

# Reorder custom field options with drag and drop

Reorder the options of the following field types using drag and drop:

- Checkboxes
- Single select options
- Multi-select options
- Cascading select options

## Where to find custom fields' options

1

Head over to the **Jira administration Issues Custom fields**.

2

Click on **advanced** and choose the Custom field you would like to reorder its options.

3

Click on the **ellipsis ... Configure Edit options**

The screenshot shows the Jira Administration interface. The left sidebar contains a list of navigation items: ISSUE TYPES, WORKFLOWS, SCREENS, FIELDS, PRIORITIES, ISSUE FEATURES, ISSUE ATTRIBUTES, and Issue security schemes. The 'FIELDS' section is expanded, and 'Custom fields' is selected. The main content area shows the 'Custom fields' page with the 'Advanced' tab selected. A table of custom fields is displayed, with columns for ID, Name, Type, Search Template, and Available Contexts. The 'Answer Box' field is highlighted.

ID	Name	Type	Search Template	Available Contexts
12107	<b>Answer Box</b> A simple yes/no answer box	Select List (single choice)	Multi Select Searcher	
12113	<b>Benefits</b>	Select List (multiple choices)	Multi Select Searcher	
11205	<b>Change reason</b> Choose the reason for the change request	Select List (single choice)	Multi Select Searcher	
11204	<b>Change risk</b>	Select List (single choice)	Multi Select Searcher	
11203	<b>Change type</b>	Select List (single choice)	Multi Select Searcher	
10301	<b>Cost Center</b>	Select List (single choice)	Multi Select Searcher	
12122	<b>Courses</b>	Select List (multiple choices)	Multi Select Searcher	
13000	<b>Department</b>	Select List (single choice)	Multi Select Searcher	
12109	<b>Education</b>	Select List (single choice)	Multi Select Searcher	
11202	<b>Impact</b>	Select List (single choice)	Multi Select Searcher	
12114	<b>Incarceration</b>	Select List (single choice)	Multi Select Searcher	
12121	<b>Income</b>	Select List (single choice)	Multi Select Searcher	
11214	<b>Investigation reason</b> Reason for problem investigation	Select List (single choice)	Multi Select Searcher	
12123	<b>Jobs</b>	Select List (multiple choices)	Multi Select Searcher	
12111	<b>Marital Satus</b>	Select List (single choice)	Multi Select Searcher	

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Edit Options for Custom Field : Answer Box

Reorder the option list below or add a new option for config Default Configuration for Answer Box for custom field Answer Box

Sort options alphabetically

View Custom Field Configuration

Position	Option	Order	Move To Position	Actions
1.	Yes			Edit Delete Disable
2.	No			Edit Delete Disable

Move

Add New Custom Field Option

Add Value

Add Done

To make life a bit easier, you can filter the custom fields by type and select the supported one for drag and drop;

- Select List (cascading)
- Select list (multiple choices)
- Select List (single choice)

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Field configuration schemes

Custom fields

Add extra fields to your issues to define them more precisely. From simple text fields to development summaries, you can create different types of custom fields and configure how they're displayed to your users. Here you can manage your existing custom fields, or create new ones.

Basic Advanced

Name	Type	Search Template	Issue type(s)	Project(s)	Screens	Locked
12107	Single choice	Multi Select Searcher			1 screen	
12113	Multiple choices	Multi Select Searcher			1 screen	
11205	Single choice	Multi Select Searcher			12 screens	
11204	Single choice	Multi Select Searcher			12 screens	
11203	Single choice	Multi Select Searcher			12 screens	
10301	Single choice	Multi Select Searcher			1 screen	
12122	Multiple choices	Multi Select Searcher			1 screen	

If you still have questions, feel free to refer to our [support team](#).