

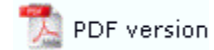


## Special Features

### Masking

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- ▶ Custom Mask
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## Masking Currency



FormTrap formats the input field according to the specified currency mask. There are a number of currency masks to choose from. These include:

**Amount/Numeric** - formats numeric fields into numbers or amounts, inserting currency symbol, separators and negative signs.

**Price** - formats numeric data fields using a price format, inserting currency symbol and separators from the selected region.

**Wordy** - transforms numeric data fields into words, assuming a dollar and cents format (depending on the currency format selected).

**Units** - transforms the first numeric character in the data field into words.

**Cents** - displays the cents portion of the numeric data field.

### Amount/Numeric

With amount mask, FormTrap formats the data by inserting a currency symbol and separators / decimal symbols. FormTrap determines whether the data is positive or negative by searching for these characters: -, Cr, CR, Dr, DR and ( ).

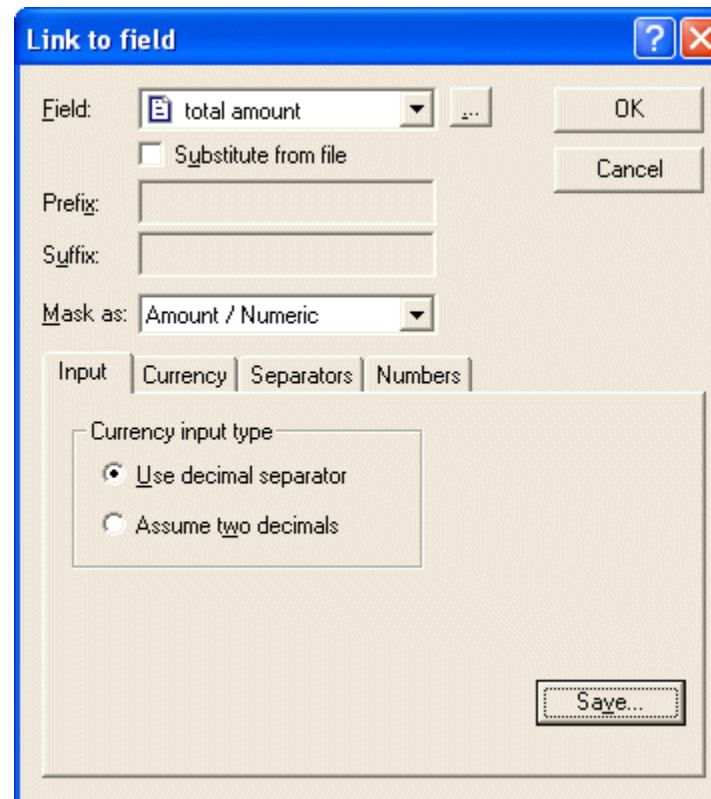
**2222222.22- → \$2,222,222.22 Cr**

**FROM THIS**

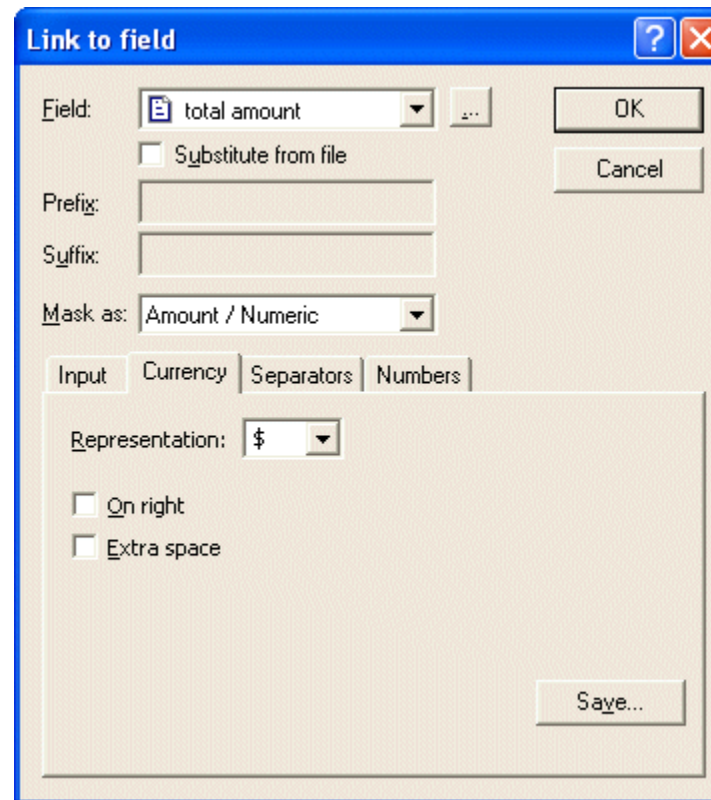
**TO THIS**

To apply Amount/Numeric masking:

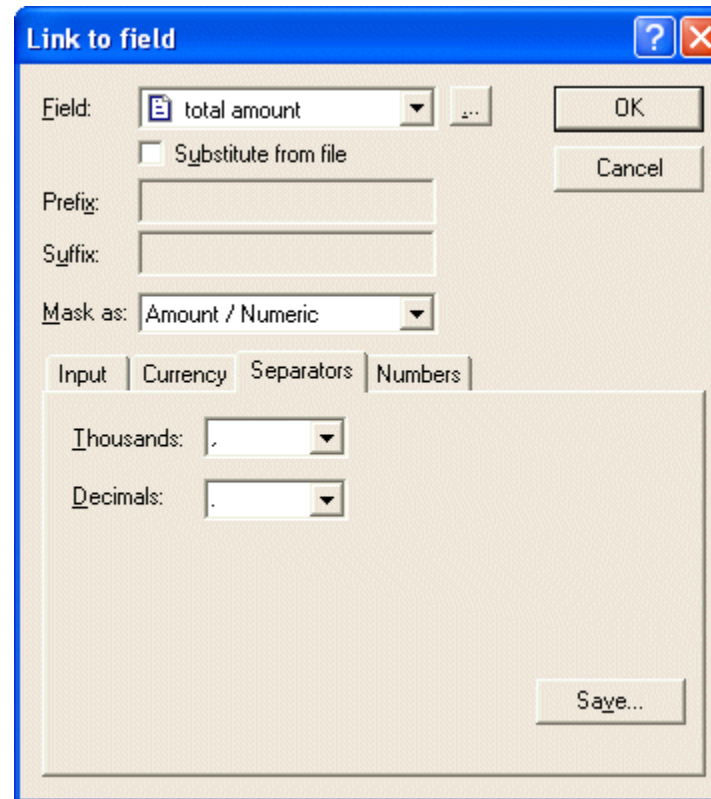
- Create a new variable test object or edit an existing variable test object.
- On the Link to field dialog box, select Amount/Numeric from the Mask as menu.
- On the Input tab, select one of the following currency input types:
