

Contact Form Question Type

The Contact Form question type is a formatted group of textboxes designed to collect contact information.

When To Use It

Add a Contact Form to collect contact information from your respondents.

Please provide us with your contact info:

First Name: Jane Last Name: Doe

Email Address: jane@email.com

Phone Number: (123) 123-1234

Check it out in an [example survey](#)!
[Add a survey](#) with this question to your account!

Setup

1. Click the **Question** link on the page where you would like to add your Contact Form question.
2. Select **Contact Form** from the Question Type dropdown and enter the question you wish to ask.
3. Customize your Contact Form sub-questions. You can delete unwanted question fields using the **red x** or customize the sub-question text.

Group Description Require this question

Please provide us with your contact info:

Sub-Questions [Advanced Option Settings](#)

First Name [edit] [up/down] [delete]

Last Name [edit] [up/down] [delete]

Email Address [edit] [up/down] [delete]

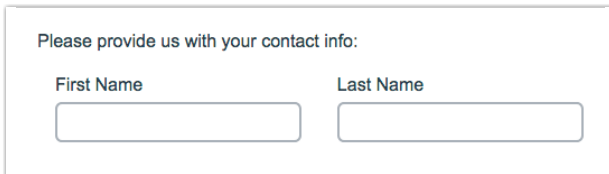
Phone Number [edit] [up/down] [delete]

[Add a Sub Question](#)

4. Click **Save Question** when finished.

Sub Question Options

There are several options that can help you customize the layout and validation of your contact group sub-questions. You will notice that certain sub-questions automatically appear side-by-side, while others do not, for example **First Name & Last Name**:

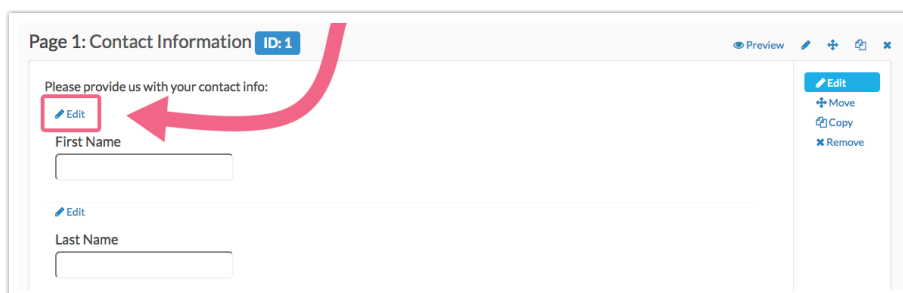


Please provide us with your contact info:

First Name Last Name

If you have a need to customize where questions appear side-by-side versus where they don't, you can do so! Using the above example:

1. We edit the First Name sub-question.



2. We then navigate to the sub-question's **Layout** tab and locate the **Line Break** section. Next, we check the box to **Put a line break after this question**. You may notice that you can also adjust the **Textbox Width** here if the default size is not to your liking.



Textbox Width

25

Line Break

Put a line break after this question

3. Make sure to **Save Question**. Adding a line break will result in the Last Name sub-question appearing below the First Name sub-question:

Please provide us with your contact info:

First Name

Last Name

Survey Taking

On a desktop and most laptops, the Custom Form question type looks like so.

Please provide us with your contact info:

First Name Last Name

Email Address

Phone Number

When optimized for mobile devices the Custom Form question type looks very similar but a line break will be added between subquestions to prevent the need for horizontal scrolling on smaller screens.

By default, survey questions show one at a time on mobile devices to prevent the need for scrolling on smaller screens. You can turn off this [one-at-a-time interaction](#) if you wish.

Survey

Please provide us with your contact info:

First Name

Jane

Last Name

Doe

Email Address

jane@email.com

Phone Number

720-



0%



Reporting

Standard Report

In the [Standard Report](#) your Contact Form data will report in Contact Cards which you can page through to review.

Please provide us with your contact info:

- Chart Type
- Filter
- Move
- Delete

ResponseID: 1

First Name Ethel
Last Name O'Reilly
Email Address ethel@company.net
Phone Number (418) 304-6187

ResponseID: 2

First Name Alexys
Last Name Williamson
Email Address awilliamson@test.com
Phone Number 721 832 1052

ResponseID: 3

First Name Annabel
Last Name Marvin
Email Address amarvin@company.com
Phone Number (123) 123-1234

ResponseID: 4

First Name Reid
Last Name Morisette
Email Address morisette@example.net
Phone Number (321) 321-4321

- + See additional compatible chart types
- + See what other report types are compatible

Legacy Summary Report

In the [Legacy Summary Report](#) the Contact Form data will report as an Appendix element for each Textbox field in the Contact Group.

1. First Name

Count	Response
-------	----------

1	Derek
---	-------

1	Megan
---	-------

1. Last Name

Count	Response
-------	----------

1	Draper
---	--------

1	Noakes
---	--------

Exporting

In the [CSV/Excel](#) export, there will be a column for each individual Textbox of the contact group.

First Name:Please provide your contact information:	Last Name:Please provide your contact information:	Street Address:Please provide your contact information:	Apt/Suite/ Office:Please provide your contact information:	City:Please provide your contact information:	State:Please provide your contact information:	Zip:Please provide your contact information:	Email Address:Please provide your contact information:	Phone Number:Please provide your contact information:
Peter	Parker	20 Ingram Street		Queens	NY	11375	peter.parker@dalybugle.com	555-321-9876
Charles	Xavier	1407 Graymalkin Lane		Salem Center	NY	10560	professorx@xavier-institute.org	914-555-6543
Anthony	Stark	10880 Malibu Point		Malibu	CA	90263	tonystark@starkindustries.com	310-555-0042

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