## 

## Example Document Template

This template has been created using Word.

To add placeholders, press **Ctrl + F9** to insert a field. Right-click and choose **Edit Field**. In the popup window choose **MergeField** from the list in the left and enter **$<placeholderName>** for Field Name.

Note that the field name is always prefixed by a dollar sign **„$“**.

If **<placeholderName>** is prefixed **„case.“**, the placeholder is resolved according to the SORMAS Data Dictionary and data from the SORMAS database is filled in.

For placeholders without this prefix, the user generating the document is prompted to provide a replacement text.

See below for examples.

## Data from the SORMAS Database

Examples:

**«$case.person.lastName», «$case.person.firstName»**

born:

«$case.person.birthDateDD».«$case.person.birthDateMM».«$case.person.birthDateYYYY»

«$case.person.address.street» «$case.person.address.houseNumber»

«$case.person.address.postalCode» «$case.person.address.city»

**Phone:** «$case.person.phone»

**Quarantine:**

from «$case.quarantineFrom» to «$case.quarantineTo»

## Custom Placeholders

For all placeholders not prefixed with **„case.“**, the user will be prompted to fill in a text:

Custom remark: **«$remark»**