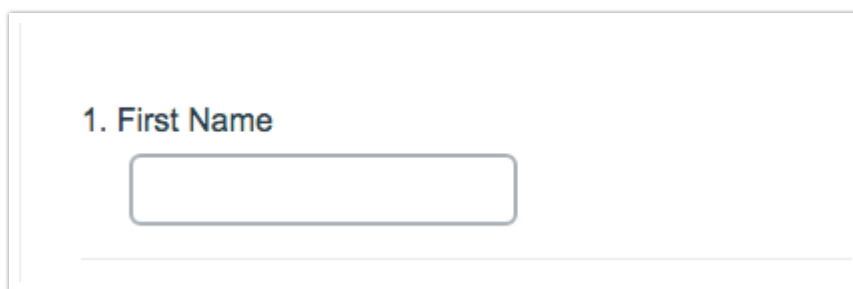


Resizing Text Fields

There are a number of different text fields available in SurveyGizmo. In this tutorial we will cover the resizing options available for each text field.

Textbox Questions

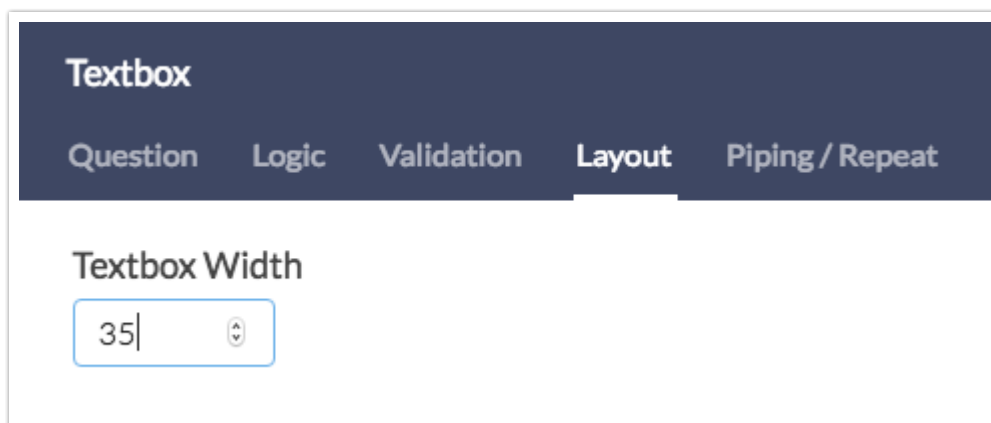
The width of [Textbox](#) questions (including [Number](#) , [Percent](#) , [Email](#) and [Date](#) question types) can be adjusted as you desire.



1. First Name

On the **Layout** tab in the **Textbox Width** field you can adjust the textbox width.

- The default width for Textboxes is 20 characters.
- By specifying a value larger or smaller than 20 you can increase or decrease the width of the Textbox.



Textbox

Question Logic Validation **Layout** Piping / Repeat

Textbox Width

Essay

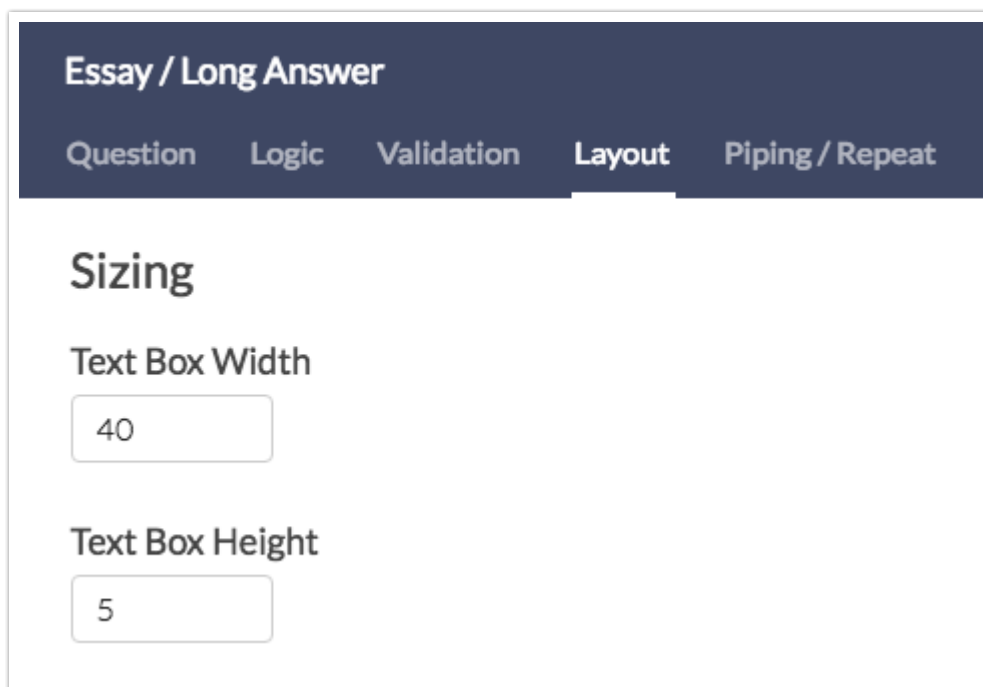
The width of [Essay](#) questions can be adjusted as you desire.

