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## Overview

This is a simple form, whereby users are able to nominate a colleague for an achievement or outstanding performance during the month. Nominations will not be visible to non-managerial staff.

## Additional features

**Thank you page:** Once submitted, users would normally be taken to a 'view' mode of the form they've just submitted. But in this case, a 'thank you' page has been created to present the user with a custom message.

These can be edited and formatted as you please within a WYSIWYG editor.

A screenshot of a software interface for configuring a "Thank you" page. On the left is a sidebar with navigation options: Project options, Project Summary, Edit project properties, Project permissions, Statuses, Conditions, Field condition sets, Triggers, Behaviour, Field visibility, SLA, Automatic changes, and Workflow. The main area is titled "Thank you" page and contains a text box with a placeholder message: "Once a ticket has been submitted, by default the submitting user will be shown the contents of their submitted form. You can instead choose for the user to be taken to a page with text you have written. For example, you may wish for the submitting user to see a message about how long they can expect to wait before receiving a response to their submission." Below this are three radio button options for "After submission": "Show ticket in view mode (if the submitter has view rights) or the Infocapture main page (if the reporter does not have view rights)", "Show the thank you page regardless of the submitter's view rights", and "Show the thank you page only if the submitter does not have view rights". The third option is selected. There are also radio button options for "Page type": "Show custom page" (selected) and "Go to link". Below these is a rich text editor with various formatting tools (bold, italic, underline, link, unlink, list, indent, outdent, undo, redo, search, help) and a "Format" dropdown. To the right of the editor is an "Insert an Expression" section with a list of "Common Expressions": Issue ID, ID in Project (with prefix), Submitter, Current Handler, and Current Status. The text area below the editor contains the message: "Thank you for your nomination! Nominations are not visible to non-managerial staff. The employee with the most nominations will be announced at the beginning of each month."

Go to *Thank You Page* tab when editing the project to customise the message.