



**HanDBase®**

**Forms Desktop for Windows  
Version 4  
Manual**

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# HanDBase Forms

## Introduction

### What is HanDBase Forms?

HanDBase Forms is an Add-On utility that works with HanDBase Desktop for Windows.

This tool makes it possible to create custom forms to replace the New/Edit Record screen.

### What packages include HanDBase Forms?

HanDBase Forms is available as part of the following packages. Also, if you are a Palm OS user the handheld application is available separately if you use a Macintosh or Other desktop OS. Palm OS users that purchase the HanDBase Forms for Palm OS separately and use Windows will get the handheld and desktop applications.

- HanDBase for Palm OS Professional edition
- HanDBase for Pocket PC Professional edition
- HanDBase for Palm OS Enterprise edition
- HanDBase for Pocket PC Enterprise edition

## System Requirements

Please note, the memory requirements are for the applications themselves. The forms you create and the databases you create the forms for will require additional memory. The larger your database files and the more complex your forms the more memory that will be required.

### Windows Desktop

- 2 MB of available hard drive space
- 256 MB of RAM is recommended
- Windows 95, 98, 98 SE, ME, NT 4.51, 2000 or XP
- HanDBase Desktop version 3.0 or higher

## Getting Started

### Program Registration

In order to use your registered version of HanDBase Forms you will need to enter your 16 digit License Key.

If you purchased this software online or directly from DDH Software then you were either provided your License Key at the time of purchase or you can obtain your License Key by logging into the DDH Software website using the email address you registered with and the password you were provided when you registered.

If you purchased this software in a retail outlet then this License Key is printed on the insert to the package for the software. Be sure to use the correct code for your handheld and desktop platforms. You will also want to follow the instructions for registering the software so that you can download future updates and receive Technical Support.

You will be prompted to enter your License Key during the installation process. Once entered you will be able to use the HanDBase Forms you are registered for.

## Installation

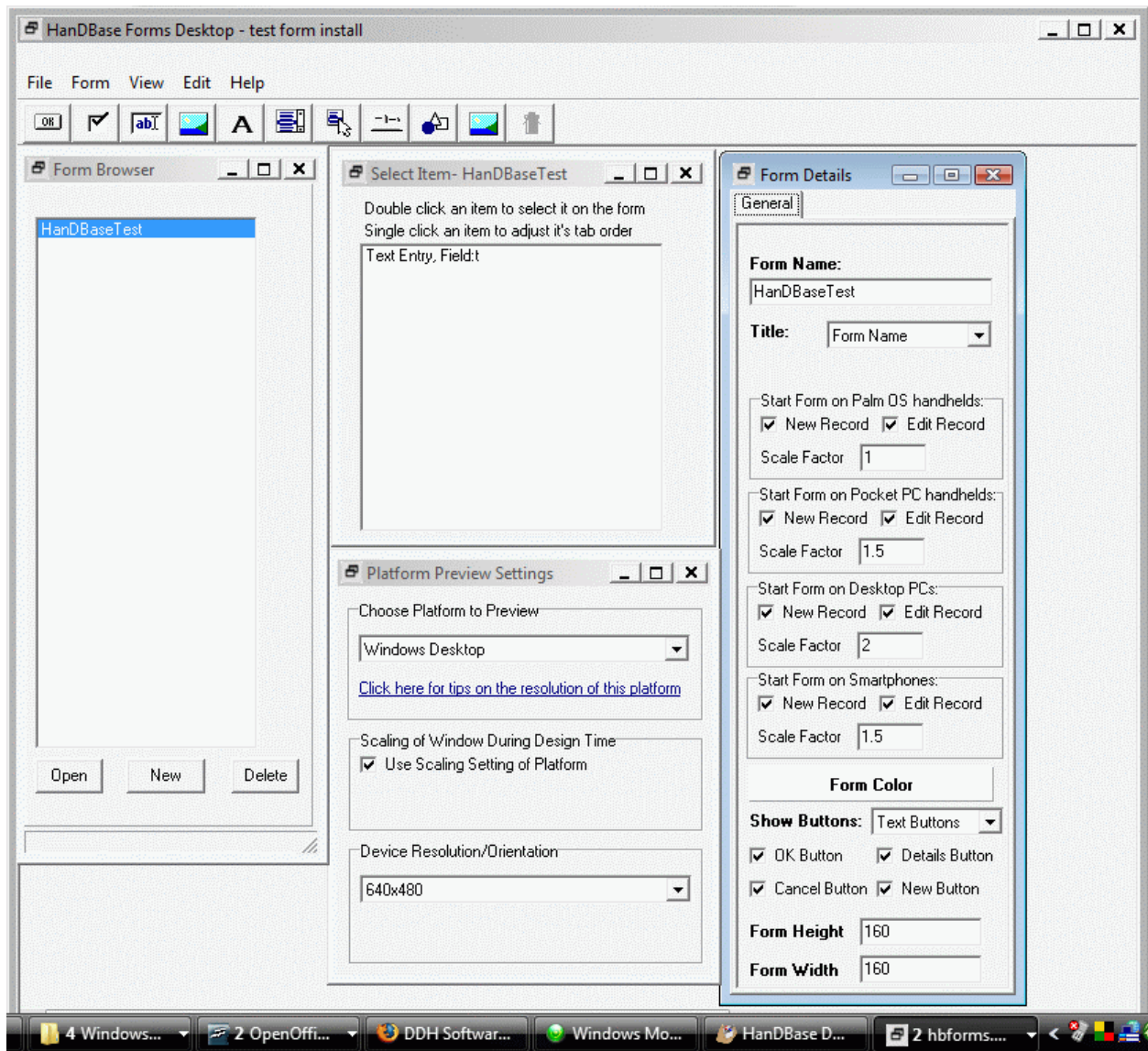
The desktop application is installed when you run the installation program you downloaded from the DDH Software, Inc. Website.

## Using HanDBase Forms

### Introduction

The following sections describe how to use the HanDBase Forms application to create custom forms for your databases. Because the majority of the steps and settings are the same between the Palm OS handheld application, the Pocket PC/Windows Mobile handheld application and the HanDBase Forms Desktop the information has been combined. Where there are differences they are noted.

# HanDBase Forms Interface



Above you see the standard HanDBase Forms Desktop interface. The window to the left shows the Forms Designer. The window to the right shows a Details dialog. The Details dialog will change depending on what item is highlighted, the form or a specific control on the form. At the top of this window you see the ToolBar with all the available Controls that you can add to your form shown. Below is a list of the available controls you see on this toolbar.



*Button Control*

Select this item to add a Button to your Form.



*Checkbox Control*

Select this item to add a Checkbox to your form.



### *Text Entry Control*

Select this item to add a Field, to enter data, to your form.



### *Image Control*

Select this item to add a box to display or capture an image in to your form.



### *Label Control*

Select this item to add a Label that can display a static value, like a field name, or display data from a field in your database, but not be editable, to your form.



### *Listbox Control*

Select this to add a List, that will allow you to select items from popup lists and choose dates and times, to your form.



### *Popup Control*

Select this to add a Popup control, which will allow you to select from popup lists and choose dates or times, to your form.



### *Tab Control*

Select this to add a Tab control, which enables you to create a tabbed interface, to your form.



### *Shape Control*

Select this to add a Line shape or Box shape to your form.



### *Image Button*

Select this to add an Image Button, which allows you to display images, to your form.



### *Delete Control Button*

Select this to delete the currently selected control from your form.

## **Menu Functions**

### **File**

#### *Open*

Select this option to Open a set of Database Forms to Edit. When selected you'll be presented with a list of the HandBase Databases that have been backed up or Synchronized with your computer.

#### *Save*

Select this option to Save changes to the currently open database.

### *Close*

Select this option to Close the currently open database. If you have made changes you will be prompted to save those changes before the Forms file is closed.

### *Preferences*

Select this option to open the HanDBase Forms Preferences. On this screen you have the following options

#### *Show Grid Lines*

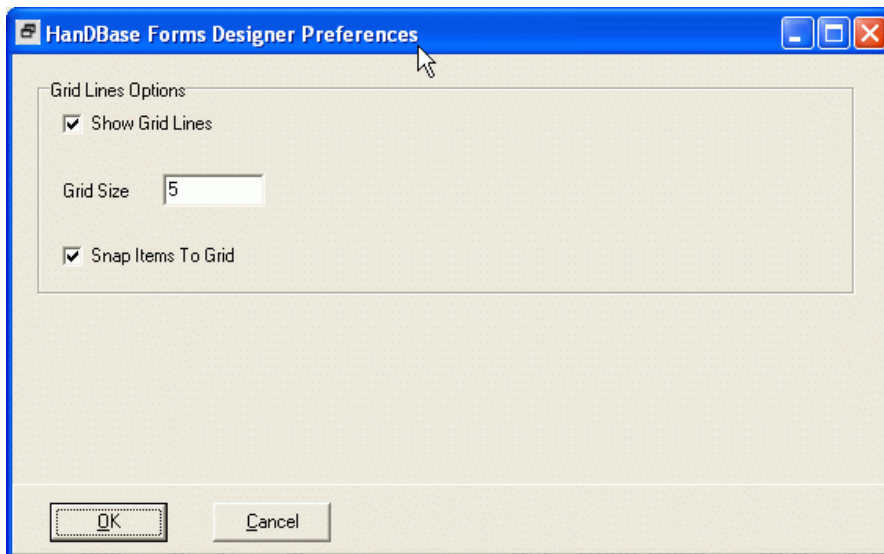
This option is checked by default. When enabled your forms in the Form Designer will show grid lines to make it easier to line up your controls

#### *Grid Size*

If *Show Grid Lines* is enabled this option sets how large, in pixels, each grid box is.