2. Additional Comments



On the **Layout** tab under **Sizing** you can adjust both the **Text Box Width** and **Text Box Height** of your Essay question.

- The default width for Essay questions is 40 characters.
 - By specifying a value larger or smaller than 40 you can increase or decrease the width of the textbox.
- The default height for Essay questions is 5 characters.
 - By specifying a value larger or smaller than 5 you can increase or decrease the height of the textbox.



Essay / Long Answer

Question Logic Validation **Layout** Piping / Repeat

Sizing

Text Box Width

40

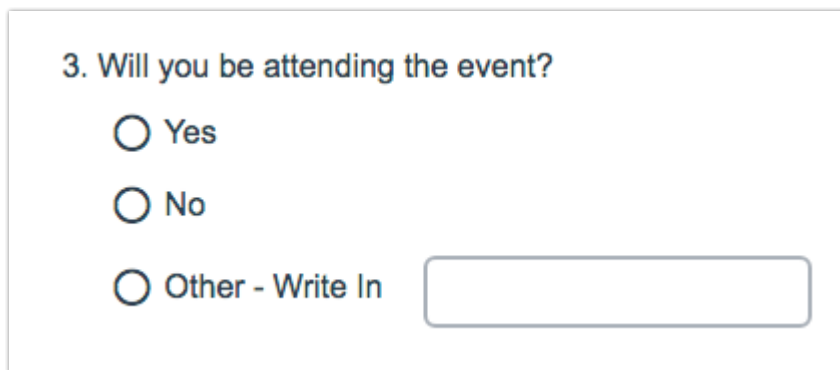
Text Box Height

5

Other Textboxes

[Other Textboxes](#) can be added to Radio Button and Checkbox questions. The width

of Other Textboxes can be adjusted as you desire.



