

# Electronic form definition reference guide

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Introduction

This guide helps OpenRIMS Supervisors design electronic forms.

The OpenRIMS “Administration-Configuration-Data Configurator” feature allows the designing of electronic form data input controls and their on-screen layout.

An electronic form collects high-cohered data and files while business and NMRA electronic collaborations.

If it will be necessary to collect many blocks of low coupling data are possible to define a sequency of electronic forms.

Where to start?

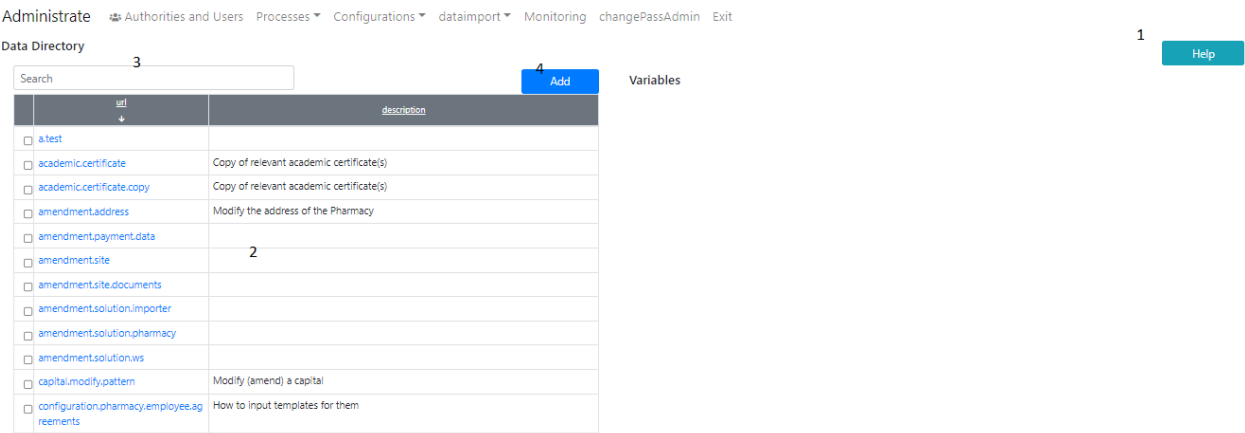
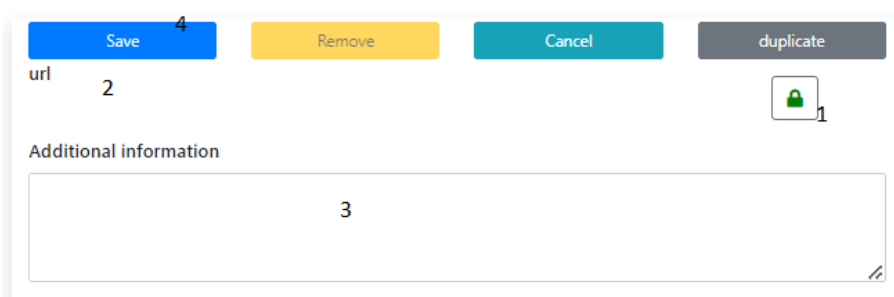


Figure 1 Initial screen of the Administrate-Configurations-Data Configurator feature

- 1. Get this document
- 2. List of the existing electronic forms sorted alphabetically by Url
- 3. Search for the existing electronic forms
- 4. Add a new electronic form

## Definition of a new electronic form



Save 4 Remove Cancel duplicate

url 2

1

Additional information

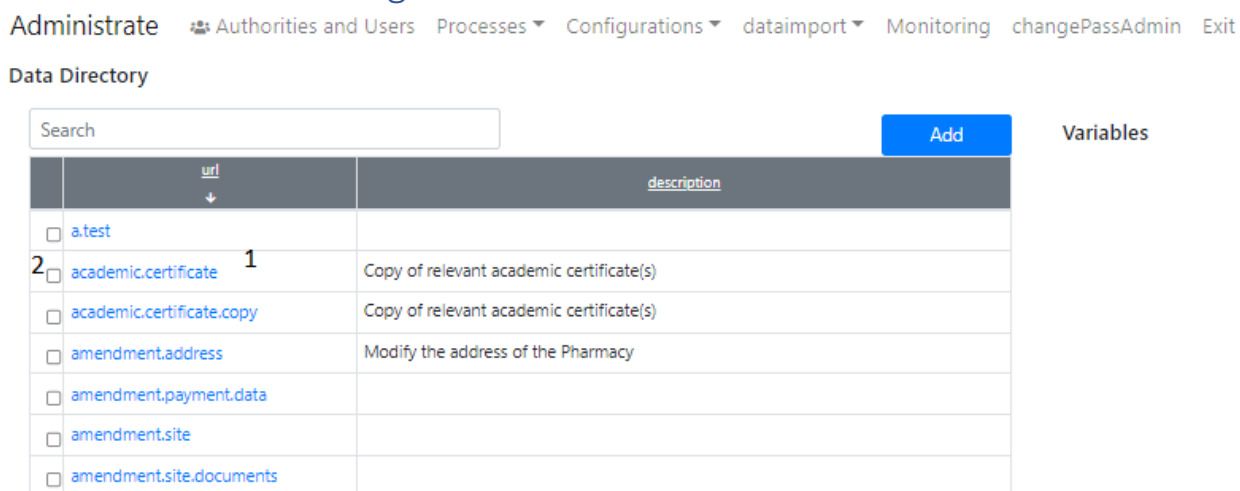
3

Figure 2 Electronic form definition describes the form

1. Click here to unlock the field “Url”
2. Address (URL) to which the collected data and files will be submitted. To assign a URL, please use these recommendations:[ Address (URL) to which the data will be submitted]
3. Help text or description
4. Save the electronic form definition

The “additional information” is a helpful text.

