# INSTRUCTIONS FOR CREATING SUBFORM: 3.8-UPSRBATT2KVA-Semi-Annual

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

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

### STEP 2: Create a Single Select field
**Description:** 3.8-SA-UPSRBATT2KVA-6: System Operation Check
**Options:** Yes, No

### STEP 3: Create a Single Select field
**Description:** 3.8-SA-UPSRBATT2KVA-7: Verify UPS is supporting critical load and no alarms are present
**Options:** Yes, No