3. Will you be attending the event?

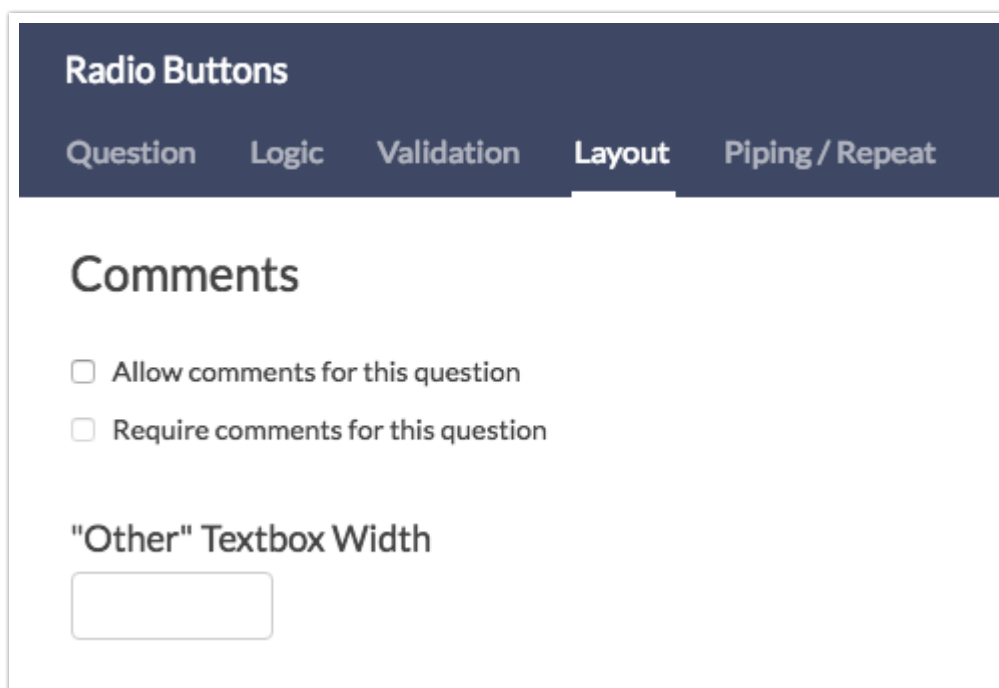
☐ Yes

☐ No

☐ Other - Write In

On the **Layout** tab in the "**Other**" **Textbox Width** field you can adjust the width of your Other Textbox.

- The default width for Other Textboxes is 20 characters.
- By specifying a value larger or smaller than 20 you can increase or decrease the width of the Other Textbox.



Radio Buttons

Question Logic Validation **Layout** Piping / Repeat

Comments

☐ Allow comments for this question

☐ Require comments for this question

"Other" Textbox Width

Other Row Headers

[Other Row Headers](#) can be added to grid questions.

4. Please rate your level of satisfaction with the following items:

	Very Dissatisfied	Dissatisfied	Neutral	Satisfied	Very Satisfied
Customer Service	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Product Quality	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
<input type="text" value="Enter another option"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

While there is not a direct option to change the width of this text field, on the **Layout** tab of your grid question you can adjust the **Row Label Width** in pixels.

- This will also adjust the size of your Other Row Header.
- By default, the row header width is around 200px depending on the length of your row headers.

Radio Button Grid

QuestionLogicValidationLayoutPiping / Repeat

Overall Question Width

Row Label Width

All Other Column Widths

Comments

[Comments](#) are a text field that can be added to nearly any question in your survey.

3. Will you be attending the event?

☐ Yes

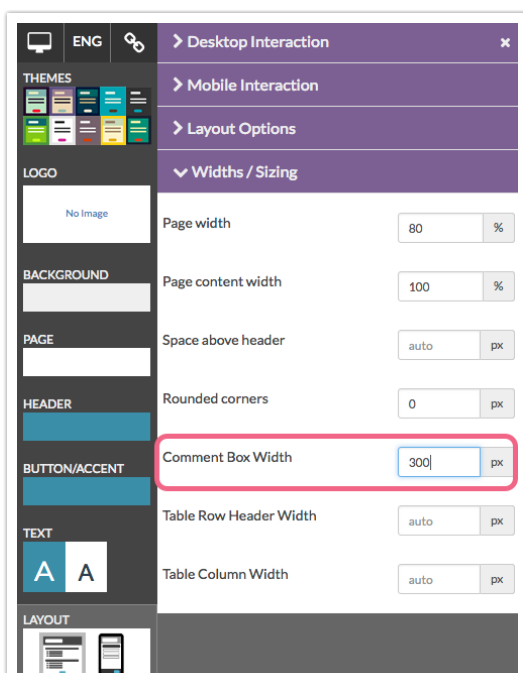
☐ No

☐ Other - Write In

Comments

The width of all Comment fields in your survey can be adjusted on the **Style** tab.

- Go to **Layout > Widths/Sizing** and adjust the **Comment Box Width**.
- The default width is around 85px.





Textboxes in Custom Groups

Textboxes within the [Custom Group](#) question type can be resized as well!

