

## DataRocket SBE

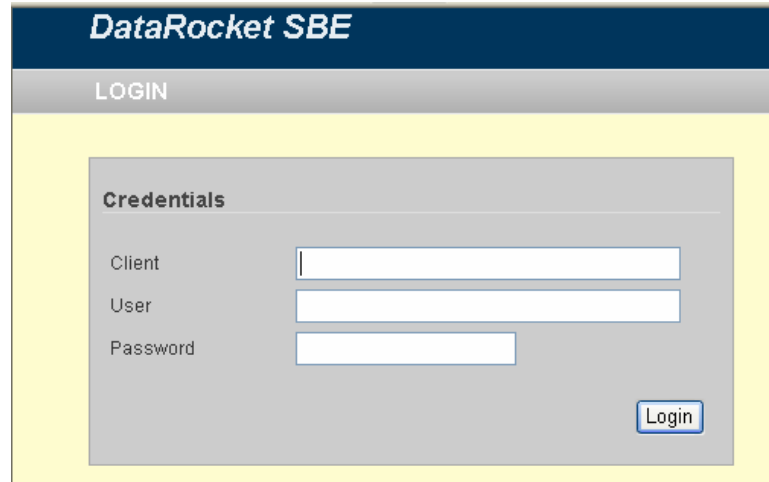
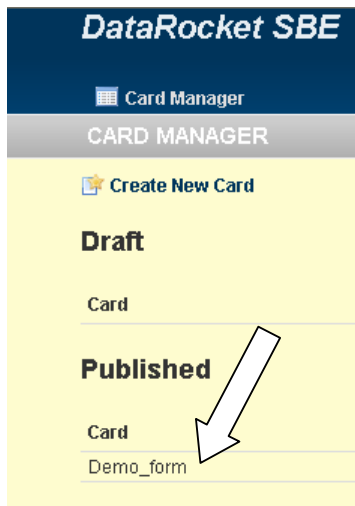
## Card 3 : Forms Designer

One of the key features of *DataRocket SBE* is the ability to very easily modify and create the forms (structured cards) that are used on the mobile device using a web based forms designer called the card editor.

