**Contact Form- Instructions for Majestic Form**

Majestic.com offers a free PHP form that allow you to make a HTML form for your website and send form data to your email. The form uses three files which are located in the Class Folder on OneDrive in Resources | Week 12 - Forms:

* contact-me-test.html
* contact-form.css
* contact-form-process.php

The **HTML file** will be your contact page on your website. You will need to copy the form code into your page template and save it as contact-me-test.html on your website server.

The **CSS file** is not necessary, but it provides styles, positioning and alignment for the form on your page. You can change the CSS to match your website or other styles that you would like to use.

The **PHP file** is the code that allows the server to collect data and send it to the email address of your choice.

**Important**: Make sure that you upload **all three files** to your website server. The web host provides a necessary PHP module that allows the form to process correctly. If you try it locally or if you are not using a web host that has PHP installed, it will not work. One way to check is if clicking Submit returns a thank you page or just the PHP script. If you see the script, it is not accessing PHP.

**What You Need to Do**

On **contact-form-process.php** near the top, there are two items that you need to change before you save and upload the file to your server:

// EDIT THE 2 LINES BELOW AS REQUIRED

$email\_to = "nwhysel@citytech.cuny.edu";

$email\_subject = "New form submissions";

That’s it.

Next, upload all three files to your server, and load the **contact-me-test.html** page in a browser. Fill out the form and click Submit. You should get an email within a few minutes.

When you are satisfied that it works, send me a link to your contact-me-test.html file in Blackboard for the Week 12 assignment. For your grade, I will fill out your form and when you get my email, reply to me that you got it. This will be graded on a complete/incomplete basis. You’ll get an A when it works.

**Adding the Contact Page to your Website**

When you have a working contact form, you can make a page for your website that uses the page template you have been working on. To do that, make a copy of the page template and save it as contact-me.html (or whatever your navigation link is) and insert the contact form script from the contact-me-test.html. Be sure that the Contact link in your navigation is pointing to the correct file on all of your pages.

**If You Want to Change the Way the Form Looks**

You may decide that you do not like the way the form looks, or that you want to add more questions to get more information from your website users.

Feel free to change the CSS in **contact-form.css** page to change fonts, input widths, etc.

**If You Want to Make a Separate Thank You Page or Redirect to the Home Page**

You can set the PHP script to load a new page after processing the form instead of just the “Thank you for sending a message” text.

In the contact-form-process.php file, replace the part near the bottom where it says “Thank you for..." with the following lines:

<!-- include your success message below -->

Thank you for submitting your message. Please wait a moment for the main site to load. <meta http-equiv="Refresh" content="1; url=https://www.[your domain].com">

Be sure to change **[your domain]** to your web domain, or if you want to make a separate thank you page, you can create an HTML Page called thank-you.html and change the url in the code to https://www.[your web domain]/thank-you.html

**If You Want to Add More Fields**

If you add input fields, you will need to make sure that they are included in the **contact-form-process.php** file or the form will not process those fields and you will not get the data in your email.

You will see parts of the php file that look like the following:

Lines 19-21:

!isset($\_POST['Name']) ||

!isset($\_POST['Email']) ||

!isset($\_POST['Message'])

So what you need to do is add a line with the name of the fields that you are adding.

For example, if you are adding a phone number field, you would add the following line:

!isset($\_POST['Name']) ||

!isset($\_POST['Email']) ||

!isset($\_POST['Phone Number']) ||

!isset($\_POST['Message'])

There are other places on the PHP script where you would need to add a line for each additional field.

Lines 26-29 (numbering will change if you add a line above):

$name = $\_POST['Name']; // required

$email = $\_POST['Email']; // required

$message = $\_POST['Message']; // required

Lines 59-61 (numbering will change if you add a line above):

$email\_message .= "Name: " . clean\_string($name) . "\n";

$email\_message .= "Email: " . clean\_string($email) . "\n";

$email\_message .= "Message: " . clean\_string($message) .