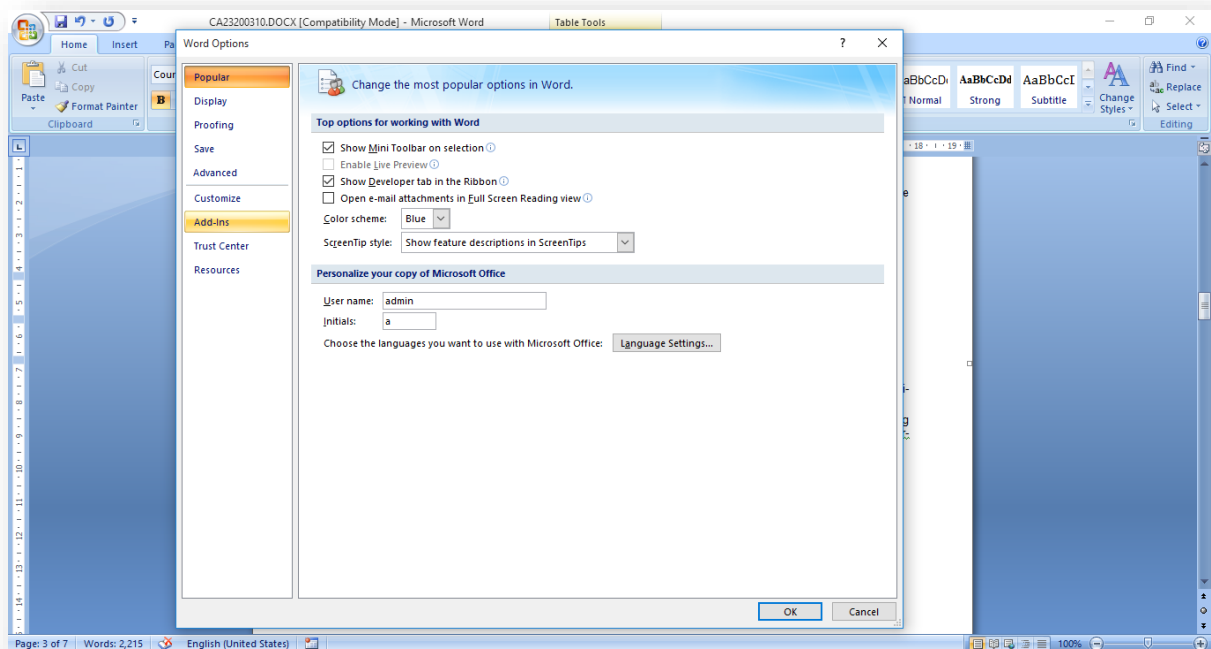
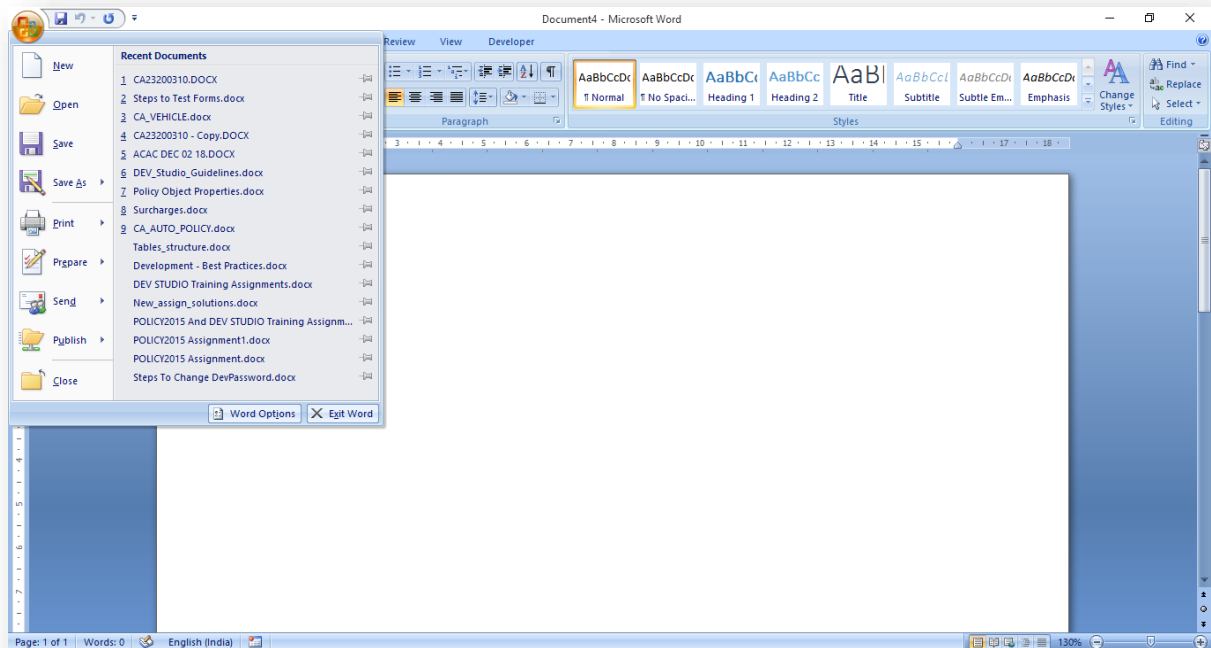
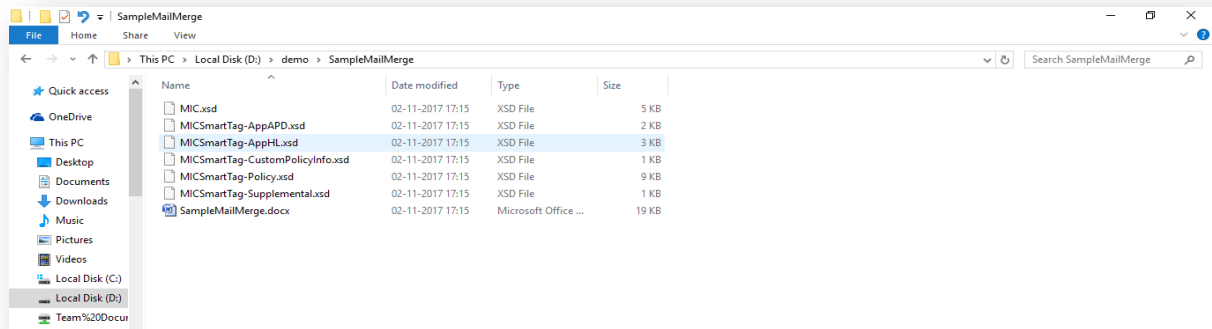


