



Digital Communications

<http://webforms.fiu.edu>
Form Building and Embedding Guide

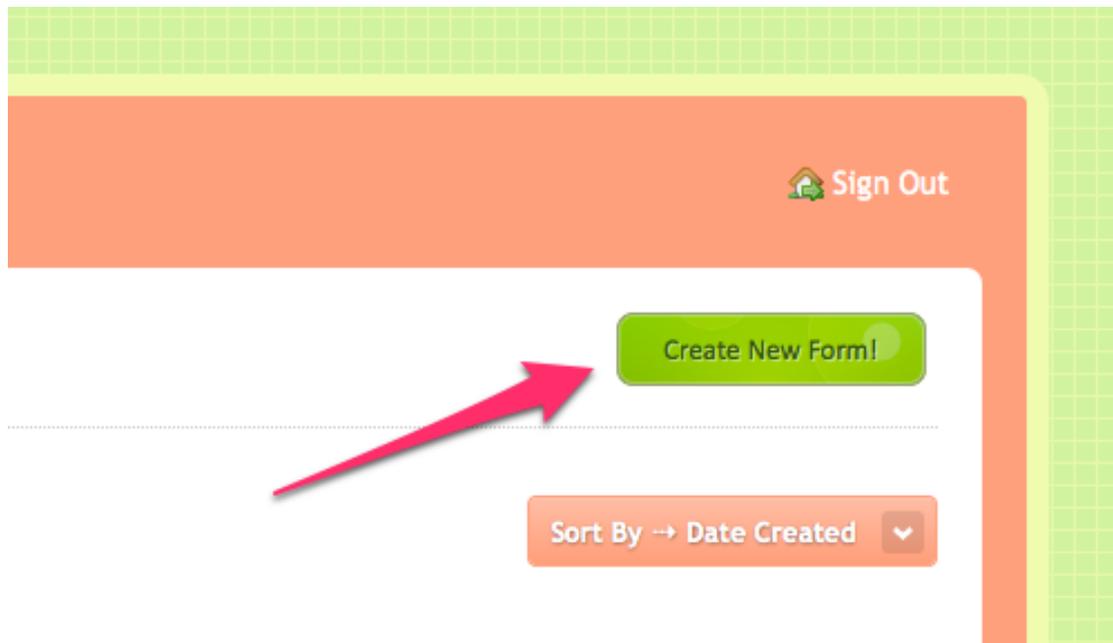
Creating a new form is very simple and straightforward with WebForms. This guide will show you how to create a form in just a few minutes.

1. Login to the WebForms Admin Panel

Login to your WebForms admin panel using the email address and password you set during the installation. The admin panel is located at <https://webforms.fiu.edu/>

2. Click the “Create New Form” button

Once logged in, you will see the Form Manager page. On the top right corner of the page, there is a green button labeled “Create New Form”. Click this button.



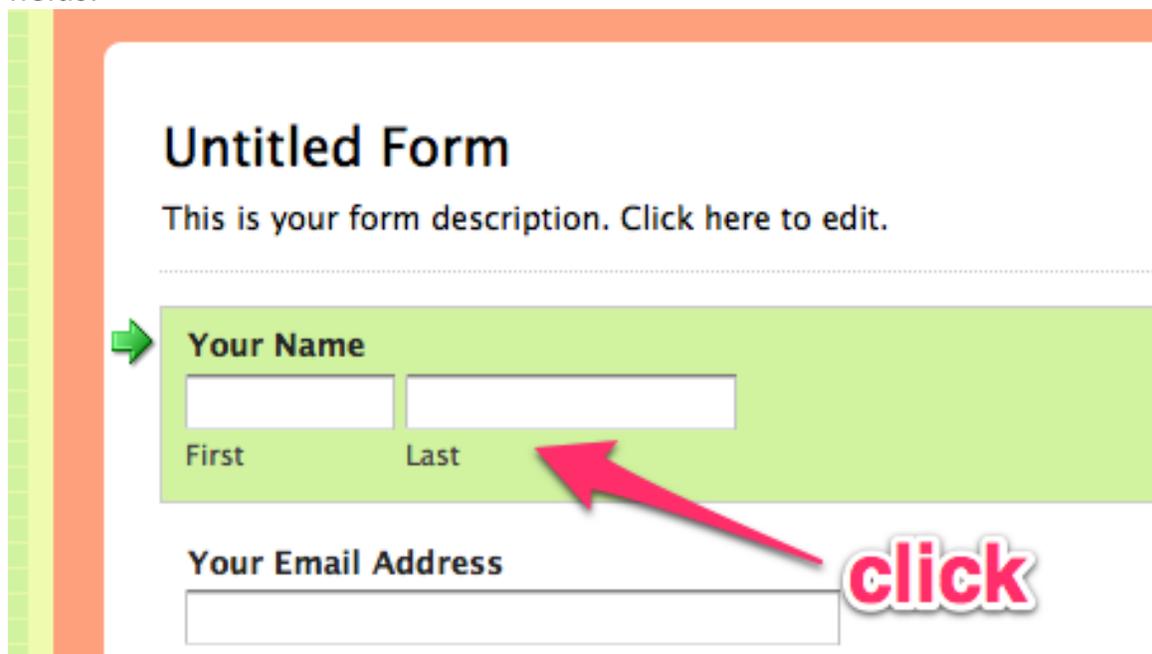
3. Add the Fields

Click on the field buttons on the right side of the form builder or drag the button into the preview pane. This will add the field into the form.