## Definition of an existing electronic form



Administrate Authorities and Users Processes Configurations dataimport Monitoring changePassAdmin Exit

Data Directory

Search Add Variables

	url ↓	description
<input type="checkbox"/>	a.test	
2 <input type="checkbox"/>	academic.certificate 1	Copy of relevant academic certificate(s)
<input type="checkbox"/>	academic.certificate.copy	Copy of relevant academic certificate(s)
<input type="checkbox"/>	amendment.address	Modify the address of the Pharmacy
<input type="checkbox"/>	amendment.payment.data	
<input type="checkbox"/>	amendment.site	
<input type="checkbox"/>	amendment.site.documents	

Figure 3 Access existing form definition and design

1. Open the definition
2. Open the design

The screenshot shows a form management interface with the following elements:

- Buttons at the top: "Save" (blue), "Remove" (yellow, labeled with a '2'), "Cancel" (teal), and "duplicate" (grey, labeled with a '3').
- A "url" field containing the text "academic.certificate". To its right is a green padlock icon in a box, labeled with a '1'.
- An "Additional information" section with a text area containing the text "Copy of relevant academic certificate(s)".

Figure 4 For existing electronic form "Remove" and "Duplicate" features are active

1. Despite it is possible to change the Url of the existing form it is an extremally dangerous operation. In most cases it will be better:
  - 1.1. Duplicate the form
  - 1.2. Remove the original
  - 1.3. Rename the duplicate
2. Remove the feature that makes the form definition inactive:
  - 2.1. This electronic form will be not available for design
  - 2.2. The form will be available for data input/display
3. The duplicate feature allows the creation exact copy of the electronic form design. Url will be renamed to original\_url.copy, e.g., academic.certificate.copy

## Design of an electronic form

### Variables

The edition of this data configuration is restricted due to external references

Search

Add <sup>1</sup>

Preview <sup>2</sup>

Explore <sup>3</sup>

row ↓	col ↓	Order ↓	Variables	ext	Class	Additional information
0	0	0	register		registers	initial register number
0	0	1	retail_pharmacy		heading	
0	0	2	prefLabel		literals	Enter name of pharmacy in English. Should include the word "Pharmacy" both in the Nepali and English name.
0	0	3	name_nepali		strings	
0	0	4	tolename		strings	
0	0	5	wadano		numbers	1-32
0	0	6	address	4	addresses	
0	1	5	docs_tenancy		documents	
0	1	9	photo_resize		heading	resize photo
0	1	10	site_photos		documents	
100	100	0	classifiers		things	
100	100	1	pvt_data		things	PVT name, address and registration data
100	100	2	person_auth	5	things	Person with Authority
100	100	3	pharmacists		things	Pharmacists
100	100	4	report_payment		things	Payment data
100	100	5	cover		things	


 100 ▼

Figure 5 Design of an electronic form

1. Add a new field to the form layout see details in [Form field design]
2. Preview the form, see details in [Preview and explore the electronic form]
3. Export design details to MS Excel for exploring, see details in [Preview and explore the electronic form]

### Data input fields, see details in [On-screen layout

The basic configuration layout of an electronic form is in two columns. Depending on the room on the screen a form may be represented in two or one columns. In the case of the one-column representation, the second column will be placed under the first one.

The numbering of rows and columns starts from zero.

0,0	0,1
1,0	1,1

Figure 21. The two columns' layout

The height of components may be very different. Thus, placing one component in a cell (row, col) is almost unusable

Name

0,0

Additional information

0,1

Address

Nepal

	Name ↓	Additional information
<input type="checkbox"/>	Bagmati Province	
<input type="checkbox"/>	Gandaki Province	
<input type="checkbox"/>	Karnali Province	1,0
<input type="checkbox"/>	Lumbini Province	
<input type="checkbox"/>	Province 1	
<input type="checkbox"/>	Province 2	
<input type="checkbox"/>	Sudurpaschim Province	

20

GIS Location (Please click here)

Figure 22. The only cell is not enough

To avoid this, OpenRIMS provides the third coordinate – an order inside the cell. The order starts from zero and allows the place of many components in a cell.

Name

0,0,0

Additional information

0,0,1

Address

1,0,0

Nepal

	Name	Additional information
<input type="checkbox"/>	Bagmati Province	
<input type="checkbox"/>	Gandaki Province	
<input type="checkbox"/>	Karnali Province	
<input type="checkbox"/>	Lumbini Province	
<input type="checkbox"/>	Province 1	
<input type="checkbox"/>	Province 2	
<input type="checkbox"/>	Sudurpaschim Province	

20

GIS Location (Please click here)

Figure 23. Cell and order inside a cell are acceptable

OpenRIMS layout editor allows the define and re-arrange components easily using the following rules:

- Columns number possible only 0 and 1
- Values of rows and orders allowed up to 89. Row number 100 is reserved for “things”

When the user tries to place a component in a busy position inside a cell, the rest of the components in this cell will be shifted down

- The component's configuration reference]:
  - Row, col, Order – the layout, see details in [On-screen layout ]
  - Variables and ext – the label of a data input field, see details in [The name and the name extension]
  - Class – the type of the data input component, see details under [The component's configuration reference]
  - Additional information – help text
- A sequency on other electronic forms. Parameter “row” is 100, Class is “things”

## Form field design

A form field is a data input component that allows an electronic form user:

- Input text, numbers, dates
- Select data from a set of pre-defined choices
- Download/upload a file
- Open a link to another website

The types of possible input data components are described under [The component's configuration reference] For a particular type it will be convenient to search using the Table of Contents at the top of this document

Save
Remove
Cancel

?

varName  
certificate

varNameExt

Additional information

Copy of relevant academic certificate(s)

**screenposition**

row  
0

col  
0

ord  
1

Class  
documents

Minimal Offset  
0

Maximal Offset  
0

required  
No

mult  
No

**Auxiliary Data**

url  
academic.certificate

dictUrl  
dictionary.academic.certificate

auxUrl

readOnly  
No

unique  
No

Name  
No

The pattern for the field or file names

1

2

3

4

5

6

7

8

9

Figure 6 From field design electronic form

1. Click to edit the name of the component [The name and the name extension]
2. The experimental feature that allows change validation rules depends on the user's choice. The only known implementation is the "intervals" component
3. The help [The description of a component (additional data)]
4. Select a type of component, e.g., text field, or file uploader. See under [The component's configuration reference]. It will be better to use the Table of Contents at the top of the document.
5. Validation parameters. Refer to a description of the particular component.
6. Screen position [On-screen layout ]
7. Refer to the description for a particular component
8. Refer to the description for a particular component, typically:
  - 8.1. readOnly – this component should be placed in the form of a read-only mode
  - 8.2. unique – experimental feature, works only for strings and literals
  - 8.3. Name – copy some data from this component to literal "prefLabel" and, possibly to other literals.
9. Validation rules data - sizes, regular expressions (<https://regex101.com/>) for texts, etc. Refer to the description for a particular component.