Steps to Design Forms Template using MSWORD-2007

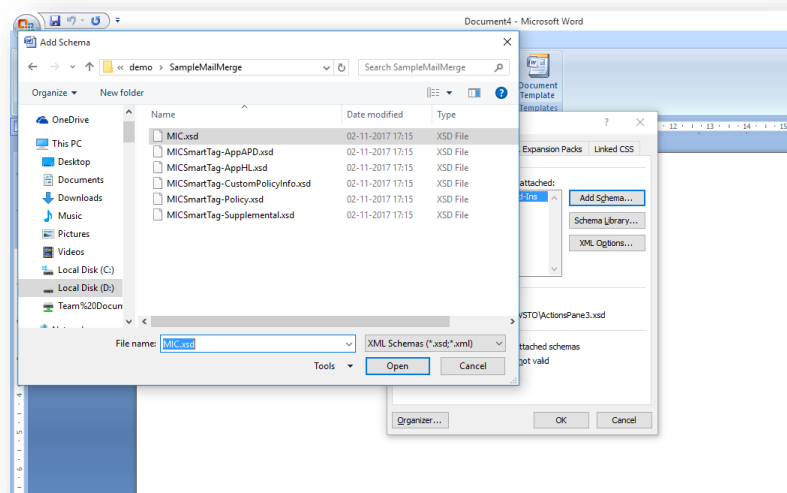
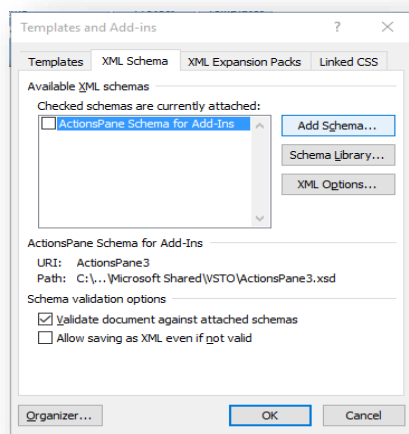
1] Make sure that *Developer* tab is present. If not enable it (Use Word 2007 Help on how to enable Developer tab). Go to Office Button available on extreme top left → Word Options → Click on Check Box of “Show Developer tab in the Ribbon”.



