

# Define Questions and Answers

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The Questions and Answers Definition wizard includes several parameters that require consideration.

- Do not enter a single "<" or ">" character in the Subject or Body section, doing so causes a syntax error.
- Click the three dot button next to relevant parameters to define the parameter using an expression.
- There are two Mode options.
  - None: do not send an email to the recipient, only send a message to the recipient's Flowtime Inbox.
  - Send Link: send an email to the recipient in addition to sending a message to the recipient's Flowtime Inbox

The screenshot shows a dialog box titled "Question and Answers Definition wizard" with a help icon in the top right. It has two tabs: "Questions" (selected) and "Answers". The main content area contains the following elements:

- A heading: "This screen enables you to configure the Question format."
- A "Subject" section with a text input field containing the placeholder: "<0> about workflow : { wf.WorkflowAlias } Instance #{ wf.WorkflowInstancedId }" and a three-dot menu icon to its right.
- A "Body" section with a text area containing the placeholder: "<2> asked you a question about { wf.WorkflowAlias } #{ wf.WorkflowInstancedId }" and "<1>" on the next line. It has a vertical scrollbar and a three-dot menu icon to its right.
- A section titled "You can insert the following parameters in the Subject and Body fields:" with a list of parameters:
  - <0> = Subject
  - <1> = Question
  - <2> = Submitter
  - <3> = Submission Date
- Two checkboxes: "Use the default question template" (unchecked) and "Customize Recipients Picker" (checked) with a three-dot menu icon to its right.
- A "Mode" section with a dropdown menu currently showing "Send Link".

At the bottom of the dialog are two buttons: "Ok" (blue) and "Cancel" (grey).