## Form design reference

### Address (URL) to which the data will be submitted

As common for the Internet, OpenRIMS stores the data collected by one page at a unique internal address or URL (Universal Resource Locator). For example, all personal academic certificates will be stored on the internal address “academic.certificates”, all general medical product data will be stored on “medicinal.product.definition”, etc. The FHIR implementation of the HL7 standard provides a clue on how to assign URLs for electronic form pages.

### The name and the name extension

**Attention! The name extension is the experimental feature that is in use only for the “intervals” component.**

A variable name in the data configuration should be alphanumeric with possible Latin characters, dots, and underscores. The last underscore or dot should be followed by a number or Latin character. The name should be started with a Latin character. For example:

- min.value.1 – right
- минимальное значение – wrong
- c1 – right
- 1c – wrong
- Etc.

In an on-screen form, the software tries to convert a variable to a field label using the internationalization feature, even if only one language is defined. In case, if for a variable the message is not defined, the variable will display “as is”.

The screenshot displays the 'Messages' configuration page in OpenRIMS. At the top, there is a navigation bar with links: Administrate, Authorities and Users, Processes, Configurations, dataimport, Monitoring, changePassAdmin, and Exit. Below the navigation bar, the 'Messages' section is active, showing a table with two columns: 'res\_key' and 'res\_value'. The table contains several entries, including 'abbreviation', 'aboutpharmadex', 'aboutus', 'academic\_certificate', 'accepted\_documents', 'ACCT', 'active\_substance', 'activity', 'activity.monitor', 'activity.trace', 'activitycancelled', 'activityuri', 'activity\_accept', and 'activity\_confirm'. A modal window is open for editing a message, showing fields for 'res\_key', 'min.value', 'EN\_US', and 'NE\_NP'. The 'NE\_NP' field is currently empty, and the 'EN\_US' field contains the text 'Minimal value'. The modal window also has 'Save' and 'Cancel' buttons.

Figure 7 Each variable should be represented in human-readable form using the “messages” feature

### The description of a component (additional data)

The description or “additional data” of a component is a text that should help a user to understand how to fill out the component. Examples are:

- “Please, select a main business of your company” – good

- “The key to recognizing the type of a company” - bad

## Electronic form configuration restrictions (restricted edit)

For the production installation, the changing electronic form configuration is dangerous.

The following changes will badly affect the existing data:

1. Re-naming a component
2. Removing a component
3. Changing the type of a component

By default, the changes listed above are disabled if at least one of the conditions below occurs:

- The database already contains data created using the data configuration
- The data configuration is used by other data configuration
- The data configuration is used by activity configuration
- The data configuration is used by resource configuration

In the “sandbox” installations it is possible to bypass this restriction. To do this you must have access to edit the “application.properties” file in the server installation folder<sup>1</sup>

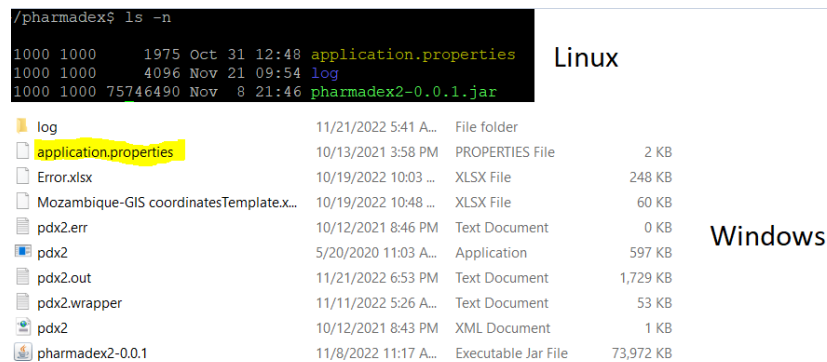


Figure 8 application.properties

Use any text editor to add to this file the configuration parameter `variables.properties.edit=true`. It allows bypassing the validation above. To stop bypassing the rules, remove this line from the application.properties or set it to “false”.

`variables.properties.edit=false`

<sup>1</sup> Ask IT personal to do it for the Sandbox installation

**Data Directory**

Add

	url	description
<input checked="" type="checkbox"/>	pharmacy.site	General pharmacy data
<input type="checkbox"/>	pharmacy.site.classifiers	All classifiers of a pharmacy is here
<input type="checkbox"/>	pharmacy.site.owners	Owner data of this site
<input type="checkbox"/>	pharmacy.owner	Pharmacy owner as a person
<input type="checkbox"/>	pharmacy.site.person.details	Details regarding any pharmacy-related person - owner or employee
<input type="checkbox"/>	pharmacy.site.employees	Employees of this pharmacy
<input type="checkbox"/>	pharmacy.site.employee	An employee
<input type="checkbox"/>	pharmacy.site.documents	Documents to upload
<input type="checkbox"/>	payment.data	
<input type="checkbox"/>	pharmacy.site.inspection.reports	Inspection reports and schedule Retail
<input type="checkbox"/>	pharmacy.site.solution	Retail site workflow schedule-8 last form
<input type="checkbox"/>	configuration.resource.images	Data necessary to configure a image resource

**Variables**

The edition of this data configuration is restricted due to external references

Add
Preview
explore

true	false	Order	Variables	ext	Class	Additional information
0	0	0	rxsiteDetail		heading	
0	0	1	prefLabel		literals	Enter name of pharmacy in English. Should include the word "Pharmacy" both in the nepali and English name.
0	0	2	name_nepali		literals	Enter name of pharmacy in Nepali.
0	0	3	description		literals	Some additional information to a pharmacy owner consideration
0	0	4	capital		numbers	
0	0	5	photos		documents	Upload photo of the building of the pharmacy and the front of the pharmacy(shutter)
0	1	0	tolename		literals	Nepali specific low part of the address

