VerifyForm. Action

Quick Start Guide for VerifyForm. See the VerifyForm.pdf file for complete user instructions.

Description:

Drop the VerifyForm Action into the GoLive Modules > JScripts > Actions folder, then put the VFList.js, VFProfan.js and VFMess.js files in a suitable place within your site.

VerifyForm is used to verify entries in up to 15 Text fields on a standard HTML form. There are 20 verification categories, 4 field formatting categories and 4 text modifiers and 2 special purpose options. VerifyForm can confirm that a selection was made in Radio Button groups and Selection (pop-up) Lists. You can also set fields that are Required.

Forms can be sent as **Delimited Data Strings** or **Plain Text** to an E-mail address or to a URL for post processing.

If any form field fails to meet your verification criteria, VerifyForm will tag the errors with a highlight color and display an optional error message. The form will not be sent until all errors are corrected.

NOTE:

The **MailPrep Action** can be used to prepare an E-mail address Header. The header includes the E-mail address, Subject, cc and Bcc. **VerifyForm** will watch for this header and use it if it's available. If not, the Subject will be set to the Form's Name, and the E-mail address to the Form's Action.

How to use it:

1 - Drag a **Form tag** onto your page. Click on it and give your form a **Name** (Figure 1).

2 - Fill out the remainder of the Form Inspector box.

We're going to send this Form by E-mail in this example so enter an **E-mail address** the Form is to be sent to, and **text/plain** as the Encoding and **Post** as the Method.

Figure 1

3 - Design your form and enter all the fields. Remember the names that you give to your form and its fields because they will be used in the VerifyForm.Action. DO NOT give the name **"submit"** to any element on your form. This word is reserved.

Linking your Form to VerifyForm:

4 - VerifyForm can be attached to either GoLive's Form Submit button, or to your own custom submit button, or to some text.

If you attach VerifyForm to GoLive's Form Submit button, select **Normal** for the button (Figure 2). Selecting Submit will cause the browser to also send the Form.

5 - Click on the button or select the text, then click GoLive's **New Link** icon and attach the VerifyForm Action as a **Mouse Click** Event.

Figure 2

NOTE:

If you are using GoLive 4, see the section **"Submitting the Form in GoLive 4"** in the **VerifyForm.pdf** instructions.
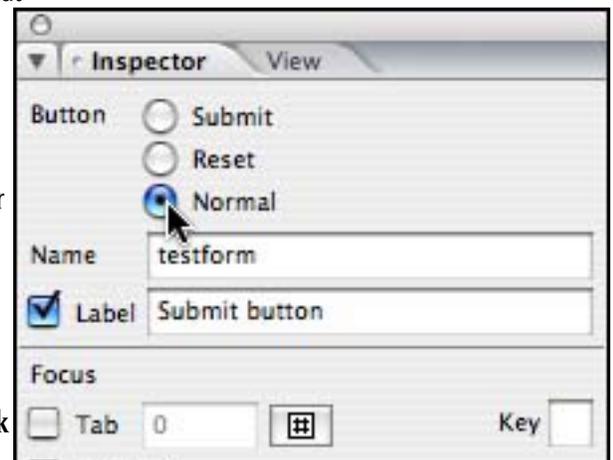
Setting up the VerifyForm Action:

1 - Click on your submit button or text to bring up VerifyForm's options menu in GoLive's Actions palette. Then enter the name of your form in the **Form name** field (Figure 3a).

2 - If your form is in a **Floating Box**, select the box name from the pull down menu.

3 - Enter the names of the **Text Fields**, **Text Areas**, **Radio Buttons**, **Check boxes** or **Selection Lists** that you need to verify, in the "Field name" boxes. These names must be exactly the same as the ones used on your form. All name are case sensitive, and **spaces** are not allowed.

4 - The "Field description" boxes are only used if you intend to display detailed Error messages (see the VerifyForm.pdf and Error_Message_Options.pdf files for full details). This example doesn't use these fields.