#### *Snap Items To Grid*

If *Show Grid Lines* is enabled this option determines if your controls will snap to the grid



### *Exit*

Select this option to Exit the HanDBase Forms Designer

## **Form**

### *New*

Select this option to create a New Form.

### *Open*

Select this option to display a dialog which will allow you to open a form previously designed in this Forms file.

### *Create Copy*

Select this option to create an exact duplicate of the currently open, and highlighted, form. A dialog will be displayed allowing you to name this copy.

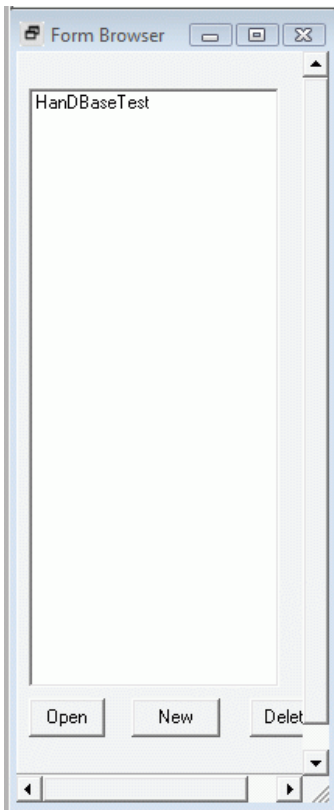
### *Delete*

Select this option to Delete the currently opened, and highlighted, form. A dialog will be displayed asking you to confirm this deletion.

### *Form Creation Wizard*

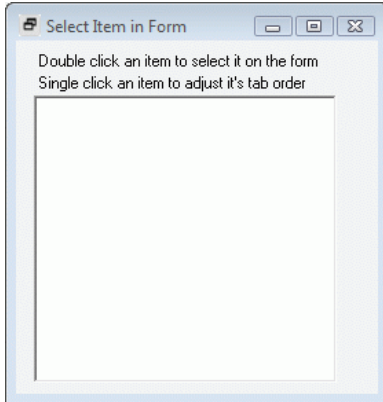
Select this option to launch the Form Creation Wizard, which will walk you through creating a form automatically. See the Form Creation Wizard section for more details on this.

## **View**



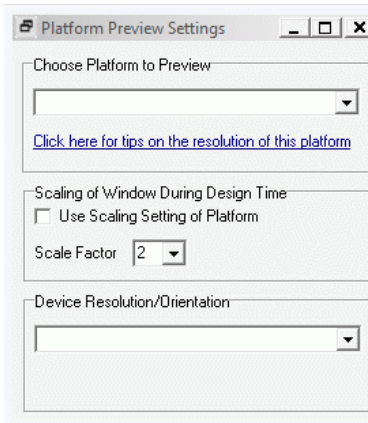
### *Show Form Browser*

Select this option to open the Forms Browser. Having this open lets you easily open specific forms for editing them.



### *Show Select Item*

When you select this option the dialog to the left will be displayed. This enables easy selection of a particular control for moving or editing. You can leave this dialog open on the screen to make selecting a control, for editing, easier. You will also be able to change the “Tab” order of the controls in your form. Doing this enables you to to navigate your form more easily using the Tab key on your keyboard to move to the controls in a specific order for editing. This window is open by default when you open the Forms Designer.



### *Show Device Preview Settings*

Select this option to display the Platform Preview Settings dialog. This lets you preview your forms the way they will appear on your handheld or smartphone device after they are complete. This dialog is open by default when you open the Forms Designer. The following options are available.

#### **Choose Platform to Preview**

You can choose from the following platforms to preview your form under. This will display the form as you would see it on the platform you select.

- Palm OS PDAs
- Desktop
- Windows Mobile PocketPC
- Windows Mobile Smartphone

### **Scaling of Window During Design Time**

#### *Use Scaling Setting of Platform*

If you check this option then the Previewer will look scaling setting in the Form Details to determine what scaling options to use.

#### *Scale Factor*

If you do not choose to use the Scaling Setting for the Platform chosen you can specify the scaling you want to use here by selecting a number from the drop down list.

#### *Device Resolution/Orientation*

This option lets you select, based on what Platform you chose, what Resolution you want to preview this form under. This allows you to select the supported resolutions of the platform chosen to get a better idea how the form might look on a device with a different resolution than the one you are testing. You can also select Other to enter a specific resolution.

### **Edit**

#### *Cut*

Select this option to Cut the currently selected Control, on the form, and place it on the Windows Clipboard.



### *Copy*

Select this option to Copy the currently selected Control, on the form, to the Windows Clipboard.

### *Paste*

Select this option to Paste a Control, previously placed on the Windows Clipboard, to the currently selected form.

## Creating Forms

### General Information

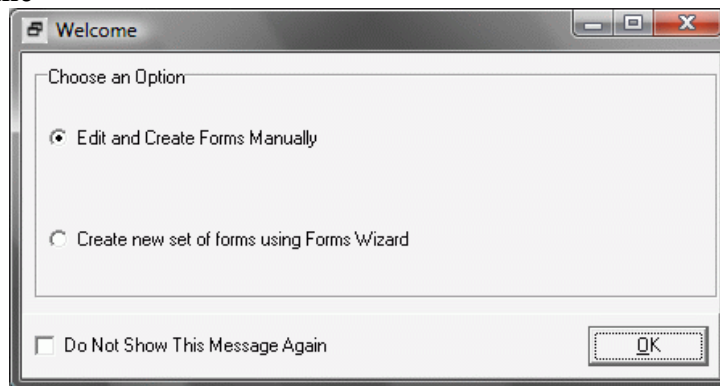
To create a new form either select New from the Form menu in the HanDBase Forms Desktop or click the New button on the Form Browser. This will open a blank canvas for you to begin adding Controls to. See the Form Controls section below for details on adding controls. Additionally, although it may be hard to tell you can create Multiple forms in this "Forms file". You can then use different features to jump between them making it possible to create a tabbed interface or even a wizard that walks the user through entering data. You can even create different sets of forms to be used on the different supported platforms.

You can also use the Forms Creation Wizard to have the program walk you through creating new forms for your database.

### Forms Creation Wizard

The Forms Creation Wizard takes all the guess work out of creating forms by walking you through the process of creating forms for your database. The Wizard lets you choose what fields you want on your forms, then choose the Style of the Forms. The different options are described below.

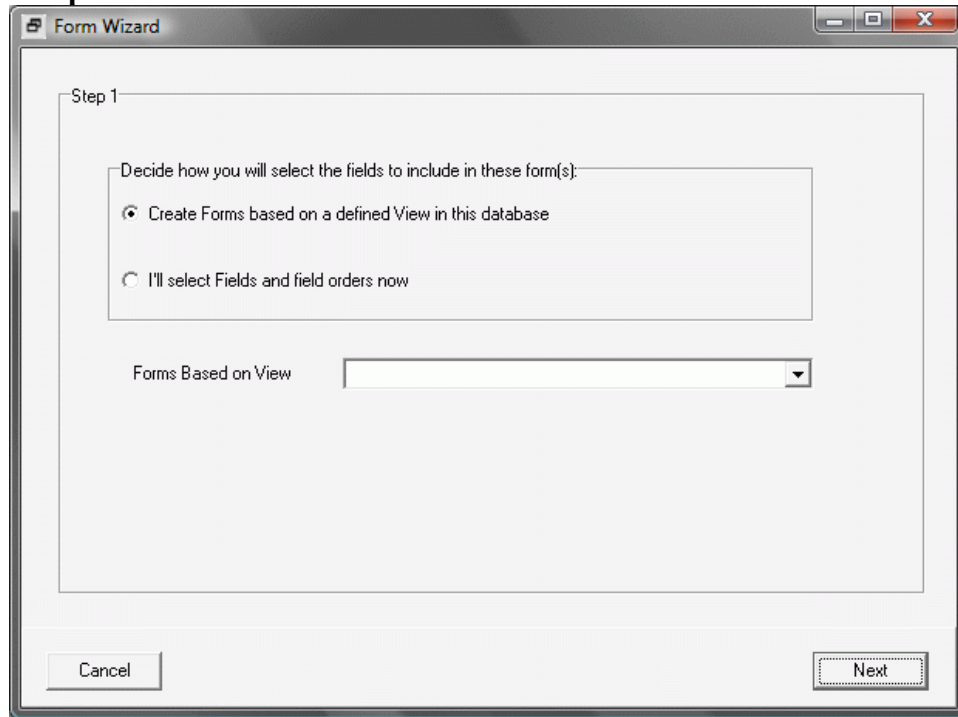
#### Forms Wizard Welcome



When the Forms Designer opens you will see the Welcome Screen for the Forms Creation Wizard. You can choose to either *Edit and Create Forms Manually*, which will exit the Wizard, or you can choose to *Create new set of forms using Forms Wizard*, which will begin walking you through the process of creating forms. If you don't want to see this Welcome screen when you open the Forms Designer you can check the *Do Not Show This Message Again* checkbox before you select which option you want.

You can also launch the Forms Creation Wizard at any time by selecting the Forms Creation Wizard option from the View menu of the program.

## Forms Wizard Step 1



When the Forms Wizard starts you'll see the Step 1 dialog, above. In this step you can choose the following options.

