

# Custom Form Configuration Overview

Custom data collection forms can be configured to collect any desired data including digital signatures from submitters.

## Custom Form Configuration Manager

### General






















Title (required)

Resource System Bug Report




Allow Editing (required)

☐ Yes (all) ☐ Yes (Received Only) ☒ No

### Current Fields

Type	bug_type	Multi-Select	 	   	
Issue Description	issue_description	Text Area	 	   	
Steps to Reproduce	steps_to_reproduce	Text Area	 	   	

### Add New Field

Field Label...	Data Key...	Text Field	 	
----------------	-------------	------------	---	--

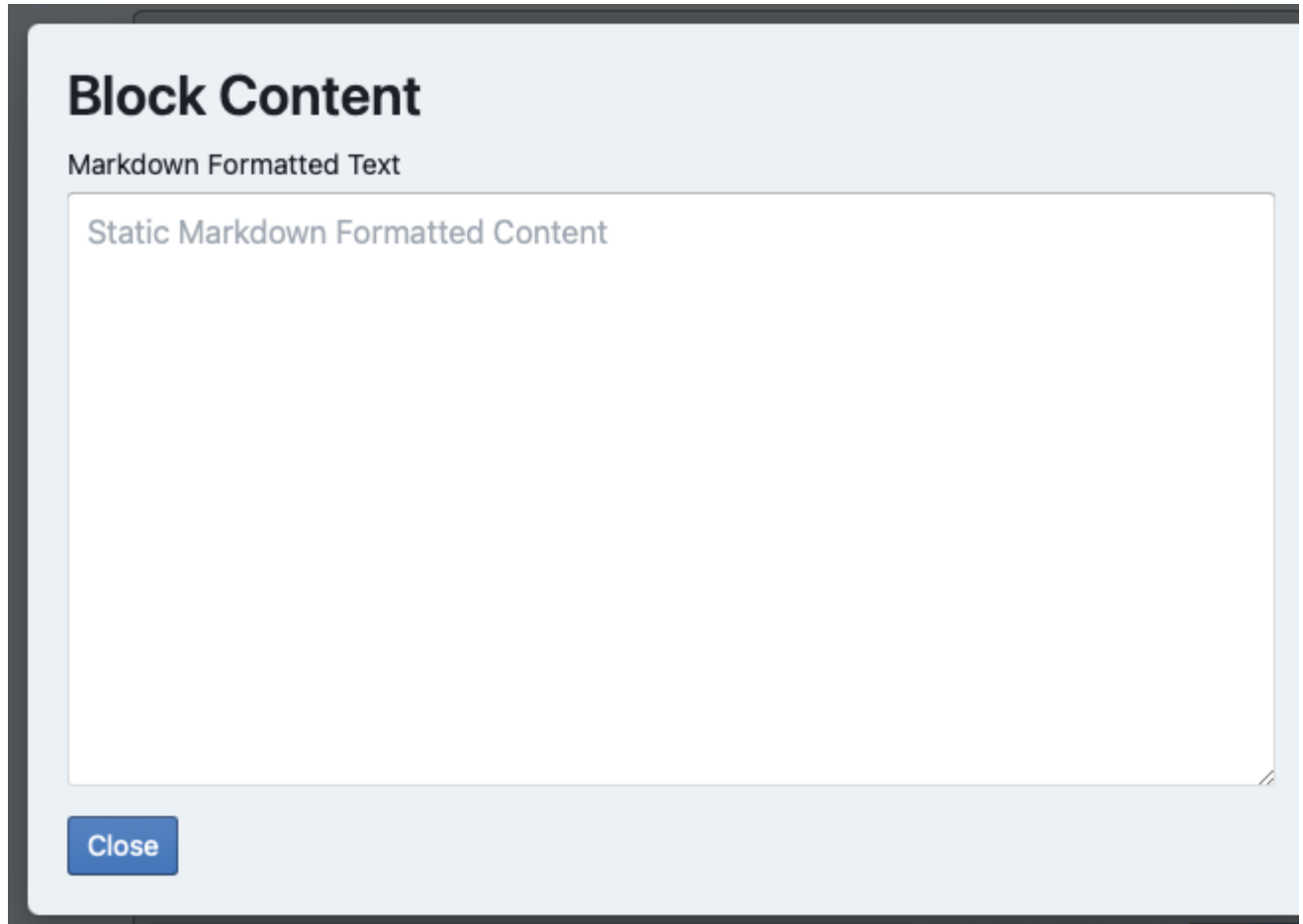
Save Form Configuration

1. **Title** - The title of the form
2. **Allow Editing**
  1. **Yes (all)** - Allow users to edit form submissions after submission
  2. **Yes (Recieved Only)** - Allow users to edit form submission as long as they are in the "Received" state
  3. **No** - Disallow form editing after submission
3. **Current Fields** - Control and edit the forms for this data collection form

Type	bug_type	Select						 Remove Field
------	----------	--------	---	---	--	---	---	--

