

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.

On this Page:

- [Grouping Elements](#)
- [Reusing Grouped Elements](#)

Grouping Elements

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

Use icon to create a grouping element.

By default, the header of the grouping element is shown as a label for the whole block.

If you do not want to display a title for your grouping element, disable the attribute **Show Header**.

Related Pages:

- [Grouping](#)

The screenshot shows a software interface for managing form assets. On the left, there's a sidebar with a search bar and sections for 'Base Types', 'Attributes', and 'Properties'. Under 'Properties', the 'Name' is set to 'FormGroupingElement_1c8bf' and the 'Description' is 'Enter text'. The 'Header' field contains 'Header'. The 'Show Header' checkbox is checked. A dropdown menu for 'Number of Columns' is open, showing options: One, Two (which is highlighted with a blue background and has a hand cursor icon), Three, Four, Five, and Six. The 'Symbol Type' is listed as 'Grouping Element'. On the right, there's a preview window titled 'Form_Example' showing a header section with three columns.

Header

FormGroupingElement_1c8bf

Header

Show Header

Number of Columns

- One
- Two
- Three
- Four
- Five
- Six

Symbol Type Grouping Element

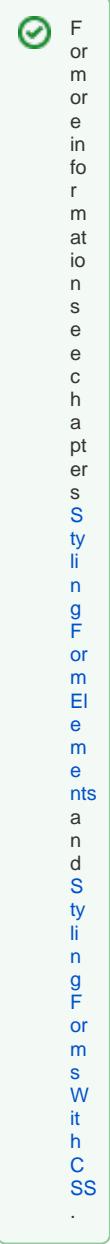
Header

FormGroupingElement_1c8bf

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

The screenshot shows the 'Form Example' configuration interface. On the left, there's a sidebar with 'Search Criteria' and 'Assets' tabs, and a tree view under 'Base Types' and 'Attributes'. The main area has a title 'Form_Example' and a preview window showing a 'Header' section with two columns. Below the preview, the 'Properties' panel is open, showing fields for 'Name' (FormGroupingElement_1c8bf), 'Description' (Enter text), 'Header' (Header), 'Show Header' (checked), 'Number of Columns' (Two), and 'CSS Class' (highlighted with an orange border). A 'Custom Attributes' field is also present.

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



Header

FormTextBox_bd009

FormGroupingElement_4cff6

FormDatePicker

FormDatePicker_73f16

Title

FormDatePicker

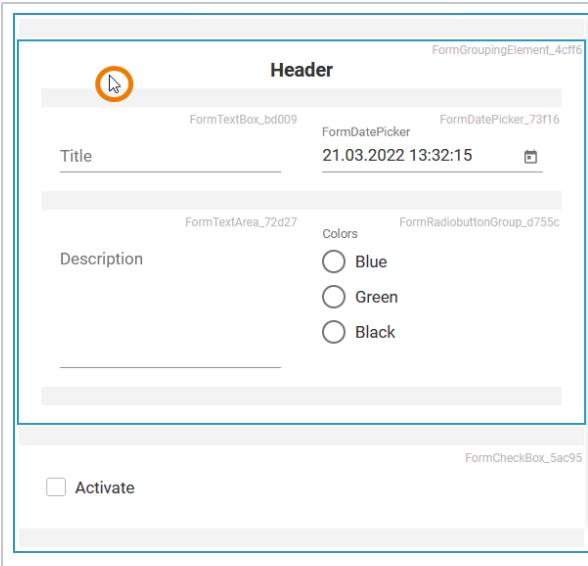
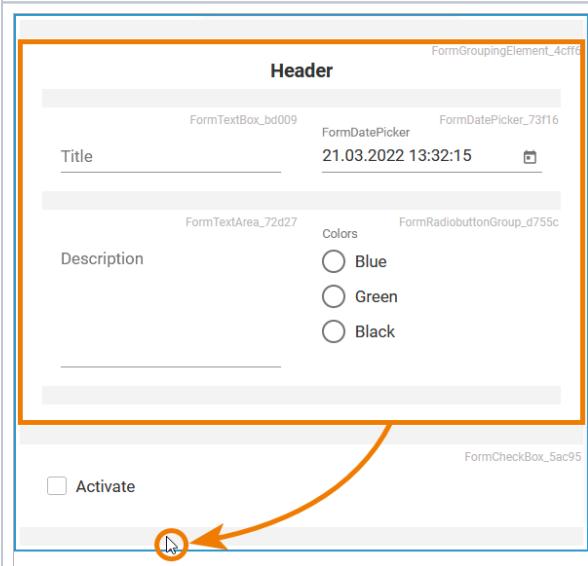
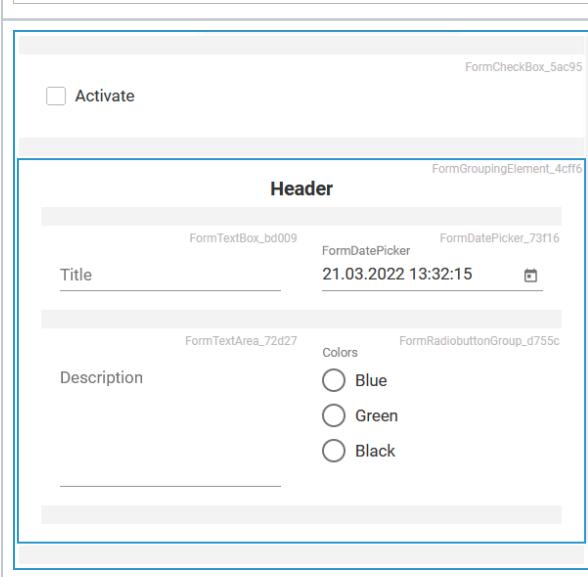
FormGroupingElement_4cff6

