1). Go to **Administration / Templates / Custom Tags**

Create the desired Custom tags



2). Go to **Administration / Templates / Issue Templates**

Click on out of the box **“Prioritized High Risk Issue Template”** and click on **“Download Template”**



3). Create a **New** Issue Template:

**Prioritized High Risk Issue Template\_Luis**



4). On the newly created Issue Template click on **“Edit”.**



5). Click on **“Add Custom Tag”**

6). Add the custom tags to the template



7). Click on **“Save”**



8). While creating a new Application under Template section choose the customer template that has the custom tags.
In this example choose template: **Prioritized High Risk Issue Template\_Luis**