Figure 9 Editions are restricted for pharmacy.site

It is possible to explore which references are in place. The button “explore” will provide both references and structure of the data in the MS Excel format:

	A	B	C	D	E
1	References	URL	Quantity		
2	data	pharmacy.site	93		
3					
4					
5					
6					
7					
8					
9					
10					
11					

Figure 10 There are 93 data records of this structure in the database. Thus the editions are restricted

To allow restricted editions in a data configuration:

1. Duplicate the data configurations
2. Change the URL of it
3. Make the editions
4. Change references if it will be needed

**Data Directory**

Save
Remove
Cancel
duplicate

url

pharmacy.site 🔒

Additional information

General pharmacy data

Figure 11 Click on it to duplicate

Data Directory

copy

Add

	url	description
<input type="checkbox"/>	academic.certificate	Copy of relevant academic certificate(s)
<input type="checkbox"/>	pharmacy.site.copy	General pharmacy data

20

Figure 12 Find a copy just created

Data Directory

Save Remove Cancel duplicate

url

pharmacy.site.1

Additional information

General pharmacy data

Figure 13 Change the URL and save it

Data Directory

site.1

Add

	url	description
<input checked="" type="checkbox"/>	pharmacy.site.1	General pharmacy data

20

Variables

Search

Add Preview explore

row	col	Order	Variables	ext	Class	Additional information
0	0	0	rxsitedetail		heading	
0	0	1	prefLabel		literals	Enter name of pharmacy in English. Should include the word "Pharmacy" both in the nepali and English name.
0	0	2	name_nepali		literals	Enter name of pharmacy in Nepali.
0	0	3	description		literals	Some additional information to a pharmacy owner consideration

Figure 14 The editions are not restricted to the new data configuration

## Preview and explore the electronic form

The data configuration contains data components and, possibly, other data configurations. It is possible to preview the electronic form and explore the whole configuration.

**Data Directory**

Add

	url	description
<input type="checkbox"/>	pharmacy.site	General pharmacy data
<input type="checkbox"/>	pharmacy.site.classifiers	All classifiers of a pharmacy is here
<input type="checkbox"/>	pharmacy.site.owners	Owner data of this site
<input type="checkbox"/>	pharmacy.owner	Pharmacy owner as a person
<input type="checkbox"/>	pharmacy.site.person.details	Details regarding any pharmacy-related person - owner or employee
<input type="checkbox"/>	pharmacy.site.employees	Employees of this pharmacy
<input type="checkbox"/>	pharmacy.site.employee	An employee
<input type="checkbox"/>	pharmacy.site.documents	Documents to upload
<input type="checkbox"/>	payment.data	
<input type="checkbox"/>	pharmacy.site.inspection.reports	Inspection reports and schedule Retail
<input type="checkbox"/>	pharmacy.site.solution	Retail site workflow schedule-8 last form
<input type="checkbox"/>	configuration.resource.image	Data necessary to configure a image resource

**Variables**

Add

1 Preview
2 explore

row	col	Order	Variables	ext	Class	Additional information
0	0	0	rxsitedetail		heading	
0	0	1	prefLabel		literals	Enter name of pharmacy in English. Should include the word "Pharmacy" both in the nepali and English name.
0	0	2	name_nepali		literals	Enter name of pharmacy in Nepali.
0	0	3	description		literals	Some additional information to a pharmacy owner consideration
0	0	4	capital		numbers	
0	0	5	photos		documents	Upload photo of the building of the pharmacy and the front of the pharmacy(shutter)
0	1	0	tolename		literals	Nepali specific low part of the address

Figure 15 Preview and explore features

The preview allows checking data components' layout and validation rules.

Validate
Cancel

### pharmacy.site.1

#### Details of Pharmacy

**Name**

At least 3 characters are required. Allowed up to 255 chars. Enter name of pharmacy in English. Should include the word "Pharmacy" both in the nepali and English name.

**Name in Nepali**

At least 3 characters are required. Allowed up to 255 chars. Enter name of pharmacy in Nepali.

**Additional information**

**Estimated Capital**

The value should be between 100000, 900000

**Photo**

Upload a file Upload photo of the building of the pharmacy and the front of the pharmacy(shutter)

File Name	Name	Additional information
Upload a file	Building Photo	A recently taken photo of the building where the pharmacy will be located. The photo should not be older than 2 months.
Upload a file	Shutter Photo	A recently taken photo of the pharmacy outlet/shutter from which sales and distribution is handled. The photo should not be older than a month.

**Name of Tole**

At least 3 characters are required. Allowed up to 100 chars. Nepali specific low part of the address

Check if pharmacy name exist

**Ward Number**

The value should be between 1, 35 Wada No. Second part of Nepali specific address. Numeric

**Mobile Number:**

At least 5 characters are required. Allowed up to 32 chars. Contact phone of the pharmacy

**Email Address**

At least 6 characters are required. Allowed up to 64 chars.

**Address**

Please select Province, District and Local level Government from the list

Nepal

Name	Additional information
<input type="checkbox"/> Bagmati Province	
<input type="checkbox"/> Gandaki Province	
<input type="checkbox"/> Karnali Province	
<input type="checkbox"/> Lumbini Province	
<input type="checkbox"/> Madhesh Province	
<input type="checkbox"/> Province 1	
<input type="checkbox"/> Sudurpaschim Province	

Figure 16 The layout. Press "Validate" to check the validation rules

If the component contains “things” the preview will not check them. The “explore” feature allows checking data structures included and getting a list of references to the data structure.

	A	B	C	D	E	F	G
1	<b>References</b>	<b>URL</b>	<b>Quantity</b>				
2	data	pharmacy.site	93				
3							
4							
5							
6							
7							

References | pharmacy.site | dictionary.pharm ...

Figure 17 There are 93 records created using this data configuration

	A	B	C	D	E	F	G	H	I
1	<b>dictionary.pharmacy.site.photoss</b>								
2									
3	<b>level</b>	<b>Name</b>	<b>Additional information</b>	<b>URL</b>					
4	<b>Bad configuration</b>								
5									
6									
7									
8									
9									
10									
11									

... | dictionary.pharmacy.site.phot | pharamacy.site ...

