

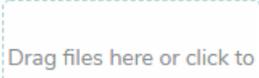
Fields Overview

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An object type's fields are where users will input data. Fields are available in the following formats:

- **Text:** A text field that allows for a single line or multiple lines of text, optional concatenation, rich text formatting, and translations.
- **Numeric:** A field that allows for numbers.
- **Date & Time:** A picker that allows you to select the date and time.
- **Select List:** A dropdown menu with multiple options to choose from.
- **Attachments:** An area on the form that allows users to upload files or URLs. Supported document files are [searchable](#) by keywords or upload dates.
- **Image Attachment:** A field through which images can be uploaded and embedded onto a form.

Which type of Field would you like to create?

<p>Text</p> <p>A text box allowing a single line or multiple lines of text.</p>	<p>Text</p> 
<p>Numeric</p> <p>A numeric field allowing any numbers to be entered. This is an unformatted number.</p>	<p>Numeric</p> 
<p>Date & Time</p> <p>A picker that allows selection of a date and optional time.</p>	<p>Date & Time</p> 
<p>Select List</p> <p>A list of options to be selected from.</p>	<p>Select List</p> 
<p>Attachments</p> <p>An area on the form users can attach files to the object.</p>	<p>Attachments</p> 

Available field types (Image Attachment not shown).

Once a field has been created, it can be added as a component to any object type. All **added** fields appear on the object type's default form, but you can select which fields will appear when creating a **configurable form**. Once linked to an object type, all fields, except for **Attachments** and **Image Attachments**, can be embedded in an **email template** as variables when the **Messaging** action is triggered on a workflow.

The same field can be added to multiple object types; however, any changes made to the field's settings (e.g., deleting the field or modifying the field's name, select list options, minimum/maximum characters, date and time format, etc.) will be applied to all related object types.



You can confirm if a field has been added to an object type by opening the field's **Editing Field** page, then reviewing the **Related Object Types** section at the bottom of the page. You can click an object type in this section to view its **Edit Object Type** page.

The **Fields** settings allow you to create, edit, and delete fields, which can then be added to an object type, but you can also create and add fields from the **Edit Object Type** page. See [Add Fields to an Object Type](#) section for more information.