

# 101

Acrobat 5.0 Forms eTips and Techniques

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*A Free Download Sampler*





## *Welcome*

This eBook sampler is a free download of excerpted pages from my 101 Acrobat 5.0 Forms eTips and Techniques. For a complete list of all the topics included in the complete work, a table of contents is included in this document.

For the complete work, visit:  
<http://www.mightywords.com>

The complete 101 Forms Tips is full of helpful tips exclusively for developing Acrobat forms with more than 65 JavaScripts that can be easily copied and pasted into your forms designs.

The complete work is entirely open. As such, all form fields, comments, and design elements can be copied, pasted, edited, and printed.

In addition to the forms book, I also have 101 Acrobat 5.0 Tips and Techniques available on MightyWords. Both publications are sold for \$11.95 each.

If you're an Acrobat maniac, look for my Acrobat 5.0 PDF Bible, April 2001.

Best Wishes.

Ted

## Legend

### MORE...

Move the mouse cursor over the **MORE...** button to open another text and/or image window that continues an explanation for a tip. The windows will close when the mouse cursor exits the button.

### BONUS...

Bonus items are additional tips related to the tip being viewed. Move the mouse cursor over a **BONUS...** button to display another window.

### SHOW...

Click on the **SHOW...** button above to display the Menu bar and Tool bars. By default this PDF will open with menus and tools closed. The **SHOW...** button only appears on this page.

- Place the cursor over the icons at right to display text in a help window. Click the mouse button to invoke the action associated with each icon.



There are more than 65 scripts contained in Text notes that all appear in the top right corner of the screen when a JavaScript is mentioned. Open the note and copy/paste the routines in your PDF files. In some cases you may need to change field names.

Fields throughout the document can also be copied and pasted. Most fields have been identified with the page number preceding the field name. For example "99total" refers to a field on page 99. This nomenclature has been created to help facilitate finding fields to be copied and pasted.

The icons at right will execute an action when the mouse button is depressed. To open the help fields, roll the mouse over the icons without clicking the mouse button.



### Forms Basics

1. Field Construction Basics
2. Multiple Field Selection
3. Beveled Field Appearances
4. Multiple Field Appearance Editing
5. Drawing Fields to a Grid
6. Layout Grids and Guides
7. Changing Form Field Sizes
8. Aligning Form Fields
9. Editing Form Fields
10. Form Field Duplication
11. Setting Field Tab Order
12. Field Navigation
13. Editing Field Text with Modifiers
14. Locking Fields
15. Nesting Form Field Actions
16. Changing Options for Multiple Fields
17. Adding Multiple Mouse Behaviors
18. Creating Table Arrays
19. Inserting Fields in Tables
20. Spacing Fields in a Table

21. Oversized Checkmarks
22. Applying Captions to Buttons
23. Combo and List Box Export Values
24. Creating List Boxes
25. Using Read Only Fields
26. Read Only Signature Fields
27. Exporting Data
28. Importing Data
29. Clearing Form Fields

### Designing Forms

30. Replacing Pages
31. Formatting Numbers
32. Scanning Forms
33. Resetting Selected Field Data
34. Tables with Alternate Choices
35. Auto Opening Secondary Forms
36. Creating Templates
37. Editing Hidden Fields
38. Using Sounds



### JavaScript Basics

- 39. Using Comments in JavaScript Code
- 40. Using External Editors
- 41. Using the Validate Properties
- 42. Testing JavaScript Routines
- 43. Showing/Hiding Fields
- 44. Page Navigation with JavaScript
- 45. Zooming Views
- 46. Listing Menu Items
- 47. Date Stamping
- 48. Backward Compatible Scripting
- 49. Detecting Viewers
- 50. Document Actions
- 51. Accessing Document Information
- 52. Copying and Pasting JavaScripts

