

Additional Fields

Additional fields can be associated to users, or to other platform entities such as org-chart nodes, courses and learning objects

Additional Fields (Users)

User additional fields can be created and managed under:

Admin > Settings > Additional Fields > Additional Fields

Field manager

Search

Field category

All kind of fields

Name







Search

Search

 Add new custom field

Text field

Create

Field name	Field category	▼	▲		✕
Gender	Text field	▼			✕
City	Text field	▼	▲		✕
Telephone	Text field	▼	▲		✕
Country	Text field	▼	▲		✕
Company	Text field		▲		✕

 Add new custom field

Text field

Create

Fix sequence error

Different field types are available:

- Text Field: create a standard text input field
- Free text Field: create a textarea
- Date: allow inserting a date
- Dropdown: create a list of options the user can choose from

- Upload: user will be able to upload a file upon registration
- Textlabel: add a static description text inside the registration form
- Fiscal Code: text field for Italian fiscal code
- Yes/No: creates a radio button select field

Tip:

You can assign different fields to different orgchart nodes, and create custom registration forms using the advanced registration

Custom Fields (Other items)

Can be configured under:

Admin > Settings > Additional Fields > Custom Fields Manager

New text field

***english**

italian

Code

field area

Org Chart Tree ▾

Course

Course Edition

Learning Object

Learning Object Test

Org Chart Tree

Create

Undo

Two kinds of field are available:

- Text Field: create a standard text input field
- Dropdown: create a list of options the user can choose from

You can associate custom fields to different platform items to extend their configurations:

- Courses
- Learning Objects
- Organization Chart Nodes

These fields will be then available in reports

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