:RESOLVER

Edit or Delete a Form Section

To edit or delete a form section:

1. If needed, click **Administration > Configurable Forms** to open an existing form.

2. To reposition a section on the form canvas, click the ✛ icon in the top-right corner of the section, then drag and drop it to a different area on the canvas.

3. Click the ✏ icon at the top-right corner of the section to display the **Edit Form Section** screen.
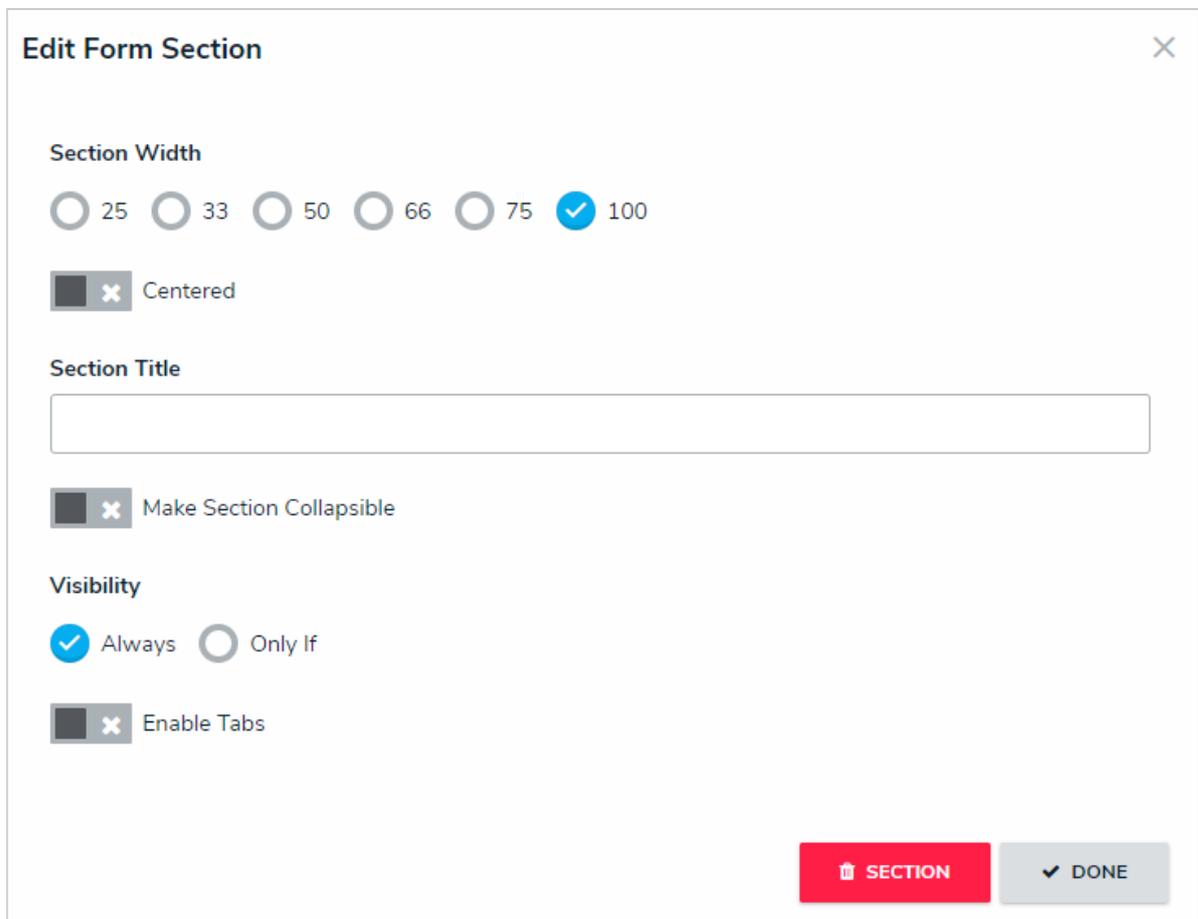
Edit Form Section   ✕

Section Width

○ 25   ○ 33   ○ 50   ○ 66   ○ 75   ✓ 100

▮✕ Centered

Section Title

[   ]

▮✕ Make Section Collapsible

Visibility

✓ Always   ○ Only If

▮✕ Enable Tabs

🗑 SECTION   ✔ DONE

The Edit Form Section screen.

4. Make changes to the settings as needed. See the Add a New Section to a Form for information on enabling tabbed or collapsible sections and Control Section Visibility for information on creating rules.

5. If the section is empty (it does not contain any elements), click the [🗑 SECTION] icon, then **Yes** to confirm. If the section contains elements:

    a. Click **Done** to return to the form canvas.

    b. Hover your cursor over each element in the section, then click the ⊖ icon to remove the element from the section.
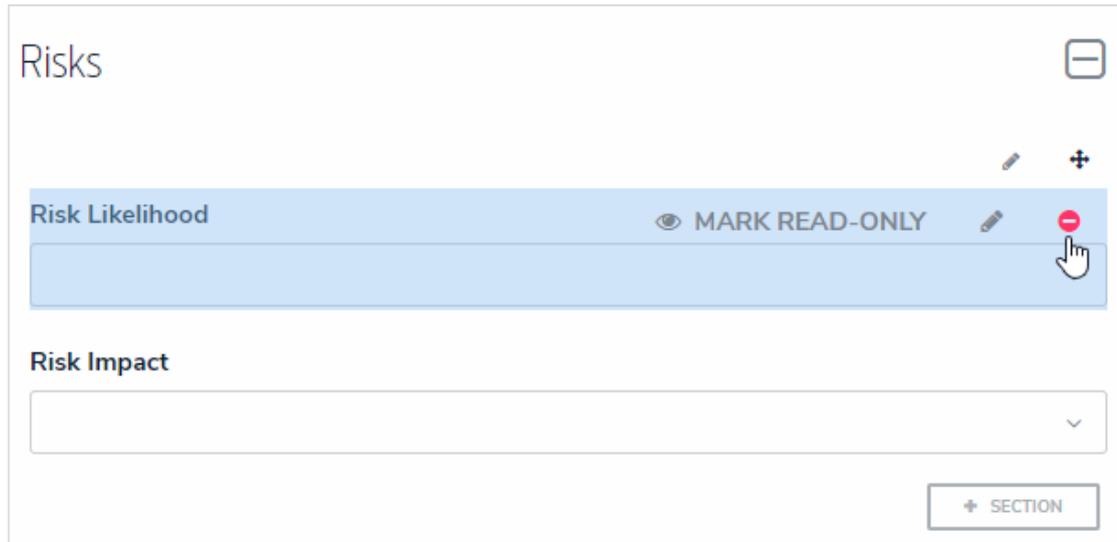
Removing an element from a section.

    c. Click **Yes** to confirm.

    d. Continue removing elements from the section as needed.

    e. Click the ✏ icon at the top-right corner of the section to return to the **Edit Form Section** screen.

    f. Click the 🗑 **SECTION** icon, then **Yes** to confirm.