

FormFlow 99 Third Edition: Form Designer

This instructor led hands-on course is aimed at form designers responsible for the design and layout of FormFlow 99 forms. Using FormFlow 99 Form Designer, you will learn to create and work with forms, customize the design environment, and manipulate and edit objects on the form. You will also learn how to add basic intelligence to the forms you create.

Course Length:

Two days

Intended Audience:

- ❖ Form designers responsible for design and layout of forms using FormFlow 99 Form Designer

Prerequisites:

- ❖ Knowledge of MS Windows 95, or higher

Tools used in the class

- ❖ FormFlow 99 Third Edition Form Designer

What You Will Learn:

- ❖ Upon completion of this course, learners will be able to use FormFlow 99 to design and create forms that include basic intelligence.

Course Outline:

1. Introducing FormFlow 99
 - What is FormFlow 99?
 - Working with FormFlow 99 Form Designer
 - Getting Help in FormFlow 99 Form Designer
2. Getting Started with FormFlow 99 Form Designer
 - Working with Forms
 - Working with Pages
3. Customizing the Design Environment
 - Displaying and Hiding Elements of the Form Designer Window
 - Customizing Toolbars and Object Toolbox
 - Using Rulers and Grids
 - Using Guidelines and Long Crosshairs
 - Zooming
 - Changing Options within Form Designer
4. Working with Objects
 - Selecting and Moving Objects
 - Copying and Deleting Objects
 - Aligning and Sizing Objects
 - Using the Library
5. Editing Objects
 - Setting Object Properties
 - Setting the Tab Order for Form Objects
6. Adding Intelligence to Forms
 - Introducing Scripting in FormFlow 99
 - Creating Basic Scripts