

Grouping Form Elements

You can design forms more clearly using the **Grouping Element**. You can find the element in the form element toolbar. Use it to group multiple form elements into blocks. This allows you to reuse combined groups of form elements in other forms and to move related elements to other positions in the form.

⚠ Deletion Behavior of Grouping Elements

If you delete a grouping element, it is erased from your work area including all content.

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- [Grouping](#)

Grouping Elements

In order to group form elements, create a new **Grouping Element** in the form editor.

	<p>Use icon  to create a grouping element.</p>
	<p>By default, the header of the grouping element is shown as a label for the whole block.</p>
	<p>If you do not want to display a title for your grouping element, disable the attribute Show Header.</p>

Janes_First_Service

Assets

Base Types

Attributes

Properties

Name: FormGroupingElement_1c8bf

Description: Enter text

Header: Header

Show Header: ☒

Number of Columns:

OneTwoThreeFourFiveSix

CSS Class

Custom Attributes

+ Add

Symbol Type: Grouping Element

Form_Example

Header

Grouping elements can be multi-column. Use the attribute **Number of Columns** to set the desired column number. Up to six columns are possible.

Janes_First_Service

Form_Example

Search Criteria Assets

+ Base Types

Attributes

Properties

Name FormGroupingElement_1c8bf

Description Enter text

Header Header

Show Header ☒

Number of Columns Two

CSS Class

Custom Attributes Enter text

Header

The attribute **CS S Class** allows you a field-accurate layout customization of the grouping element. To do this, you must enter a valid CSS class.

✓ For more information for formatting sections chapters Styling Forms With CSS.

FormGroupingElement_4cff6

Header

FormTextBox_bd009

FormDatePicker_73f16

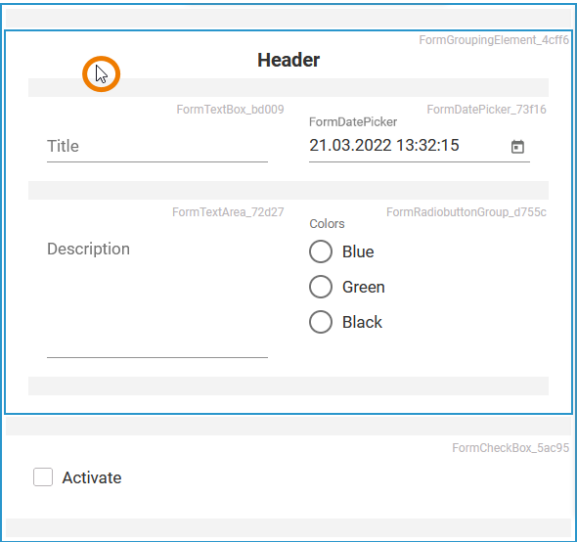
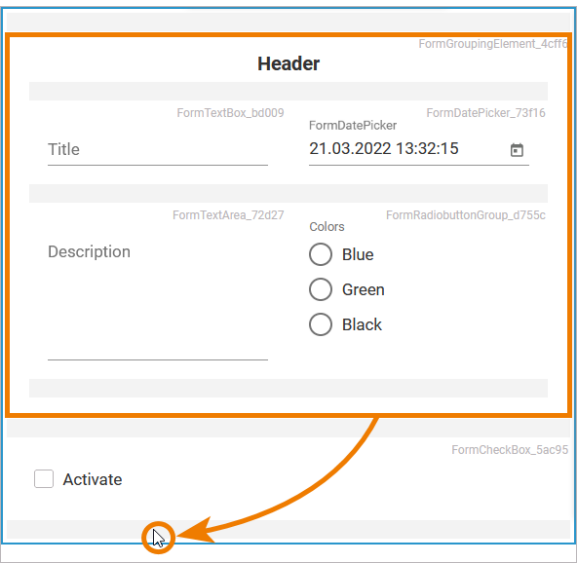
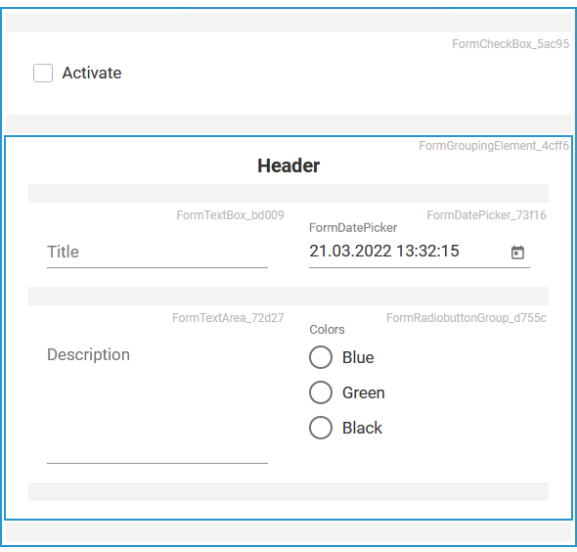
Title

FormDatePicker

You can add form elements by dragging them directly into the grouping element.

