

Menu Dependencies

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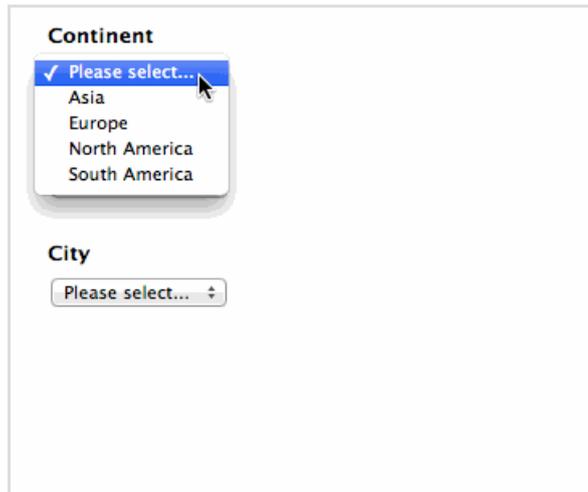
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About Menu Dependencies

Menu Dependencies may be used to shorten long drop-down menus and de-clutter menu choices by removing irrelevant options from your respondent's view. Using a parent-child relationship, menu dependencies between two drop-down menus organize menu options into primary choices in the parent menu and secondary choices in the child menu. A selection in the **parent** menu controls which subset of choices is visible in the **child** menu. This allows you to show refined options based on your respondent's selections.



The image shows a form with two dropdown menus. The first menu is titled "Continent" and is currently open, showing a list of options: "Please select..." (with a checkmark), "Asia", "Europe", "North America", and "South America". A mouse cursor is hovering over the "Please select..." option. Below the "Continent" menu is a second dropdown menu titled "City" which is currently closed and shows the text "Please select..." with a small downward arrow.

In this example, we have two sets of menu dependencies.

- The first menu dependency is between the first 2 drop-down menus: Continent (parent) and Country (child). If Europe is chosen in the parent menu, only European countries will be visible in the child menu.
- Additionally, we have the menu dependency between Country (parent) and City (child). If the United Kingdom is selected, only cities in the United Kingdom will be visible in the child menu.

Note: Menu Dependencies currently do not allow for importing via CSV dataset or use of the Autosuggest feature.

Creating Menu Dependencies

Create the Drop-Down Menus

To get started, create 2 drop-down menus with one being the parent menu and the other being the child menu.

Note: You may add the menu choices at this step, but choosing to save them until after the menus are linked makes for an easier setup experience.

Link the Child Menu to the Parent Menu

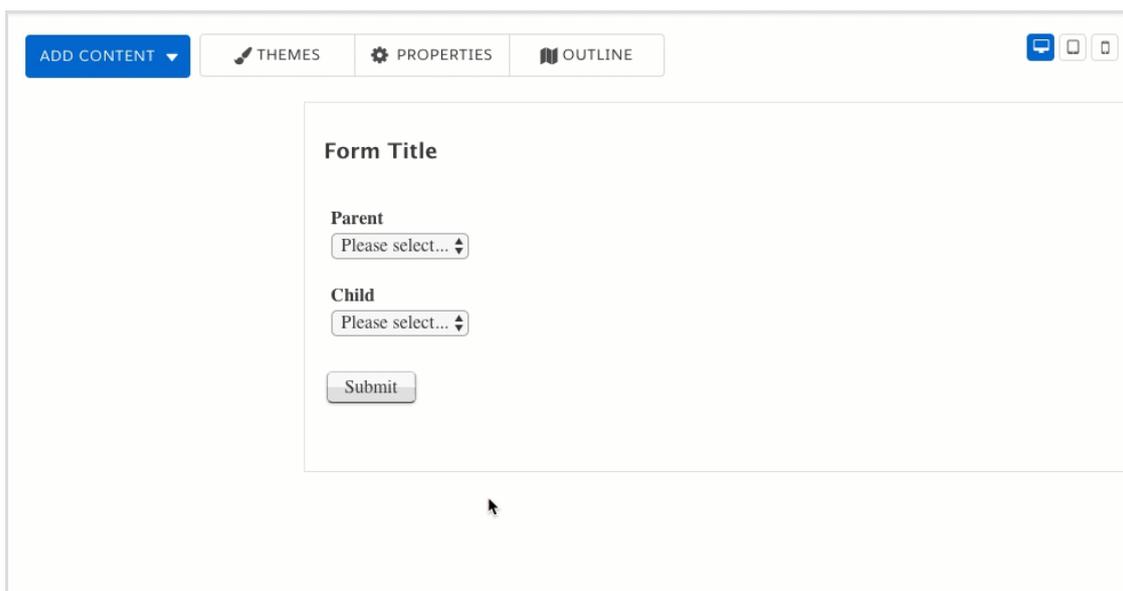
1. Select the child drop-down menu to open the editing toolbar.
2. Select Options to open the editing sidebar.
3. Select Menu Dependencies from the sidebar.
4. Select the parent drop-down menu's name from the Menu Dependencies list, to link the child drop-down menu to the parent drop-down menu.

Note: When creating the menu dependency, it does not matter whether you select the parent drop-down menu or the child drop-down menu first, however, the parent menu must appear before the child menu on the form.

Fill-In and Organize the Drop-Down Menu Choices

1. Select either the parent or child drop-down menu to open the editing toolbar.
2. Click the Choices button to open the Edit Choices menu.
3. Select Manual Input and begin adding and editing your menu choices.

Note: Menu Dependencies currently do not allow for importing via CSV Dataset. Selecting CSV Dataset will undo the menu dependency you created.



The screenshot shows a form editor interface. At the top, there is a navigation bar with buttons for 'ADD CONTENT', 'THEMES', 'PROPERTIES', and 'OUTLINE'. Below this, the form is displayed. The form has a title 'Form Title'. Underneath the title, there are two dropdown menus. The first dropdown menu is labeled 'Parent' and has a 'Please select...' option. The second dropdown menu is labeled 'Child' and also has a 'Please select...' option. Below the dropdown menus, there is a 'Submit' button. A mouse cursor is visible at the bottom center of the form area.

- Parent choices are in bold and are listed in the Parent Menu column. Child choices are listed in the Child Menu column.

- Click and drag child menu options vertically to list them underneath the corresponding parent menu choice.
- Click and drag menu options horizontally to move them to the Parent Menu column or Child Menu column.
- Rename existing menu options by clicking on them and typing in a new name.
- Add new menu options by entering the name of the option in the text bar and clicking either the **Add to Parent** or **Add to Child** button to assign to either drop-down menu. Alternatively, you can type in the name of the option and press **Enter** to automatically add the option to the **Child Menu**. Click **Save Choices** when finished.
- Use the **Use CSV format** checkbox to enter a parent choice with a child choice with one text entry.
 - For example, without the Use CSV Format box checked, the text entry "Fruit,Choice A" will be added as one choice. With the CSV Format box checked, "Fruit,Choice A" is added with "Fruit" in the parent menu (if it doesn't already exist), and "Choice A" is listed as a child menu choice under "Fruit".

Additional information on how to customize entries in drop-down menus can be found in the following reference: [Multiple Choice Fields and Autosuggest](#).