  - Use decimal separator - FormTrap finds the decimal point in the field from the data and uses this when formatting the value.
  - Assume two decimals - the last two digits of the field will be used as the two decimals after the decimal point.



- On the Currency tab, select the currency symbol in the Representation menu. Delete the currency symbol to have no currency representation.
  - On right - the currency symbol appears on the right of the masked value.
  - Extra space - an extra space is inserted between the currency symbol and the masked value.



- On the Separators tab, select the separators for thousands and decimals.
  - Thousands - select from a comma, full stop, space or have nothing to signify the decimal point.
  - Decimals - select from a comma, full stop, space or have nothing to signify the decimal point.



- On the Numbers tab, select the credit symbol and the number of decimals.
  - Symbol - select the symbol used to indicate whether the value is a credit.
  - Extra space - check this box to insert a space between the value and the credit symbol.
  - Number of decimals - the number of decimal places used on the formatted value.

The dialog box 'Link to field' has the following settings:

- Field: total amount
- Substitute from file:
- Prefix: (empty)
- Suffix: (empty)
- Mask as: Amount / Numeric
- Input: (selected)
- Currency: (selected)
- Separators: (selected)
- Numbers: (selected)
  - Negative sign:
    - Symbol: -12
    - Extra space:
  - Number of decimals: 2

- Click the OK button to apply the mask to the field.

