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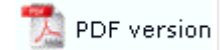
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Preview the Forms

▶ [Preview the Forms](#)

Text Objects



FormTrap allows you to change the text and graphics that are printed on the form without amending the form itself. FormTrap's special Substitution facility permits you to insert information from external files onto the output form. Using Substitution, the one FormTrap Load File (.asc) can be used for a number of different organizations - with their specific logo and address information contained in external files and inserted during a print run. This is convenient for:

- **Customizing Forms without Rebuilding** - where a common form needs different graphics or text, the graphic/text can be replaced without re-designing forms or even requiring FTDesign.
- **Code Interpretation** - where a form requires a particular text or graphic to appear based on a code from your incoming data, the value of the data is used to access the graphic or text to be placed on the form.
- **Personalization and/or Additional Information (constant field)** - where a form includes a personalization or other information not supplied from the incoming file data. Company name, logo, address, PO Box, phone and fax numbers etc. are best represented this way and can be shown in various fonts/sizes and locations on many forms, with just the one location to instantly change the details.

[More information on Image Substitution](#)

[More information on Barcode Substitution](#)

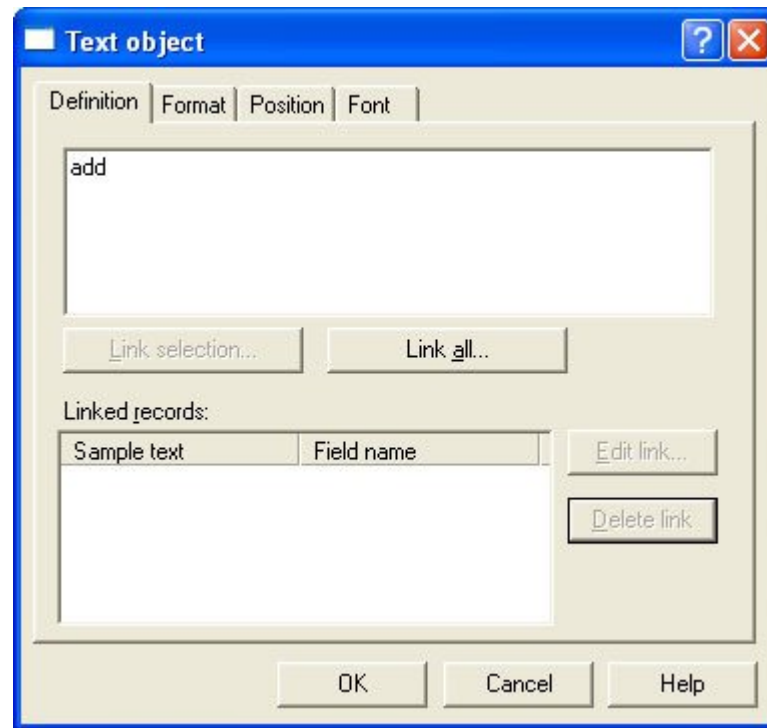
The substitution file is the external file that is opened by FormTrap at run time. Any information in the file will be inserted onto the form using the formatting and alignment applied to the substitution object.

[More information on Substitution Location](#)

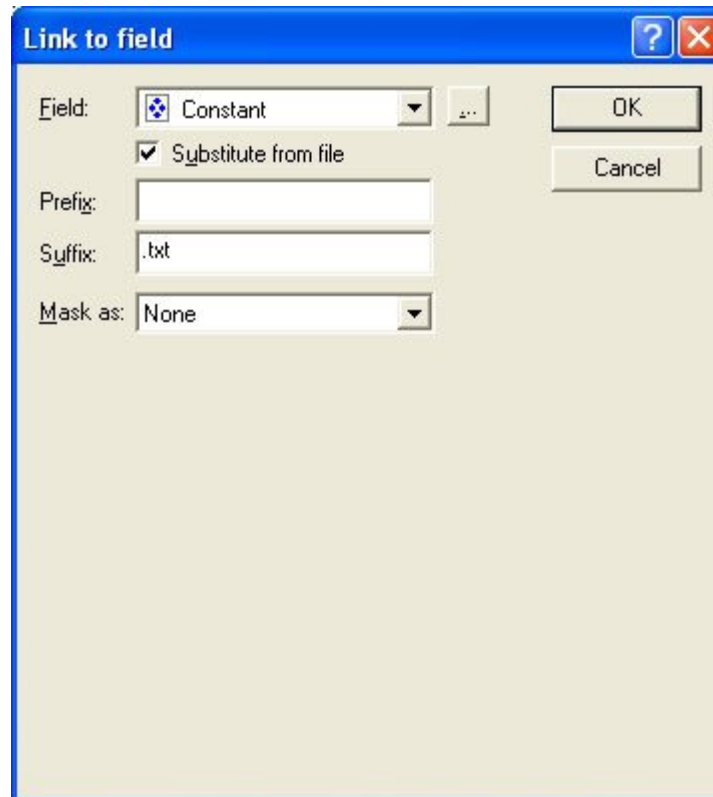
Constant Text Substitution

To insert a constant substitution text object:

- Double click on the text object created.
- On the Definition tab, enter the name of the substitution file into the text box.



- Click the Link all... button to link the sample text to the substitution file.
- In the Link to field dialog box:
 - Check the Substitute from file check box.
 - Select Constant from the Field drop down menu.
 - Leave the remainder blank and select None for Mask as.



- Click the OK button.
- In the example below FormTrap will open add.txt and insert information from the file onto the form using the formatting and alignment applied to the substitution text object.