Figure 18 Wrong URL for the dictionary

	A	B	C	D	E	F	G	H	I
1	<b>pharamacy.site.classifiers</b>								
2	<b>Bad configuration</b>								
3	<b>varname</b>	<b>varnameext</b>	<b>descr</b>	<b>Required</b>	<b>Mult</b>	<b>ReadOnly</b>	<b>Url</b>	<b>DictUrl</b>	<b>Mi</b>
4	<b>Bad configuration</b>								
5									
6									
7									
8									
9									
10									
11									
12									

... | pharamacy.site.classifiers | pharmacy.site.owner ...

Figure 19 Wrong URL for a thing

	A	B	C	D	E	F	G	H	I
1	pharmacy.owner								
2	Pharmacy owner as a person								
3	varname	varnameext	descr	Required	Mult	ReadOnly	Url	DictUrl	Mi
4	persondetails								
5	prefLabel		Name in English	+					
6	namenepali		Name in nepali	+					

Figure 20 It's OK

### On-screen layout

The basic configuration layout of an electronic form is in two columns. Depending on the room on the screen a form may be represented in two or one columns. In the case of the one-column representation, the second column will be placed under the first one.

The numbering of rows and columns starts from zero.

0,0	0,1
1,0	1,1

Figure 21. The two columns' layout

The height of components may be very different. Thus, placing one component in a cell (row, col) is almost unusable

**Name**

0,0

**Address**

Nepal

	Name ↓	Additional information
<input type="checkbox"/>	Bagmati Province	
<input type="checkbox"/>	Gandaki Province	
<input type="checkbox"/>	Karnali Province	1,0
<input type="checkbox"/>	Lumbini Province	
<input type="checkbox"/>	Province 1	
<input type="checkbox"/>	Province 2	
<input type="checkbox"/>	Sudurpaschim Province	

GIS Location (Please click here)

**Additional information**

0,1

Figure 22. The only cell is not enough

To avoid this, OpenRIMS provides the third coordinate – an order inside the cell. The order starts from zero and allows the place of many components in a cell.

**Name**

0,0,0

**Additional information**

0,0,1

**Address**

Nepal

	Name ↓	Additional information
<input type="checkbox"/>	Bagmati Province	
<input type="checkbox"/>	Gandaki Province	
<input type="checkbox"/>	Karnali Province	
<input type="checkbox"/>	Lumbini Province	
<input type="checkbox"/>	Province 1	
<input type="checkbox"/>	Province 2	
<input type="checkbox"/>	Sudurpaschim Province	

GIS Location (Please click here)

Figure 23. Cell and order inside a cell are acceptable

OpenRIMS layout editor allows the define and re-arrange components easily using the following rules:

- Columns number possible only 0 and 1
- Values of rows and orders allowed up to 89. Row number 100 is reserved for “things”



When the user tries to place a component in a busy position inside a cell, the rest of the components in this cell will be shifted down

## The component's configuration reference

### headings

Displays only a label or label and links to some external resource.

Parameter	Usage	Example
Minimal Offset		
Maximal Offset		
required		
mult		
Auxiliary Data		
url	Link to an external resource. Not mandatory	<a href="https://google.com">https://google.com</a>
dictUrl		
auxURL		
readOnly		
unique		
Name		
The pattern for the field or file names		

### strings

The single language text input field

Parameter	Usage	Example
Minimal Offset	min length in characters	3
Maximal Offset	max length in characters	1024
required	value is required	
mult		
Auxiliary Data		
url		
dictUrl		
auxURL		
readOnly	value is read-only	
unique	the value should be unique	
Name		
The pattern for the field or file names	Java Regular expression pattern <sup>2</sup>	[a-zA-Z]{3}

---

<sup>2</sup>

## literals

The multi-language test input fields

See “strings” above

## dates

Date input control

Parameter	Usage	Example
Minimal Offset	months from the current date	-3
Maximal Offset	months after the current date	3
required	value is required	
mult		
Auxiliary Data		
url		
dictUrl		
auxURL		
readOnly	value is read-only	true
unique		
Name		
The pattern for the field or file names		

## numbers

Number input field

Parameter	Usage	Example
Minimal Offset	min value	0
Maximal Offset	max value	1000000
required	value is required	
mult		
Auxiliary Data		
url		
dictUrl		
auxURL		
readOnly	value is read-only	
unique		
Name		
The pattern for the field or file names		

## logical

Yes/No/NA logical field

Parameter	Usage	Example
Minimal Offset		

Parameter	Usage	Example
Maximal Offset		
required		
mult		
Auxiliary Data		
url		
dictUrl		
auxURL		
readOnly	value is read-only	
unique		
Name		
The pattern for the field or file names		

## dictionaries

Allows selection from the pre-defined choices. For example

### System of Medicine

Product System Category Hierarchical / Allopathy

Name	Additional Information
<input checked="" type="checkbox"/> GA	The drugs under category "GA" may be sold by any seller on the basis of experience and even without the prescription of doctor and the presence of a pharmacist or a professional shall not be compulsory while selling the drug.
<input type="checkbox"/> KA	Category "KA" consists of narcotic and poisonous drugs and category. The drugs under this category shall be sold only on the prescription of a doctor and these drugs shall be sold by a pharmacist or professional himself or only in the presence of any one out of either a pharmacist or a professional.
<input type="checkbox"/> KHA	Category "KHA" consists Antibiotics, Hormones, etc. The drugs under this category shall be sold only on the prescription of a doctor and these drugs shall be sold by a pharmacist or professional himself or only in the presence of any one out of either a pharmacist or a professional.

