FileMaker Naming Conventions

Quick reference — summary of the IU-DATA method

FILES & TABLES

File: `XXX_SoftwareName` (client three-letter code, legacy convention).

Table: prefix `z` + name in UPPERCASE → `zCONTACTS`, `zCOMPANIES`.

The primary table occurrence (POT) and its layout share the exact same name as the table.

FIELDS — GENERAL RULES

- **No accents, ever. No special characters (space $ € ; : , ' " / \ ( ) [ ] % * ?)**
- Written in **CamelCase**: `InvoiceNumber`, `FullName`
- Always a comment (dated), even a short one
- Leading identifier field: `IdTableName` (e.g. `IdContact`) — same name everywhere
- `IdConstant_x`: indexed field for linking to flags/fixed values
- Creation/modification timestamp & account, workstation, privilege set…

Prefixes by type

Type	Prefix	Example
Calculation	`c` +type letter	`ct_FullName`
Global	`g` +type letter	`gt_TempModule`
Summary	`s_`	`s_TotalLines`

Type letters (FM shortcuts): `t` text · `n` number · `d` date · `i` time · `m` timestamp · `r` container

RELATIONSHIP GRAPH — "ANCHOR-BUOY"

Viewpoint = a context = a letter assigned in alphabetical order as it first comes up (no symbolic meaning).

- `01` = main display viewpoint
- `02, 03…` = side processes / Card windows
- `98` = table-level calculations (e.g. totals)
- `99` = cascading delete (removes child records)
- **Letters C (Current Table) and T (Table active) are never used — reserved keyboard shortcuts**

Building the names (3 levels)

```
B01_____________QUOTE
(separator, POT name in CAPS)
```

```
B01__Quote (anchor, 2 "_")
```

```
B01__Quote_itself (duplicated
anchor, related records)
```

```
B01_Project, B01_Contact
(buoys, 1 "_")
```

2nd-level buoy: reuses the previous buoy's name, then adds its own.

Buoy suffixes

`_Cdtl`	conditional value list
`Crud`	record creation allowed through the relationship
`_sel`	temporary relationship (via global), selection/display

One color per POT · 4-digit color code (column+row of the color picker) noted in the `" Schema"` block (leading space to avoid clashing with the "S" keyboard shortcut).

Printing the graph: landscape at 80% (Mac only).

LAYOUTS

- Main layout (user-facing): `B - Quote`
- Secondary layouts: `B02 - Convert quote to project`
- Purpose stated in the name: `[CARD]`, `[PRINT]`, or "list" (no brackets)
- Only user-facing layouts are checked visible in the Layouts menu
- Native FileMaker separator between each viewpoint letter
- Merge field showing the layout number — dev-only, except on [PRINT] layouts (always visible)

SCRIPTS

- Name: viewpoint letter alone (no index) → `B - ScriptName`
- Filed in folders: letter + name of the main table occurrence
- Sub-script: indented 4 spaces, placed under its parent script
- Parameters: in braces, separated by `|` → `{ IdContact | Date }`, passed as **JSON**
- Called by a server-side script → tag `DNR` (do not rename)
- Runs on server → `[PSoS]`; trigger → `[TRIGGER OnFirstWindowOpen]`
- Called from JavaScript → spaces replaced with `_`
- Cross-viewpoint → `Grl -`; developer-only → `DEV -`

One script = one function (sort, GTRR…). Starts with an explanatory block (name, purpose, author, date, parameters). Variables declared empty up top when not sourced from a parameter. Always ends with `Exit Script`. Switch to Find mode before moving to a layout — never the other way round.

VALUE LISTS

- Conditional value list → viewpoint letter; otherwise `Grl -`
- Name = `Idxxx` + the field actually displayed (sorted on the 2nd field)
- Used by `ValueListItems` (or parsed by a calculation/script) → suffix `DNR` and/or `UC` (Unchangeable — never let the user edit it)

CUSTOM FUNCTIONS

No strict rule: the name and its parameters just need to be explicit and self-explanatory.

NAMED OBJECTS

External table (portal): `te` + the occurrence's name (no viewpoint letter or index).

All other objects: prefix from the style-suffix table below.

THEME & STYLES

Name in lowercase, elements separated by **periods** (an exception to the "no punctuation" rule — it saves space, and styles can't be scripted anyway).

Building a field style

1. `lock` if locked (nothing otherwise — "editable" is the default)
2. Text alignment: `drt` right / `ctr` center / `gch` left
3. Vertical alignment: `h` top / `m` middle / `b` bottom
4. Font size: `9`, `10`, `16` …
5. Style: `b` bold / `i` italic / `u` underline / `n` normal
6. Border: `cadre` (all 4 sides) or a combination of `d h g b`

```
block.white.bg_sh
```

Object-type suffix goes at the **end** of the name (never as a prefix), preceded by an underscore.

`_pt` part	`_cr` container
`_ln` line	`_tx` text
`_sh` shape	`_bbr` button bar
`_eb` edit box	`_bt` button
`_ddl` drop-down list	`_tp` tab panel
`_pum` pop-up menu	`_te` portal (external table)
`_cbs` checkbox set	`_wv` web viewer
`_rbs` radio button set	`_pop` popover
`_ddc` drop-down calendar	

Corner radius, shadows, indentation = generic design choices, not codified.

Want to talk about your own FileMaker naming conventions?

IU-DATA helps small and mid-sized businesses design and maintain custom business applications with FileMaker.

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