

Dropdown Menu List Question Type

Dropdown Menu List questions allow respondents to select an option for multiple items in a list using a uniform dropdown of answers.

How many of the below products have you purchased in the past year?

Blue-Rays/DVDs 4-6

Movie Posters -- Please Select --

Candy 1-3
4-6
7-9
10+

Check it out in an [example survey!](#)
[Add a survey](#) with this question to your account!

When To Use It

Use a Dropdown Menu List to display multiple dropdown questions that share the same possible answers. For example, purchased quantity of a list of products.

Setup

1. On the **Build** tab, click the **Add New Question** option and select **Dropdown Menu List** from the available options.
2. Input your question text in the **What question do you want to ask** field.
3. Within the **Answer** section, input the dropdown menu options that will be shown via each dropdown menu.

Answers

Common Answer Library Advanced Option Settings

1-3

4-6

7-9

10+

+ Click to Add Option Paste in Options

Getting Started Guide

Dropdown Menu List questions allow respondents to select an option for multiple items in a list using a uniform dropdown of answers.

[Learn More](#)

4. Next, provide the row labels for each of your dropdown menus within the **Row**

Headers section.

Row Headers

Blue Rays/DVDs

Movie Posters

Candy

+ Click to Add Option [Paste in Options](#)

5. Make sure to **Save** your question when you are finished.

Validation Options

There are a couple validation options that you should be aware of when using the Dropdown Menu List question.

- If you don't want your respondents to select the same answer from each menu in the list, select the **Prevent respondents from selecting a dropdown value more than once** checkbox. This will result in an answer being *unselected* from the initial menu if it is chosen in a following menu in the same question.
- You can also specify the number of rows that must be answered via the **Answer Requirement** section.

Dropdown Menu List

Question Logic **Validation** Layout Piping / Repeat

Require

Not required

Required

Warn respondents if question is left unanswered (Soft-Require)

Conditionally require this question on previous answers

Duplicates:

Prevent respondents from selecting a dropdown value more than once

Answer Requirements

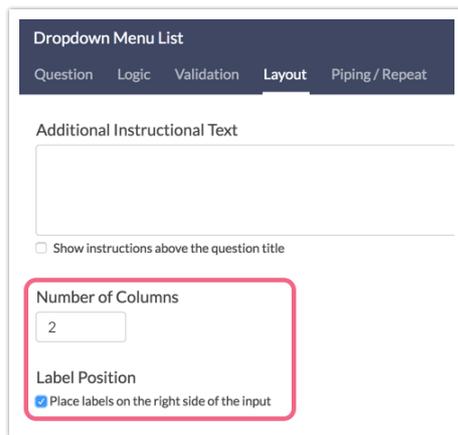
If answered, minimum rows required

1

Layout Options

There are also a couple of options available via the **Layout** tab that may be helpful.

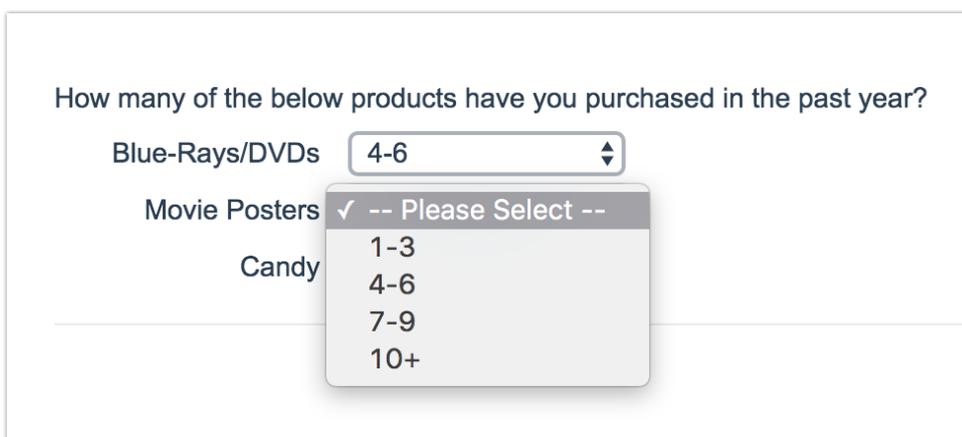
- If you have a large amount of dropdown menu list rows, consider using the **Number of Columns** setting to display your list in two or more columns. Input your desired number of columns and save your question to see the effect.
- You can place the **Row Headers** to the right of the dropdown menus if you prefer, by checking the **Place labels on the right side of the input** checkbox.



