHOULD** be prepended with the name of the service that required the field, followed by an underscore.
 - This **MUST NOT** be the case if there is only one service using the object.
2. If several services use the field, or the field was originally required by a service before being used by others: the field `API` name **MUST (but you probably won't)** be prepended with the name of the service that is responsible for the user story that lead to the field creation, followed by an underscore. The Description of the field **MUST** indicate which services use the field.¹
3. In the case the field is use differently by different services, the Description of the field **MUST** contain a summary description of each use.
4. If a field is created to host a value for technical reasons, but is not or should not be displayed to the users, the `API` name **MUST** be prefixed with `TECH` and an underscore.
5. If more than 50 fields are created on an object, a consultant **SHOULD** consider using prefixes to group fields in the same manner as technical fields, in the format of `$Groupname` followed by an underscore.

Examples

Object	Field type	Comment	Field Label	Field API Name	Field Description
Case	Lookup	Looks up to Account	Service Provider	ServiceProviderRef_c	Links the case to the Service Provider who will conduct the task at the client's.
Account	Formula	Made for the Accounting department only	Solvability	Accounting_SolvabilityAuto_c	Calculates solvability based on revenue and expenses. Sensitive data, should not be shared.
Contact	Checkbox		Sponsored ?	IsSponsored_c	Checked if the contact was sponsored into the program by another client.

¹ While modifying API names post-deployment is notoriously complicated, making sure that field are properly recognizable is better in the long term than avoiding a maintenance during a project. Such modifications **SHOULD** be taken into account while doing estimations.

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