

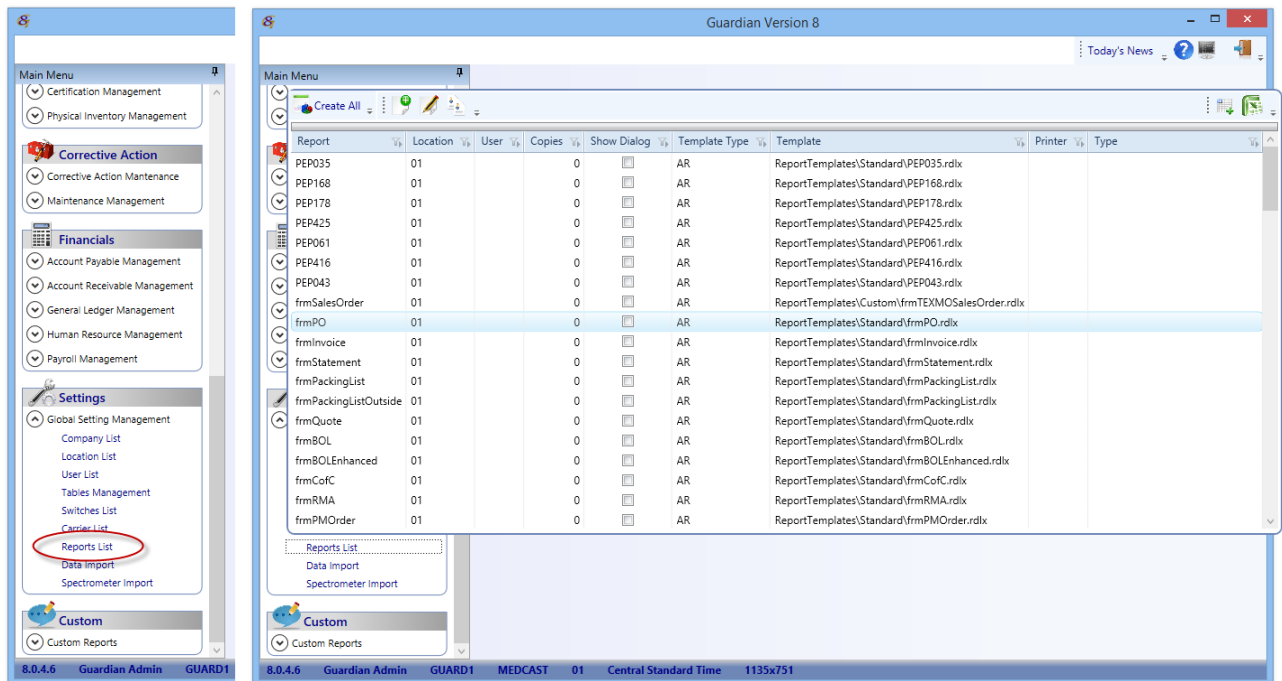
KnowledgeBase Article 2088

Client Custom Forms

Guardian version 8 has brought with it new tool sets for future development and flexibility. One of those tool sets is the Active Reports method for creating forms within Guardian. In the future, an Active Reports Editor will be added to Guardian to allow users to customize their own reports and forms within Guardian.

In the event an Active Reports Editor has been used to modify current Guardian Forms, making those forms accessible within Guardian is a very simple process

1. Rename the forms with your company name in the file name, (IE frmGSSIPO.rdlx)
2. Save the form to \\GuardianServer\Guardian\ReportTemplates\Custom\
3. Log into Guardian 8 using your Administrative account (if you need one setup, please contact Support)
4. Navigate to Global Settings > Reports List and double-click the report you are changing



5. In the Template field, change the path and filename to match the new location and file from steps 1 and 2 above
 - a. You can click the directory icon to search for the file
6. Click the Save icon to save the changes to the form
7. Restart Guardian workstation for the changes to take effect