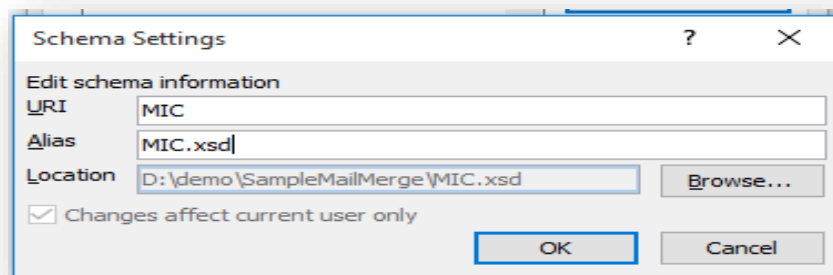
2] Copy “SampleMailMerge” folder provided by the team/from portal. SampleMailMerge folder would contain 6 .xsd files.



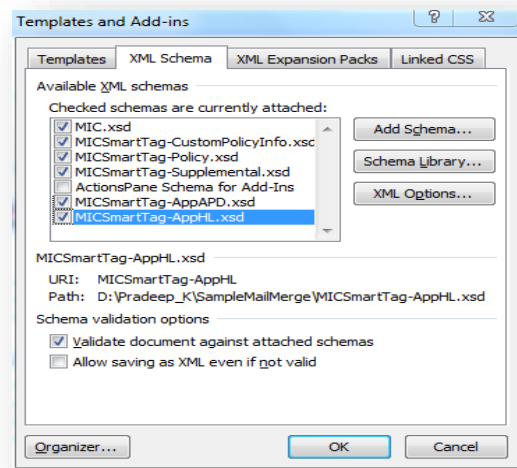
3] Then Click on Developer tab → Schema button to add *schema*. It would open “Template and Add-ins” pop up. Then click on “Add Schema” button.



