



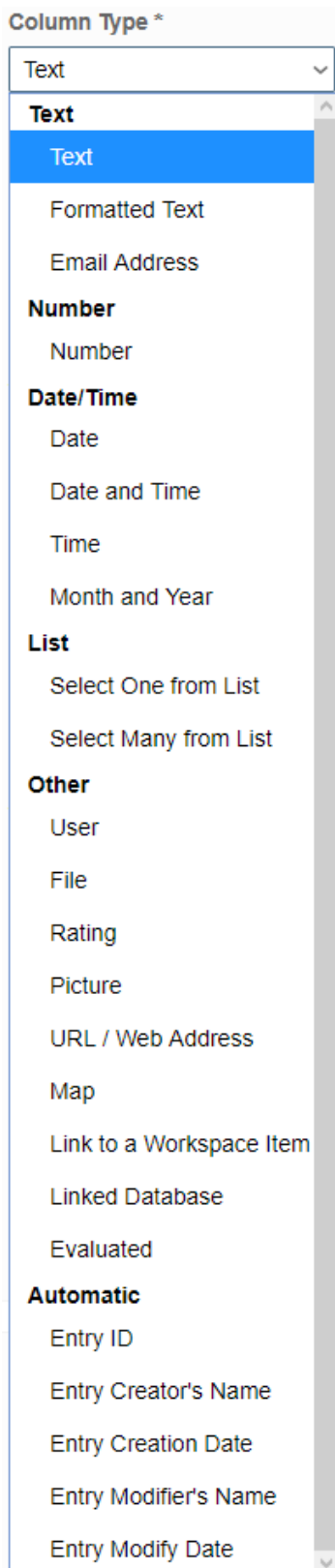
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## Database Column Types & Maximum Character Limits

Software Support - 2023-12-01 - Databases

The list below details all the "type" of columns you can select from when creating a database.



### Text

Text > Allows you to enter a small amount of "plain" text.

Formatted Text > Allows you to enter a large amount of "formatted" text eg: characters, symbols etc.

Email Address > Allows you to enter a valid email address, must contain @ and at least one "." in the domain.

### Number

Number > Allows you to enter a numeric value.

### Date/Time

Date > Allows you to enter a specific "date" into the field.

Date and Time > Allows you to enter a specific "date and time" into the field.

Time > Allows you to enter a specific "time" into the field.

Month and Year > Allows you to enter a specific "month and year" into the field.

### List

Select one from List > Create a list of options to pick from when adding an entry, the user can only select one.

Select many from List > Create a list of options to pick from when adding an entry, the user can select multiple.

\* These columns allow you to colour code each value from the selection available, see this [KB article](#) for details.

### Other

User > Allows you to select a "user" from a drop-down menu containing all the members of the workspace.

File > Allows users to attach files (files cannot be exported nor imported, only downloaded individually).

Rating > Allows users to select a star (1-5) rating, Vote up/down or Like.

Picture > Allows users to upload a picture to an entry

URL / Web Address > Allows users to enter a website URL address (hyperlink) which can be clicked via the DB.

Map > Allows users to enter a place or city which will display a link to Google Maps.

Link to a Workspace Item > Allows users to link to another workspace item (hyperlink) which can be accessed.

Linked Database > Lets you build links between entries in different databases, see this [KB article](#) for details.

Evaluated > This column evaluates various other columns in the DB to display a value when the DB is refreshed.

### Automatic

Entry ID > This populates the field with the row entry number, 1st entry = 1, 2nd entry = 2 and so.

Entry Creator's Name > This populates the field with the "users name" when creating/adding an entry.

Entry Creation Date > This populates the field with the "date" the user creates/adds an entry to the DB.

Entry Modifier's Name > This populates the field with the "users name" when modifying/updating an entry.

Entry Modify Date > This populates the field with the "date" the user modifies/edits an entry to the DB.

Calculated > This column displays calculated values based on data from other columns when the row is saved.

\* This column is hidden & can only be added after the initial DB has been created - please ["click here"](#) for details.

The maximum number of columns per Database is 100.

**Kahootz Tip:** you cannot change a column type after creating it using a specific field, eg: "text" but now require "number" as you only want to use digits instead.

You'll have to modify the existing database by "adding a new column" and selecting the new desired "type" field, click save.

Then you'll need to re-order the database columns along with copying any existing data from the old column to the new one.

Below is a list of the maximum character (c) limit for Database fields:

**Text:** up to 250c is the default, but you can enter a maximum length of up to 50,000c

**Formatted Text:** up to 50,000c (this is 50000 characters of HTML, not visible characters)

**Email Address:** Valid email up to 255c (ie. must contain @ and at least one '.' in the domain)

**Number:** Any numeric value between -9000000000000000000 and 9000000000000000000. Database owners can put their own range (within these limits) on numeric columns.

**Select one from List:** up to 255c for "each" selected value

**Select many from List:** up to 50,000c for "all" selected values

**File:** 20GB (maximum per each upload)

**Picture:** 512MB (max per each upload)

**Link to a Workspace Item:** 20

**Linked Database:** 500 per cell.

**Calculated:** 50,000 c

Related Content

- [Evaluated Columns in a Database](#)
- [Calculated Columns in a database](#)