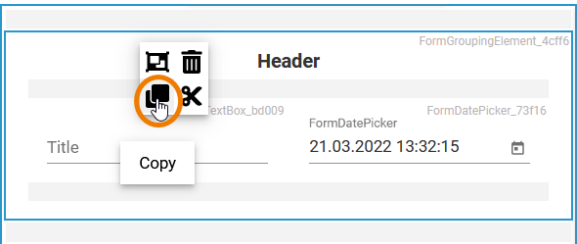
You can edit elements that are positioned in a grouping element as usual via the attributes panel.

For more information see chapter [Configuring Form Elements](#).

	<p>To move the entire block within a form, you need to activate the grouping element by clicking on it. An activated grouping element is highlighted with a blue frame.</p>
	<p>Now drag the element within the form and click on its new position.</p> <p>In our example we drag the whole Header block.</p>
	<p>The grouping element is displayed at the new position including all its content.</p>

Reusing Grouped Elements

You can copy blocks of form elements combined in a grouping element to reuse it elsewhere.

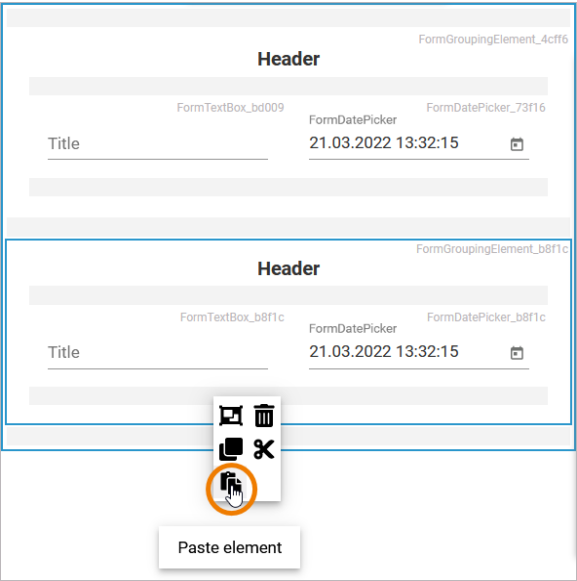


If you want to copy a grouping element including all its content, activate the element and open the context menu with a right-click.

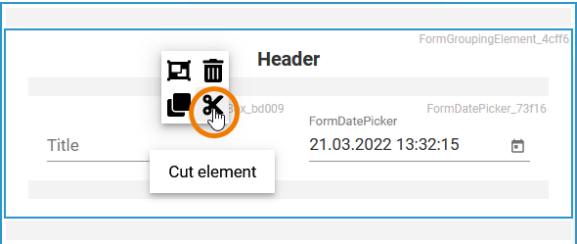
Select option **Copy**



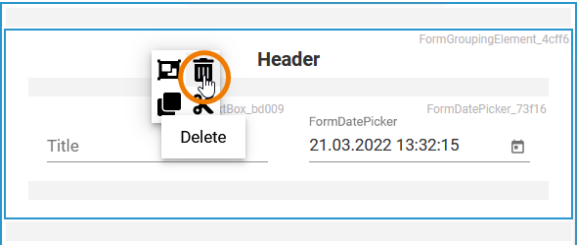
The grouping element and all its content is copied to the clipboard.



To paste the element, click on the place where you want to insert the element, open the context menu again and select option **Paste**

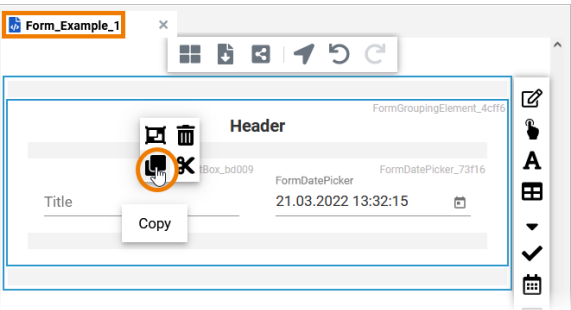


You can also cut or delete the grouping element with the content.



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If you delete a grouping element, it is erased from your work area including all content.



You can also insert copied elements to another form.

