

- 2) Type **Male** in the box on the left. Click the **>>** button to move it to the *Option fields* box on the right.
- 3) Repeat for **Female** and **Other**. The Wizard should now look like Figure 420. Click **Next>**.
- 4) On the next page of the Wizard (Figure 421), choose **No, one particular field is not going to be selected** as a default. Click **Next>**.
- 5) On the next page, make no changes. Click **Next>**.
- 6) On the next page, delete the words “Group Box” from the caption area. If we did not have a Gender: label already in the form, you might want to type Gender as the caption.
- 7) Click **Finish**. The survey form should look like Figure 422.

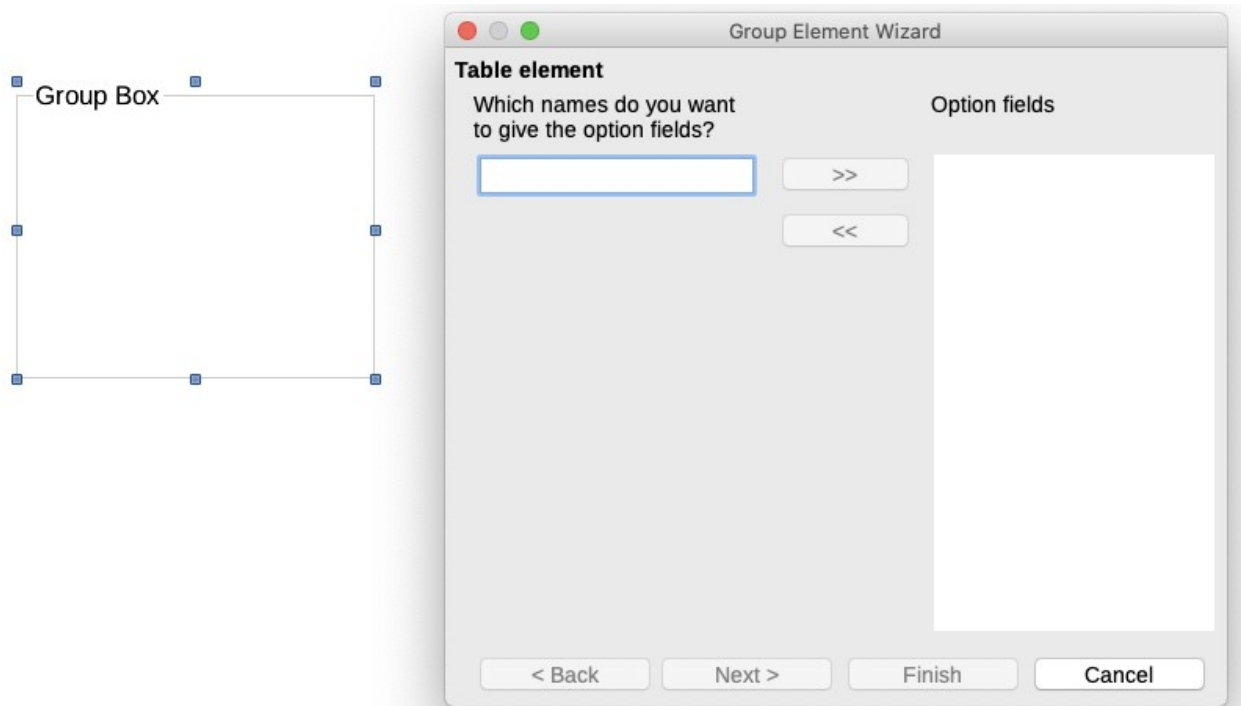


Figure 419: Inserting a Group Box using the Group Element Wizard

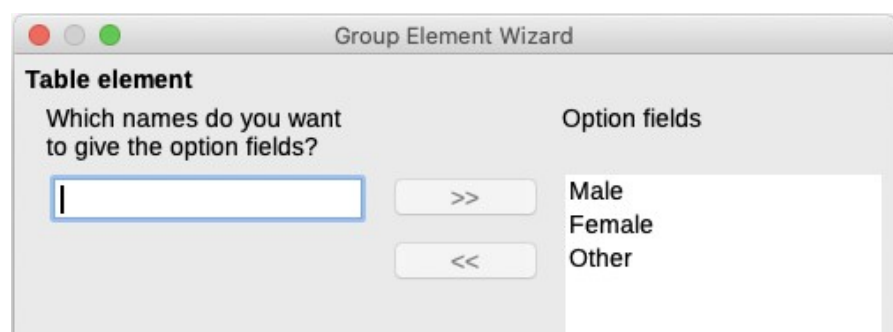


Figure 420: Wizard after adding names for the option fields

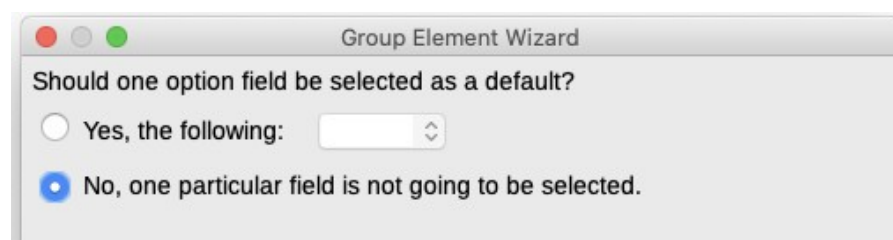


Figure 421: Choosing to not have a default option