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## Price

The price mask formats data fields using the selected price format. FormTrap will insert the correct currency symbol, hundreds and thousands separators and decimal separator for the selected region. The Price formats available are:

- American - (\$1,234.56)
- British - (£1,234.56)
- German - (1.234,56 DM)
- Swiss - (SFr 1,234.56)
- French - (1.234,56 F)

2222222.22 → £2,222,222.22  
 FROM THIS TO THIS

To apply price masking:

- Create a new variable text object or edit an existing variable text object.
- On the Link to field dialogue box, select Price from the Mask as menu.
- Select the appropriate price format from the Output format menu.
- Select one of the following currency input types:
  - Use decimal separator - FormTrap finds the decimal point in the field from the data and use this when formatting the value.
  - Assume two decimals - the last two digits of the field will be used as the two decimals after the decimal point.

The screenshot shows a dialog box titled "Link to field". It contains the following elements:

- Field:** A dropdown menu showing "total amount" with a small icon to its right.
- Substitute from file**
- Prefix:** An empty text input field.
- Suffix:** An empty text input field.
- Mask as:** A dropdown menu showing "Price".
- Output format:** A dropdown menu showing "British (£1,234.56)".
- Currency input type:** A group box containing two radio buttons:
  - Use decimal separator**
  - Assume two decimals**
- Buttons:** "OK" and "Cancel" buttons are located on the right side.

- Click the OK button to apply the mask to the field.

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## Wordy

The wordy mask transforms numeric extract fields into words, assuming a dollar and cents format. This mask is especially useful when printing check forms.

2222222.22 → TWO MILLION TWO HUNDRED TWENTY  
TWO THOUSAND TWO HUNDRED  
TWENTY TWO DOLLARS AND 22 CENTS

FROM THIS TO THIS

To apply wordy masking:

- Create a new variable text object or edit an existing variable text object.
- On the Link to field dialog box, select Wordy from the Mask as menu.
- Select the appropriate language from the Language menu.
- Select one of the following currency input types:
  - Use decimal separator - FormTrap finds the decimal point in the field from the data and use this when formatting the value.
  - Assume two decimals - the last two digits of the field will be used as the two decimals after the decimal point.

[More information on Word Wrap](#)

The screenshot shows the 'Link to field' dialog box with the following settings:

- Field:** total amount
- Substitute from file
- Prefix:** (empty)
- Suffix:** (empty)
- Mask as:** Wordy
- Language:** English (United States)
- Currency input type:**
  - Use decimal separator
  - Assume two decimals

Buttons for OK and Cancel are visible on the right side of the dialog.

## Units

The units mask transforms the first numeric character from the data field to words.

2      →      TWO  
FROM THIS      TO THIS

This is especially useful when creating checks where the check amount is split into hundreds of thousands, tens of thousands and so on. In the example below, you need to define each character of the input data separately.

HUNDREDS OF THOUS.	TENS OF THOUS.	THOUS.	HUNDREDS	TENS	UNITS
TWO	TWO	TWO	TWO	TWO	TWO

To apply units masking:

- Create a new variable text object or edit an existing variable text object.
- On the Link to field dialog box, select Units from the Mask as menu.
- Select the appropriate language form the Language menu.



**Link to field**

Field:

Substitute from file

Prefix:

Suffix:

Mask as:

Language:

OK Cancel

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## Cents

The cents mask displays only the cents portion of a numeric data field. This mask is most often used on check forms.


2222222.22 → 22 cents  
**FROM THIS TO THIS**

To Apply cents masking:

- Create a new variable text object or edit an existing variable text object.
- On the Link to field dialog box, select Cents from the Mask as menu.
- Select the appropriate language form the Language menu.
- Select one of the following currency input types:
  - Use decimal separator - FormTrap finds the decimal point in the field from the data and use this when formatting the value.
  - Assume two decimals - the last two digits of the field will be used as the

two decimals after the decimal point.

Link to field

Field:  

Substitute from file

Prefix:

Suffix:

Mask as:

Language:

Currency input type

Use decimal separator

Assume two decimals

OK

Cancel

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