

## Form Designer: Standard Questionnaire

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### Form Designer - Standard Questionnaire

#### Form Designer

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**Standard Questionnaire:** The Standard Questionnaire is the registration form. This section will automatically be filled by default information.

# Event Standard Questionnaire Designer

[Add Question](#)

Question	Type	Actions
<input type="checkbox"/> First Name		<input checked="" type="checkbox"/>
<input type="checkbox"/> Last Name		<input checked="" type="checkbox"/>
<input type="checkbox"/> Badge Name		<input checked="" type="checkbox"/>
<input type="checkbox"/> Email		<input checked="" type="checkbox"/>
<input type="checkbox"/> Club Name		<input checked="" type="checkbox"/>
<input type="checkbox"/> Preferred Phone		<input checked="" type="checkbox"/>
<input type="checkbox"/> Secondary Phone		<input checked="" type="checkbox"/>
<input type="checkbox"/> Address 1		<input checked="" type="checkbox"/>
<input type="checkbox"/> Address 2		<input checked="" type="checkbox"/>
<input type="checkbox"/> City		<input checked="" type="checkbox"/>
<input type="checkbox"/> Zip/Postal Code		<input checked="" type="checkbox"/>
<input type="checkbox"/> Country		<input checked="" type="checkbox"/>
<input type="checkbox"/> State/Province		<input checked="" type="checkbox"/>

Indicates a required field

If you require additional information to be added to the standard questionnaire, click the **Add Question** button, which will open a new page. When adding a new question the following items will need to be determined:

## Event Standard Question Designer

Edit Question

Type

Required?  Yes  No

**Question**

en-ca

[Save](#)

[Cancel](#)


**Type:** This section is dependent on the type of question selected. The following is the list of question types:

**True/False:** Questions that require a true or false answer.

**Long Text:** longer typed out answers

**Short Text:** Shorter typed out answers

**Selectable:** Question with selectable answers with in the form.

**Required:** A required field is requested information by the user, the attendee cannot continue on with the registration without that particular field being filled in. All required fields will be marked with the Required (  ) icon.

**Question:** Enter the question you would like to ask the attendee.

Once all the information is entered, click on the **Save** button to save the question to the event or **Cancel** button to discard changes.