

INSTRUCTIONS FOR CREATING SUBFORM: 7.4-CON-Weekly

Follow these steps to create the form fields:

STEP 1: Create an Info Text field

Content: UBM

STEP 2: Create a Single Select field

Description: 7.4-4M-CON-17: WEEK1: Overhead Light cleaning

Options: Yes, No

STEP 3: Create a Single Select field

Description: 7.4-4M-CON-17A: WEEK2: Overhead Light cleaning

Options: Yes, No

STEP 4: Create a Single Select field

Description: 7.4-4M-CON-17B: WEEK3: Overhead Light cleaning

Options: Yes, No

STEP 5: Create a Single Select field

Description: 7.4-4M-CON-17C: WEEK4: Overhead Light cleaning

Options: Yes, No