

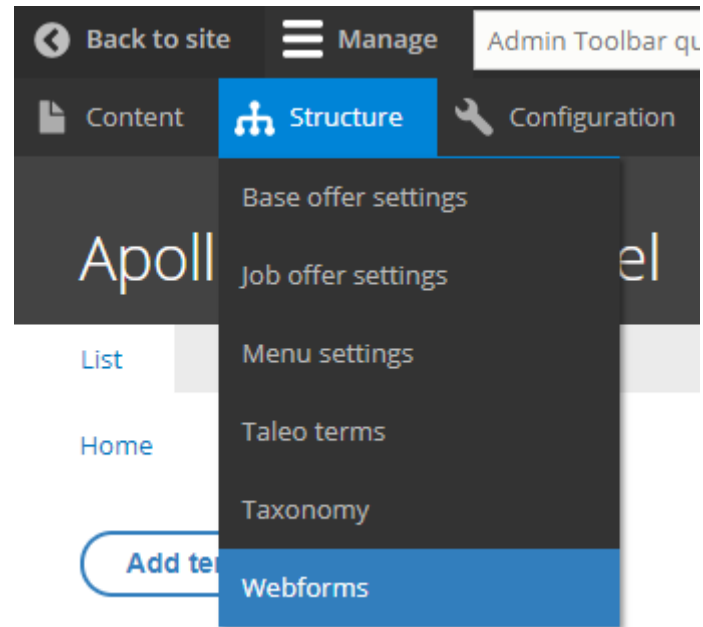
HOW TO MANAGE WEBFORMS?

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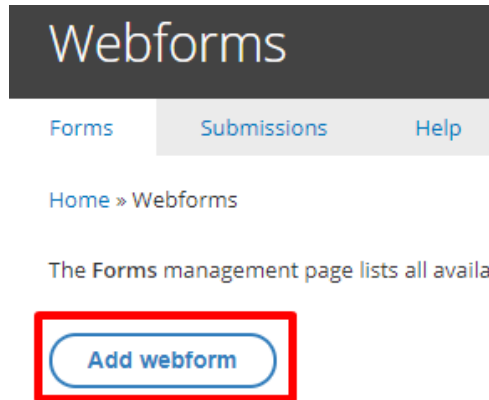
PUBLIC

PUBLIC

Click on “Structure” -> “Webforms” URL:
</admin/structure/webform>



Click on “Add webform” to create a new one

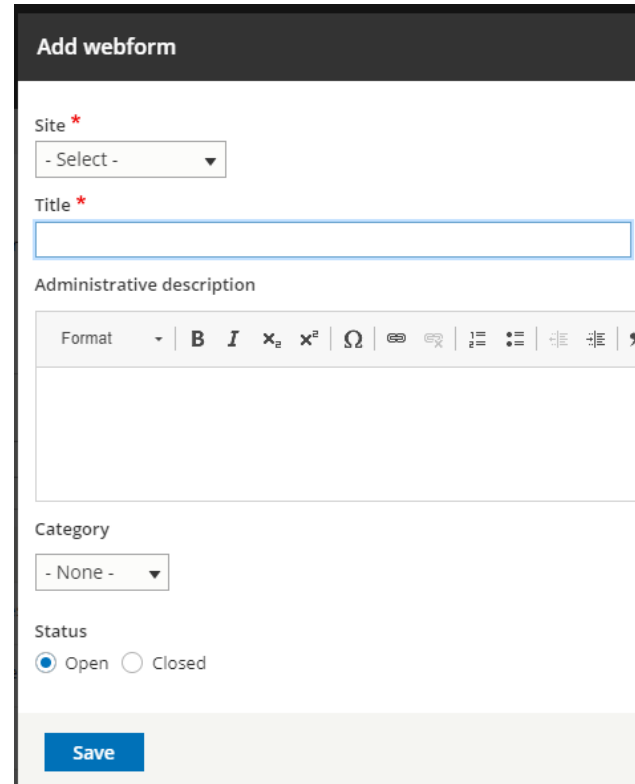


HOW TO MANAGE WEBFORMS?

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Define a title and a description for the form.



The screenshot shows a form titled "Add webform" with the following fields and options:

- Site ***: A dropdown menu with the text "- Select -".
- Title ***: A text input field.
- Administrative description**: A rich text editor with a toolbar containing icons for Bold (B), Italic (I), Underline (x₂), Strikethrough (x²), Link (Ω), Unlink, Bulleted list, Numbered list, Indent, Outdent, and Quote.
- Category**: A dropdown menu with the text "- None -".
- Status**: Radio buttons for "Open" (selected) and "Closed".
- Save**: A blue button at the bottom.

!/ Don't use the « Category » or webform will not be visible on your contents !/

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“Elements” can now be added to the webform from a list of multiple choice.

An element represent a field of the webform

The image illustrates the process of adding a text field element to a webform through three sequential screenshots:

- My Webform Management Page:** Shows the 'Add element' button highlighted in a red box, indicating the starting point for adding a new field.
- Select an element Dialog:** Displays a list of basic elements (Checkbox, Hidden, Password, Textarea, Text field) with 'Add element' buttons next to each, allowing the user to choose the type of field to add.
- Add Text field element Dialog:** Shows the configuration options for the selected text field, including setting the title to 'Name' and the allowed number of values to 1.

HOW TO MANAGE WEBFORMS?

Once your webform is created.
Add it in a content with a paragraph:

- Webform
- Contact modal form
- Download document

Add Paragraphe