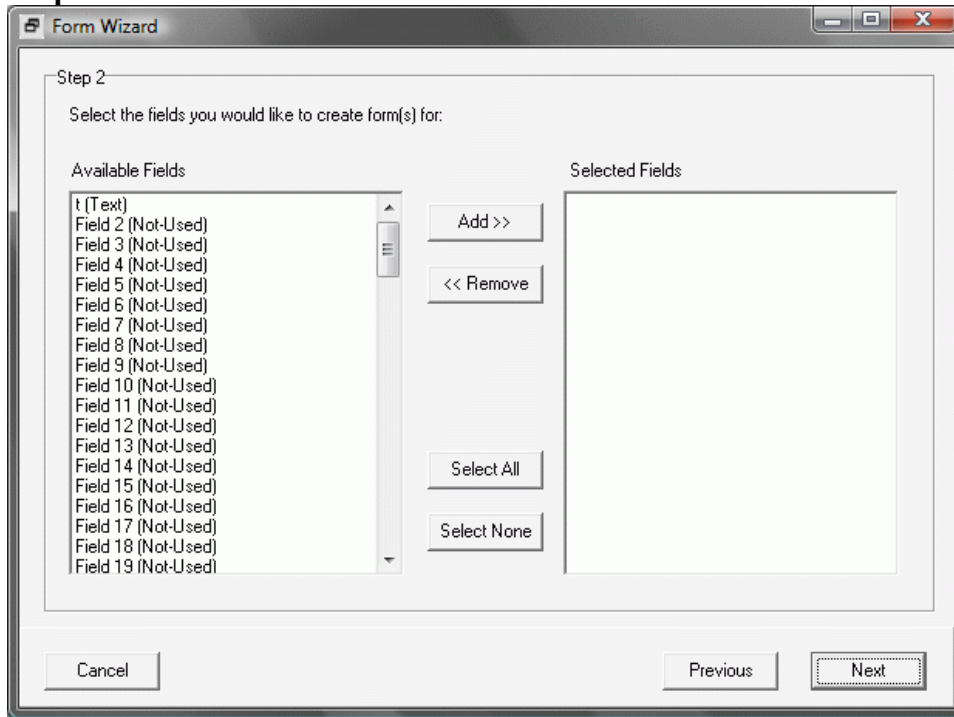
### *Create Forms based on a defined View in this Database*

This option lets you easily select which fields you want in your Forms by looking at the properties for a specific view. It will look at the Visible parameter of the field and only show the forms you have made Visible in the Edit Record screen. If you choose this option you'll see the Forms Based on View drop down box which lets you select which View you want to base your forms on. When you click next you will jump to the Final Step to complete your forms, see the Final Step section below.

### *I'll select Fields and field orders now*

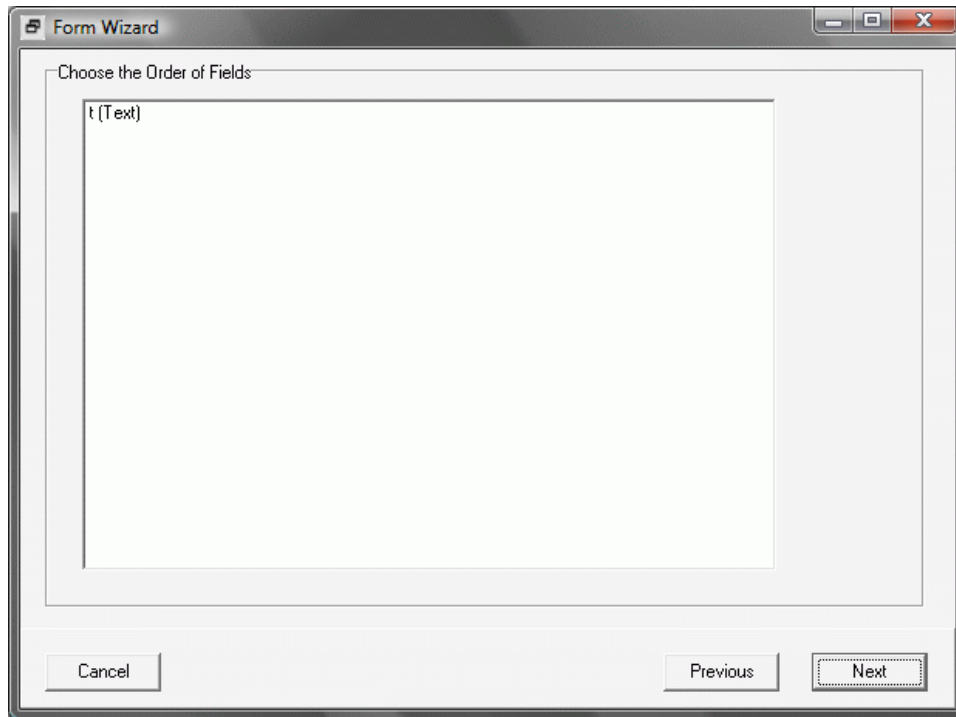
This option lets you specifically select the fields you want to be displayed on the form and what order you want them in. When you select this option and click Next you'll see the dialogs described in the next two sections.

## Form Wizard Step 2



If you chose to select your own fields for the Forms you'll see the above dialog which lets you pick the fields on the left that you want on your form and add them to the right side. You can also choose to Select All, to select all the fields, or Select None, if you want to clear out the Selected Fields list. When finished, click Next.

## Form Wizard Field Order



When you choose to select fields on your own for the Forms the Wizard creates you'll see this step after you select your fields. This will let you alter the order of the fields to how you want them displayed on the forms that are created.

## Final Step

The screenshot shows the 'Form Wizard' dialog box with the following settings:

- Choose a Form Style:**  Edit Record Screen,  Tabbed Pages
- Tab Options:** Tab Base Name:
- Form Options:**
  - Form Size:
  - Form Background Color:
  - Form Base Name:
  - Form Base Title:
  - Show Buttons On Forms:
    - OK Button
    - Cancel Button
    - Details Button
    - New Button

Buttons at the bottom: , ,

If you selected to base your forms off a View in your database this final step dialog will be seen next. If you chose to pick the fields you want you will see this after selecting the fields and the field order. On this step you will have the following options.

### *Choose a Form Style*

This option lets you select whether you want your forms to look similar to the Edit Record Screen or if you want to use a Tabbed Interface. The Edit Record Screen option would put your fields into a two column format, similar to the Edit Record Screen and all fields would be on one Form. If you choose the Tabbed Interface the controls will also start in a two column format but the fields will be split up onto multiple forms and have Tabs to jump between them.

### *Tab Options*

If you choose the Tabbed interface each tab will start out with the Tab Base Name specified here. You can then change that to be more descriptive.

### *Form Options*

The following Form options are available to set for your new Forms.

#### **Form Size**

You can use this dropdown list to select from common form sizes for the different platforms.

#### **Form Background Color**

You can use this option to pick a different color to be the background color of the forms that will be created.

### Form Base Name

Enter the base name you want for each of the forms created by the Wizard. You can then go into the Form Details and change that to be more descriptive.

### Form Base Title

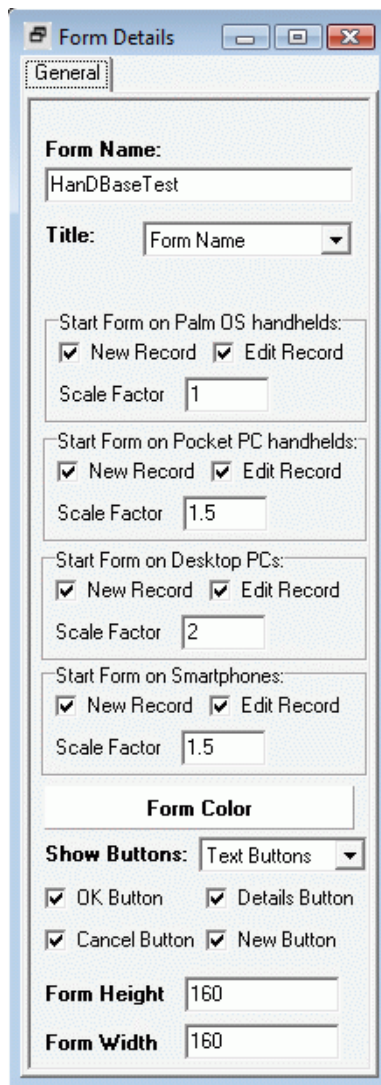
Enter the base name you want the title of each of your forms created by the Wizard to be. You can then go into the Form Details and change that to be more descriptive.

### Show Buttons on Forms

Here you can specify if you want the standard [OK], [Cancel], [Details] and [New] buttons on each of your forms. If you uncheck these and want access to these functions you'll need to add your own custom buttons after the forms have been created.

## Form Details

The image below shows the Forms Details screens. These details enable you to set the basic options for the form.



The image shows a screenshot of the 'Form Details' dialog box, specifically the 'General' tab. The dialog box has a title bar with 'Form Details' and standard window controls. The 'General' tab is selected and highlighted. The form name is 'HanDBaseTest'. The title is set to 'Form Name'. There are four sections for starting the form on different devices: Palm OS handhelds, Pocket PC handhelds, Desktop PCs, and Smartphones. Each section has checkboxes for 'New Record' and 'Edit Record', and a 'Scale Factor' input field. The 'Form Color' section is currently empty. The 'Show Buttons' section has a dropdown set to 'Text Buttons' and checkboxes for 'OK Button', 'Details Button', 'Cancel Button', and 'New Button'. The 'Form Height' is 160 and the 'Form Width' is 160.