### JavaScript Calculations

- 53. Calculate - Addition
- 54. Summing Rows in a Table
- 55. Calculate - Division
- 56. Calculate - Subtraction
- 57. Calculate - Multiplication
- 58. Averages, Minimums, Maximums
- 59. Calculating a Sales Tax
- 60. Calculating a Shipping Fee
- 61. Setting Calculation Order

### Data handling

- 62. Restoring Field Text
- 63. Importing Icons and Images
- 64. Data From Secondary Files
- 65. Creating Note Comments
- 66. Creating Free Text Notes
- 67. Custom Keystroke Filtering
- 68. Document Level JavaScripts



### Dialogs and Warnings

- 69. Creating Warning beeps
- 70. Prompting for a Zoom Value
- 71. Application PopUp Menus
- 72. Checking for Empty Fields
- 73. Limiting Character Strings
- 74. Adding Data from a Dialog Box
- 75. Setting Up Auto Tabs
- 76. On Focus Application Alerts

### Changing Form Designs

- 77. Deleting Pages
- 78. Changing Images
- 79. Adding Stamp Comments
- 80. Changing Typefaces
- 81. Adding Fields with JavaScript
- 82. Spawning Pages from a Template
- 83. Navigating to Spawned Pages
- 84. Creating Page Numbers
- 85. Changing the Layout Design

### Conditions

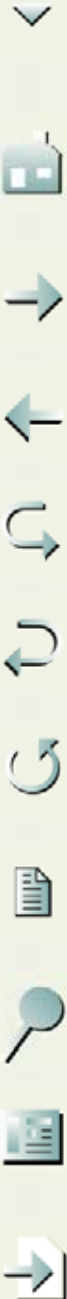
- 86. Changing Text Colors
- 87. Alternative Comments in a Field
- 88. Alerts for Field Selections
- 89. Creating Fixed Response Options

### Printing

- 90. Printing the Current Page
- 91. Controlling Print Attributes
- 92. Eliminating Fields from Printing

### Security

- 93. Securing Form Fields
- 94. JavaScript Protection
- 95. Digital Signature Security
- 96. Using Acrobat for Securing Passwords



### Web Support

- 97. [E-mailing PDF Files](#)
- 98. [Send Mail/Send FDF Only](#)
- 99. [Adding a URL Text Field to a Page](#)
- 100. [Submitting Data to a Server](#)

### Sample Form

- 101. [Creating a PDF Filing System](#)

### Acknowledgements

### Sample Form

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## Creating Table Arrays

You can easily create a table in Acrobat 5.0 with very little manual editing. Create either a row or column of fields. Each field name needs to be unique, but can be of any name you elect to use.

Hold the Shift/Command key down and marquee the fields (either a row or column). A red rectangle will appear around the fields.

Hold the Control/Command key down and drag a center red handle to the last row or column where you wish to have the fields appear.

Strike Enter/Return.

