



# Adobe LiveCycle ES - Form Designer

**Duration:** 2 Days

## **Overview:**

This course will provide delegates with the techniques for developing forms for data capture and data display using Adobe LiveCycle Designer ES. By the end of the course you will know how to create static as well dynamic, interactive, data-bound forms including input validation.

## **Pre Requisites:**

A basic understanding of the computer operating system you are using and Adobe Acrobat

## **Introduction**

Understanding forms in Adobe LiveCycle ES (static vs Dynamic forms)

## **Navigating the LiveCycle Designer ES interface**

Welcome Screen

New Form Assistant

Using How To menu

Adobe Designer Help

Changing Views (Body, Masters, XML, PDF)

Status Bar

Palettes (docking, floating, expanding & hiding)

Rulers, Grids, Guidelines, Object Boundaries, Long Cross hairs

Zoom

Find, replace

Customising Toolbars & Options

## **Designing Print Forms**

Building a new form

Using Built in Templates

Import PDF Documents

Adding & deleting body pages

Adding text, graphics & content to the form body (using Library items)

Adding shapes

Draw, Page & Field Objects

Adding & using custom Library items

Keep Drawing Tool

Duplicate & Copy Multiple commands

Buttons (print, submit &

# Adobe Acrobat LiveCycle

## Designing Interactive Forms

- Adding and configuring interactive form objects
- Previewing an interactive form
- Controlling tab order, presence, and accessibility
- Creating and using tables
- Organizing forms using subforms and object naming
- Submitting interactive data using email

## Modifying & Editing Forms

- Hierarchy Palette
- Form Properties
- Font & Paragraph properties
- Group, Ungroup & merge objects
- Layout (size & position, anchoring, margins & captions)
- Accessibility
- Alignment, distribution, arrangement
- Borders & Backgrounds
- Locking Text, Static Objects & Fields
- Script Editor

## Controlling User Input and Data Display

- Formatting and validating user input
- Setting and using locale information
- Applying display and edit patterns
- Applying validation patterns

## Saving & Printing

- Saving Formats (static vs dynamic)
- Saving for previous versions of Acrobat
- Embedding fonts
- Working with templates
- Setting up the Template manager
- Publishing to Repository
- Printing Forms

## Dynamic Forms

- Describing Dynamic Forms
- Dynamic form components
- Planning the design of dynamic forms
- Understanding subforms in dynamic forms
- Creating a subform set
- Using expanding tables in dynamic forms
- Dynamically adding and removing table rows
- Form options
- Working with Master Pages and global field bindings
- Working with the scripting environment
- Working with floating fields
- Using subforms in dynamic forms

## **Adobe Acrobat LiveCycle**

Overflow Headers and Trailers  
Allowing tables to flow over multiple pages  
Creating and using form fragments  
Creating document variables  
Creating script objects  
Enhancing the Form using Script