Device	New Record	Edit Record	Scale Factor
Start Form on Palm OS handhelds:	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	1
Start Form on Pocket PC handhelds:	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	1.5
Start Form on Desktop PCs:	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	2
Start Form on Smartphones:	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	1.5

**Form Color**

**Show Buttons:** Text Buttons

OK Button  Details Button  
 Cancel Button  New Button

**Form Height** 160  
**Form Width** 160

Following is a list of the their available properties for setting the basic options for your Forms.

**Form Name:**

Specify the Name you would like to give this form. You can then have this name displayed as the Form Title, in the following option, if you desire. Otherwise this will only be a reference point when editing your forms.

**Title:**

User the selector to specify what you want to see as the Form Title when you are creating a New Record or Editing an existing Record in HanDBase. Following are the options available.

*No Title*

Select this to display No Title.

**NOTE:** Selecting this option will give you more room to put controls at the top of the screen.

*Form Name*

Select this to have the Form Name, specified in the above option, be the Form Title.

*HanDBase*

Select this to have the application name, HanDBase, displayed as the Form Title.

*Record Y of X*

Select this to have the Record Number of the total number of records displayed as the Form Title. For Example, *Record 13 of 345*

*Other*

Select this to be able to specify another name for the Form Title. If you select this option another option will appear for you to enter the Other Form Title.

*Form Title:*

Enter the "Other" name you would like to specify as the Form Title.

**Start Form and Scaling Options**

The Start Forms options enable you to specify which form is displayed first either when you create a New Record or Edit an existing Record. You can have both Edit and New records use the same form or you can use different forms for each. Additionally, because of the different resolutions available on the different platforms, we made it possible to specify a different Start Form for each option on each platform. This means you could have a large form that has more fields in the HanDBase Desktop but have a smaller form for the handheld platform.

**NOTE:** If you do not specify ANY form for these Start Form options then the standard HanDBase screens will be displayed. However if you do not specify anything then you will not have any way to access the forms you created. It can however be useful to not specify one for both. For example, you may want the standard HanDBase form for entering a new record but then want a custom form for viewing your records.

The Scaling options enable you to set different Scaling for each platform. This makes it possible to use one set of forms for all platforms and just have the forms scale differently. Or you can use different sets of forms for each platform and then set the Scaling to 1 for each of them so no scaling is done.

**Start Form on Palm OS handhelds:**

This option enables you to specify which Start Form to use on the Palm OS handheld. The following two options are available.

*New Record*

Select this to specify that this form it to be used when creating a New Record on the Palm OS handheld.

*Edit Record*

Select this to specify that this form it to be used when you Edit a Record on the Palm OS handheld.

**Scale Factor: (Palm OS)**

Set the scale factor you want to use on the Palm OS devices. This will default to a scale of 1.

**Start Form on Pocket PC (Windows Mobile) handhelds**

This option enables you to specify which Start Form to use on the Windows Mobile Classic/Professional (Pocket PC) device. The following two options are available.

*New Record*

Select this to specify that this form it to be used when creating a New Record on the Windows Mobile Classic/Professional (Pocket PC) handheld.

*Edit Record*

Select this to specify that this form it to be used when you Edit a Record on the Pocket Windows Mobile Classic/Professional (Pocket PC) handheld.

**Scale Factor: (Windows Mobile Classic/Professional (Pocket PC))**

Set the scale factor you want to use on the Windows Mobile Classic/Professional (Pocket PC) devices. This will default to a scale of 1.5.

**Start Form on Desktop PCs:**

This option enables you to specify which Start Forms to use in the HanDBase Desktop. The following two options are available.

*New Record*

Select this to specify that this form it to be used when creating a New Record in the HanDBase Desktop.

*Edit Record*

Select this to specify that this form it to be used when you Edit a Record in the HanDBase Desktop.

**Scale Factor: (Desktop)**

Set the scale factor you want to use in the HanDBase Desktop. This will default to a scale of 2.

**Start Form on Smartphones**

This option enables you to specify which Start Form to use on the Windows Mobile Standard (Smartphone) devices. The following two options are available.



### *New Record*

Select this to specify that this form is to be used when creating a New Record on the Windows Mobile Standard (Smartphone) device.

### *Edit Record*

Select this to specify that this form is to be used when you Edit a Record on the Windows Mobile Standard (Smartphone) device.

### **Scale Factor:** (*Windows Mobile Standard (Smartphone)*)



Set the scale factor you want to use on the Windows Mobile Standard (Smartphone) devices. This will default to a scale of 1.5.

### **Form Color:**

Select this button/icon to be able to set the background color of the form you are designing. Currently, on the handheld, it is possible to select from a palette of 256 colors, if your device supports color. On Palm OS devices that only support Black and White or Greyscale you'll only be able to pick from a palette of up to 16 shades of grey when designing your form, depending on how many shades your handheld actually supports. Some older Palm OS devices may only support 4 shades of grey. If you design the Form with colors on the Desktop or on a handheld that supports color and then install or beam that form to a Palm OS or Pocket PC handheld that only supports Black and White or Greyscale then when the form is opened on the handheld HanDBase will approximate the color to the nearest "Grey".

**NOTE:** On the Palm OS, when designing a form, you can also switch from the palette to an RGB selector screen. This makes it easier to set the color if you know the RGB values.

### **Show Buttons:**

Use this option to specify whether you want the standard buttons, listed below, to be either Text or Graphical buttons on a Palm OS handheld. Text buttons are simply text with a thin border around them, ie , or a more three dimensional button, ie .

**NOTE:** In the HanDBase desktop these buttons will always be graphical, like all standard Windows buttons. On the Pocket PC there are no actual buttons but simply the standard ones in the toolbar or the Ok button in the upper righthand corner.

### **Ok (Button):**

If this option is checked the ( Ok ) button will be displayed at the bottom of the Form screen when viewing or creating a record in HanDBase. This button will enable you to Save any changes you've made to your record and return you to the List View.

### **Cancel (Button):**

If this option is checked the ( Cancel ) button will be displayed at the bottom of the Form screen when viewing or creating a record in HanDBase. This button will enable you to Cancel any changes you've made to your record and return you to the List View.

### **Details (Button):**

If this option is checked the ( Details ) button will be displayed at the bottom of the Form screen when viewing or editing a record in HanDBase. This button will enable you to access the details of the record allowing you to do things like Set Alarms, Delete the Record or Encrypt the Record manually, if enabled in the Database properties.

**New (Button):**

If this option is checked the ( New ) button will be displayed at the bottom of the Form screen when viewing or creating a record in HanDBase. This button enables you to tap it to create a New Record.

**Form Height**

In this option you can specify the height, in pixels, of the Form.

**Form Width**

In this option you can specify the width, in pixels, of the Form.

## Form Controls

Form Controls are what make the forms you create useable. They enable you to view data in a particular way, enter data in a different way than the standard HanDBase form and basically create an interface that is more "User Friendly".

Following is a list of the Controls available in HanDBase Forms. The settings will be the same regardless of whether you are designing on the Desktop or the Palm OS handheld.

On the Desktop you add controls by selecting the appropriate control from the Toolbar at the top of the application, see below.



On the handheld you add controls by tapping the ( New ) button/menu in the lower left hand corner. A menu will pop up allowing you to select the control you wish to add to this form. On the handheld you will also see buttons/menus for ( Details ) and ( Done ). Selecting ( Details ) will display the details screen for the currently selected Control. If no control is selected you will see the details for the Form itself. If you tap the ( Done ) you will be returned to the Select Form Screen.

When you select from the Toolbar or from the Menu a control will be placed on the form for you to begin editing.

In the Forms Desktop the Control Details dialog will automatically display the options available to you to modify while at the same time showing the form. The changes are made to the Control as you make them in the Details dialog so there is no need to save them and no way to cancel any changes you do make.

After you have added controls and, on the handheld modified the parameters, you can then drag the control to the location on the screen you want it placed, if desired. On the Desktop you can also move the controls around by selecting them and then using the "ALT" Key Plus the "Arrow" keys on your keyboard to move them. This allows for more precise positioning.

**NOTE:** If you do not want to drag and drop to position your controls you can specify the *Left Origin* and *Top Origin* parameters on the Layout tab. That also allows for more precise positioning of the controls.

Following is a list of all the supported Controls in HanDBase Forms. The available options for each control are explained below. Additionally, the HanDBase fields that the control will work with are specified. Some controls cannot have certain field types associated with them.

## **Button**

Buttons can be used in a number of ways. They can be associated with a field so that a particular action performed, described below, will modify data in a field in your database. Buttons can also be used to Jump to Other forms or to even, simply close the record, create a new record, access details or delete a record, if you do not want to use the standard buttons and position these yourself.

### **Supported Field Types**

Text, Integer, Float, Popup, Unique, Date, Time, Link, Linked, DB Popup, Calculated, Relationship, Conditional, External

### **General Options**

#### *Data Source*

This option specifies the Field from your HanDBase database you want to associate with this control.

#### *Caption Source*

Select which of the following you want as the "Caption" for this control.

#### **Field Name**

Select this to specify the Field Name, of the field specified as the Data Source, as the Caption.

#### **Field Value**

Select this to specify the Field Value, of the field specified as the Data Source, as the Caption.

#### **Other**

Select this to specify some other value as the Caption. This is useful if you do not specify a Data Source and want this to be a simple label. If you select this an additonal option,

*Caption:* will appear.

#### *Caption*

If you selected Other as the Field Name then you will sepcify your other value here.

### **Layout Options**

#### *Left Origin*

Specify the position, from the left side of the form, you want this control to be placed.

