

## INSTRUCTIONS FOR CREATING SUBFORM: 2.12-PCP-Monthly

**Follow these steps to create the form fields:**

### **STEP 1: Create an Info Text field**

**Content:** GSH

### **STEP 2: Create a Single Select field**

**Description:** 2.12-M-PCP-1: Verify no equipment has been left in override (hand/OFF instead of auto). Make corrections as required.

**Options:** Yes, No