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.

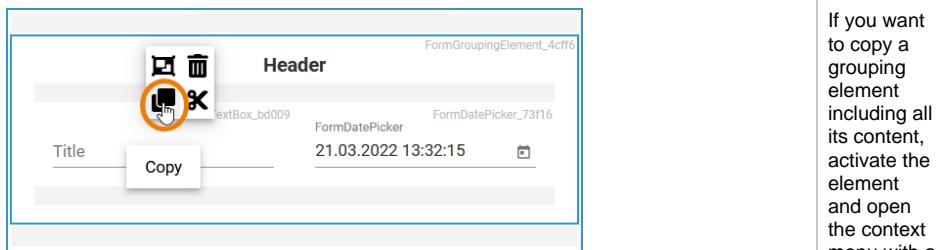


For more information see each chapter Configuration Form Elements.

 <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. 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

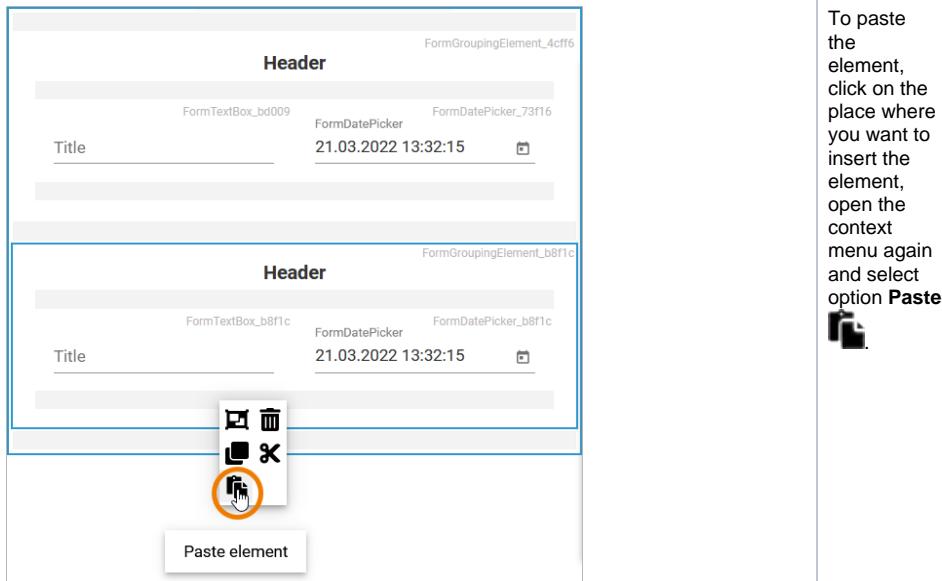
You can copy blocks of form elements combined in a grouping element to reuse it elsewhere.