#### *Top Origin*

Specify the position, from the top side of the form, you want this control to be placed.

#### *Width*

Specify the Width, in pixels, of this Button.

#### *Height*

Specify the Height, in pixels, of this Button.

## Attributes Options

### *Font*

Specify which Font you want to use for this Button's Caption. There is a selector to the Right that allows you to also set the Color for this Text.

### *Color*

Use this option to specify the Background color of this button.

### *Frame*

Use this option to specify the type of Frame you want for your button. The following options are available.

**None** - Selecting this will have NO frame around your button but you will still be able to tap the Text to select this button.

**Standard** - Selecting this will, on the Palm OS platform, display a standard, rounded, button.

**Bold** - Selecting this will, on the Palm OS platform, display a rounded button with a thicker line.

**Rectangle** - Selecting this will display a Rectangular button.

### *Visible*

Use this option to display or hide the control. The following options are available.

**Yes** – Selecting this will display the control on the form.

**No** – Selecting this will not display the control on the form.

**Conditionally** – Selecting this will only display the control on the form if the field specified has a value in it. Select the field that you want to base the *Field has non-zero value* option on. Choosing this option means that the control you specify will only display if the field selected has some value in it. You can use this for things such as displaying different buttons depending on a value so that you could jump to a different form or display a different value depending on the condition.

## Actions

Buttons are one of two controls that can have Actions associated with them. There are two possible Actions. Meaning, when you tap this button it will first perform Action 1 and then perform Action 2. Using both Actions is useful if you want to do something like Saving an Closing the Record but then going to the next record automatically.

### *Action 1*

This is the First Action that will be performed. See the list of available Actions below.

### *Action 2*

This is the Second Action that will be performed. See the list of available Actions below.

### *Available Actions*

**Do Nothing** - When this control is selected NO action will be performed.

**Jump to Form** - When this control is selected, on the form, you will jump to the form specified.

**Return to Form** - When this control is selected, on the form, you will be returned to the form you were previously on.

**Create Record** - When this control is selected a New Record will be created, saving changes in the current record first. This is similar to tapping the New button in the standard HanDBase interface.

**Delete Record** - When this control is selected the current record will be deleted and you will be returned to the HanDBase List View screen.

**Go to First Record** - When this control is selected the first record in this database will be displayed.

**Go to Last Record** - When this control is selected the Last record in this database will be displayed.

**Go to Previous Record** - When this control is selected the record Prior to this one in the database will be displayed. This has the same functionality as tapping the - indicator in the upper right hand corner of the standard HanDBase Interface. This is useful for creating you own controls to move back and forth among records.

**Go to Next Record** - When this control is selected the record After this one in the database will be displayed. This has the same functionality as tapping the + indicator in the upper right hand corner of the standard HanDBase Interface. This is useful for creating you own controls to move back and forth among records.

**Follow Link/Rel/External** - This control can be associated with a Link, Linked, DB Popup Relationship or External field from your database. If associated with a Link, Linked or Relationship field then selecting this control will follow the appropriate Link or Relationship to the database specified in that field's setup. If associated with a DB Popup field it will take you to the associated database where you can select a record to bring data back from. If this is associated with an External field then selecting this control will launch the external plugin in the same way it would if you had tapped that field in the standard HanDBase interface.

**Clear** - When this control is selected it will Clear the value from the field you have associated with this control using the Data Source option.

**Set Value to Caption** - When this control is selected it will set the value of the field you have associated with this control, using the Data Source option, to whatever the Caption for this control is.

**Append Caption to Value** - When this control is selected it will append whatever the caption of this control is to the value of the field you have associated with this control, using the Data Source option.

An example of using this function would be to create a number keypad and set the caption of each to a different number. Then when tapped it would set the value of that field to a that number. If you use a Field or Label field to also display that same field's value you'll see the updates you make automatically.

**Save and Close** - When this control is selected it will Save the current record and close this New or Edit Record form screen.

**Goto Details** - When this control is selected it will display this record'd Details screen. From there you can set manual alarms, enable manual encryption or delete this record.

**Print Record** - When this control is selected it will Print the current record.

**Export Record** - When this control is selected it will export this record to the MemoPad, on the Palm, or to a Text file on the Desktop or Pocket PC.

**Beam Record** – When this control is selected it will beam the currently open record to another device via Infrared.

**Copy Record to New** - When this control is selected it will save the current record and create a New record with the same values as the record you were in.

**Copy Record to...** - When this control is selected it will display a dialog enabling you to Copy this record to another database

NOTE: The database you want to copy to must have the Same database structure as the one you are copying from.

**Move Record to...** - When this control is selected it will display a dialog enabling you to Move this record to another database

NOTE: The database you want to move to must have the Same database structure as the one you are moving from

**Select Date** - When this control is selected it will display the standard HanDBase Choose Date Screen so you can select a Date to be entered in the field you have associated with this control.

**Select Time** - When this control is selected it will display the standard HanDBase Choose Time Screen so you can select the Time to be entered in the field you have associated with this control.

**Increment Value** - When this control is selected it will increment the numeric value in the field associated this control.

**Decrement Value** - When this control is selected it will decrement the numeric value in the field associated this control.

**Jump to Form in other DB** - When this control is selected it will jump directly to a form in another database, bypassing the List View of that database. The Source option for this control must be set to be a Link, Linked or Relationship field. This allows you to have a child database that stores additional data and make adding or editing records in that child database seamless. The following options are available.

*Database:* Select the database that you want to jump to when this control is selected.

*Form:* Select the Form, in the database selected above, that you wish to jump to when this control is selected.

*Record:* Select the Record option you wish to take place when this control is selected and the program jumps to the form specified above

**Cancel** - When this control is selected it will exit the Edit Record screen discarding any changes you've made. This option allows you to add your own cancel button to the form and not use the default one.

**Edit Popup List** - When this control is selected it will take you to the Edit Record screen for the field specified in the Source option so you can change the popup values for the field.

**Show Popup List** - When this control is selected it will show the popup list for the field specified in the Source option so you can select a value from it. This allows you to replace the popup control with a button.

**Cut** - When this control is selected it will Copy the currently selected text in the field specified by Source to the clipboard so it can be pasted to another field or another application.

**Copy** - When this control is selected it will Cut the currently selected text in the field specified by Source to the clipboard so it can be pasted to another field or another application.

**Paste** - When this control is selected it will paste the current data in the clipboard into the field specified by the Source option.

**Select All** - When this control is selected it will select all of the text in the field specified by Source so that the data can be copied or cut.

**Record Text to Clipboard** – When this control is selected it will copy all of the fields in this record to the clipboard as text so that it can be pasted into another application.

**Backspace** - When this control is selected it will enter a Backspace character in the field specified in the Source option, deleting the characters.

**Set Focus to Control-** When this control is selected it will set the focus to the control specified in the “Control:” option. This is useful as a Second action where the first might enter a value and then you want to jump to another control to edit it.

## **Checkbox**

This control enables you to Check or Un-check Checkboxes. If you associate this control with a Field in your database then changes made will be reflected there also. You can also use this to ONLY display the value of a checkbox but not make it editable.

### **Supported Field Types**

Checkbox

### **General Options**

*Data Source*

This option specifies the Field from your HandBase database you want to associate with this control.

#### *Caption Source*

Select which of the following you want as the "Caption" for this control.

##### **Field Name**

Select this to specify the Field Name, of the field specified as the Data Source, as the Caption.

##### **Field Value**

Select this to specify the Field Value, of the field specified as the Data Source, as the Caption.

##### **Other**

Select this to specify some other value as the Caption. If you select this, an additional option, *Caption:* will appear.

#### *Caption*

If you selected Other as the Field Name then you will specify your other value here.

### **Layout Options**

#### *Left Origin*

Specify the position, from the left side of the form, you want this control to be placed.

#### *Top Origin*

Specify the position, from the top side of the form, you want this control to be placed.

#### *Width*

Specify the Width, in pixels, of this Control.

#### *Height*

Specify the Height, in pixels, of this Control.

### **Attributes Options**

#### *Font*

Specify which Font you want to use for this CheckBox's Caption. There is a selector to the Right that allows you to also set the Color for this Text.

#### *Editable*

If you leave this item checked, which is the default, then you will be able to make changes to this control, checking it or un-checking it as necessary. The "data" will be reflected in the specified field. You can also un-check this option so that it can only be used to View data and not to modify the record.

#### *Visible*

Use this option to display or hide the control. The following options are available.

**Yes** – Selecting this will display the control on the form.

**No** – Selecting this will not display the control on the form.



**Conditionally** – Selecting this will only display the control on the form if the field specified has a value in it. Select the field that you want to base the *Field has non-zero value* option on. Choosing this option means that the control you specify will only display if the field selected has some value in it. You can use this for things such as displaying different buttons depending on a value so that you could jump to a different form or display a different value depending on the condition.

## Actions

*None Available*

## Text Entry

The Text Entry Control is used to be able to enter textual or numeric data into any of the supported field types through a form. You can also use this to view existing data in a record and have the ability to modify it if necessary.

## Supported Field Types

Text, Integer, Float, Note, DB Popup

## General Options

*Data Source*

This option specifies the Field from your HanDBase database you want to associate with this control.

## Layout Options

*Left Origin*

Specify the position, from the left side of the form, you want this control to be placed.

*Top Origin*

Specify the position, from the top side of the form, you want this control to be placed.

*Width*

Specify the Width, in pixels, of this control.