5 - Select the **criteria** for checking each field from the "Verify category" menus beside each field (Figure 3b). If you don't want to check the field, select the **No category** option.
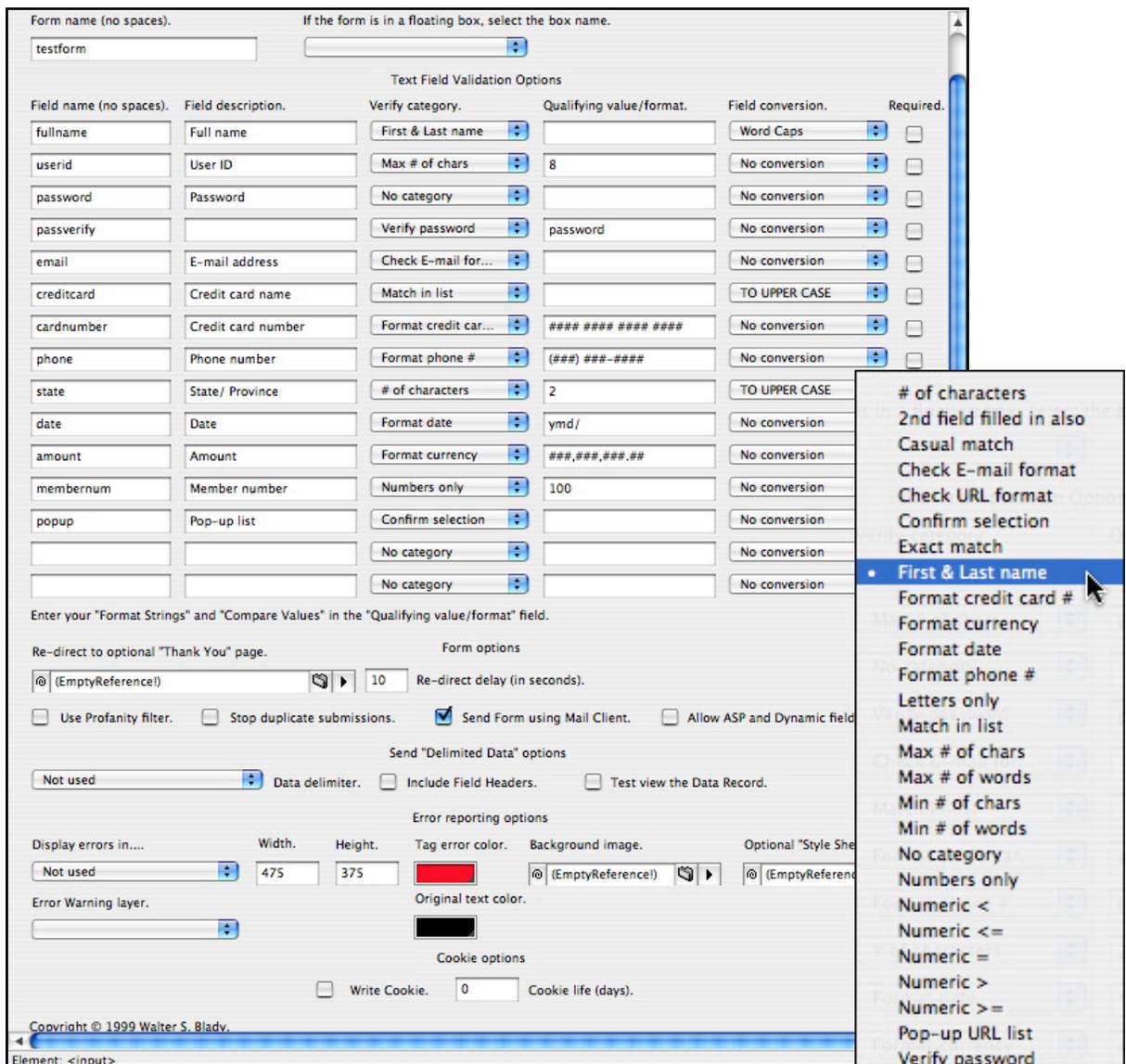

Figure 3a

Figure 3b

6 - Some of the Verify categories need a value entered in the "Qualifying Value/Format" field. Enter a qualifying value or a format string if you need them (format strings are explained in the VerifyForm.pdf file).

