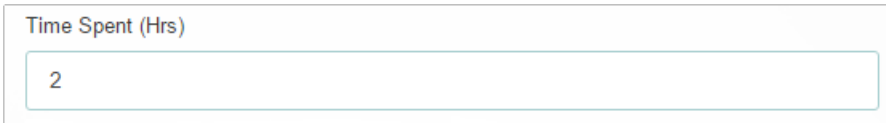


Numeric Fields

A numeric field allows users to type numbers into a form. These fields can also be configured to display [trending data](#) when added to a standard form on an object type.




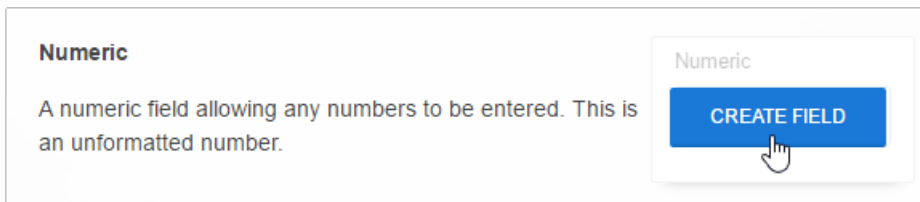
Time Spent (Hrs)

2

A numeric field on an object.

To create a numeric field:

1. Click the  icon in the top bar > **Fields** in the **Data Model** section.
2. Click **Create Field**.
3. Hover your cursor over the **Numeric** field type, then click **Create Field**.



Numeric

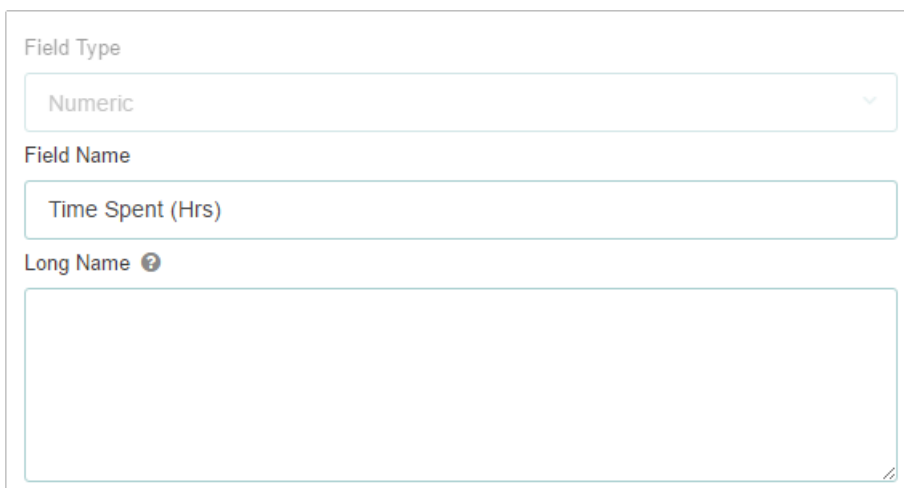
A numeric field allowing any numbers to be entered. This is an unformatted number.

Numeric

CREATE FIELD

The Numeric field type on the Field Types settings page.

4. Enter a name for the field as it will appear on an object type in **Field Name**.
5. **Optional:** If needed, provide additional information or instructions on completing the field in the **Long Name** section, which can be displayed on configurable forms.




Field Type

Numeric

Field Name

Time Spent (Hrs)

Long Name 

The Name and Long Name fields.

6. **Optional:** Enter a minimum number of characters the user must enter in the field. If you select a maximum number of characters in step 7 below, the minimum number must less than or equal to the maximum.
7. **Optional:** Enter a maximum number of characters the user can enter in the field. If you selected a minimum number of characters in step 6 above, the maximum number must less than or equal to the minimum.

Minimum Characters

Minimum Characters is optional. It must be a whole number less than or equal to Maximum Characters (if set).

Maximum Characters

Maximum Characters is optional. It must be a whole number greater than or equal to Minimum Characters (if set).

The Minimum and Maximum Characters fields within a new plain text field.



Though the **Number Type** dropdown displays **Number**, **Currency**, **Percent**, and **Phone Number**, only **Number** can be selected, as the remainder of the options is currently in beta testing.

8. Use the **Preview** section to confirm the field is correct.

PREVIEW

Time Spent (Hrs)

The Preview section of a new numeric field. You can enter sample text in this field to confirm if the field settings, such as minimum or maximum characters, are correct.

9. Click **Create**.