

INSTRUCTIONS FOR CREATING SUBFORM: 7.4-PLT-Weekly

Follow these steps to create the form fields:

STEP 1: Create a Single Select field

Description: 7.4-4M-PLT-3: WEEK1: Buff Terrazzo Floor

Options: Yes, No

STEP 2: Create a Single Select field

Description: 7.4-4M-PLT-3: WEEK1: Buff Terrazzo Floor

Options: Yes, No

STEP 3: Create a Single Select field

Description: 7.4-4M-PLT-3A: WEEK2: Buff Terrazzo Floor

Options: Yes, No

STEP 4: Create a Single Select field

Description: 7.4-4M-PLT-3B: WEEK3: Buff Terrazzo Floor

Options: Yes, No

STEP 5: Create a Single Select field

Description: 7.4-4M-PLT-3C: WEEK4: Buff Terrazzo Floor

Options: Yes, No