*# Lines*

Specify the number of Lines you want displayed. This makes it possible to enter a large amount of text, possibly to be stored in a Text or Note field, in this Control.

## Attributes Options

*Font*

Specify which Font you want to use for this data entered into this control. There is a selector to the Right that allows you to also set the Color for this Text.

NOTE: Currently the font color is not supported on the Palm OS or Pocket PC handhelds. If you set this color it will only appear in that color in the HanDBase Desktop.

*Editable*

If you leave this item checked, which is the default, then you will be able to make changes to this control, checking it or unchecking it as necessary. The "data" will be reflected in the specified

field. You can also un-check this option so that it can only be used to View data and not to modify the record.

### *Justify*

Use this option to specify the "Justification" of the text in this field. Following are your options.

**Left** - Select this option to Justify the text to the Left.

**Center** - Select this option to Justify the text in the Center of the field

**Right** - Select this option to Justify the text to the Right.

### *Underline*

If you leave this option checked, which is the default, then this field will have the dashed lines to indicate each line of this Field. If you un-check this option then your Field will not have the dashed line indicators, enabling a cleaner interface for data entry.

### *Auto Shift*

If you leave this option checked, which is the default, then when you set focus to this field the first letter you enter will be capitalized. Additionally the Shift Indicator will be displayed in the Lower Right corner.

**NOTE:** This option only applies to the Palm OS handhelds. Setting or unsetting this option will have no effect on the Pocket PC or in the HanDBase Desktop.

### *Scroll Bar*

If you enable this option, it is unchecked by default, then your Field will have a scroll bar. This makes it possible to keep the number of Lines set to a smaller number so the field does not take up much screen space but still be able to enter large amounts of text.

### *Visible*

Use this option to display or hide the control. The following options are available.

**Yes** – Selecting this will display the control on the form.

**No** – Selecting this will not display the control on the form.

**Conditionally** – Selecting this will only display the control on the form if the field specified has a value in it. Select the field that you want to base the *Field has non-zero value* option on. Choosing this option means that the control you specify will only display if the field selected has some value in it. You can use this for things such as displaying different buttons depending on a value so that you could jump to a different form or display a different value depending on the condition.

## **Actions**

*None Available*

## **Image**

This control enables you to display or capture an image in your form. This is used in the same way as the standard Image field. It is a 100 x 100 pixel box. This is useful for capturing Signatures.

## **Supported Field Types**

Image

## General Options

### *Data Source*

This option specifies the Field from your HanDBase database you want to associate with this control.

## Layout Options

### *Left Origin*

Specify the position, from the left side of the form, you want this control to be placed.

### *Top Origin*

Specify the position, from the top side of the form, you want this control to be placed.

## Attributes Options

### *Visible*

Use this option to display or hide the control. The following options are available.

**Yes** – Selecting this will display the control on the form.

**No** – Selecting this will not display the control on the form.

**Conditionally** – Selecting this will only display the control on the form if the field specified has a value in it. Select the field that you want to base the *Field has non-zero value* option on. Choosing this option means that the control you specify will only display if the field selected has some value in it. You can use this for things such as displaying different buttons depending on a value so that you could jump to a different form or display a different value depending on the condition.

## Actions

*None Available*

## Label

The Field Control is used as a "Display" control. It will either display a static value, similar to the Field Name or Heading field in the standard HanDBase interface, or it can display a value from a field. Using it for the latter makes it possible to View data but NOT make any changes to that data.

## Supported Field Types

Text, Integer, Float, Popup, Unique, Date, Time, Link, Linked, Heading, DB Popup, Calculated, Relationship, Conditional, External

## General Options

### *Data Source*

This option specifies the Field from your HanDBase database you want to associate with this control.

### *Caption Source*

Select which of the following you want as the "Caption" for this control.

**Field Name** - Select this to specify the Field Name, of the field specified as the Data Source, as the Caption.

**Field Value** - Select this to specify the Field Value, of the field specified as the Data Source, as the Caption.

**Other** - Select this to specify some other value as the Caption. This is useful if you do

not specify a Data Source and want this to be a simple label. If you select this an additional option, *Caption:* will appear.

#### *Caption*

If you selected Other as the Field Name then you will sepcify your other value here.

### **Layout Options**

#### *Left Origin*

Specify the position, from the left side of the form, you want this control to be placed.

#### *Top Origin*

Specify the position, from the top side of the form, you want this control to be placed.

#### *Width*

Specify the Width, in pixels, of this Button.

#### *# Lines*

Specify the number of lines, high, you want this Label to be. Setting it to a higher amount makes it possible to see more data, possibly from a Text or Note field, in this Label.

### **Attributes Options**

#### *Font*

Specify which Font you want to use for this Label's Caption. There is a selector to the Right that allows you to also set the Color for this Text.

#### *Visible*

Use this option to display or hide the control. The following options are available.

**Yes** – Selecting this will display the control on the form.

**No** – Selecting this will not display the control on the form.

**Conditionally** – Selecting this will only display the control on the form if the field specified has a value in it. Select the field that you want to base the *Field has non-zero value* option on. Choosing this option means that the control you specify will only display if the field selected has some value in it. You can use this for things such as displaying different buttons depending on a value so that you could jump to a different form or display a different value depending on the condition.

### **Actions**

*None Available*

### **List**

This control is used to create a List box that will make it possible to select an item from a popup list defined for the field specified as your Data Source. For the Date and Time fields you will see the popup list you would normally see in the standard HanDBase interface with these options:

**Date:** *Today, Tomorrow, One Week, No Date and Choose Date.* Selecting Choose Date will bring up the standard HanDBase Choose Date Screen.

**Time:** *Current Time, No Time, and Choose Time.* Selecting Choose Time will bring up the standard HanDBase Time Picker Screen.

## Supported Field Types

Text, Integer, Float, Popup, Date, Time, Note

## General Options

### *Data Source:*

This option specifies the Field from your HandBase database you want to associate with this control.

## Layout Options

### *Left Origin*

Specify the position, from the left side of the form, you want this control to be placed.

### *Top Origin*

Specify the position, from the top side of the form, you want this control to be placed.

### *Width*

Specify the Width, in pixels, of this Control.

### *Visible Items*

Specify the number of items you want to see in this list. The minimum is 2. If you enter less than 2 you will not be able to scroll to see additional items. If you enter 2 or more and there are more items in the list than the number you specify as visible then scrolling arrows will be shown to the Right of the List to allow for scrolling through your items.

## Attributes Options

### *Font*

Specify which Font you want to use for this control. There is a selector to the Right that allows you to also set the Color for this Text.

### *Editable*

If you leave this item checked, which is the default, then you will be able to make changes to the data associated with this control, ie picking items from the list. If you uncheck this option then if this control is associated with a field, the this control will simply highlight which item in the list is already selected for the record.

### *Color*

Use this option to specify the Background color of this List Box.

### *Visible*

Use this option to display or hide the control. The following options are available.

**Yes** – Selecting this will display the control on the form.

**No** – Selecting this will not display the control on the form.

**Conditionally** – Selecting this will only display the control on the form if the field specified has a value in it. Select the field that you want to base the *Field has non-zero value* option on. Choosing this option means that the control you specify will only display if the field selected has some value in it. You can use this for things such as

displaying different buttons depending on a value so that you could jump to a different form or display a different value depending on the condition.

## Actions

*None Available*

## Popup

This control is used to create a Popup list that will make it possible to select an item from a popup list defined for the field specified as your Data Source. If you specify the Field Value for the Caption of this control then when you select from the Popup list the item selected will be displayed for that control. For the Date and Time fields you will see the popup list you would normally see in the standard HanDBase interface with these options. If you specify the Field Value to be the Caption then when you select a Date or Time that will be displayed for that control.

**Date:** *Today, Tomorrow, One Week, No Date and Choose Date.* Selecting Choose Date will bring up the standard HanDBase Choose Date Screen.

**Time:** *Current Time, No Time, and Choose Time.* Selecting Choose Time will bring up the standard HanDBase Time Picker Screen.

If you specify the Data Source for this control to be a DB Popup field then when you tap this field you will be taken to the other database specified for that field so you can select your item to be brought back and stored in this database.

## Supported Field Types

Text, Integer, Float, Popup, Date, Time, Note, DBPopup

## General Options

### *Data Source*

This option specifies the Field from your HanDBase database you want to associate with this control.

### *Caption Source*

Select which of the following you want as the "Caption" for this control.

**Field Name** - Select this to specify the Field Name, of the field specified as the Data Source, as the Caption.

**Field Value** - Select this to specify the Field Value, of the field specified as the Data Source, as the Caption.

**Other** - Select this to specify some other value as the Caption. This is useful if you do not specify a Data Source and want this to be a simple label. If you select this an additional option, *Caption:* will appear.

### *Caption*

If you selected Other as the Field Name then you will specify your other value here.

## Layout Options

### *Left Origin*

Specify the position, from the left side of the form, you want this control to be placed.

### *Top Origin*

Specify the position, from the top side of the form, you want this control to be placed.

### *Width*

Specify the Width, in pixels, of this Button.

### *Height*

Specify the Height, in pixels, of this Button.

## **Attributes Options**

### *Font*

Specify which Font you want to use for this Popup's Caption. There is a selector to the Right that allows you to also set the Color for this Text.

### *Editable*

If you leave this item checked, which is the default, then you will be able to choose from the Popup list of the Field this control is associated with. You can also un-check this option so that it can only be used to View data, if you have this control's Caption set to display the Field Value for the field it is associated with, and not to modify the record.