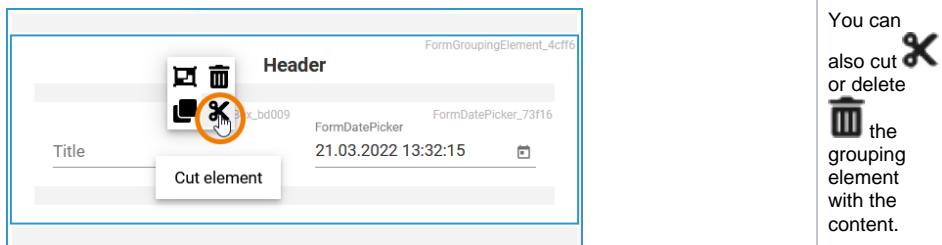
If you want to copy a grouping element including all its content, activate the element and open the context menu with a right-click.

Select option **Copy**

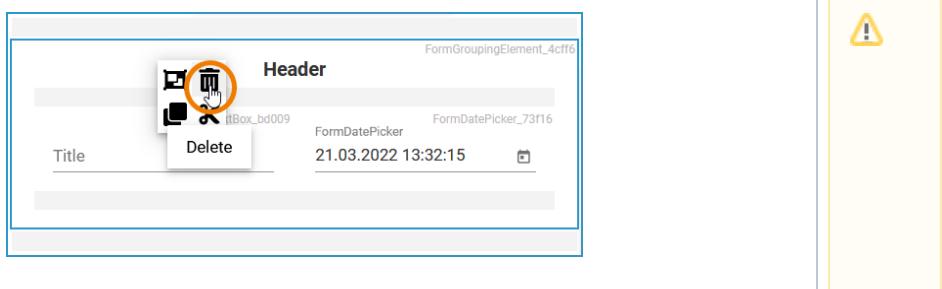
The grouping element and all its content is copied to the clipboard.



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

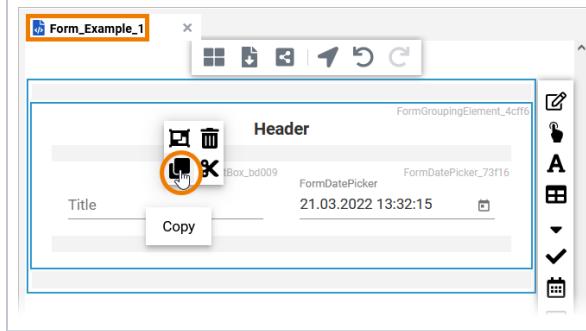


You can also cut or delete the grouping element with the content.

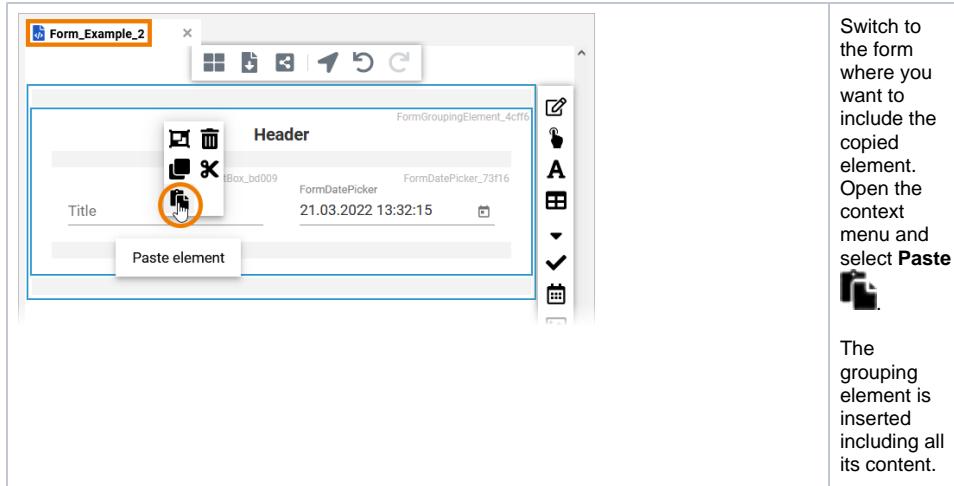


**D
e
l
e
t
i
o
n
B
e
h
a
v
i
o
r
o
f
G
r
o
u
p
i
n
g
E
l
e
m
e
n
t
s**

If you delete a grouping element, it is erased from your workspace including all components.



You can also insert copied elements to another form.



Switch to the form where you want to include the copied element. Open the context menu and select **Paste**



The grouping element is inserted including all its content.