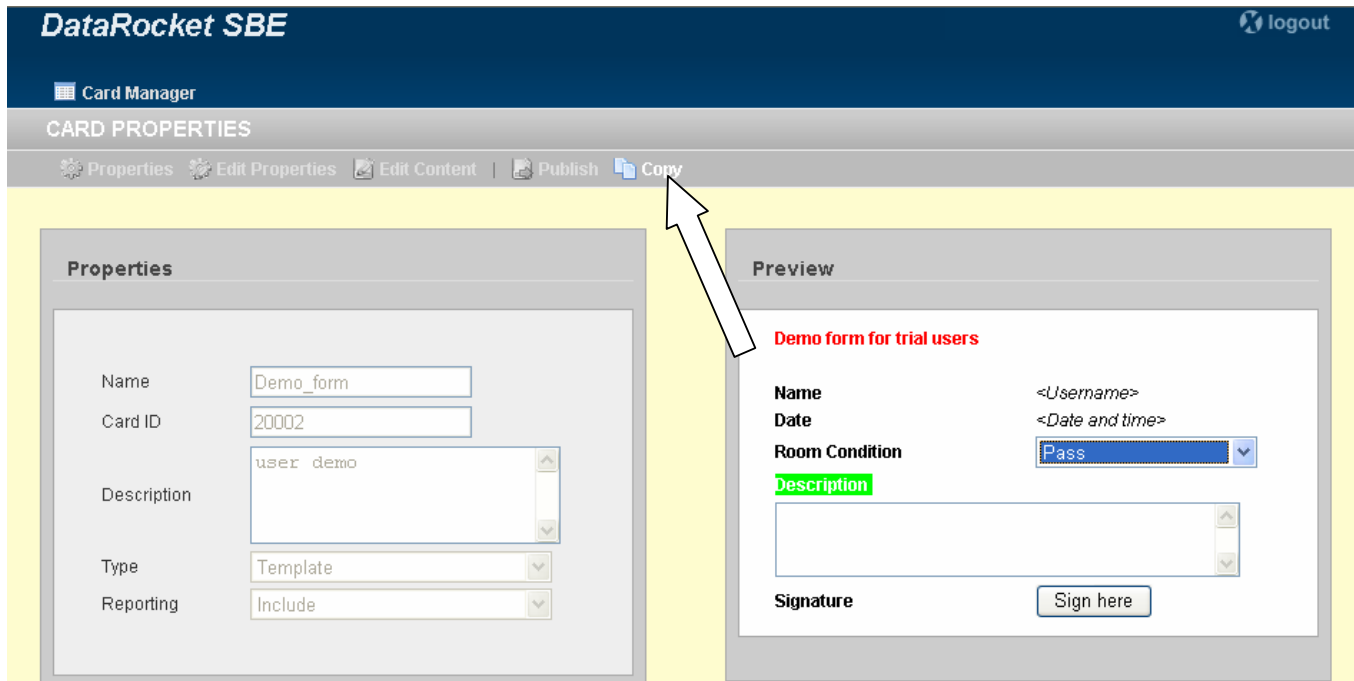
Enter <https://datarocket.co.uk/P/SBE>

into the web browser on your office PC to access the editor, and when asked, log in with the same user name and password that was used for the mobile login.

The Card Manager screen will load.



A 'Demo\_form' supplied with the trial login can be selected, and will display as shown below.



Firstly, click on Copy to make another version (eg Trial\_form – don't use spaces). Then select the new form that will be listed in the Draft section of Card Manage and click on Edit Content to display the screen shown overleaf.

Try clicking on a few of the buttons on the left hand side to see what happens !

The screenshot shows the DataRocket SBE Card Manager interface. At the top, there's a dark blue header with 'DataRocket SBE' and a 'logout' button. Below that, a 'Card Manager' section is visible. The main area is titled 'CARD EDITOR' and contains several buttons: 'Properties', 'Edit Properties', 'Edit Content', 'Publish', and 'Copy'. On the left side, there's a list of widgets: 'Label', 'BLANK', 'Label', 'Label', 'Label', 'Label', 'Textbox', and 'Label'. The main workspace shows a 'Demo form for trial users' with the following fields: 'Name' (with a placeholder '<Username>'), 'Date' (with a placeholder '<Date and time>'), 'Room Condition' (with a dropdown menu showing 'Pass'), a description area (with a placeholder 'A description'), and a 'Signature' field with a 'Sign here' button.

Try making a few changes, click on Properties, and then select Publish. The new form will appear on the Card Manager screen under the Published section.

If you are logged in to DataRocket SBE on the mobile device, log out and back in again. You will now see the new form on the list of forms that can be completed. It will also appear on the list of available forms that can be loaded with the spreadsheet when you press 'Update Table List'.

## Widgets

The screenshot shows the DataRocket SBE Card Manager interface. At the top, there's a dark blue header with 'DataRocket SBE' and 'Card Manager'. Below that, a 'WIDGETS' section is visible, containing a list of widget options: 'Label', 'System Label', 'Textbox', 'Dropdown', 'Radio Group', 'Tickbox', and 'Button'.

The list of tools or 'Widgets' is displayed when a BLANK tag is clicked on a form. Clicking on the Widget name (shown alongside here) displays the options that are available for use. You can learn how to use them by looking at what has been used already on the demo form.

Label is a way to put a description next to an area that must be completed.

System Label is used to auto-fill on the form (eg. Username, or date). The Name given to the field displays as the column heading in the spreadsheet

Textbox allows an area to be displayed for typing. Again, the Name shows on the spreadsheet.

Dropdown allows lists to be created. It also maps collected information (eg Pass, Fail) to a value (usually a number) for display in the spreadsheet to aid in data analysis. Name shows as column heading on the spreadsheet.

Radio Groups and Tickbox are alternative ways to quickly collect information such as Pass/Fail, or Yes/No etc.

The Button widget currently is used to create an area for collecting signatures.