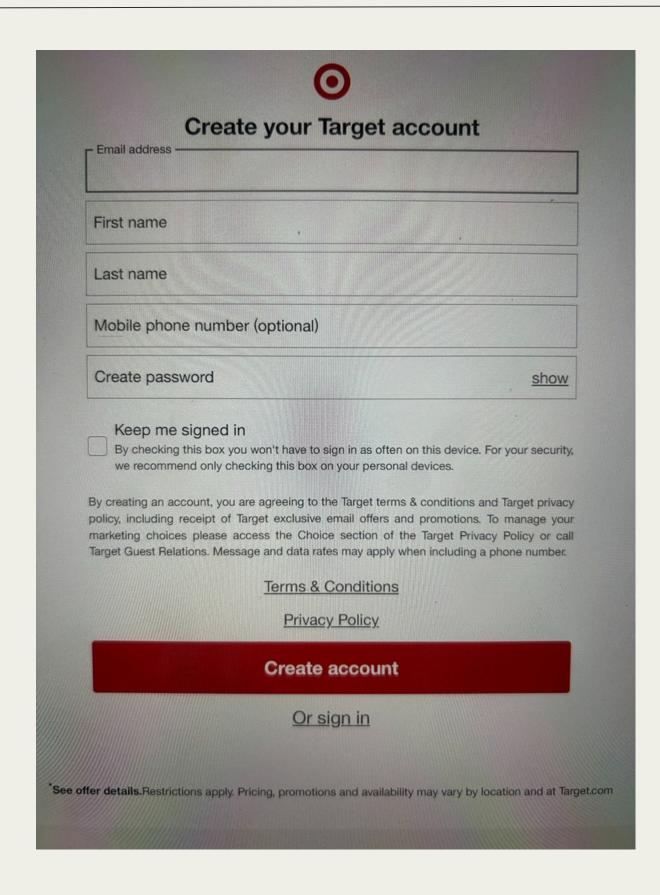
Week 3 BPI

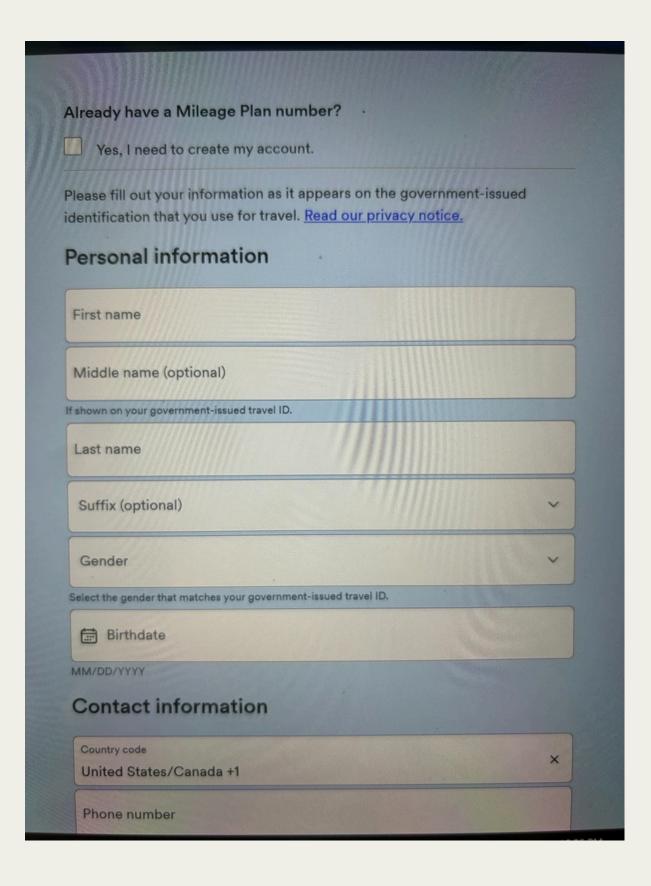
GOOD FORMS, BAD FORMS, & FORMBUILDER

GOOD FORMS

- Only extract the necessary information
- Use single columns as opposed to multiple
- Clearly communicate errors
- Provide context via inline validation
- Order form by difficulty (Easiest-Hardest)
- Automated suggestions & saved data