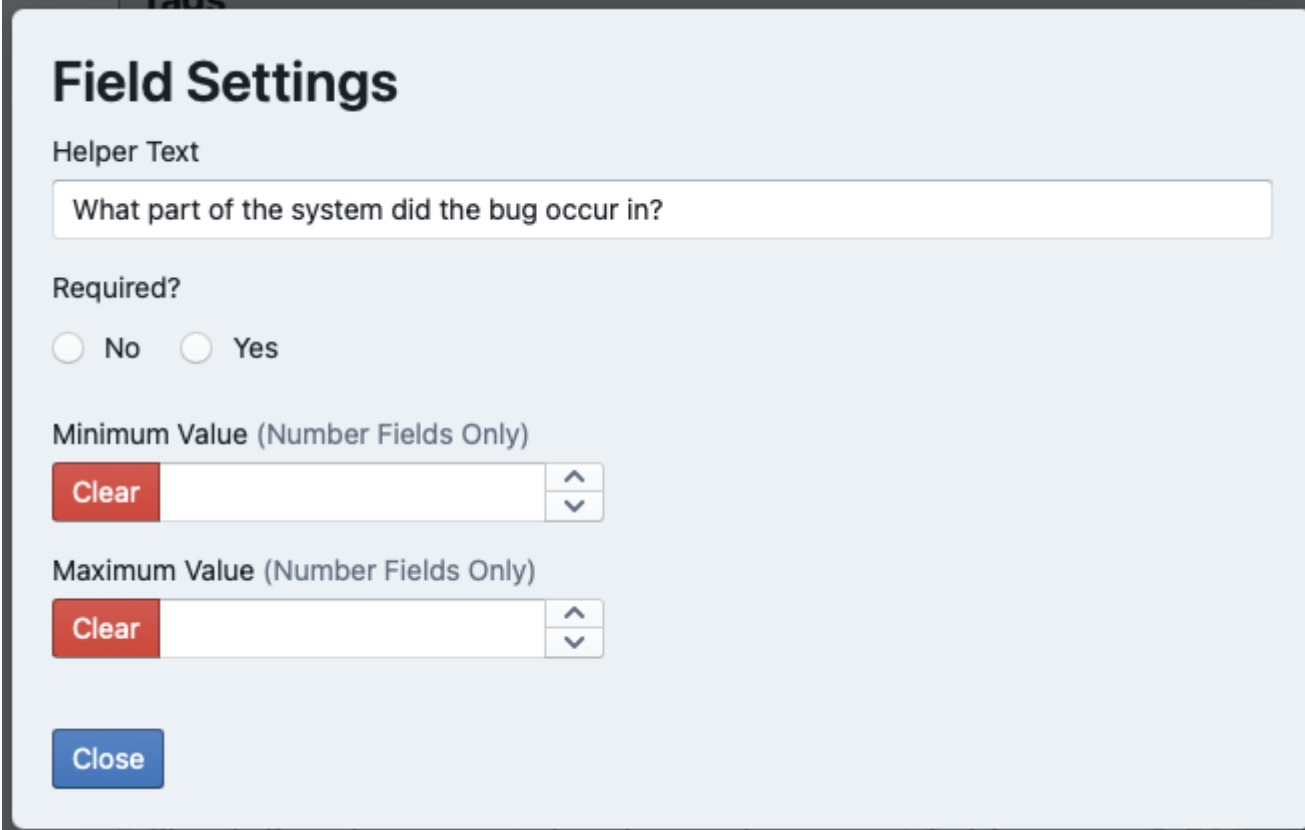
1. **Label Field** - Used to set the name of the field
2. **Data Key Field** - Defines the name of the storage variable. Should be unique across all fields
3. **Field Type Selector**
  - **Markdown Block** - Display a markdown formatted section of text
  - **Text Field** - Single Line Text Field

- **Text Area** - Multi-line text field
  - **Number** - Floating point number field
  - **Select** - Single Item select
  - **Multi-Select** - multiple item select
  - **Section Divider** - Section Divider with or without title
  - **Signature Block** - Email target for signature request
4. **Field Details/Config Button** - Displays field type configurations
- **Markdown Block**



- **Text Field** - Single Line Text Field
- **Text Area** - Multi-line text field

- **Number** - Floating point number field



The image shows a 'Field Settings' dialog box with a light blue background. At the top, the title 'Field Settings' is in a large, bold, black font. Below the title, the label 'Helper Text' is followed by a text input field containing the text 'What part of the system did the bug occur in?'. Underneath, the label 'Required?' is followed by two radio buttons: 'No' and 'Yes'. Below the radio buttons, the label 'Minimum Value (Number Fields Only)' is followed by a red 'Clear' button, a text input field, and a small button with up and down arrows. The same layout is repeated for 'Maximum Value (Number Fields Only)'. At the bottom left, there is a blue 'Close' button. The dialog box is shown over a blurred background of a web application interface.

## Field Settings

Helper Text

What part of the system did the bug occur in?

Required?

☐ No ☐ Yes

Minimum Value (Number Fields Only)

Clear  ^ v

Maximum Value (Number Fields Only)

Clear  ^ v

Close

- **Select** - Single Item select

- **Multi-Select** - multiple item select

## Field Settings

Helper Text

What part of the system did the bug occur in?

Required?

☐ No ☐ Yes

### Editing Options for Type (bug\_type)

Event/Scheduler	scheduler	^ v	— Remove Option
Line Item	line_item	^ v	— Remove Option
Charge Account	account	^ v	— Remove Option

### Add New Option

Option Label...	Option Value...	+ Add Option
-----------------	-----------------	--------------

Close

- **Section Divider** - Section Divider with or without title
- **Signature Block** - Email target for signature request

5. **Move Field Up** - Alters display position of field
6. **Move Field Down** - Alters display position of field
7. **Copy Field Button**
8. **Remove Field Button**

Revision #3

Created 1 April 2021 15:49:03 by Elliot Francis

Updated 8 April 2021 20:49:04 by Elliot Francis