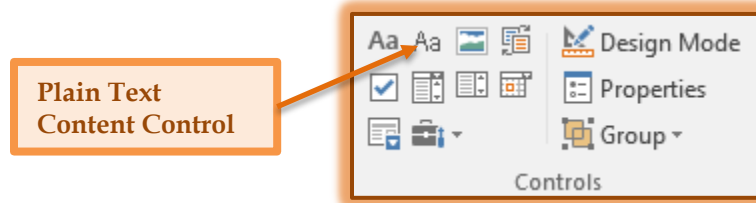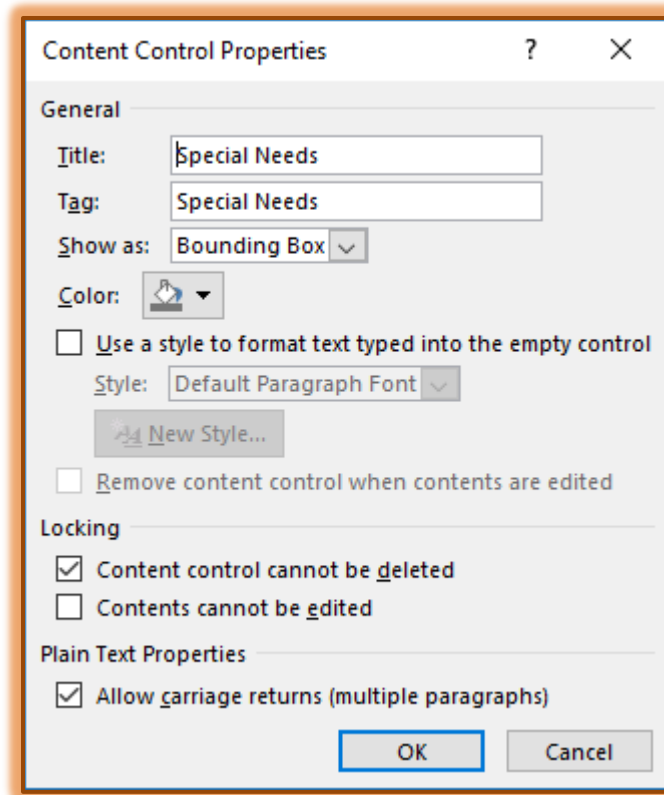# INSERT A TEXT FIELD CONTENT CONTROL

To work with these controls, you will use the Registration Form document.

✠ Place the insertion point to the right of the words **Special Needs**.
✠ Click the **Developer Tab**.
✠ In the **Controls Grou**p, click the **Design Mode** button, if necessary.
✠ In the **Controls Group**, click the **Plain Text Content Control** button.

Plain Text Content Control

✠ Click the **Properties** button in the **Control Group**.
✠ The **Content Control Properties** dialog box will appear.

✠ In the **Title** box, input **Special Needs**.
✠ Under **Locking**, click the check box for **Content control cannot be deleted**.
✠ Under **Plain Text Properties**, click the **Allow carriage returns** check box.
✠ Click **OK**.
✠ Complete the steps above to create a **Text Field** for the **Special Accommodations** and the **Notes** cells.