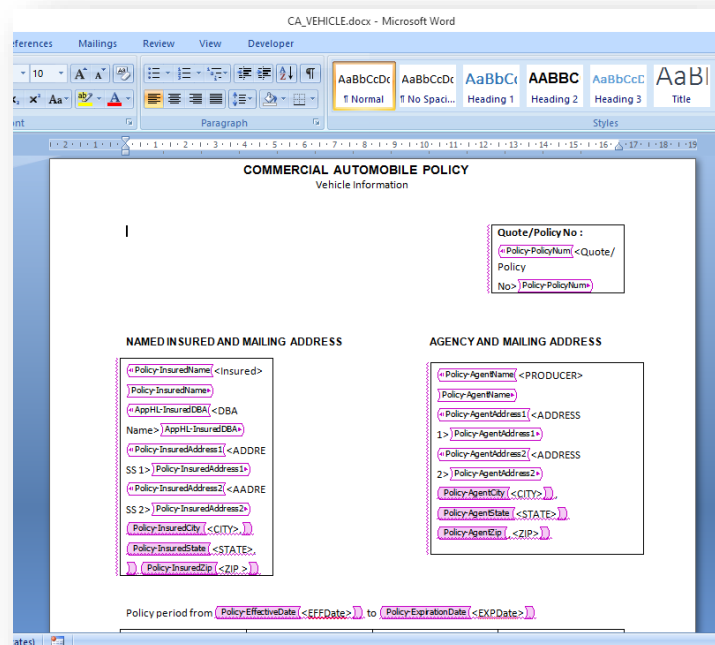
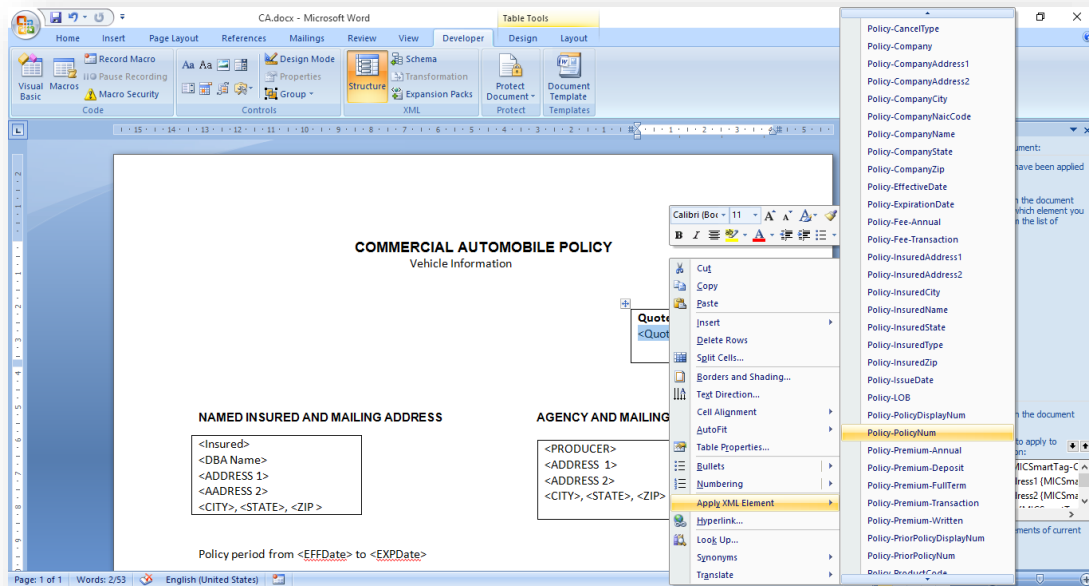
4] Navigate till “SampleMailMerge” folder copied on local system. Select MIC.xsd and it would open below mentioned pop-up enter value as MIC in “URI” and Alias as “MIC.xsd”. Repeat same for remaining 5 .xsd as well.



5] After adding all .xsd select the checkboxes for every schema as available on below mentioned pop-up.



6] To map a Smart Tag on any part of form we need to write a text for e.g Policy Number<Policy Number> then Select <Policy Number> and right click and select “Apply Xml element” → Policy-PolicyNum. Same way we can add smart tags for all remaining text.



Steps to retrieve data using SQL & Data Tags

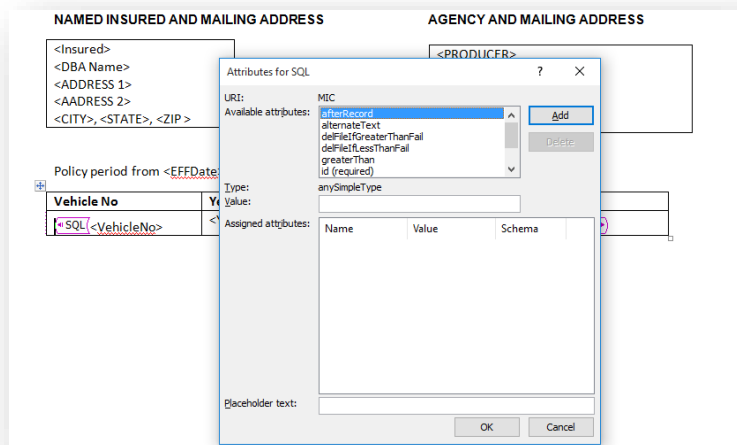
1] To retrieve data using SQL query we use SQL tags.

e.g We have to retrieve Vehicle No, Year, Make, Model from MIS_VEHICLES Table for policy.

Select whole row of vehicle and right click and select "Apply Xml element" → SQL. Make sure the SQL tag should be apply to whole row like shown in below screen shot.