EXAMPLES OF GOOD FORMS



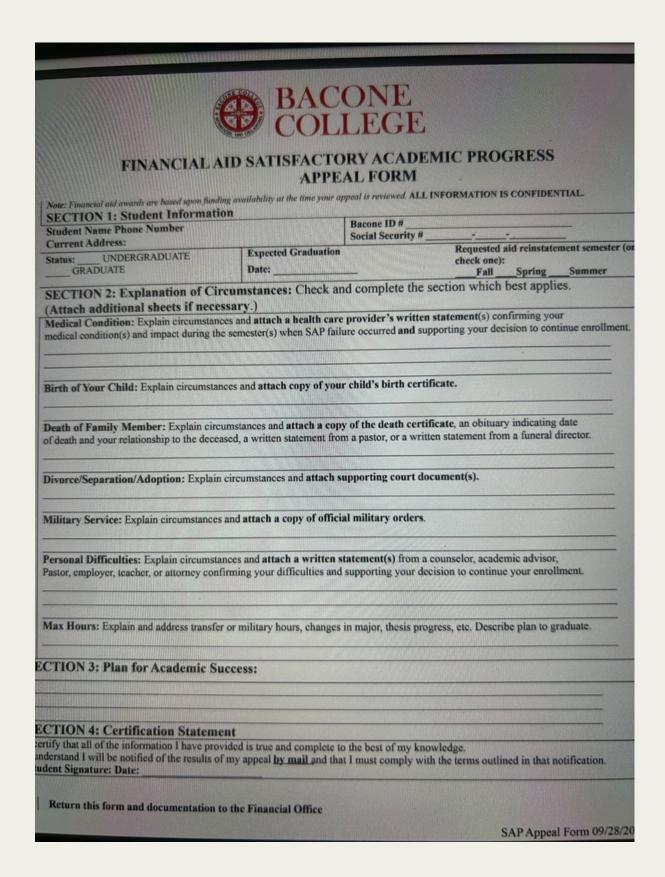


BAD FORMS

- Wants a lot of information about the user
- Usage of multiple columns
- Only notifies users of error at the end
- No context on how to fill out the form
- Uses "Submit" rather than "Confirm Order"
- Drop-down boxes are regularly used

EXAMPLES OF BAD FORMS

U.S. Passpo The U.S. passpo Regular Bo	lect document(s) for which you are applying: Ort Book U.S. Passport Card Book ort card is not valid for international air travel. (See Instruction Page 3) solk (Standard) Large Book (Non-Standard) ge book is for frequent travelers who need more visa pages. Middle	D O S NFR End. # Exp.
Date of Birth (mm/ Security Nu Mailing Address Line 1:(Street)	M F X Changing gender marker? Yes Yes 6. Email (See application status at passpor	Mark Herinalds Principalista
City	nt, Suite, etc. If applicant is a chilid, write "In Care Of" the pastern of the p	Country (if outside the United States)
A	B. 10. U.S. Passport Information	eyar name unanye. Allaun additional payes ii needda
STAPLE STAPLE	Your name as printed on your most recent U.S.	passport book and/or passport card
2" x 2" FROM	Most recent U.S. passport book number	Book Issue Date (mm/dd/yyyy)
Attach a color photograph taken within the last six more	Most recent U.S. passport card number	Card Issue Date (mm/dd/yyyy)
YOU	MUST SIGN AND DATE THE APPLICATION IN THE	· Control of the Cont
"Acts or Conditions" on page 4 of the correct; 3) I have not knowingly with this application is a genuine, or	Ill of the following: 1) I am a citizen or non-citizen national of the instructions of this application (unless explanatory statement is and willfully made false statements or included false docume unrent photograph of me: and 5) I have read and understood the	attached); 2) the statements made on the application are trents in support of this application; 4) the photograph sulwarning on page 4 of the instructions to the application form
XApplicant's Legal Signature - age 16 and older		Date
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FORMBUILDER

This week we learned some of the basics of the application FormBuilder.

We read tutorials on how to use the different parts such as form: Groups, Settings, Phases, and Questions.

Form Responses and Payments were some of the topics I found the most interesting.



FORMBUILDER CONCERNS

- Same vs. New Window
- When you open a form, it turns blue. Is it beneficial to only have the last opened form turn blue.



CONCERNS

- Link to the test environment was unable to function on my end
- Struggled understanding the Payment aspect of FormBuilder
- Clarification on the Professional Development activities

Any Questions?