[More information on Substitution Location](#)

Return this part with your remittance to:

add

At run-time, the constant substitution text object will insert the data from the substitution text file

Return this part with your remittance to:

Accounts Payable
Department of Finance 99
FormTrap St. FormTrap
9999

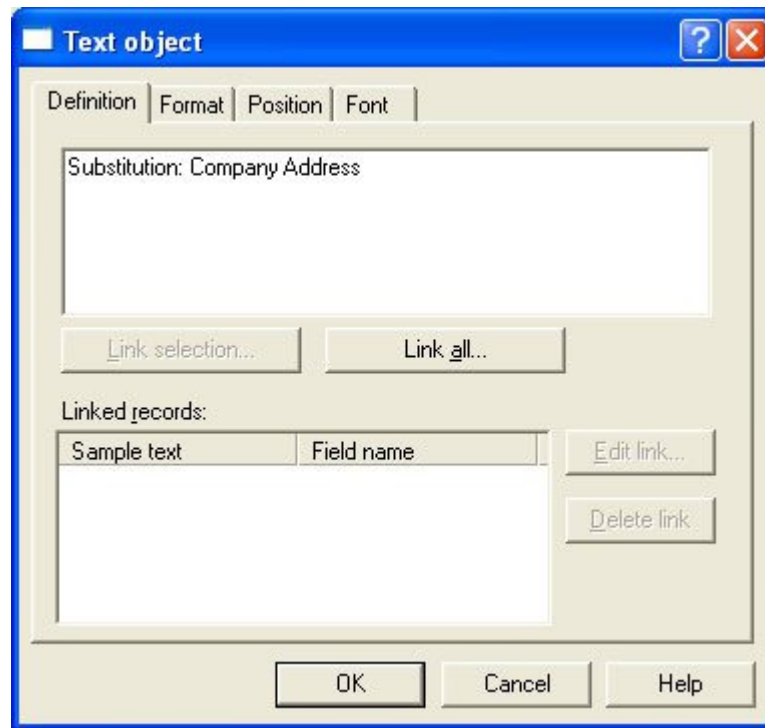
The data from the text files will appear on the print out of the form, using the format and alignment applied to the substitution text object.

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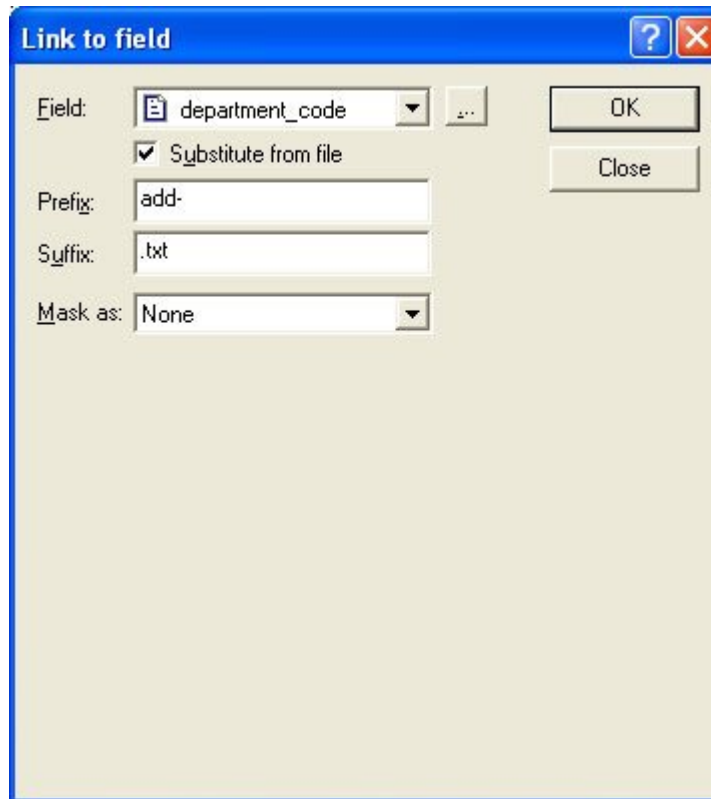
Variable Text Substitution

To insert a variable substitution text object:

- Double click on the text object created.
- On the Definition tab, enter sample text into the text box. When creating substitution text objects it is best to make the sample text the maximum possible length of the field extracted from the substitution file.



- Click the Link all... button to link the sample text to the record variable.
- In the Link to field dialog box:
 - Check the Substitute from file check box.
 - Select the appropriate variable from the Field drop down menu.
 - Enter the prefix of the variable substitution files into Prefix e.g. add-.
 - Enter the extension of the variable substitution files into Suffix e.g. .txt (including the dot).



- Click the OK button.
- In the example below FormTrap will open add-001.txt and insert information from the file onto the form using the formatting and alignment applied to the substitution text object.

Note on the File Name: The linked "field" portion of the file name is automatically left and right stripped of spaces

Field content (>field<) File Name Accessed

> 001< add-001.txt

> 001 < add-001.txt

> 001< add-001.txt

[More information on Substitution Location](#)

```
invoice.txt - Notepad
File Edit Format View Help
----- Invoice -----
Branch Code: 001
Invoice No: 987654321
Page No: 332211
Invoice Date: 30/11/2008
```

```
add-001.txt - Notepad
File Edit Format View Help
FormTrap Sample Form
Department of Finance
99 FormTrap Street
FormTrap 9999
```

Substitution: Company
Address

Substitution Variable

FormTrap Sample Form
Department of Finance
99 FormTrap St.
FormTrap 9999

Output on the Form

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