



Design Concepts

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

Objects

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

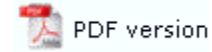
Page Elements

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

Preview the Forms

- ▶ Preview the Forms

Creating Page Elements



The Accumulative Field

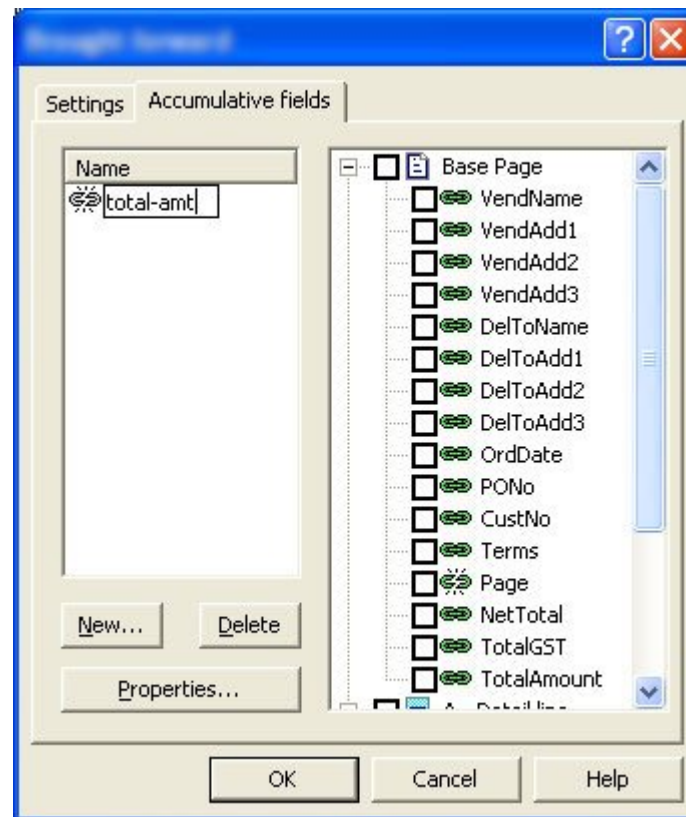
The accumulative field is a special object designed to progressively accumulate data from other fields on a FormTrap document. Typically it is used to produce a running total of data from detail lines such as line amounts. As the data accrued by an accumulative field object is reliant on data from other fields, it is one of the last objects printed on output.

The page elements Report header and footer, Page header and footer, Carry forward, and Brought forward have the access to the accumulative field.

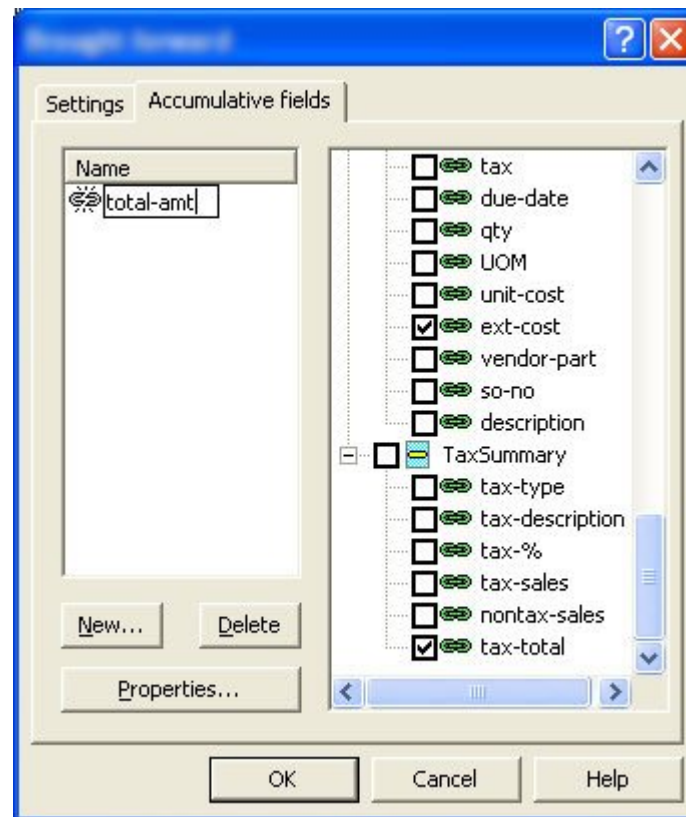
Your document can have any number of accumulative fields. The Report header, Page header and Brought forward page elements will print the value of the accumulative field from the completed previous page. The Page footer, Report footer and Carry forward page elements will print the value of the accumulative field as it stands upon completion of the current page.

To create an accumulative field:

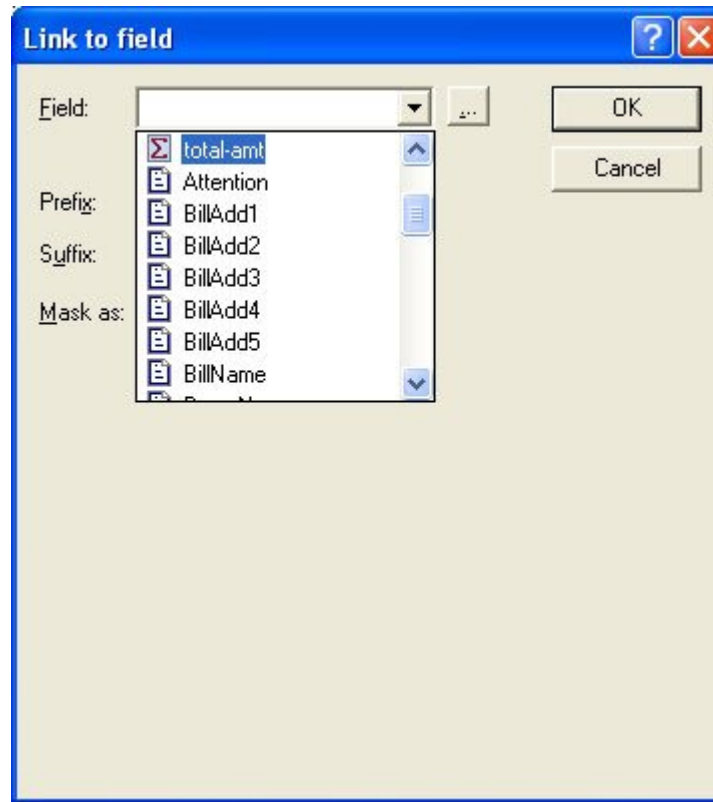
- Select the appropriate page element on the Go menu.
- Select Properties of... from the Define menu.
- On the Accumulative fields tab, click on the New... button to add a new field.
- A new field appears in the Name box. Left-click once to select and then type in a unique name.



- In the right-hand box is a list of all page elements and the data fields within each page element. Select the data field(s) that you wish to accumulate.



- The accumulative field is now available in the list of records when defining a new variable object.



- Click on the Properties... button. Rename the field, and/or change the reset attributes as required:
 - Reset on new page - the value accrued in the accumulative field resets to zero at the beginning of a new page.

Note: Accumulative fields on the Report header, Page header and Brought forward page elements print before the value is reset.

- Reset on new group - the value accrued in the accumulative field resets when a new Group header is printed.

Properties [X]

Name:

Reset on new page

Reset on new group

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