5. Please provide your contact information below

First Name

Last Name

Additional Comments

1. To resize a Textbox within a Custom Group, click **Edit** on the subquestion in your Build tab.

3. Please provide your contact information below

Edit

First Name

Edit

Last Name

Edit

Additional Comments

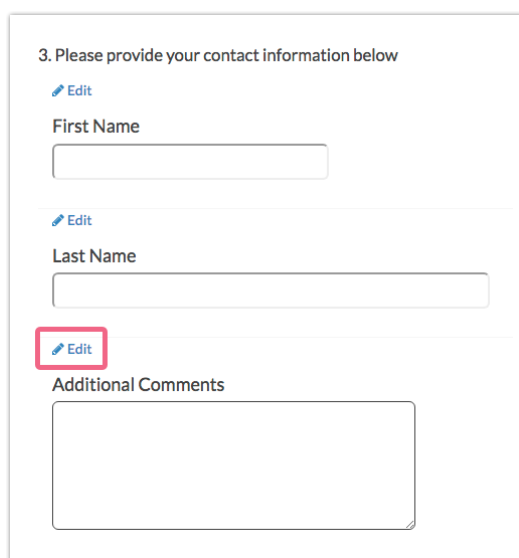
Edit Move Copy Remove

2. Go to the **Layout** tab and adjust the **Textbox Width**.
 - The default width for Textboxes within Custom Groups is 30 characters.
 - By specifying a value larger or smaller than 30 you can increase or decrease the width of the Textbox.

Essays in Custom Groups

Essays within the [Custom Group](#) question type can be resized as well!

1. To resize an Essay within a Custom Group, click **Edit** on the subquestion in your Build tab.



3. Please provide your contact information below

[Edit](#)

First Name

[Edit](#)

Last Name

[Edit](#)

Additional Comments

2. Go to the **Layout** tab and adjust the **Text Box Width** and/or **Textbox Height**.
 - The default width for Essays within Custom Groups is 40 characters.
 - By specifying a value larger or smaller than 30 you can increase or decrease the width of the Essay.
 - The default height for Essays within Custom Groups is 5 characters.
 - By specifying a value larger or smaller than 5 you can increase or decrease the height of the Essay.

Textboxes in Contact Form

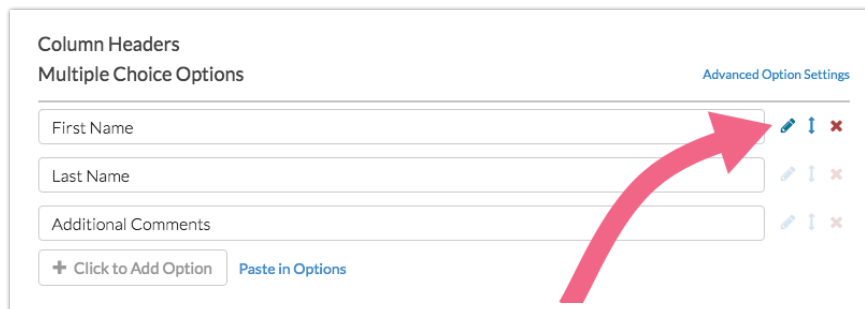
Textboxes within the [Contact Form](#) question type can be resized as well!

1. To resize a Textbox within a Contact Form, click **Edit** on the subquestion in your Build tab.
2. Go to the **Layout** tab and adjust the **Textbox Width**.
 - Within Contact Forms each field will have a different default width.
 - By specifying a larger or smaller value you can increase or decrease the width of the Textbox.

Textboxes in Custom Tables

Textboxes within the [Custom Table](#) question type can be resized as well!

1. To resize a Textbox within a Custom Table, edit your Custom Table then edit the column header that is set up to use a Textbox.



The screenshot shows the 'Column Headers' section of a 'Multiple Choice Options' table. It lists three headers: 'First Name', 'Last Name', and 'Additional Comments'. Each header has a corresponding text input field. To the right of each input field are three small icons: a blue pencil, a blue vertical double-headed arrow, and a red 'X'. A large red arrow points from the bottom right towards the 'First Name' header's icons. At the bottom left, there is a button labeled '+ Click to Add Option' and a link labeled 'Paste in Options'. In the top right corner, there is a link labeled 'Advanced Option Settings'.

2. Change the value in the **Textbox width** field.
 - The default width of Textboxes within a Custom Table is 5 characters.
 - Adjust this value up or down to increase or decrease the width of the Textbox.

Edit Option

Settings

Option Title

First Name

Question Type:

Textbox

☐ Required

Textbox width

5

Essays in Custom Tables

Essays within the [Custom Table](#) question type can be resized as well!

1. To resize a Rextbox within a Custom Table, click **Edit** on the subquestion in your Build tab.
2. Change the values in the **Textbox width** and/or **Text Box Height** fields.
 - The default width of Essays within a Custom Table is 30 characters.
 - Adjust this value up or down to increase or decrease the width of the Essay.
 - The default height of Essays within a Custom Table is 5 characters.
 - Adjust this value up or down to increase or decrease the height of the Essay.