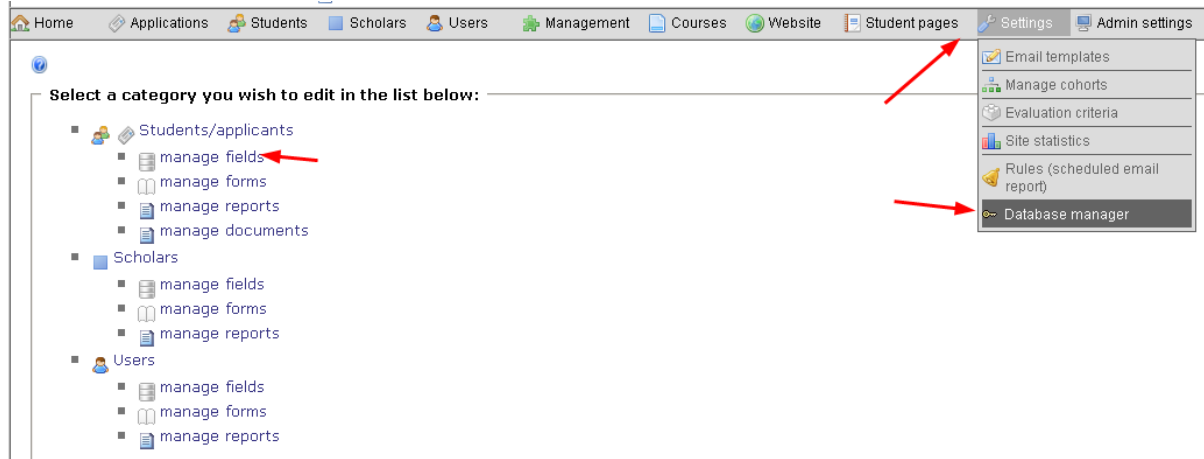


































Cloning fields – Making copies of existing fields

Go to: "Settings", "Database manager" and select "Manage fields"



In the list of fields, select the field you want to clone (by pressing the "Pencil"-icon)

19.	Evaluation 1	C	Evaluation 1		
20.	Evaluation 2	C	Evaluation 2		
21.	Tota Evaluation	C	Tota Evaluation		
22.	field 1	T	field label 1		
23.	Choice field 1	C	Chose your type		
24.	message 1	M			
25.	Gender	C	Gender		
26.	Country of birth	C	Country of birth		
27.	FD_Lan_Native_Language	T	Native Language:		
28.	other name	T	Other name		
29.	pass_number	T	Passport number		
30.	birth_date	D	Date of birth		
31.	b_place	T	Place of birth		
32.	b_country	C	Country of birth		
33.	nat_birth	C	Nationality at birth		
34.	civil_status	C	Civil status		

Then, click on “Clone field”

Editor

Edit selected field:

td>

Field name: Choice field 1

Field label: Chose your type

Field type: Choice list

Field description:

Default value:

Help text:

Label width: 150

Choice options: + option 1[]; option 2[] ;

Make common field between all instances

Clone field

When you choose to clone a field, you will need to enter a new field name (to make it unique) and a new field label. (the field label is the text which is shown preceding the field entry)

Make common field between all instances

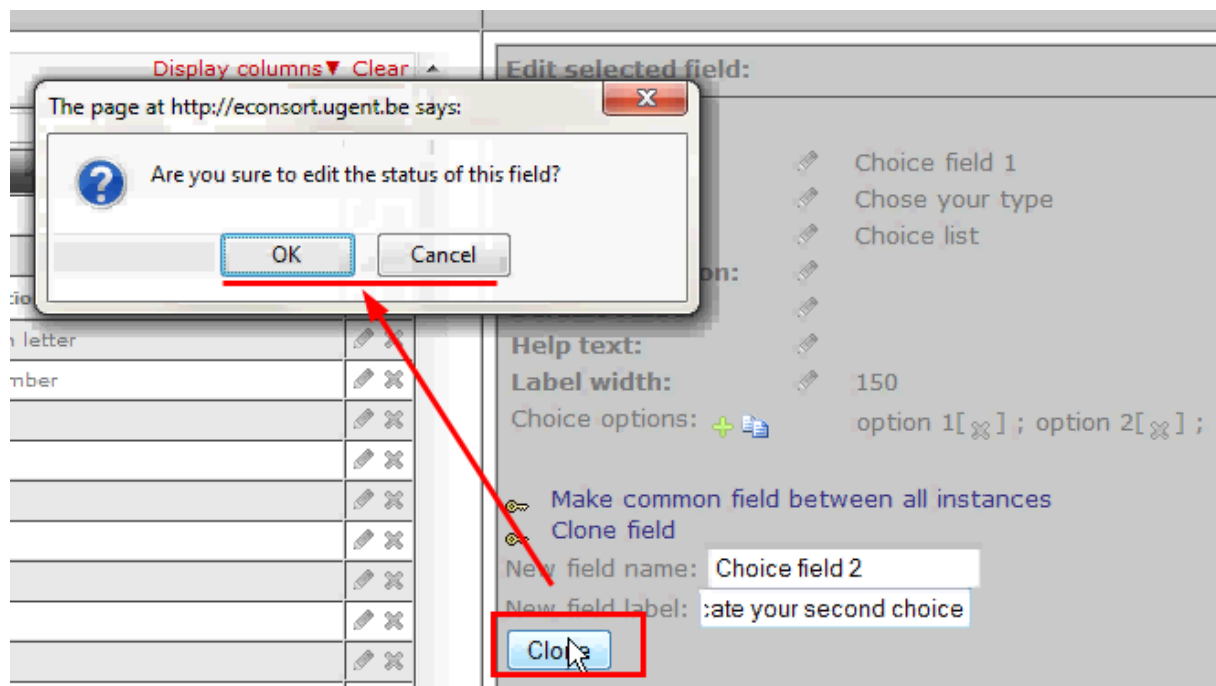
Clone field

New field name:

New field label:

Clone

By pressing the “clone” button, you will be presented with a confirmation box.



Note: in the editor window, you can adapt the definitions of your cloned field. In this way you can use an existing field and its characteristics, and changing it into a variant of the originating field.

