

INSTRUCTIONS FOR CREATING SUBFORM: 7.4-BHR-Daily

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: 7.4-31M-BHR-1: DAY1: Clean BOH restroom.

Options: Yes, No

STEP 3: Create a Single Select field

Description: 7.4-31M-BHR-1A: DAY2: Clean BOH restroom.

Options: Yes, No

STEP 4: Create a Single Select field

Description: 7.4-31M-BHR-1AA: DAY28: Clean BOH restroom.

Options: Yes, No

STEP 5: Create a Single Select field

Description: 7.4-31M-BHR-1AB: DAY29: Clean BOH restroom.

Options: Yes, No

STEP 6: Create a Single Select field

Description: 7.4-31M-BHR-1AC: DAY30: Clean BOH restroom.

Options: Yes, No

STEP 7: Create a Single Select field

Description: 7.4-31M-BHR-1AD: DAY31: Clean BOH restroom.

Options: Yes, No

STEP 8: Create a Single Select field

Description: 7.4-31M-BHR-1B: DAY3: Clean BOH restroom.

Options: Yes, No

STEP 9: Create a Single Select field

Description: 7.4-31M-BHR-1C: DAY4: Clean BOH restroom.

Options: Yes, No

STEP 10: Create a Single Select field

Description: 7.4-31M-BHR-1D: DAY5: Clean BOH restroom.

Options: Yes, No

STEP 11: Create a Single Select field

Description: 7.4-31M-BHR-1E: DAY6: Clean BOH restroom.

Options: Yes, No

STEP 12: Create a Single Select field

Description: 7.4-31M-BHR-1F: DAY7: Clean BOH restroom.

Options: Yes, No

STEP 13: Create a Single Select field

Description: 7.4-31M-BHR-1G: DAY8: Clean BOH restroom.

Options: Yes, No

STEP 14: Create a Single Select field

Description: 7.4-31M-BHR-1H: DAY9: Clean BOH restroom.

Options: Yes, No

STEP 15: Create a Single Select field

Description: 7.4-31M-BHR-1I: DAY10: Clean BOH restroom.

Options: Yes, No

STEP 16: Create a Single Select field

Description: 7.4-31M-BHR-1J: DAY11: Clean BOH restroom.

Options: Yes, No

STEP 17: Create a Single Select field

Description: 7.4-31M-BHR-1K: DAY12: Clean BOH restroom.

Options: Yes, No

STEP 18: Create a Single Select field

Description: 7.4-31M-BHR-1L: DAY13: Clean BOH restroom.

Options: Yes, No

STEP 19: Create a Single Select field

Description: 7.4-31M-BHR-1M: DAY14: Clean BOH restroom.

Options: Yes, No

STEP 20: Create a Single Select field

Description: 7.4-31M-BHR-1N: DAY15: Clean BOH restroom.

Options: Yes, No

STEP 21: Create a Single Select field

Description: 7.4-31M-BHR-1O: DAY16: Clean BOH restroom.

Options: Yes, No

STEP 22: Create a Single Select field

Description: 7.4-31M-BHR-1P: DAY17: Clean BOH restroom.

Options: Yes, No

STEP 23: Create a Single Select field

Description: 7.4-31M-BHR-1Q: DAY18: Clean BOH restroom.

Options: Yes, No

STEP 24: Create a Single Select field

Description: 7.4-31M-BHR-1R: DAY19: Clean BOH restroom.

Options: Yes, No

STEP 25: Create a Single Select field

Description: 7.4-31M-BHR-1S: DAY20: Clean BOH restroom.

Options: Yes, No

STEP 26: Create a Single Select field

Description: 7.4-31M-BHR-1T: DAY21: Clean BOH restroom.

Options: Yes, No

STEP 27: Create a Single Select field

Description: 7.4-31M-BHR-1U: DAY22: Clean BOH restroom.

Options: Yes, No

STEP 28: Create a Single Select field

Description: 7.4-31M-BHR-1V: DAY23: Clean BOH restroom.

Options: Yes, No

STEP 29: Create a Single Select field

Description: 7.4-31M-BHR-1W: DAY24: Clean BOH restroom.

Options: Yes, No

STEP 30: Create a Single Select field

Description: 7.4-31M-BHR-1X: DAY25: Clean BOH restroom.

Options: Yes, No

STEP 31: Create a Single Select field

Description: 7.4-31M-BHR-1Y: DAY26: Clean BOH restroom.

Options: Yes, No

STEP 32: Create a Single Select field

Description: 7.4-31M-BHR-1Z: DAY27: Clean BOH restroom.

Options: Yes, No