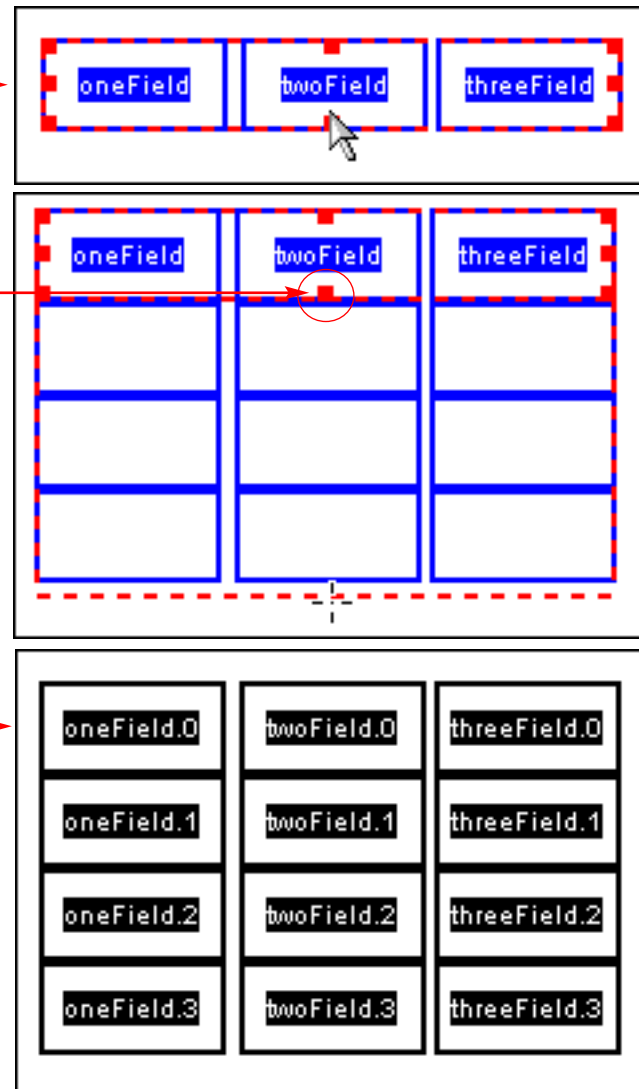
Each field will be named automatically by Acrobat with a unique field name.

Shift/Command + drag to select fields.

Control/Command drag center handle down.

Strike Enter/Return.

All fields will be duplicated with unique field names.





## Adding Data from a Dialog Box

You may wish to ask the user a question and have them supply the answer in a dialog box. You can add conditional statements for insuring valid data and verifying the user input. To [open a dialog box](#) that asks the user a question and provides a field for data entry, then places the entered data in another field, the series of actions would be scripted as follows:

```
var t = this.getField("target"); // the
target field
var cResponse = app.response({
cQuestion: "What is your age?", cTitle:
"Age Definition", }); // title of the
dialog box
{
if ( cResponse == null)
    app.alert("Please complete the ques-
tion."); // if Cancel is selected
else
    app.alert("You responded,
\""+cResponse+"\", is this correct?",3);
}

t.value = cResponse; // places the data
from the dialog to the target field
```

Click on the button below. Enter text in the dialog box that appears and click OK. The text will be added to the field.

Click Me

Text from dialog box:





## Creating Page Numbers

You may have documents that need to have page numbers printed when the PDF file is output to hard copy or when assembling PDFs that have been created from several producer applications.

If page numbers don't exist in your PDF and you need to create them, you can use JavaScript to create a field, have it **duplicated on all pages** and include page numbers within the field. To do so, use the following:

For an easy means of creating page numbers repeatedly, create a button form field with the code listed below left. Keep the field on a **template** with other routines you frequently use. Copy and paste the field to any document that needs page numbers.

The script creates a new field and supplies the page number. After the page numbers have been added, delete the button field.

```
var r = [612-72, 792 - 72, 612, 792]; //1 inch from top right

for (var i = 0; i < numPages; i++) {
  var f = this.addField(String("page"+i+1),"text",i,r);
  f.textSize = 14;
  f.textColor = color.blue;
  f.fillColor = color.transparent;
  f.textfont = font.HelvB;
  f.borderStyle = border.s;
  f.strokeColor = color.transparent;
  f.value = String(i+1);
}
```

Note: font's, colors and point sizes should be determined before creating the pages.

Use a dummy field to view the font style, size and placement before creating the fields.



## *Acknowledgements*

At one point in time or another, all of us need someone to bounce off ideas or pull us out of a crunch. Not being a programmer by profession, I needed some help through a few mind wrenching routines.

Fortunately I had the best Adobe Acrobat JavaScript programmer I know close at hand. Much appreciation and thanks goes to Kas Thomas for his generous time and patience in providing help when it was needed.

You can find some of Kas' work on <http://www.mightywords.com>. If Kas wrote it, I can tell you it's great. Don't hesitate, just buy it!

## *eTips and Techniques Series*

*by Ted Padova*

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