4. Change the Labels

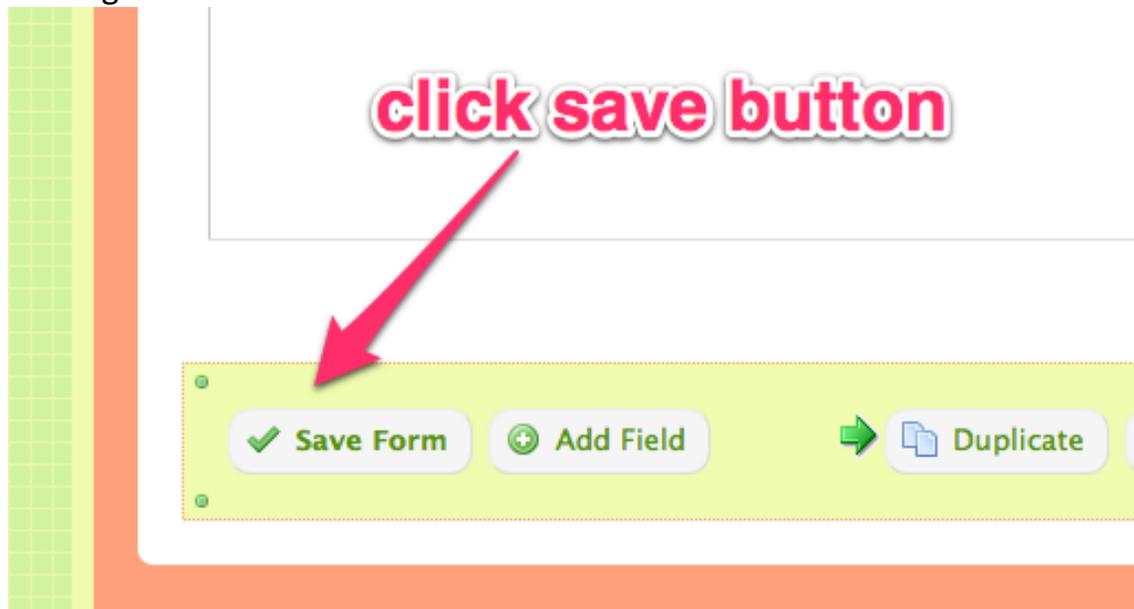
Once you have added all the fields you need, you can click the field on the preview pane to change its properties. The properties tab will be displayed on the right section of the form builder. Change the label for each of your fields.





5. Save the Form

If you are happy with the way everything looks, you can save the form by clicking the “**Save Form**” button on the bottom left corner.



And that's it! You have created a form! You will be redirected to the Form Manager page and your form will be listed there. Click on the "View" icon to see the final form result.



Embed Form

If instead of clicking "View", you select "Code", this will bring you to a page that will allow you to grab code to embed your form on your site.

The code manager displays multiple form codes that you can easily copy and paste into your web page. By changing the "Form Code Type" dropdown, different embed code options will be displayed to suit your needs.

Copy and Paste the Code Below into Your Website Page

```
<script type="text/javascript">
var __machform_url = 'http://appnitro.com
/mf/embed.php?id=151';
var __machform_height = 430;
</script>
<div id="mf_placeholder"></div>
<script type="text/javascript"
src="http://appnitro.com/mf/embed.js"

```

? This code will insert the form into your existing web page seamlessly. Thus the form background, border and logo header won't be displayed.

Form Code Type
Javascript Code (Recommended)

There are 4 options for the "Form Code Type". They are:

Using The Javascript Code (Digicomm Recommended for Cascade)

The Javascript Code is the recommended code to embed the form in your web page. Using this code, the form will blend seamlessly with your web page and most people won't even notice it. Under the hood, the Javascript code basically displays your form inside an iframe. However, the Javascript is smart enough to expand the height of your iframe as needed. As this code is intended to integrate the form into your existing web page seamlessly, the form's background, border, and logo header won't be displayed.

Using The Iframe Code (do not use in Cascade)

If you are using CMS that doesn't allow the use of Javascript code, then this iframe code should be your second choice. You might need to adjust the height of the iframe manually so that the Submit button of your form can be displayed properly.

Using the PHP Embed Code (do not use in Cascade)

If you are using PHP pages and not HTML pages, embedding the form using PHP code could significantly improve the loading time of your form. No iframe is used when using this form code to ensure that the form is integrated into your page completely. However, when you are using PHP embed code, the code may conflict with your existing PHP codes, particularly if you are using any CMS on your site. Thus, it is not guaranteed to work on all pages. In case of failure, use Javascript/Iframe Code instead.

Using the PHP Form File (do not use in Cascade)

This file will display your form without using any iframe. Your form will be displayed as a stand-alone form, complete with its background, header, and logo. The file must be uploaded to the same server as you used for your webforms installation. If you are using Flash websites, the PHP form file might be your best option because you can upload this file and link to the file from your flash pages.