Advanced Field Options | Overview

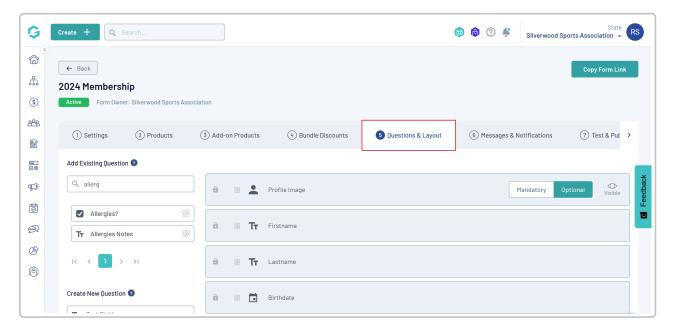
09/05/2025 1:50 pm AEST

Overview

When you've added a question to a Membership Form or an Event to make them available to fill out by registrants, you can apply a range of different settings to that specific field on the form to which you've added it, either to make it more intuitive for the user to complete, or to show or hide it based on certain parameters.

Accessing Advanced Field Options

To access the advanced field options for a specific question, you'll need to be on the **Questions & Layout** tab of your Membership Form or Event



If you haven't already done so, you can add a question to the form in the **Add Existing Question** section, or add a new one through the **Create New Question** section.

024 Membership Active Form Owner: Silverwood Sports Asso	ciation							
(1) Settings (2) Products	3 Add-	on Pro	ducts	(4) Bundle Discounts	5 Questions & Layout	6 Messages & Notifications	(7) Te	st 8
Add Existing Question 😨								
Q. Type to search	â		•	Profile Image		Mandatory	Optional	V
Able to manage orders?								
Allergies?			Тт	Firstname				
Tr Allergies Notes 🛞	a	0	Тт	Lastname				
Allow Medical Treatment?								
=, Are you from Aboriginal and/or T.	A			Birthdate				
H Attn Life Members						_		
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➡ Country of Birth	â	Ø	≡,	Gender Identity		Mandatory	Optional	V
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■ Dietary Requirements	â		Тт	Gender Identity - Other				
Create New Question 🕜		0	Тт	Email				
Tr Text Field	6		Тт	Mobile Number				
2 Number								
=, Picklist			≡,	Which member types are you regi	stering as?			
➡, Multiple Choice								
🖬 Date			Η	Address			Q1	
Checkbox								
≡√ Terms or Privacy Policy			Тт	Search Address Tip			Q2	
Document Upload								
Create New Content Block		8	Тт	Home Address			Q3	
H Header Text Block		8	Тт	Postal Address			Q4	
🕞 Paragraph Text Block								

Now, scroll down to the section where you've added your own questions, and click the **arrow** on the right-hand side to expand the options.

Create + Q Search		👜 🏮 🕐 👙 Silverwood Sports	Associat	State RS
			v	
<u><u><u></u></u></u>	: н	Volunteer Information	Q28	~
(§) 828		Please select any of the following volunteer roles you would be happy to assist with	Q29	~
	H H	Team Manager Information	Q30	~
₹X:		How many years have you managed a team for?	Q31	Feedback
<u>ଭ</u> ି		Do you have any allergies?	Q32	~ U
ළ බ	:: Tr	Allergies Details	Q33	~
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Advanced Field Options

In the first section presented here, you'll be able to apply a few basic options to the field:

- Question Text: This is the name of the question as you want it to appear on the form
- Help Text: Allows you to add help text as a hover tooltip to assist users in understanding how to respond to the question
- Is this question mandatory?: Select Yes here if you want the enforce that this question is answered by registrants

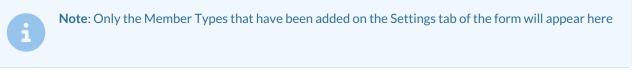
Allergies Details	Q33	^
Question details		
Question Text * 🕜		
Please list any allergies our catering staff should be made aware of		
Help Text This assists our club staff in avoiding any food or drink you may be allergic to during events and on game day		
Is this question mandatory?* Yes No		
Advanced Options	Expand	

Now click the **EXPAND** button to show some more options

Is this question mandatory? *	
Advanced Options	Expand

Under the expanded menu, you can apply a series of display filters to ensure that the question is only shown to the most relevant people:

• Show this question to Member Types: Select a specific Member Type here to ensure that the question only shows to members who selected this on the front page of the form



- Show this question to gender(s): Select a gender here to ensure that the question only shows to members who selected this on the front page of the form as their Assigned Gender
- Show this question to all ages?: If No is selected here, you can enter a date of birth range to specify whether the question shows to members of a certain age bracket. You can also define the date on which this calculation will take place; for example, you may only want the question to show to members who are at least 18 years old as at the beginning of your season.
- Show question only if user answers: Select another question from your form which controls whether this question is shown or hidden
- Show question only if user selects product: Select a product that has already been added to your form to ensure this question only displays to users who select that product upon registration

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		Тт	Allergies Details	Q33	^
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	elp Text				
	This as	sists o	ur club staff in avoiding any food or drink you may be allergic to during events and on game day		
ls	this que Yes	stion m No	andatory?*		
	Ad	vanc	ed Options	Close	

Show this question to	Senior Player 🗴 🔻	Show to All Member Types
Show this question to gender(s)	All Male Female	
Show this question to all ages?	Yes No	
	Please select a minimum and/or maximum age for participants	
	Minimum age 18 Maximum age (One of these can be left blank)	
	on Season Start Date 💌 2025 💌	
Show question only if user answers	Form Question Do you have any allergies?	If answer selected is *
Show question only if user selects product	Form Products	
if user selects	Form Products 2024 Senior Membership (State Levy)	X
if user selects		×

In this hypothetical example, the question labelled 'Allergies Details' will only display to members that do the following as part of their registration: - Select the 'Senior Player' Member Type - Select 'Male' as their Assigned Gender - Enter a date of birth that makes them at least 18 years old at the start of the 2025 season - Select 'Yes' in the previous question labelled 'Do you have any allergies?'

- Select the '2024 Senior Membership (State Levy)' product