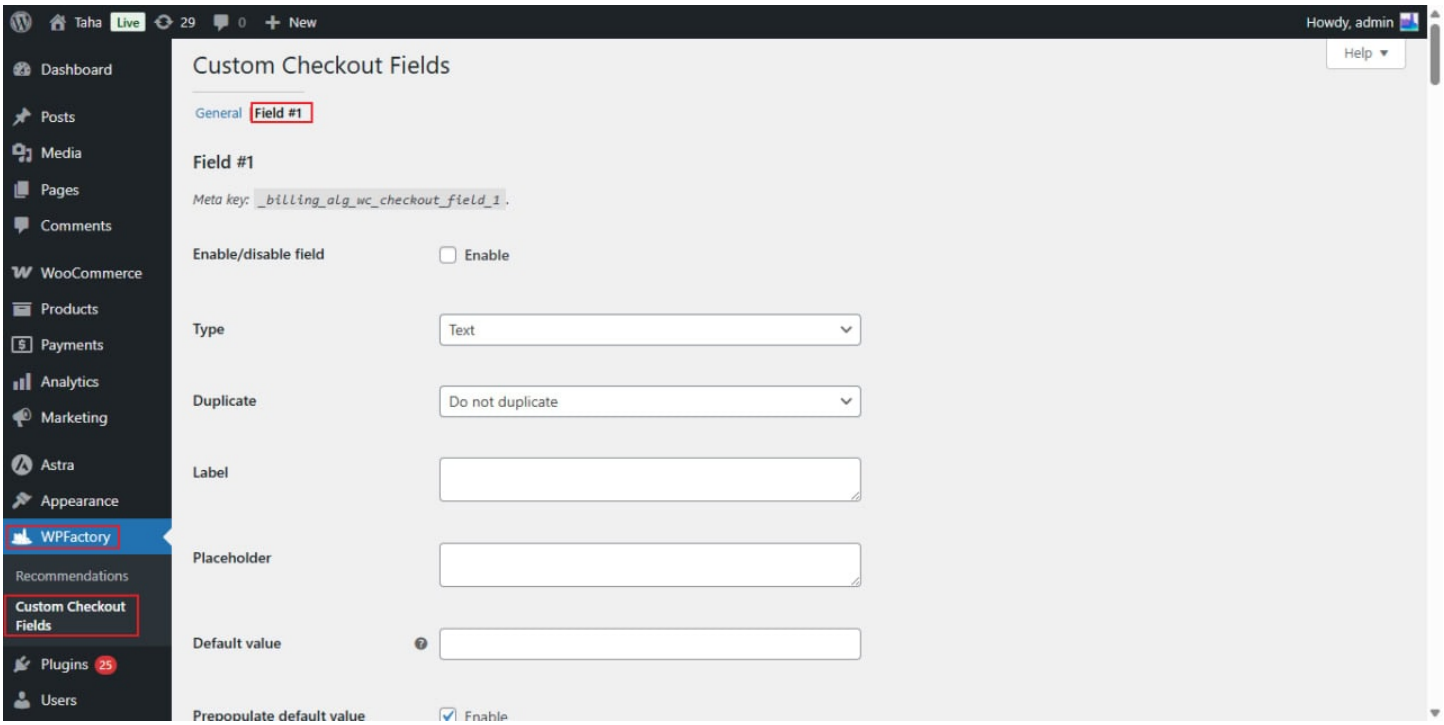
Configuring a Custom Checkout Field’s General Options

How to · https://wpfactory.com/docs/individual-checkout-fields/

Each field in Custom Checkout Fields for WooCommerce has its own tab where you set its type, label, default value, and behavior. This guide covers the **Field** (general) options that apply to every field type.



Open the field tab

1. Go to **WPFactory > Custom Checkout Fields** (also reachable at **WooCommerce > Settings > Custom Checkout Fields**).
2. On the **General** tab, set **Custom fields number** and save if you need more than one field (the free version is limited to one).
3. Open the **Field #1** tab (or Field #2, and so on). The meta key for the field is shown at the top of the section.

General options reference

Label	Option ID	Type	Default
Enable/disable field	`alg_wc_ccf_enabled_1`	Checkbox	No
Type	`alg_wc_ccf_type_1`	Select	Text
Duplicate	`alg_wc_ccf_duplicate_1`	Select	Do not duplicate
Label	`alg_wc_ccf_label_1`	Textarea	Empty
Placeholder	`alg_wc_ccf_placeholder_1`	Textarea	Empty
Default value	`alg_wc_ccf_default_1`	Text	Empty
Prepopulate default value	`alg_wc_ccf_default_prepopulate_1`	Checkbox	Yes
Description	`alg_wc_ccf_description_1`	Text	Empty
Required	`alg_wc_ccf_required_1`	Checkbox	No
User profile	`alg_wc_ccf_customer_meta_fields_1`	Checkbox	Yes

Notes on the key options

- **Type** decides which type-specific option group applies. Select, Multiselect, Radio, Checkbox, Datepicker, Weekpicker, and Timepicker each add their own settings section lower down the tab.
- **Default value** accepts shortcodes. For example, set it to `[alg_wc_ccf_datetime format="Y-m-d"]` to pre-fill today's date.
- **Prepopulate default value**, when enabled, pulls the value from a logged-in customer's saved account data instead of the default. It is ignored for the Multiselect type.
- **User profile** adds the field to the WordPress user profile and account pages, so returning customers keep their value. Ignored for Multiselect.
- **Duplicate** repeats the field once per product (or per product item) in the cart. See Duplicate a checkout field for each product.

Related

- Checkout field types reference
- Where to position your custom fields
- Set input limits: max length, min, max, step



CUSTOM CHECKOUT FIELDS FOR WOOCOMMERCE

Every option above is available in the free version for your single field. Custom Checkout Fields for WooCommerce Pro lets you configure the same options across up to 100 fields.

Get Custom Checkout Fields Pro →

Related articles

- Configuring Timepicker Fields in Custom Checkout Fields
- General Troubleshooting for Custom Checkout Fields
- Adding a Checkout Fee Based on a Custom Field
- Where to Position Your Custom Fields in WooCommerce Checkout
- Exploring the Advanced Settings in Custom Checkout Fields