


# Adding the Online Form Introduction Content\_v1


## Locating your Online Form Introduction


Once you have the list of forms open, click the form to which you want to add questions. The structure of the form opens. Check this over while you have it open to ensure it's the way you want it to look. The form introduction is what the visitor sees when they click the form to fill it out. To edit this part of the form, click the link (see below) labeled **View and Update the form introduction here** from the page that opens when you click a form to edit it.


### Online Form Adoption Application

[« Online Forms](#)

 Questions (0)

 Steps (0)

 Submitted Forms (0)

 Get iFrame HTML

**Name** Adoption Application

**Type** Adoption

**Security** Public

**Allow multiple submissions by one user?** No

**Allow unregistered users to submit this form?** No

**Show all questions on one page?** No

**Submission Fee**

**Form Submission Comment**

**Form Introduction** [View and update the form introduction here.](#)

**Default Assignee** None

**Alert Email Addresses**

**Reply to Email Address**

**Contact Fields Collected** Address  
Home Phone  
Work Phone  
Cell Phone  
Alternate Email  
Pager/Text Email

**Status** Disabled

**Pages**

**Questions** 0

Delete

Edit

## Editing the form introduction

Clicking the link opens the familiar WYSIWYG editor you've seen in other areas of your account. You can apply limited formatting to the introduction (bold, italics, underlining) as well as choose from font styles and size. Write or rewrite the introduction, then click the **Save Content** button beneath the editor.

# Edit Content: Online Form Content Area

[« Web Page List](#) [« Online Form Content Area](#)



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