Policy period from <EFFDate> to <EXPDate>			
Vehicle No	Year	Make	Model
<SQL><VehicleNo>	<Year>	<Make>	<Model><SQL>

2] We have to add some mandatory attributes on SQL tag to retrieve data using SQL query. To access the attributes of any XML Tag, right click the SQL tag and click on the "Attributes" menu. In the Dialog box that appears, users can select an attribute and type the value into the Value text box.



Now to add follow attribute for SQL Tags.

1] Id: It is required attribute. It is use to assign unique name to query which is used by DATA tag to uniquely map the SQL query data.

Eg We assign id as "q1" which can be used by data tag to map query data.

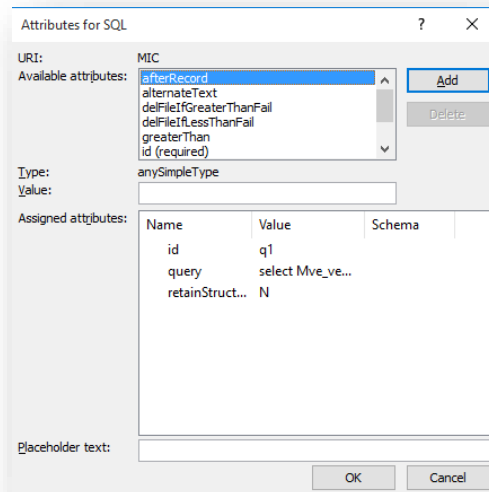
2] query: It is required attribute used to retrieve the data using SQL query

eg To retrieve vehicle data follow query is added for query attribute

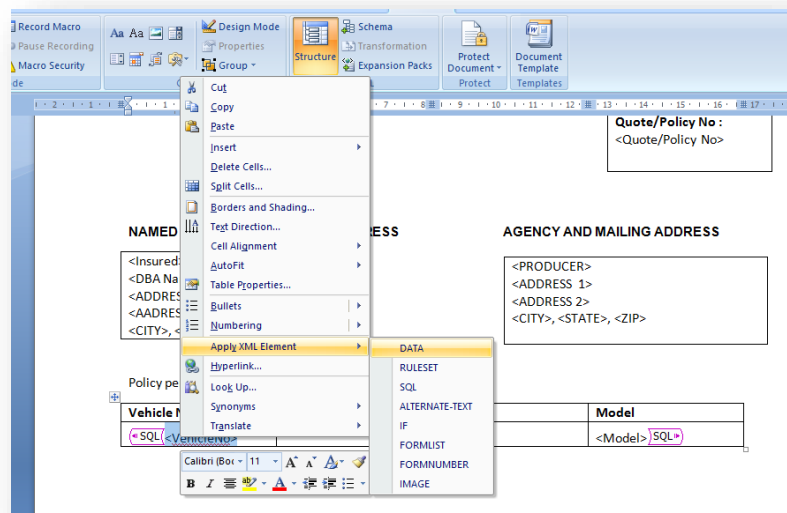
select Mve_vehicle_no,mve_year,mve_make,mve_model from mis_vehicles where mve_entity_reference='\${var:request('entityReference')}

\${var:request('entityReference')} : in above replace this text with policy/quote number.

3] retainStructure: It is use to retain table structure when no data is return by sql query.



3] DATA tags are used to print result of query executed by SQL Tags. Data Tags must be in the scope of the SQL tag it refers to. This means the SQL Tag should surround the DATA Tag. To apply data tag right click on text and select "Apply Xml element" → DATA.



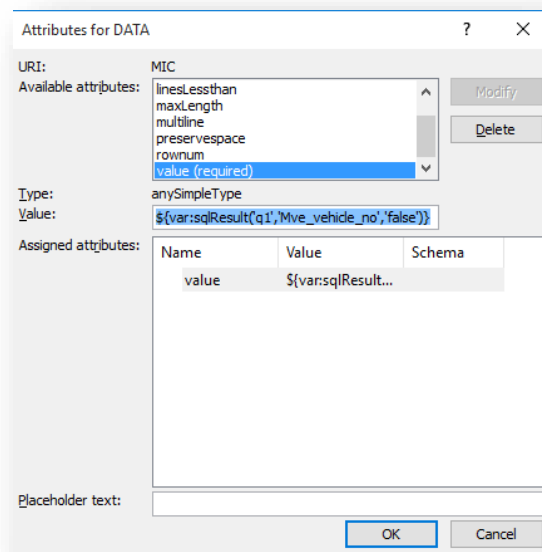
Policy period from <EFF-Date> to <EXPDate>