20

Figure 24. The dictionary

Parameter	Usage	Example
Minimal Offset		
Maximal Offset		
required	at least one choice is required	
mult	It is possible to select more than one value on the last level of a dictionary	false
Auxiliary Data		
url	url of the dictionary	dictionary.guest.deregistration
dictUrl		
auxURL		
readOnly	value is read-only	
unique		

Parameter	Usage	Example
Name	For single-choice dictionaries copy values from the selected prefLabel and description to form's literal prefLabel and description if ones are existing	
The pattern for the field or file names		


## addresses

Address dictionary with the possibility to select geographical coordinates

### Address

Nepal / Bagmati Province / BHAKTAPUR

Name ↓	Additional information
<input checked="" type="checkbox"/> Bhaktapur Municipality	http://www.bhaktapurmun.gov.np/,
<input type="checkbox"/> Changunarayan Municipality	http://www.changunarayanmun.gov.np/,
<input type="checkbox"/> Madhyapur Thimi Municipality	http://www.madhyapurthimimun.gov.np/,
<input type="checkbox"/> Suryabinayak Municipality	http://www.suryabinayakmun.gov.np/,


20

GIS Location (Please click here)

Figure 25. The address control

Parameter	Usage	Example
Minimal Offset		
Maximal Offset		
required	selection and coordinates are required	
mult		
Auxiliary Data		
url	where to store and find	nepal.address
dictUrl		
auxURL		
readOnly	value is read-only	
unique		
Name		
The pattern for the field or file names		

## documents

Upload documents

## Photo of Pharmacy

File Name	Name ↓	Additional information
ma.txt	Building Photo	A recently taken photo of the building where the pharmacy will be located. The photo should not be older than 2 months.
Upload a file	Shutter Photo	A recently taken photo of the pharmacy outlet/shutter from which sales and distribution is handled. The photo should not be older than a month.

Figure 26. The file uploader component

Parameter	Usage	Example
Minimal Offset	wide of the image <sup>3</sup> in pixels. Not mandatory	300
Maximal Offset	height of the image in pixels. Not mandatory	300
required	at least one file should be uploaded	
mult		
Auxiliary Data		
url	where to store and find	pharmacy.documents
dictUrl	dictionary with the list of files to upload descriptions	dictionary.pharmacy.site.photos
auxURL		
readOnly	value is read-only	
unique		
Name		
The pattern for the field or file names	file types allowed <sup>4</sup>	.jpg,.png,.tiff

## resources

Download documents, pictures, and templates.

## Invoice

File Name	Name ↓	Additional information
owner_image.docx	1) If capital is up to 100,000	
Receipt for Capital of 1,00,001 to 5,00,000.docx	2) If capital is 100,001 to 500,000	
Receipt for Capital above 5,00,001.docx	3) if capital is above 500,000	

Figure 27. The file resource component

Parameter	Usage	Example
Minimal Offset		
Maximal Offset		

<sup>3</sup> In case if jpg, jpeg or png file will be uploaded. For other types of uploaded files will be ignored

<sup>4</sup> <https://developer.mozilla.org/en-US/docs/Web/HTML/Element/input/file> - see attribute "accept"

Parameter	Usage	Example
required		
mult		
Auxiliary Data		
url	Resource configuration URL	res.pharmacy.new.invoices
dictUrl		
auxURL		
readOnly		
unique		
Name		
The pattern for the field or file names		

## things

A sequence of electronic forms that placed at the right of the main form

Applications New applications Modifications De-registration Exit

### New Retail Pharmacy Privately Owned

Show print form Save Cancel

1

2...

5 of 6

[Pharmacy 20220217](#) / [Classifiers](#) / [Owners](#) / [Pharmacists](#) / [Report Payment](#) / [Next](#)

Invoice

File Name	Name	Additional information
owner_image.docx	1) If capital is up to 100,000	
Receipt for Capital of 1,00,001 to 5,00,000.docx	2) If capital is 100,001 to 500,000	
Receipt for Capital above 5,00,001.docx	3) If capital is above 500,000	

Mode of payment

Payment Options

	Name	Additional information
<input checked="" type="checkbox"/>	Cash	Pay directly in cash in DDA.
<input type="checkbox"/>	Cheque	Please make deposit of the cheque.
<input type="checkbox"/>	Electronic bank transfer	please, use electronic bank transfer to make payment.

Payment date

2/17/2022

Document Upload

File Name	Name	Additional information
ma.txt	1) Receipt/Voucher	Please upload a caned copy of the receipt from the cashiers office or a scanned copy of the voucher which was issued by the bank. Please make sure the receipt or voucher number match the number you have entered for this payment.
Upload a file	x) Other payment documents	May not be needed??

Receipt Number

12121edqa2

Name of Bank

Big Bank

Details of payment (i.e. Name of Pharmacy / bank reference number )

qwqwqwqw

[Pharmacy 20220217](#) / [Classifiers](#) / [Owners](#) / [Pharmacists](#) / [Report Payment](#) / [Next](#)

Figure 28. The main form and sub-forms

1. The main form. This form must contain a literal with the name prefLabel.
2. Additional forms that should be included using the “thing” class

Parameter	Usage	Example
Minimal Offset		
Maximal Offset		
required		
mult		
Auxiliary Data		
url	URL of an electronic form configuration. This form should not contain “things”, however, may contain any other component	retail.pharmacy.classifiers
dictUrl		
auxURL		
readOnly		
unique		
Name		
The pattern for the field or file names		

## persons

Allows adding detailed records to the main data. Examples are pharmacy owners to a pharmacy or warehouses the wholesaler.

### Owners

Figure 29. The "persons" component - detail records

Parameter	Usage	Example
Minimal Offset		
Maximal Offset		
required	at least one detailed record is required	
mult		
Auxiliary Data		
url	Where to store detail records	site.owners.persons
dictUrl		
auxURL	The configuration of the detail record electronic form. This configuration can contain the sequency of forms	site.owner.person
readOnly		
unique		
Name		
The pattern for the field or file names		

## schedulers

Allows to run another follow-up application after the application will be approved. Examples are “scheduled renewal payment”, “scheduled inspection”, etc.

schedule



Figure 30. The scheduler component


Parameter	Usage	Example
Minimal Offset	Offset in months from the current date to the minimal possible date to run the follow-up application	
Maximal Offset	Offset in months from the current date to the maximal possible date to run the follow-up application	
required	the scheduled date should fit the Minimal offset – Maximal offset criteria	
mult		
Auxiliary Data		
url	Where to store the scheduler?	pharmacy.site.renew
dictUrl		
auxURL	Which application should be scheduled?	application.pharmacy.renew
readOnly	Display only	
unique		
Name		
The pattern for the field or file names		