### *Visible*

Use this option to display or hide the control. The following options are available.

**Yes** – Selecting this will display the control on the form.

**No** – Selecting this will not display the control on the form.

**Conditionally** – Selecting this will only display the control on the form if the field specified has a value in it. Select the field that you want to base the *Field has non-zero value* option on. Choosing this option means that the control you specify will only display if the field selected has some value in it. You can use this for things such as displaying different buttons depending on a value so that you could jump to a different form or display a different value depending on the condition.

## **Actions**

*None Available*

## **Tab**

Tabs are one of the more advanced Control types. They are generally used in Groups and you will also be using Multiple Forms to make them work. When you add a Tab control selecting it in the designer will NOT show multiple screen views depending on which you select on that form. However the end result will appear to be this way. What you will do is create multiple forms, using the same sets of Tabs. **NOTE:** You can use the Copy option to make exact duplicates of a single form you create so the tabs are in the exact same position.

You will then make the Action for the Tab(s) to be that they Jump to Another form. Then when you tap the Tab you are actually taken to another of your exact same forms but one that has data below, above, to the left or right, that is different and specific for each tab.

## **Supported Field Types**

Text, Integer, Float, Popup, Unique, Date, Time, Link, Linked, DB Popup, Calculated, Relationship, Conditional, External

## **General Options**

*Data Source*

This option specifies the Field from your HanDBase database you want to associate with this control.

#### *Caption Source*

Select which of the following you want as the "Caption" for this control.

**Field Name** - Select this to specify the Field Name, of the field specified as the Data Source, as the Caption.

**Field Value** - Select this to specify the Field Value, of the field specified as the Data Source, as the Caption.

**Other** - Select this to specify some other value as the Caption. This is useful if you do not specify a Data Source and want this to be a simple label. If you select this an additional option, *Caption:* will appear.

#### *Caption*

If you selected Other as the Field Name then you will specify your other value here.

#### **Layout Options**

##### *Left Origin*

Specify the position, from the left side of the form, you want this control to be placed.

##### *Top Origin*

Specify the position, from the top side of the form, you want this control to be placed.

##### *Width*

Specify the Width, in pixels, of this Button.

##### *Height*

Specify the Height, in pixels, of this Button.

#### **Attributes Options**

##### *Font*

Specify which Font you want to use for this Tab's Caption. There is a selector to the Right that allows you to also set the Color for this Text.

##### *Active*

This option is used to specify whether this tab is the "Active" one on this form. When enabled the tab will NOT have a lower line so it looks like a standard Tab, indicating that the data below it is associated with this tab. You will only want to have ONE Active Tab per Tab Group, per Form

##### *Color*

Use this option to specify the Background color of this Tab.

#### *Direction*

This option enables you to specify the "Direction" of the tab. This makes it possible to position the Tab practically anywhere on the screen. Following are the directions supported and how they affect the way the tabs are displayed.

**North** - These tabs would have the rounded edge facing the top of the form. These tabs would generally be used at the the top of the form with the other fields below them.



**South** - These tabs would have the rounded edge facing the bottom of the form. These tabs would generally be used at the the bottom of the form with the other fields above them.

**East** - These tabs would have the rounded edge facing the right side of the form. These tabs would generally be used at the the right side of the form with the other fields to the left of them. Additionally these tabs are better used for fitting More tabs on the form because they can be easily "stacked" on top of each other, taking up less room.

**West** - These tabs would have the rounded edge facing the left side of the form. These tabs would generally be used at the the left side of the form with the other fields to the right of them. Additionally these tabs are better used for fitting More tabs on the form because they can be easily "stacked" on top of each other, taking up less room.

## **Actions**

Tabs are one of two controls that can have Actions associated with them. There are two possible Actions. Meaning, when you tap this button it will first perform Action 1 and then perform Action 2. Using both Actions is useful if you want to do something like Saving an Closing the Record but then going to the next record automatically.

### *Action 1:*

This is the First Action that will be performed. See the list of available Actions below.

### *Action 2:*

This is the Second Action that will be performed. See the list of available Actions below.

### *Available Actions*

**Do Nothing** - When this control is selected NO action will be performed.

**Jump to Form** - When this control is selected, on the form, you will jump to the form specified.

**Return to Form** - When this control is selected, on the form, you will be returned to the form you were previously on.

**Create Record** - When this control is selected a New Record will be created, saving changes in the current record first. This is similar to tapping the New button in the standard HanDBase interface.

**Delete Record** - When this control is selected the current record will be deleted and you will be returned to the HanDBase List View screen.

**Go to First Record** - When this control is selected the first record in this database will be displayed.

**Go to Last Record** - When this control is selected the Last record in this database will be displayed.

**Go to Previous Record** - When this control is selected the record Prior to this one in the database will be displayed. This has the same functionality as tapping the - indicator in

the upper right hand corner of the standard HanDBase Interface. This is useful for creating you own controls to move back and forth among records.

**Go to Next Record** - When this control is selected the record After this one in the database will be displayed. This has the same functionality as tapping the + indicator in the upper right hand corner of the standard HanDBase Interface. This is useful for creating you own controls to move back and forth among records.

**Follow Link/Rel/External** - This control can be associated with a Link, Linked, DB Popup Relationship or External field from your database. If associated with a Link, Linked or Relationship field then selecting this control will follow the appropriate Link or Relationship to the database specified in that field's setup. If associated with a DB Popup field it will take you to the associated database where you can select a record to bring data back from. If this is associated with an External field then selecting this control will launch tha external plugin in the same way it would if you had tapped that field in the standard HanDBase interface.

**Clear** - When this control is selected it will Clear the value from the field you have associated with this control using the Data Source option.

**Set Value to Caption** - When this control is selected it will set the value of the field you have associated with this control, using the Data Source option, to whatever the Caption for this control is.

**Append Caption to Value** - When this control is selected it will append whatever the caption of this control is to the value of the field you have associated with this control, using the Data Source option.

An example of using this function would be to create a number keypad and set the caption of each to a different number. Then when tapped it would set the value of that field to a that number. If you use a Field or Label field to also display that same field's value you'll see the updates you make automatically.

**Save and Close** - When this control is selected it will Save the current record and close this New or Edit Record form screen.

**Goto Details** - When this control is selected it will display this record'd Details screen. From there you can set manual alarms, enable manual encryption or delete this record.

**Print Record** - When this control is selected it will Print the current record.

**Export Record** - When this control is selected it will export this record to the MemoPad, on the Palm, or to a Text file on the Desktop or Pocket PC.

**Beam Record** – When this control is selected it will beam the currently open record to another device via Infrared.

**Copy Record to New** - When this control is selected it will save the current record and create a New record with the same values as the record you were in.

**Copy Record to...** - When this control is selected it will display a dialog enabling you to Copy this record to another database

**NOTE:** The database you want to copy to must have the Same database structure as the one you are copying from.

**Move Record to...** - When this control is selected it will display a dialog enabling you to Move this record to another database

**NOTE:** The database you want to move to must have the Same database structure as the one you are moving from

**Select Date** - When this control is selected it will display the standard HanDBase Choose Date Screen so you can select a Date to be entered in the field you have associated with this control.

**Select Time** - When this control is selected it will display the standard HanDBase Choose Time Screen so you can select the Time to be entered in the field you have associated with this control.

**Increment Value** - When this control is selected it will increment the numeric value in the field associated this control.

**Decrement Value** - When this control is selected it will decrement the numeric value in the field associated this control.

**Jump to Form in other DB** - When this control is selected it will jump directly to a form in another database, bypassing the List View of that database. The Source option for this control must be set to be a Link, Linked or Relationship field. This allows you to have a child database that stores additional data and make adding or editing records in that child database seamless. The following options are available.

*Database:* Select the database that you want to jump to when this control is selected.

*Form:* Select the Form, in the database selected above, that you wish to jump to when this control is selected.

*Record:* Select the Record option you wish to take place when this control is selected and the program jumps to the form specified above

**Cancel** - When this control is selected it will exit the Edit Record screen discarding any changes you've made. This option allows you to add your own cancel button to the form and not use the default one.

**Edit Popup List** - When this control is selected it will take you to the Edit Record screen for the field specified in the Source option so you can change the popup values for the field.

**Show Popup List** - When this control is selected it will show the popup list for the field specified in the Source option so you can select a value from it. This allows you to replace the popup control with a button.

**Cut** - When this control is selected it will Copy the currently selected text in the field specified by Source to the clipboard so it can be pasted to another field or another application.

**Copy** - When this control is selected it will Cut the currently selected text in the field specified by Source to the clipboard so it can be pasted to another field or another application.

**Paste** - When this control is selected it will paste the current data in the clipboard into the field specified by the Source option.

**Select All** - When this control is selected it will select all of the text in the field specified by Source so that the data can be copied or cut.

**Record Text to Clipboard** – When this control is selected it will copy all of the fields in this record to the clipboard as text so that it can be pasted into another application.

**Backspace** - When this control is selected it will enter a Backspace character in the field specified in the Source option, deleting the characters.

**Set Focus to Control**- When this control is selected it will set the focus to the control specified in the “Control:” option. This is useful as a Second action where the first might enter a value and then you want to jump to another control to edit it.

## Shape

The shape control enables you to draw a shape on your form. This shape could be used to group or separate sections of data on your form.

### Supported Field Types

None

### General Options

*Shape:*

Currently there are two possible shapes to select from for this control.

**Line** - Draws a line on the form. Depending on the Layout Options that are set this line can be Horizontal, Vertical or even Diagonal.

