

6. Setting up Other Information Section

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Quick Steps: Go to **TicketDesq > Event Console > Other Information Sections > Add**

Other Information Sections are the categories that Other Information questions sit within on the front end form. These are generally used to gain further information about the ticket purchaser, including how they found out about the event.

1. Within the Management Console, select **TicketDesq** from the top menu, then **Event Console** next to the required event.
2. Select **Other Information Sections** from the expanded left menu.
3. Click **Add** at the top of the page.
4. Give the Other Information Section a Title and an Order, as well as any Detail that may be required.
5. Once you have updated all the information for your Question Section, click **Save**.

Note: When setting up Other Information Sections, ensure that each section has a different Order number. This will ensure that they display in the correct order on the front end form for entrants.

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