Table of Contents

Forms Management 1

Forms Management

The Form Management page allows you to add, edit, and delete forms. Forms are used as an indexing tool to categorize core questions. When a core question is created, a form is associated with it to index the core question. Core questions can then be associated with a specific job position by linking the job position to a specific form. A list of all forms is displayed in a grid on this page.

Basic Navigation See Navigation and Search for more information about basic navigation and search options on the page.

Return to Admin Tools You can return to the Admin Tools page at any time by clicking **Admin Tools**.

Records Click **Records** to select the number of records to display.

Add or edit forms

Forms are added using the **Add New Form** window.

Field	Description
Add New + or Edit	Add or edit a form using the Add New Form window.

Delete forms

Field	Description
Delete	Delete the row. A confirmation message is displayed prompting you to continue. **OK**: Delete the row. **Cancel**: Cancel and return to the previous page.

From:
https://help.ascendertx.com/careerportal/ - **CP**

Permanent link:
https://help.ascendertx.com/careerportal/doku.php/form_management?rev=1488573882

Last update: **2019/12/10 09:30**