**Rectangle** - Draws a standard rectangle, or square on the form.

### Layout Options

These options will differ depending on whether you select the Line or Rectangle shape. Below are listed both sets of options.

*Line*

To create a Horizontal Line you will want to specify the SAME point for the Start Y and End Y options.

To create a Vertical Line you will want to specify the SAME point for the Start X and Enc X options.

To create a Diagonal Line you will use different combinations of these depending on which direction you want it to go in.

#### **Start X**

Specifies the starting position of the Line on the X axis

**Start Y**

Specifies the starting position of the Line on the Y axis

**End X**

Specifies the ending position of the Line on the X axis.

**End Y**

Species the ending position of the Line on the Y axis.

*Rectangle*

To create a Rectangle make sure your Width and Height options have different values.

To create a Square make sure your Width and Height options have the same values.

**Left Origin**

Specify the position, from the left side of the form, you want this control to be placed.

This will place the Upper Left corner of the control at that point.

**Top Origin**

Specify the position, from the top side of the form, you want this control to be placed. This will place the Upper Left corner of the control at that point.

**Width**

Specify the Width, in pixels, of this Shape.

**Height**

Specify the Height, in pixels, of this Shape.

**Attributes Options***Color*

Use this option to specify the color of this Shape.

**Actions**

*None Available*

**Image Button**

Image Buttons can be used in a number of ways. They can be associated with a field so that a particular action performed, described below, will modify data in a field in your database. Image Buttons can also be used to Jump to Other forms or to even, simply close the record, create a new record, access details or delete a record, if you do not want to use the standard buttons and position these yourself. With the Image Button you can even not use an Action and just use it to display images, whose paths might be stored in another field in your database or to display a static image, such as logo in all your records.

**Supported Field Types**

Text, Integer, Float, Popup, Unique, Date, Time, Link, Linked, DB Popup, Calculated, Relationship, Conditional, External

**General Options***Data Source*

This option specifies the Field from your HanDBase database you want to associate with this control.

*Image Location*

This option lets you specify the location of the image file you want to display. The program will, by default look for images that are stored on your computer in C:\Program Files\HanDBase4\Images\. If the image you want to display, be it a static image or one whose file name is stored in another field, is stored in that folder you will only need to specify the filename of the image, not the full path. If the file is stored in a different folder you will need to specify the complete path to the file.

NOTE: By Putting the image files in the default folder you will only need to have the image file name. This allows for cross platform compatibility of this control. You can then put copies of the same image(s) in the default folder locations on the other platforms and the program will find them automatically.

**Field Value:**

If you choose this option then HanDBase will look for the image file that has it's filename or path and file name entered into the field specified by the Source option and display that image on your form.

**Other:**

If you choose this option then you will see the text entry lines and be able to enter the filename, or path and filename, of the image file you want displayed on the form. Using this option the same image will be displayed on all forms. This is useful if you want to have a company logo on your forms. You can use the [Browser] button to navigate to a folder on your Storage/Memory Card and select the image you want to display, rather than writing or typing the filename into this option.

**Layout Options**

*Left Origin*

Specify the position, from the left side of the form, you want this control to be placed.

*Top Origin*

Specify the position, from the top side of the form, you want this control to be placed.

*Width*

Specify the Width, in pixels, of this Button.

*Height*

Specify the Height, in pixels, of this Button.

*Scaled to Fit*

If this option is checked then HanDBase will scale the image to fit the Width and Height specified in those options above. If it is not checked then HanDBase will crop the image, starting from the upper left corner of the control.

**Attributes Options**

*Visible*

Use this option to display or hide the control. The following options are available.

**Yes** – Selecting this will display the control on the form.

**No** – Selecting this will not display the control on the form.

**Conditionally** – Selecting this will only display the control on the form if the field specified has a value in it. Select the field that you want to base the *Field has non-zero value* option on. Choosing this option means that the control you specify will only display if the field selected has some value in it. You can use this for things such as displaying different buttons depending on a value so that you could jump to a different form or display a different value depending on the condition.

## **Actions**

Buttons are one of two controls that can have Actions associated with them. There are two possible Actions. Meaning, when you tap this button it will first perform Action 1 and then perform Action 2. Using both Actions is useful if you want to do something like Saving an Closing the Record but then going to the next record automatically.

### *Action 1*

This is the First Action that will be performed. See the list of available Actions below.

### *Action 2*

This is the Second Action that will be performed. See the list of available Actions below.

### *Available Actions*

**Do Nothing** - When this control is selected NO action will be performed.

**Jump to Form** - When this control is selected, on the form, you will jump to the form specified.

**Return to Form** - When this control is selected, on the form, you will be returned to the form you were previously on.

**Create Record** - When this control is selected a New Record will be created, saving changes in the current record first. This is similar to tapping the New button in the standard HanDBase interface.

**Delete Record** - When this control is selected the current record will be deleted and you will be returned to the HanDBase List View screen.

**Go to First Record** - When this control is selected the first record in this database will be displayed.

**Go to Last Record** - When this control is selected the Last record in this database will be displayed.

**Go to Previous Record** - When this control is selected the record Prior to this one in the database will be displayed. This has the same functionality as tapping the - indicator in the upper right hand corner of the standard HanDBase Interface. This is useful for creating you own controls to move back and forth among records.

**Go to Next Record** - When this control is selected the record After this one in the database will be displayed. This has the same functionality as tapping the + indicator in the upper right hand corner of the standard HanDBase Interface. This is useful for creating you own controls to move back and forth among records.

**Follow Link/Rel/External** - This control can be associated with a Link, Linked, DB Popup Relationship or External field from your database. If associated with a Link, Linked or Relationship field then selecting this control will follow the appropriate Link or Relationship to the database specified in that field's setup. If associated with a DB Popup field it will take you to the associated database where you can select a record to bring data back from. If this is associated with an External field then selecting this control will launch the external plugin in the same way it would if you had tapped that field in the standard HandDBase interface.

**Clear** - When this control is selected it will Clear the value from the field you have associated with this control using the Data Source option.

**Set Value to Caption** - When this control is selected it will set the value of the field you have associated with this control, using the Data Source option, to whatever the Caption for this control is.

**Append Caption to Value** - When this control is selected it will append whatever the caption of this control is to the value of the field you have associated with this control, using the Data Source option.

An example of using this function would be to create a number keypad and set the caption of each to a different number. Then when tapped it would set the value of that field to a that number. If you use a Field or Label field to also display that same field's value you'll see the updates you make automatically.

**Save and Close** - When this control is selected it will Save the current record and close this New or Edit Record form screen.

**Goto Details** - When this control is selected it will display this record's Details screen. From there you can set manual alarms, enable manual encryption or delete this record.

**Print Record** - When this control is selected it will Print the current record.

*Export Record* - When this control is selected it will export this record to the MemoPad, on the Palm, or to a Text file on the Desktop or Pocket PC.

**Beam Record** - When this control is selected it will beam the currently open record to another device via Infrared.

**Copy Record to New** - When this control is selected it will save the current record and create a New record with the same values as the record you were in.

**Copy Record to...** - When this control is selected it will display a dialog enabling you to Copy this record to another database

NOTE: The database you want to copy to must have the Same database structure as the one you are copying from.

**Move Record to...** - When this control is selected it will display a dialog enabling you to Move this record to another database



**NOTE:** The database you want to move to must have the Same database structure as the one you are moving from

**Select Date** - When this control is selected it will display the standard HanDBase Choose Date Screen so you can select a Date to be entered in the field you have associated with this control.

**Select Time** - When this control is selected it will display the standard HanDBase Choose Time Screen so you can select the Time to be entered in the field you have associated with this control.

**Increment Value** - When this control is selected it will increment the numeric value in the field associated this control.

**Decrement Value** - When this control is selected it will decrement the numeric value in the field associated this control.

**Jump to Form in other DB** - When this control is selected it will jump directly to a form in another database, bypassing the List View of that database. The Source option for this control must be set to be a Link, Linked or Relationship field. This allows you to have a child database that stores additional data and make adding or editing records in that child database seamless. The following options are available.

*Database:* Select the database that you want to jump to when this control is selected.

*Form:* Select the Form, in the database selected above, that you wish to jump to when this control is selected.

*Record:* Select the Record option you wish to take place when this control is selected and the program jumps to the form specified above

**Cancel** - When this control is selected it will exit the Edit Record screen discarding any changes you've made. This option allows you to add your own cancel button to the form and not use the default one.

**Edit Popup List** - When this control is selected it will take you to the Edit Record screen for the field specified in the Source option so you can change the popup values for the field.

**Show Popup List** - When this control is selected it will show the popup list for the field specified in the Source option so you can select a value from it. This allows you to replace the popup control with a button.

**Cut** - When this control is selected it will Copy the currently selected text in the field specified by Source to the clipboard so it can be pasted to another field or another application.

**Copy** - When this control is selected it will Cut the currently selected text in the field specified by Source to the clipboard so it can be pasted to another field or another application.

**Paste** - When this control is selected it will paste the current data in the clipboard into the field specified by the Source option.

**Select All** - When this control is selected it will select all of the text in the field specified by Source so that the data can be copied or cut.

**Record Text to Clipboard** – When this control is selected it will copy all of the fields in this record to the clipboard as text so that it can be pasted into another application.

**Backspace** - When this control is selected it will enter a Backspace character in the field specified in the Source option, deleting the characters.

**Set Focus to Control**- When this control is selected it will set the focus to the control specified in the “Control:” option. This is useful as a Second action where the first might enter a value and then you want to jump to another control to edit it.