



Design Concepts

- ▶ Designing a Static Form
- ▶ Designing a Dynamic Form

Objects

- + Creating Objects
- ▶ Deleting Objects
- + Arranging Objects

Page Elements

- Creating Page Elements
 - ▶ Base Page
 - ▶ Detail Area
 - ▶ Detail Lines
 - ▶ Sub-forms
 - ▶ Group Headers
 - ▶ Report Header and Footer
 - ▶ Page Header and Footer
 - ▶ First Page Footer
 - ▶ Second Page Footer
 - ▶ Carried Forward and Brought Forward
 - ▶ The Accumulative Field
- ▶ Deleting Page Elements
- + Arranging Page Elements

Preview the Forms

- ▶ Preview the Forms

Creating Page Elements



PDF version

Page Header

The Page header is typically smaller in size than the Report header. It is used to create extra space for details on all pages subsequent to the first page, as these pages typically do not require the same level of detail as covered by the Report header. For instance, a Page header would typically only carry basic customer and document information as well as the page number.

Page Header

The screenshot shows a report page with a page header and a table. The page header is enclosed in a red box and contains the following information:

- FormTrap logo
- FormTrap Systems & Development
- 53 Balbur Street, Las Vegas, Nevada 89099
- P.O. Box 9999, Las Vegas, Nevada 89999-9999
- Phone: (888) 888-9999 Fax: (888) 888-9999
- ** SERVICE PREVIEW **
- Page 2 of 2
- Invoice: 001034
- Customer: 01393
- Date: 08 Apr 2009

Below the page header, there is a section for customer and equipment information:

Sold to: WILMOT PAVING/BRIAN WILMOT Ship to:
7753 E. 1450 NO.

Location	Trk	Make	Model	Serial Number	Equipment No.	Hours/Meter	Salesman	Customer P.O.	Date Shipped
099		LY	L8500T	2663LD		1,907	15	BRIAN	14 Jan 2009

Below the table, there is another table with columns: Ord, Ship, S.O., Mtr, Part Number, Description, Unit Price, and Amount.

Ord	Ship	S.O.	Mtr	Part Number	Description	Unit Price	Amount
2	2		LY	850130	Brought forward from Page 1	21.12	\$2,438.24
				BEARING,INSERT,1.50			\$42.24

To create the Page header:

- Select Page header from the Define menu.
- On the Settings tab set:
 - Height - height for the Page header.
- On the [Accumulative fields](#) tab, create a new accumulative field if not already defined.



[Top](#)

Page Footer

The Page footer is typically smaller in size than the Report footer. It is used to create extra space for details on all pages previous to the last page, as these pages typically do not require the same level of detail, if any, as covered by the Report footer.

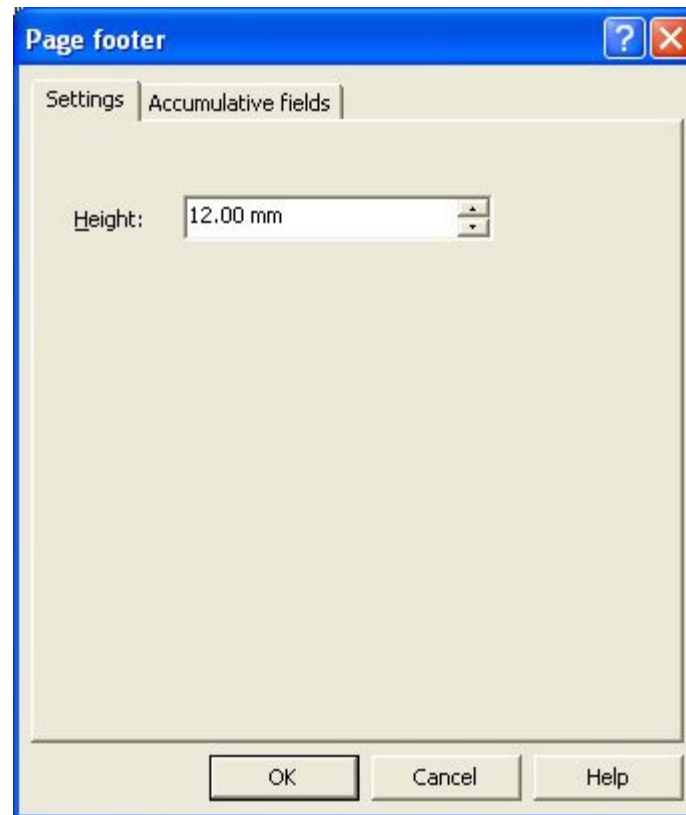
Page Footer —

2	2	LY	810070 BUSHING 2.00 IDX2.5	*	25.60	\$46.80
Carried forward to Page 2						\$2,438.34

To create the Page footer:

- Select Page footer from the Define menu.
- On the Settings tab set:
 - Height - height for the Page footer.

- On the [Accumulative fields](#) tab, create a new accumulative field if not already defined.



[Top](#)