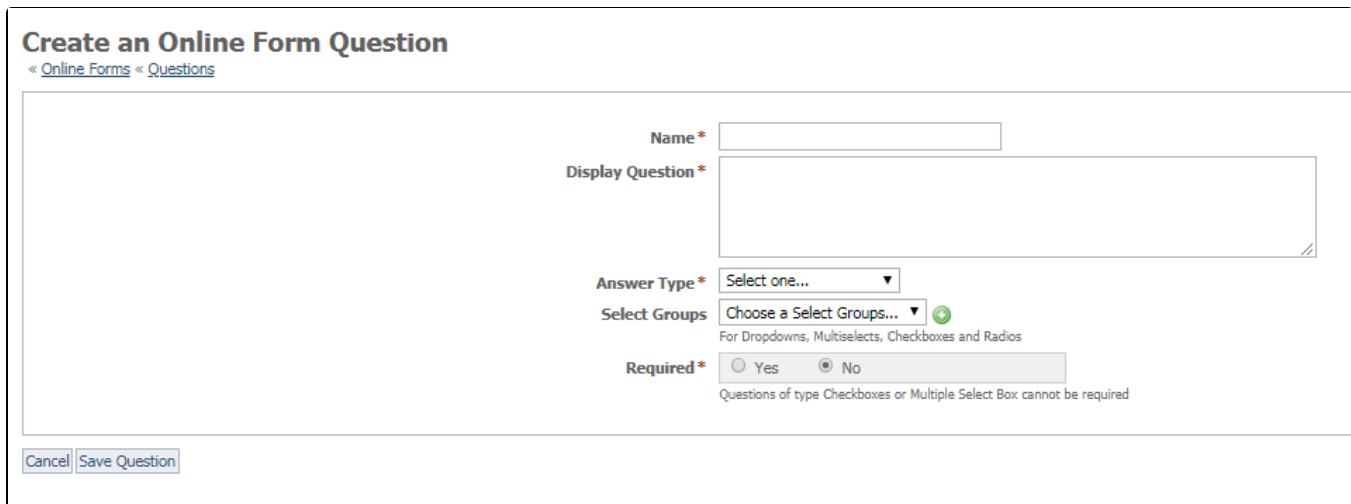# _Creating_your_own_online_forms_questions_Content_v1
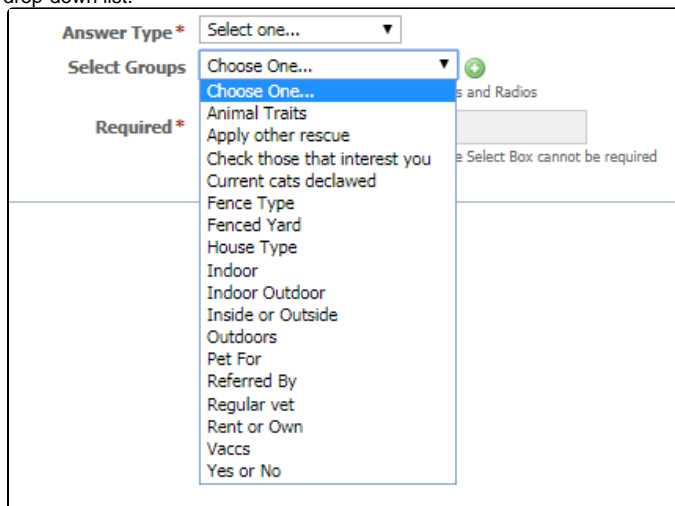
Creating Questions

If the question you want to ask isn't in the database, or you want to create all of your questions, click the **Create a Question** button. A form displays that guides you through the question creation process.

Create an Online Form Question

« Online Forms « Questions

Name*

Display Question *

Answer Type * Select one...

Select Groups Choose a Select Groups...
For Dropdowns, Multiselects, Checkboxes and Radios

Required * ○ Yes ● No
Questions of type Checkboxes or Multiple Select Box cannot be required

Cancel Save Question

The fields are:

- **Name** - the name you want to assign the question, which should be easy to recognize. In the example above, note the *Adopting for* question. It's easy to see this question will ask the visitor, "Who are you adopting this animal for?"
- **Display Question** - this is the question you ask the visitor, exactly as you want it to appear in your form.
- **Answer Type** - see the guide, **About answer types** for a detailed explanation.
- **Select Groups** - **Select Groups** are groups of answers that users select from. See the page in this guide, **Using Select groups** for a detailed explanation. Use the drop-down menu to select the group for the question you are creating. When you create a select group, it appears in the drop-down list.

Answer Type * Select one...

Select Groups Choose One...
Choose One...
Animal Traits
Apply other rescue
Check those that interest you
Current cats declawed
Fence Type
Fenced Yard
House Type
Indoor
Indoor Outdoor
Inside or Outside
Outdoors
Pet For
Referred By
Regular vet
Rent or Own
Vaccs
Yes or No

- **Required** - do you want to make this question required in order for the visitor to go on?

Remember to save the question.

Prohibited Questions

.Please ensure none of the questions that you create collect any sensitive information like those listed above. One of the most difficult for organizations is that you may not ask for birthdate, as they are looking for the age of the applicant. While this would violate our Terms of Service, you may ask for *general* age categories. For example, a dropdown question may look like the following:

What is your (the applicant's) General Age?
Under 18 years old
18-24 years old
25-34 years old
35-44 years old
45-54 years old
55-64 years old
65-74 years old
75 years or older