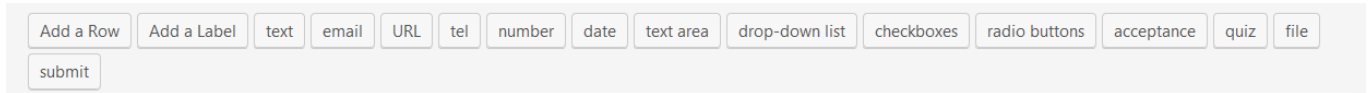


Valhalla Contact Form

Form Builder

The easiest way to add new fields to your form is to use the form builder panel.



Text, Email, URL, Tel, Text Area

These are all text fields and they share the same configuration options.

Field type: you can set it to required meaning the form won't be submitted if the field is left empty.

Name: the field name is automatically generated, but you can set your own if you want. Just make sure it's unique inside the form and doesn't contain spaces or any special characters besides hyphen (-) and underscore (_).

Default value: you can set a default value and also use it as the placeholder of the field.

Id attribute | Class attribute: if you need more control over your form you can add ids and classes to a field.

Akismet

Text, email and URL fields contain the Akismet option. Akismet is a plugin that comes installed with WordPress and helps to protect your site against SPAM. If you have this plugin activated, you can use this option to send some information to the Akismet plugin and it will decide if it's SPAM or not, and so will either submit the form normally or show a validation error message.

Number

Field type: here you can set the style of the field and also make it required.

Range: choose a minimum and maximum number.

*The other options are the same explained in the first section of this guide.

Date

Range: choose a minimum and maximum date.

*The other options are the same explained in the first section of this guide.

Drop-down List

Options: type your list of options, one per line.

Allow multiple selections: a standard drop-down menu allows only one selection, but if you check this option, multiple choices will be enabled.

Insert a blank item as the first option: self-explained, useful when you don't want a specific option being always visible.

*The other options are the same explained in the first section of this guide.

Checkboxes

Options: type your list of options, one per line. Each option will receive its own checkbox.

Put a label first, a checkbox last: the standard order is checkbox >> label, but you can check this option to invert things.

Make checkboxes exclusive: useful when you want to allow only a single choice among the options available.

*The other options are the same explained in the first section of this guide.

Radio Buttons

Options: type your list of options, one per line. Each option will receive its own radio button.

Put a label first, a radio button last: the standard order is radio button >> label, but you can check this option to invert things.

*A radio button is a required field by nature and that's why there's no option to make this field required.

*The other options are the same explained in the first section of this guide.

Acceptance

Condition: a text that you want your users to accept before submitting the form.

Make this checkbox optional: this function is activated by default, meaning even if you don't check the acceptance checkbox in the form, it will be submitted. Turning it off will make the submit button disabled till the acceptance checkbox is checked.

*The other options are the same explained in the first section of this guide.

Quiz

A quiz works as a captcha to make sure real people are submitting your forms and not bots.

Questions and answers: type a question plus a vertical bar plus an answer (e.g. *The capital of Brazil?*|*Brasilia*). One question-answer pair per line.

A single question is shown each time the page containing the form loads and they are chosen randomly.

*The other options are the same explained in the first section of this guide.

File

File size limit: limit the max file size acceptable. You can use kb (kilo byte) or mb (megabyte) suffix optionally. If you omit suffix, the number means bytes. Note that you can't use a decimal point in it (i.e. 1.5mb) and it will be ignored if it exists.

Acceptable file types: list the file extensions either separated by a single space or a vertical bar '|'. (e.g. gif|png|jpg|jpeg).

*The other options are the same explained in the first section of this guide.

Submit

When you create a new form it already comes with a submit button, but you can always add one if you need.

Label: the visible text of the button, e.g. *Send Message*.

Valhalla Contact Form automatically adds the class `vhc-submit-button` to the submit button and you can use it to change color, font, size, etc., but you can also set your own ids and classes.