## registers

Provides assigning numbers, registration dates, and expiration dates like a typical filing system register.

certificate

Registration Date



Register Number

Expiry Date





Figure 31. The register component



Parameter	Usage	Example
Minimal Offset	Offset in months from the current date to the minimal possible registration date	-1
Maximal Offset	Offset in months from the current date to the maximal possible expiration date	
required	the dates should fit the Minimal offset – Maximal offset criteria	
mult	If true, the expiration date will be available. Otherwise, the registration date only.	
Auxiliary Data		
url	Where to store the register?	pharmacy.site.renew
dictUrl		
auxURL		
readOnly	Display date only	
unique		
Name		
The pattern for the field or file names	The registration number prefix. For most filing systems – the code of cases	MR/

atc

ATC codes for medicines

ATC Code

B04

ATC Code	ATC Name
A01AB04	amphotericin B
A02AB04	dihydroxialumini sodium carbonate
A03AB04	penthienate
A03BB04	fentonium
A03CB04	homatropine methylbromide and psycholeptics
A03DB04	butylscopolamine and analgesics
A06AB04	phenolphthalein
A07AB04	succinylsulfathiazole
A09AB04	citric acid
A10AB04	insulin lispro

< 1 2 3 4 5 6 7 8 9 >

10

ATC Code

ATC Code	ATC Name
A01AB04	amphotericin B

10

Figure 32. The ATC codes component

Parameter	Usage	Example
Minimal Offset		
Maximal Offset		
required	Require at least one code selected	

Parameter	Usage	Example
mult		
Auxiliary Data		
url	Where to store the selected codes?	medicinalproduct.productclassification
dictUrl	Where to find ATC codes	who.atc.human
auxURL		
readOnly	Display date only	
unique		
Name		
The pattern for the field or file names		

## legacy

Allows to select objects uploaded from the legacy data. Applicable for manual legacy data export, usage of the legacy data for new applications, etc.

### legacy

Search					
	Name	altLabel	Register Number	Registration Date	Expiry Date
<input type="checkbox"/>	Lion and Pan Pharmacy	Аптека Лев и Кастрюля	12345/2015	Jan 12, 2015	Feb 12, 2021
<input type="checkbox"/>	Moon and Eggs Pharmacy	Аптека Луна и Яичница	43211/2016	Jun 1, 2016	Jul 1, 2022

10

Figure 33. The legacy data component

Parameter	Usage	Example
Minimal Offset		
Maximal Offset		
required	Require the selection	
mult		
Auxiliary Data		
url	Where to store the selected codes?	pharmacies.registered.legacy
dictUrl	The kind of legacy data, e.g., pharmacies, medicines, etc.	legacy.pharmacies
auxURL		
readOnly	Display date only	
unique		
Name	See notes below	
The pattern for the field or file names		

Regardless of the configuration field “Name” value, such data will be copied to the form components:

1. “Name” to the literal “prefLabel”, if defined on the form

2. “altLabel” to the literal “altLabel”, if defined on the form
3. Registration date, expiration date, and register number to the register “legacyRegister”, if defined on the form

## intervals

The interval between two dates.

### Certificate validity dates

From

3/9/2022



To

3/9/2022



Figure 34. The interval component

Parameter	Usage	Example
Minimal Offset	The length of the interval in months	
Maximal Offset	The max in the interval, zero means no restrictions	
required	Minimal Offset and Maximal offset constraints should be applied	
mult		
Auxiliary Data		
url		
dictUrl		
auxURL		
readOnly		
unique		
The pattern for the field or file names		

## links

This component allows the usage of data from other applications. For example:

- Manufacturer's data in a medicinal product application
- Medicinal product data in an import permit application
- Facility data in a wholesaler application
- etc.

The only restriction is that the other application should be approved, but not de-registered yet.

20220217 Private Limited Pharmacy

/ Main unit,Pharmacy role in the cooperative

Pharmacy 20220310-1

/ Reserve warehouse,Pharmacy role in the cooperative

	Name ↓	Additional information
<input checked="" type="checkbox"/>	20220217 Private Limited Pharmacy	Bhaktapur Municipality,BHAKTAPUR,Bagmati Province,Nepal#,C) Community,Private,Pharmacy Service categories#,Cash,Payment Options#,GA,Allopathy,Product System Category Hierarchical#
<input checked="" type="checkbox"/>	Pharmacy 20220310-1	A) Lower level Health facility,Government,Pharmacy Service categories#,Bhaktapur Municipality,BHAKTAPUR,Bagmati Province,Nepal#,Cash,Payment Options#,GA,Allopathy,Product System Category Hierarchical#

10

Figure 35 The data of existing facilities are used in the application

Sometimes it will be necessary to identify the data from other applications. For example, a manufacturer may be identified by the role in the manufacturer process, i.e., finished product manufacturer, packager, etc.

The component “links” allows making the identification using a single–level dictionary facilities

20220217 Private Limited Pharmacy

Pharmacy role in the cooperative

	Name ↓	Additional information
<input type="checkbox"/>	Main unit	
<input type="checkbox"/>	Point of sale	
<input type="checkbox"/>	Reserve warehouse	

20

Figure 36 The dictionary allows making the identification

By default, the component “links” allows the usage of data only from applications that belong to the applicant. For example, the import permit application allows only medicinal products registered by the applicant.