7 - Select an optional **field modifier**. Select **No conversion** if you don't want to modify the field.

8 - Check the **Required** box for any field that <u>must</u> be filled in.

9 - Complete all the fields you want to verify.

10 - Check the **Send form using Mail client** option. Don't bother with the **Send "Delimited" data options**, or the **Cookie options** for now.

11 - Select "Not used" for the **Display errors in...** option, then select "Red" at the **Error text color,** and "Black" as the **Original text color**.

Leave the **Error Warning layer or Text box** field blank.

Editing VerifyForm's Alert messages:

All the error messages in VerifyForm are contained in an editable Javascript file called **VFMess.js**. This file <u>must</u> be linked to your page before you can use VerifyForm. Details on how to edit the VFMess.js file can be found in the VerifyForm.pdf file.

No error messages are actually displayed in this QuickStart demo, so you don't have to edit the file now. Errors in this demo will simply be highlighted in Red.

See the VerifyForm.pdf and Error_Message_Options.pdf instructions for complete details on displaying error warnings.

1 - Put the VFMess.js file in a suitable place in your website.

2 - Drag a Head Script icon to the head section of your page (Figure 4).

3 - Check the Inspector's **Source** box then select the VFMess.js file.

Figure 4

IMPORTANT:
You MUST include the VFMess.js file on every page where you use VerifyForm, otherwise the script will produce errors.

Run through the Check List on the next page then save and test your form in a browser. That's it.
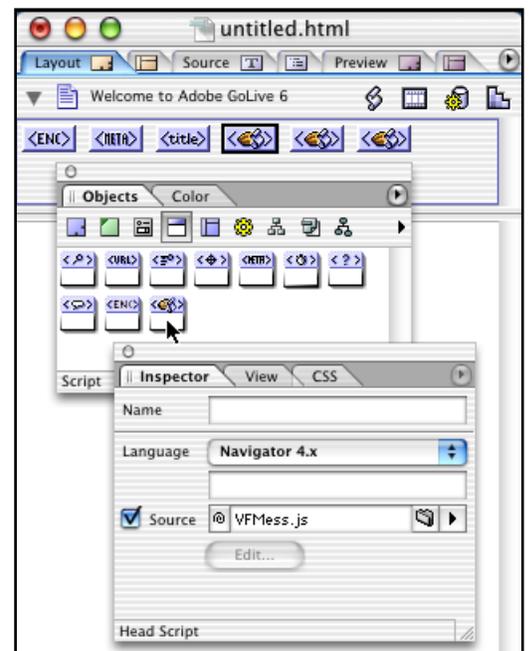
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A final check list before you save your page:

☑ Make sure that the **path** to **VFMess.js** file is correct.

☑ Check that the **Form Name** entered in VerifyForm is the **same** as the one used for the form.

☑ Make sure there are **no Spaces** in any of the Field names or the Form name.

☑ Make sure there are no **Single** or **Double Quotes** in any of the Descriptive Text lines.

☑ Make sure the source code modifications in **GoLive 4** are still intact before you save your page.

☑ **Importing VerifyForm from an External Javascript file:** Check the top of the HTML page in **source view** and make sure the path to the CSScriptLib.js file points to the file within your Website folder and NOT to the file on your hard drive, before saving the page.

CAUTION:
If VerifyForm displays errors, and your Form is <u>still</u> being submitted, the problem is probably due to GoLive 4 removing the source code modification. Make sure the changes are intact.

Also, if a Form entry error has not tagged when it should have been, it means that the browser has detected a Javascript error somewhere. The problem is most likely due to an editing error in the **VFMess.js** file. Check your editing of these files very carefully.

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