The screenshot shows the 'Layout' tab of the 'Dropdown Menu List' configuration. It includes a text area for 'Additional Instructional Text', a checkbox for 'Show instructions above the question title', a 'Number of Columns' input field with the value '2', and a 'Label Position' section with a checked checkbox for 'Place labels on the right side of the input'.

Survey Taking

On a desktop and most laptops, the Dropdown Menu List question type looks like so.

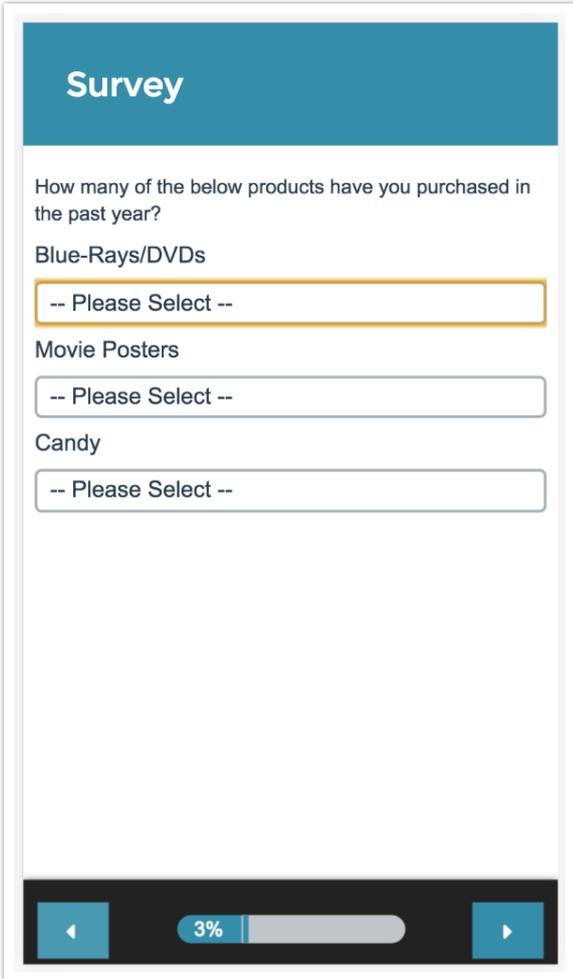


The screenshot shows a survey question: 'How many of the below products have you purchased in the past year?'. Below the question are three rows of products: 'Blue-Rays/DVDs', 'Movie Posters', and 'Candy'. Each product has a dropdown menu. The 'Blue-Rays/DVDs' dropdown is currently set to '4-6'. The 'Movie Posters' dropdown is open, showing a list of options: '1-3', '4-6', '7-9', and '10+', with a 'Please Select' prompt at the top.

When optimized for mobile devices the Dropdown Menu List question type looks very similar. Many mobile devices have a native select interface to make it easier for

respondents to select an option with their finger. Whether or not this is available depends on the device.

By default, survey questions show one at a time on mobile devices to prevent the need for scrolling on smaller screens. You can turn off this [one-at-a-time interaction](#) if you wish.



The image shows a mobile survey interface. At the top, there is a teal header with the word "Survey" in white. Below the header, the question "How many of the below products have you purchased in the past year?" is displayed. There are three product categories, each with a corresponding dropdown menu:

- Blue-Rays/DVDs**: A dropdown menu with the text "-- Please Select --" highlighted with a yellow border.
- Movie Posters**: A dropdown menu with the text "-- Please Select --".
- Candy**: A dropdown menu with the text "-- Please Select --".

At the bottom of the screen, there is a navigation bar with a left arrow, a progress indicator showing "3%", and a right arrow.

Reporting

Dropdown Menu Lists report as a [Grid](#) with a row for each list item and a column count and percent for each dropdown list option.

How many of the below products have you purchased in the past year?

	1-3	4-6	7-9	10+	Responses
Blue Rays/DVDs					
Count	18	18	19	27	82
Row %	22.0%	22.0%	23.2%	32.9%	
Movie Posters					
Count	15	19	20	26	80
Row %	18.8%	23.8%	25.0%	32.5%	
Candy					
Count	24	18	17	22	81
Row %	29.6%	22.2%	21.0%	27.2%	
Totals					243 100.0%

- Chart Type
- Filter
- Layout & Options
- Move
- Delete

- + See additional compatible chart types
- + See what other report types are compatible
- + Learn how to report on list rows separately

Exporting

In the [CSV/Excel export](#) , will display a column for each list item. The column header will display the list item first, then the question title.

Related Articles