

INSTRUCTIONS FOR CREATING SUBFORM: 3.5-CCTB-Quarterly

Follow these steps to create the form fields:

STEP 1: Create a Single Select field

Contractor: UNITY

Description: 3.5-Q-CCTB-1: Wipe Clean

Options: Yes, No

STEP 2: Create a Single Select field

Contractor: UNITY

Description: 3.5-Q-CCTB-2: Visual Inspection

Options: Yes, No

STEP 3: Create a Single Select field

Contractor: UNITY

Description: 3.5-Q-CCTB-3: Record Readings

Options: Yes, No