Vehicle No	Year	Make	Model
«SQL («DATA <VehicleNo> » » »	«DATA <Year> » »	«DATA <Make> » »	«DATA <Model> » »
«SQL <EXPDate> » »			«SQL <EFF-Date> » »

4] Now add attribute for DATA tag right click the DATA tag and click on the "Attributes" menu to print result of query executed by SQL Tags,

eg set Value attribute of data tag for “Vehicle-no” to print sql query result same update data tag attributes of year,make,model and test the form template.

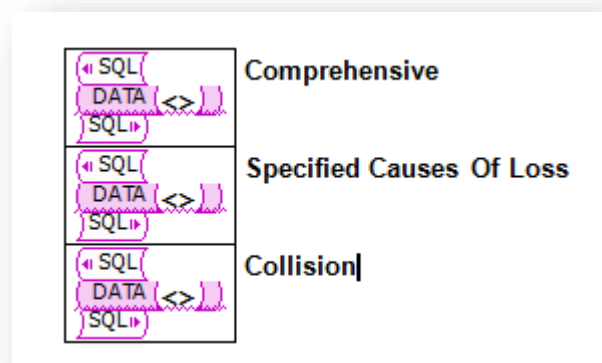
```
${var:sqlResult('q1','Mve_vehicle_no','false')}
```

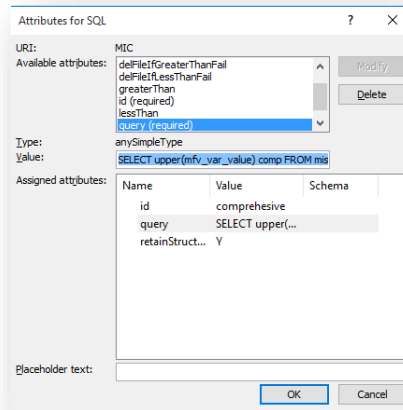


Step to add User variable in form template

1] Add SQL & data tags on boilerplate text.

Eg : Add 3 user variables in CA23200310 form template to use as a check box.



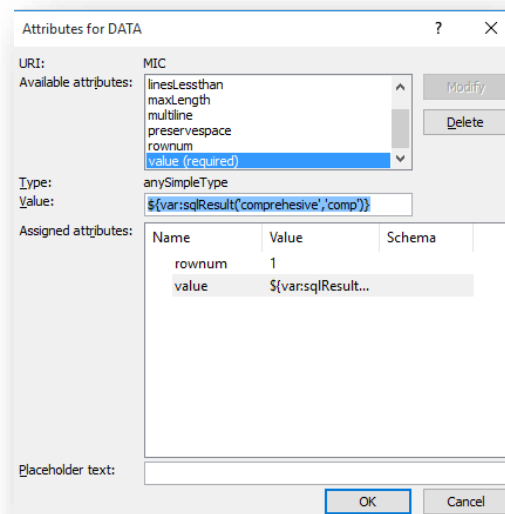


SELECT upper (mfvar_value) comp FROM mis_form_vars where
mfvar_policy_reference='\${var:request('entityReference')}' AND mfvar_form_number='CA23200310'
AND mfvar_var_name='01_Comp'

- 2] Again select the text → Right click → Attribute → Select Value(Required) available under Available attributes option → Under value option paste below mentioned text `${var:sqlResult('QueryID','Column1')}`. Where QueryID is ID of SQL query created on above step and Column1 is the column selected on select query.

Set value attributes of data tag to print SQL tag result which is retrieve from mis_form_vars table.

Set `${var:sqlResult('comprehensive','comp')}` to value attribute.



Note: Make sure before adding user variables in form add user variables on DevStudio forms screen variables tab.