It is possible to override this behavior by adding the prefix “all.” to the “url” field in the data configuration:

Parameter	Usage	Example
Additional Information	Help message that will be available permanently on the top. The usage of this parameter is necessary for a good usability	Figure 37 The additional information will improve the usability
Minimal Offset	Not used	
Maximal Offset	Not used	
required	At least one link should be selected	True
mult	Many links may be selected	True
Auxiliary Data		
url	Unique URL to distinct links. Mandatory. In addition, it controls the selection scope.	Figure 38 The scope will be by default - only the applicant's data  Figure 39 The default scope is overridden
dictUrl	Dictionary to identify the selected objects. Not mandatory	dictionary.cooperative.pharmacy.role See also: <a href="#">Error! Reference source not found.</a>
auxURL	URL under which stored registered objects. It is possible to comma separated a list of URLs. This field is mandatory	retail.site.owned.persons,pharmacy.retail.registered
readOnly	Will display only selected links along with the classifiers, if one	False
unique	Not used	
Name	Copy selected value to prefLabel and description	See Table 1 How selected value will be copied to literals if corresponding literals are defined in the form
The pattern for the field or file names	Not used	

## facilities

Select a pharmacy from the list, and, then, the role of the pharmacy in the cooperative

	Name ↓	Additional information
<input type="checkbox"/>	20220217 Private Limited Pharmacy	Bhaktapur Municipality,BHAKTAPUR,Bagmati Province,Nepal#,C) Community,Private,Pharmacy Service categories#,Cash,Payment Options#,GA,Allopathy,Product System Category Hierarchical#
<input type="checkbox"/>	20220310 pharmacy	C) Community,Private,Pharmacy Service categories#,Cash,Payment Options#,GA,Allopathy,Product System Category Hierarchical#,KA,Allopathy,Product System Category Hierarchical#,KHA,Allopathy,Product System Category Hierarchical#,Nepalgunj,BANKE,Lumbini Prov
<input type="checkbox"/>	Company 2 2022-02-09 Steen	B) Hospital,Private,Pharmacy Service categories#,Cash,Payment Options#,GA,Allopathy,Product System Category Hierarchical#,Gaumul Gaunpalika,BAJURA,Sudurpaschim Province,Nepal#,KA,Allopathy,Product System Category Hierarchical#,KHA,Allopathy,Product Syste
<input type="checkbox"/>	Company pharmacy	B) Hospital,Private,Pharmacy Service categories#,Bhaktapur Municipality,BHAKTAPUR,Bagmati Province,Nepal#,Budhinanda Municipality,BAJURA,Sudurpaschim Province,Nepal#,Cash,Payment Options#,GA,Allopathy,Product System Category Hierarchical#,KA,Allopathy,Pr
<input type="checkbox"/>	Glass Pharmacy Kathmandu	B) Hospital,Government,Pharmacy Service categories#,Bannigadhi Jayagadh Gaunpalika,ACHHAM,Sudurpaschim Province,Nepal#,Bhaktapur Municipality,BHAKTAPUR,Bagmati Province,Nepal#,Cash,Payment Options#,GA,Allopathy,Product System Category Hierarchical#,KA,A
<input type="checkbox"/>	Pharmacy 20220310-1	A) Lower level Health facility,Government,Pharmacy Service categories#,Bhaktapur Municipality,BHAKTAPUR,Bagmati Province,Nepal#,Cash,Payment Options#,GA,Allopathy,Product System Category Hierarchical#
<input type="checkbox"/>	Test allocation company retail nepalgunj pharmacy	B) Hospital,Private,Pharmacy Service categories#,Cash,Payment Options#,GA,Allopathy,Product System Category Hierarchical#,KA,Allopathy,Product System Category Hierarchical#,KHA,Allopathy,Product System Category Hierarchical#,Ratnanagar Municipality,CHITA
<input type="checkbox"/>	TEST New retail pharmacy company owned	A) Lower level Health facility,Government,Pharmacy Service categories#,Cash,Payment Options#,Diprung Chuichumma Gaunpalika,KHOTANG,Province 1,Nepal#,GA,Allopathy,Product System Category Hierarchical#,Patarasi Gaunpalika,JUMLA,Karnali Province,Nepal#

Figure 37 The additional information will improve the usability

Auxiliary Data

url

cooperative.warehouses

dictUrl

dictionary.cooperative.pharmacy.role

auxUrl

retail.site.owned.pvt

readOnly

No

unique

No

Name

No

Figure 38 The scope will be by default - only the applicant's data

Auxiliary Data

url

all.cooperative.warehouses

dictUrl

dictionary.cooperative.pharmacy.role

auxUrl

retail.site.owned.pvt

readOnly

No

unique

No

Name

No

Figure 39 The default scope is overridden

In case, of such configuration:

varName  
ingredients

varNameExt

Additional information  
Select ingredients from the list, and, then, role of this ingredient in medicine

Class  
links

Minimal Offset 0 Maximal Offset 0 required Yes mult No

screenposition  
row 0 col 0 ord 3

Auxiliary Data  
url coop.atc dictUrl

auxUrl who.atc.human readOnly No unique No Name Yes

The pattern for the field or file names

Figure 40 How to allow copy selected value to literals?

Table 1 How selected value will be copied to literals if corresponding literals are defined in the form

	Other references
<b>prefLabel</b>	prefLabel of the linked object
<b>description</b>	Description of the linked object

## droplist

The droplist is a simplified representation of a one-level, single-choice dictionary. For example, the dictionary.business.agreements can be represented as a droplist

-

In the agreement regarding to registration Ayurvedically drug store

In the agreement of being businessmen

In the agreement of being rich businessmen himself

In the agreement of keeping rich businessmen

Figure 41 A droplist looks like a general-purpose dropbox used by many Internet sites

Agreements

Add

Name	Additional information
<input type="checkbox"/> In the agreement of being businessmen	
<input type="checkbox"/> In the agreement of being rich businessmen himself	
<input type="checkbox"/> In the agreement of keeping rich businessmen	
<input type="checkbox"/> In the agreement regarding to registration Ayurvedically drug store	The form of this agreement you can found in Note 12/234 of the MOH order # 275 from Apr 22, 2021

20

Figure 42 dictionary.business.agreements

Unlike a general-purpose dropdown, the droplist allows additional information defined by the dictionary.

Upload the signed agreement

In the agreement regarding to registration Ayurvedically drug store

?

The form of this agreement you can found in Note 12/234 of the MOH order # 275 from Apr 22, 2021

Parameter	Usage	Example
Additional Information	Not used	
Minimal Offset	Not used	
Maximal Offset	Not used	
required	A value should be selected	True
mult	Not used	
Auxiliary Data		
url	Dictionary URL	
dictUrl	Not used	
auxURL	Not used	retail.site.owned.persons,p harmacy.retail.registered
readOnly	Display only selected value	true
unique	Not used	
Name	Allow copy selected value to prefLabel and additional information, if one, to the description	true
The pattern for the field or file names	Not used	