

Registration Questions: Know Your People

Registration questions allow you to collect information about those signing up for your opportunity. There are a range of pre-existing questions you can pull from and you can add your own custom questions as well (i.e. t-shirt size, dietary restrictions, past experience, etc.)

- 📌 Use a saved custom field, or a canned field by clicking on the "Add Existing Saved Fields" button
- 📌 Create a new field by dragging it from the list of field types on the right.
- ⚠️ Changes will not be saved until you click the "Save" button below on the lower right side.

How did you find out about this opportunity?

This is just a preview

Is there anything you would like to share that will make this event more accessible to you?

(e.g. alterations to physical space, live captions, materials in advance, dietary restrictions, sensory management, etc.)

We encourage you to always include this accessibility question in your registration. You can find it in Existing Saved Fields.

Add Existing Saved Fields

- Checkbox
- Date Field
- Document Agreement
- Linked Survey
- File Upload
- Header
- Likert
- Number
- Radiolist Group
- Dropdown | Multiselect
- Text Field
- Text Area

There are many formats for adding your own questions

Multiple choice, one answer

Multiple choice, multiple answers

Before adding a new question, you can check if it already exists by searching **Existing Saved Fields**.

Add Saved Custom Field

🔍 speak another language 🔍 Search Clear

Field Label	Field Type	Created By
Do you speak another language?	Text Field	Default Field

You can also edit each question's settings

Single Answer will prefill a registrants response if they have provided that info before (like phone number)

Put the question text in this box?

And any supporting info here

Label Put the question text in this box?

Help Text And any supporting info here

Required No

Answer Many Answers - Save Each Response

Type Single - Things like phone number, dob, etc.
Many - Things that change over time. e.g. How do you feel today?

Close