

# Valhalla Contact Form

## Editing Form Template

Valhalla Contact Form comes with a predefined template that contains name, email, phone, subject and message fields. Since it uses the Bootstrap 4 framework, forms look really nice out of the box, but the template can be customized in the Form tab.

### Understanding the Form Structure

A Bootstrap grid is composed by a series of DIVS and CSS classes and they follow a specific structure. Our plugin comes with almost everything ready and you will have to deal only with rows and columns.

#### Rows and Columns

Rule #1: rows must contain the classes `form-row` and `form-group`.

Rule #2: columns must be inside rows.

Rule #3: columns must contain the `col` class.

Rule #4: labels and fields go inside columns.

This is how a row with two columns looks like:

```
<div class="form-row form-group">
  <div class="col">
  </div>
  <div class="col">
  </div>
</div>
```

In the above example, you could place a name field in the first column and an email field in the second one.

You can also have a single column row:

```
<div class="form-row form-group">
  <div class="col">
  </div>
</div>
```

Ideally, each column should have a single field, otherwise, you could end up with a messy layout.

### Labels and Fields

A label is the visible name of a field and should precede the field itself. Example:

```
<label>[vhcf_name_field_label]</label>
```

In the above example, we have the shortcode `[vhcf_name_field_label]` inside the label tag and it's used to render the field label "Name". For more information, read the Shortcode section.

An input field is where users enter their information. For example:

`[text* your-name placeholder ""]`

`text*`: indicates it's a required text field. If you wanted to make it optional, you would just delete the asterisk `*`.

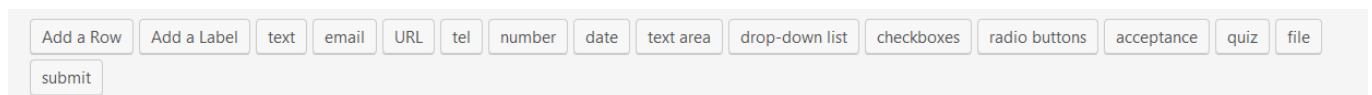
`your-name`: identifies the field and it must be unique inside the form.

`placeholder ""`: you can type a desired placeholder inside quotes `""`.

Placeholders are optional and the above example could simply be `[text* your-name]`.

## Form Builder

In the Form tab you can easily add rows, labels, and new fields by clicking on one of the options available in the form builder panel:



To add a row, position the cursor where you want it to be added, click on "Add a Row" and choose between one or two columns.

To add a label, position the cursor where you want it to be added, click on "Add a Label" and choose one of the options.

## All Together

This is how rows, columns, labels and fields look all together:

```
<div class="form-row form-group">
  <div class="col">
    <label>[vhcf_name_field_label]</label> [text* your-name placeholder ""]
  </div>
  <div class="col">
    <label>[vhcf_email_field_label]</label> [email* your-email placeholder ""]
  </div>
</div>
```

## Shortcodes

Regarding field labels, Valhalla Contact Form comes with five shortcodes that automatically renders the labels of the most common fields. They are: `[vhcf_name_field_label]`, `[vhcf_email_field_label]`, `[vhcf_phone_field_label]`, `[vhcf_subject_field_label]`, `[vhcf_message_field_label]`, so they can be easily edited in the Labels and Messages tab.