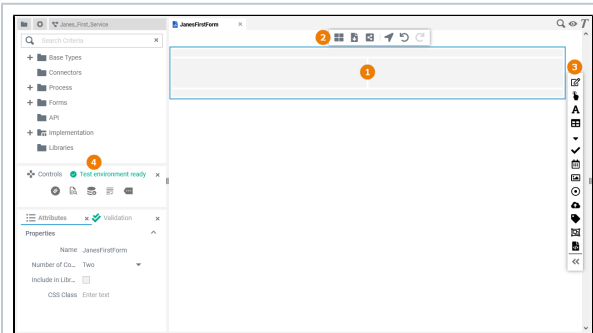


Working with the Form Editor

When you open a form from the [service panel](#), a second tab will open, displaying the form in the **Form Editor**. This is where you design your form.



On this Page:

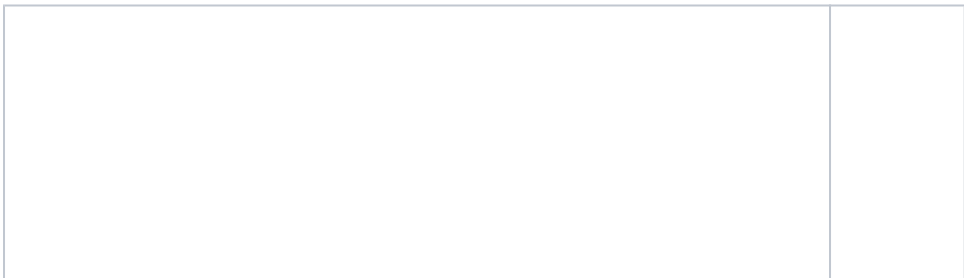
- The form editor consists of different areas:
- 1. [Form Editor](#)
 - 2. [Customizing the Form Editor](#)
 - 3. [Form Toolbars](#)
 - [The Form Toolbar](#)
 - [The Elements Toolbar](#)
 - 4. [The Form Context Menu](#)
 - [Shortcuts](#)

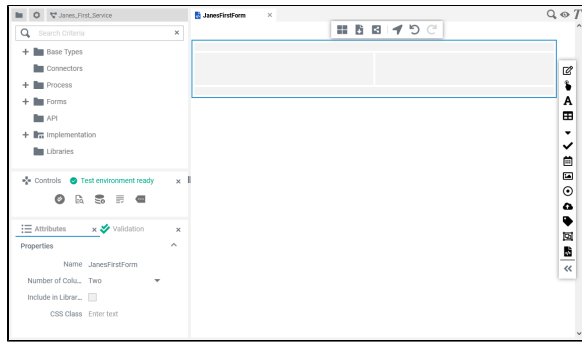
Related Pages:

- [Getting Started With Designer](#)
 - [Working with the Designer](#)
- 2. [Form Editor](#)
- [Modeling Forms](#)
 - [Adding Form Elements](#)
- [PAS Designer Developer Guide](#)
 - [Supported Form Elements](#)

3. [Form Editor](#)
4. [Designer Panels](#)

Customizing the Form Editor





You have several options to adjust the form editor. When you open the editor for the first time, the default view is displayed:

- The **Form Editor** is displayed in the center
- Four **Designer Panels** are shown in the left sidebar
 - The **Service Panel**
 - The **Controls Panel**
 - The **Attributes Panel**
 - The **Validation Panel**

✓ Refer to Customizing Editors and Panels for detailed information about panel management in general.

Two toolbars are available for working with the Form Editor:


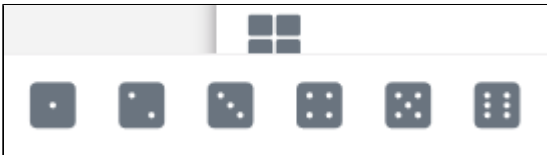






- [The Form Toolbar](#)
- [The Elements Toolbar](#)

The Form Toolbar

The form toolbar assists you during modeling on the form editor:
































The following table explains the available tools:

Tool Icon	Tool Name	Description
	Column Layout	<p>Change the number of columns in the form. Split the form from one to six columns.</p> 
	Export	Use this icon to export your form in JSON format.
	Share	When you click the Share icon, the URL of your form is copied to the clipboard, and you can paste it elsewhere, for example to an email.
	Go to Library	Click on this icon to highlight the corresponding class in the Service panel.
	Undo	<p>Undo the previous action you performed in...</p> <ul style="list-style-type: none">• ... one of the Designer editors (except mapping editor).• ... the Implementation folder of the service panel. <div> If you click Undo in one of the Designer editors, this may also have an effect on the Implementation folder in the Service panel if you performed your previous action there.</div>
	Redo	Redo your previous action (after undo).

The Elements Toolbar

The elements toolbar contains all form elements that you can create on the form editor.

             <hr/> 		<p>By default, the elements toolbar only displays the icons of the available form elements.</p>
 Text Box  Button  Text Area  Data Table  Select Field  Checkbox  Date Picker  Image  Radio Button Group  File Upload  Label  Grouping Element  Subform <hr/>  Collapse		<p>You can expand the toolbar by using the  icon. In its expanded version, the names of all elements are also displayed.</p>



Chapter Supported For Elements all elements and their specific properties are described.

JanesForm

Text Box

Button

Text Area

Data Table

Select Field

Button

To add a new form element to your form, drag the element from the toolbar and drop it on the form editor.

To cancel the operation, press the **Esc** key.


✔

Gotopage Adding Form Elements for further details.

The Form Context Menu






A context menu supports the user during the creation of a form.

Tools Context Menu



If you right click on an element, the tools context menu opens. Use it to edit the current element.

The following options are available:

Icon	Description
	Select all elements.
	Delete the element.
	Copy element.
	Cut the selected object.
	Paste the element to the form.

Shortcuts

You can also use shortcuts on the form editor.

Shortcut	Description
Esc	Pressing the Esc key aborts the following processes: <ul style="list-style-type: none">• adding a new element• closing a dialog• changing the name of an element• changing in the Attributes panel• selecting a date
Del	Press Del to remove selected elements from the diagram pane.
Ctrl + Shift + D	Closes all tabs and switches to the Explorer tab.
Ctrl + 1, 2, 3 ... 9	Opens the tab corresponding to the chosen number. The first nine opened models are offered for activation. Press a number to activate the corresponding form and bring it to the foreground.
Ctrl + Z	Undoes previous editing steps.