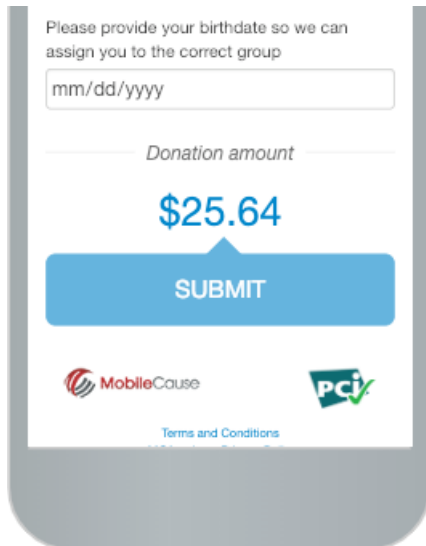


# Add Date Element

Last Modified on 05/20/2022 10:07 am PDT

Collecting a Date may be a need, such as for ranges for a run/walk, or attending age restricted venue, a survey for requested dates of action, or any other reason. The Date element provides a simple way to collect that information.



Please provide your birthdate so we can assign you to the correct group

Donation amount

**\$25.64**

**SUBMIT**

MobileCause PCI

[Terms and Conditions](#)

Date is one of the simpler Form Elements, in that the only thing to decide is the Display Label and the Reporting Label.

To add a Date element, you may want to add it to its own Section, [as outlined here](#).

You may also want to add a descriptive Text about it or an Image or a Video.

When you're ready to add the date element, select it from the **Add Form Element** button in (any of) the Sections.

**+ Add Form Element** ▾

Collect Information

- 👁️ Agree to Terms
- 📅 Calculated
- ☑️ Checkbox
- 📅 Date
- ▾ Drop-Down
- 👁️ Hidden
- ➕ Item
- ☰ Long Answer
- 🔒 Password
- Short Answer

Design Form

- 🖼️ Image
- 📄 Text
- 📺 Video

You will be presented with the **Add Form Element - Date** design page.

## Display Label

The Display Label is the description of the Date element on the form, for you supporters to select. This could be a single word or a full description of why they should enter the date.

✕

### Add Form Element - Date

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Display Label ?

Please provide your birthdate so we can assign you to the correct group.

Reporting Label ?

Birthday

Cancel Save

## Reporting Label

Because the Display Label may be a longer description, it might be a good idea to have a separate, simpler Reporting Label.

- Click edit in the Reporting Label line and it will open with the Display Label's text for the

default Reporting Label.

- You can use this or change it as desired.

Note: It is preferred if you choose some Reporting Label other than "Date" only because of several other Date related items you may need in your reporting and an entry of simply "Date" may result in confusion in those reports, especially for things like when you want the "Transaction Date," etc.

Click **Save** to complete adding your Date element.

## Using the Date element

The Date element on the form allows the supporter to enter the date in many ways:

1. **Typing**; One you click into the date field you can just start typing the date desired. You can also select the month, day or year field to directly type or correct that item.

Please provide your birthdate so we can assign you to the correct group.

2. **Arrow Keys**: You can use your arrow keys to scroll through the date selection or click on the up/down arrows to the right.

Please provide your birthdate so we can assign you to the correct group.

3. **Calendar**: Click the Arrow to the right to open a calendar to choose a date directly.

Please provide your birthdate so we can assign you to the correct group.

Donation amount

**\$25.64**

**SUBMIT**

4. **Mobile Device Date Entry**: Your mobile device should recognize this as a Date entry element and use its methods to let you select a date.

Please provide your birthdate so we can assign you to the correct group.

Donation amount

\$25.64

SUBMIT

^	v	Clear	Done
October	7	2016	
November	8	2017	
December	9	2018	
<b>January</b>	<b>10</b>	<b>2019</b>	
February	11	2020	
March	12	2021	
April	13	2022	