

Field types

When you create a [field](#), you also set what type of field it is. Quick Base offers many types of fields—each designed for a specific purpose. You should use the most specific field type possible when defining your fields. This helps Quick Base set up your app.


Note: Several field types behave differently in the Quick Base mobile app, or in a web browser on a mobile device, when viewing and editing records. [Read more](#).

Quick Base provides the following field types. The table below describes each, and indicates if the field's [Searchable property](#) is set by default.

Basic field information

FIELD TYPE	DESCRIPTION	SEARCHABLE BY DEFAULT
Text	Use this field to hold plain text or data that doesn't fit well into any other type of field. Text fields are the most versatile field type, in which you can enter any kind of character. You can also limit the length of entries .	Yes
Text - multi-line	Text - multi-line is a text field that automatically displays as a box with 6 lines when it appears on the form. Like a regular text field, this type of field can accept any characters. You might use this when users are going to be entering longer amounts of text, like	No

	<p>comments or notes. To use a Text - multi-line type field to store conversations or comments from multiple users, turn on the field's log edits (append option).</p>	
<p>Text - multiple-choice</p>	<p>Use this field type when you want users to select only one item from a list of choices. The field appears on forms as a drop down.</p>	<p>Yes</p>
<p>Rich text</p>	<p>Field includes an editor for content formatting. Use this field type when you want users to be able to format content, add links, insert images, create content tables, and use other rich text features. Advanced builders can view and edit the source and work with HTML if needed.</p>	<p>Yes</p>
<p>Multi-select - text</p>	<p>Use this field type to allow users to select multiple items from a list of choices. The field appears on forms as a drop down with check boxes next to each choice.</p>	<p>Yes</p>
<p>Numeric</p>	<p>A field that contains numbers only. Other types of characters are ignored. Read about configuring numeric fields.</p>	<p>No</p>
<p>Numeric - currency</p>	<p>Numeric field that automatically is set to display as US currency. With any numeric field, you can define a currency symbol and whether it displays before or after the amount. For example, \$25.00 or ¥100 or 86€. Read about configuring numeric fields.</p>	<p>No</p>

<p>Numeric - percent</p>	<p>Numeric field that automatically is set to display as a percentage. Read about configuring numeric fields.</p>	<p>No</p>
<p>Numeric - rating (0-5)</p>	<p>Numeric field that automatically is set to display values from 0 to 5 as a star rating scale on records and reports. Use this type of field to rate items on a scale of 0 to 5. The rating displays as stars from zero (no stars selected) to 5 (all stars selected). Read about configuring numeric fields.</p>	<p>No</p>
<p>Date</p>	<p>This is a field that contains a date only. When a date field appears on a form, it features a calendar button that lets users select a date. You can configure the date to display in several ways. Read about configuring date fields.</p>	<p>Yes</p>
<p>Date / time</p>	<p>This field is an extended date field that can also contain the time in hours and minutes. On forms, you can use the calendar picker to choose the date, then enter the time manually. Use this type of field in combination with  dynamic form rules to time stamp data-driven events like status changes.</p>	<p>No</p>
<p>Time of day</p>	<p>A field that can store a time of day in hours and minutes. Can be configured to include seconds or display in 24-hour format.</p>	<p>No</p>
<p>Duration</p>	<p>Use this type of field to contain a period of time, measuring time in different formats. Read how to configure duration fields.</p>	<p>No</p>