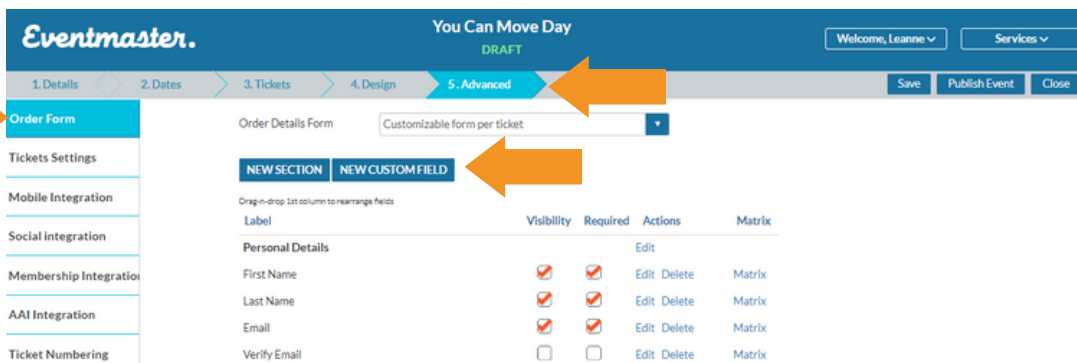


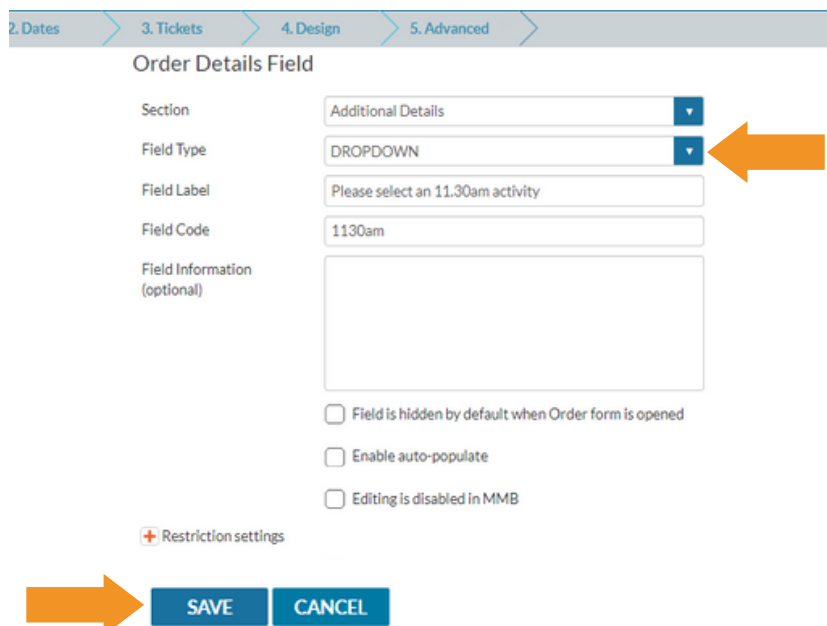
Adding Dropdown Variants with Quantities

If you have multiple free activities on the day of your event, having these in the order form instead of separate tickets can be a useful alternative. This feature is also beneficial if you have t-shirts included with entry with different sizes and want to control quantities of each size.

- 1 In the **Advanced** tab in the event editor, click on **Order Form** and then **New Custom Field**.



- 2 Select the section you want this question to appear in, then select DROPDOWN as the field type. Set your label (question for the order form) and the code (for the booking report) Click on save before entering in any variants.



Adding Dropdown Variants

- 3** Go back into your new question by clicking Edit and Add in your dropdown items/activities for selection one at a time by clicking add after each entry.

Parent Dropdown

Field items type: Field items Dictionary items

Quick Add Item:

ADD

Display value	Value	Parent Value	Default	Show fields	Hide fields	Maximum Quantity	Hide	Sorting	Actions
						Show sold qty			

Advanced Settings

SAVE **CANCEL**

- 4** You can add as many options as needed, once they are added you can delete, edit or set quantities for these options by clicking either Edit/Delete in the Actions panel.

Parent Dropdown

Field items type: Field items Dictionary items

Quick Add Item:

ADD

Display value	Value	Parent Value	Default	Show fields	Hide fields	Maximum Quantity	Hide	Sorting	Actions
Sup	Sup		<input type="checkbox"/>				<input type="checkbox"/>		Edit Delete

Advanced Settings

SAVE **CANCEL**

Adding Dropdown Variants

- 5 You can limit the availability (if required) by setting quantities on each selection.

Dropdown/Radio Item

Display Value: Sup

Value: Sup

Item selected by default:

Amount of registrants: 6

Enter the amount of registrants who can select this item during booking. Enter zero to hide the item

Sort number:

Conditional Visibility

SAVE CANCEL

- 6 You can track the availability here also by clicking on the 'Show Sold Quantity' Button. Click Save.

Quick Add Item:

Display Value: Value:

ADD

Display value	Value	Parent Value	Default	Show fields	Hide fields	Maximum Quantity	Show sold qty	Hide fields	Actions
Sup	Sup		<input type="checkbox"/>			6	Show sold qty	<input type="checkbox"/>	Edit Delete
Kayak	Kayak		<input type="checkbox"/>			14		<input type="checkbox"/>	Edit Delete
Yoga	Yoga		<input type="checkbox"/>			10		<input type="checkbox"/>	Edit Delete

Advanced Settings

SAVE CANCEL

- 7 Click Save again in the Main Order form to save your changes.

Welcome, Leanne

Save Publish Event Close