

## INSTRUCTIONS FOR CREATING SUBFORM: 7.4-WW-Monthly

**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-M-WW-1: Clean Escalator Wellway

**Options:** Yes, No

### **STEP 3: Create a Single Select field**

**Description:** 7.4-M-WW-1: Clean Escalator Wellway

**Options:** Yes, No