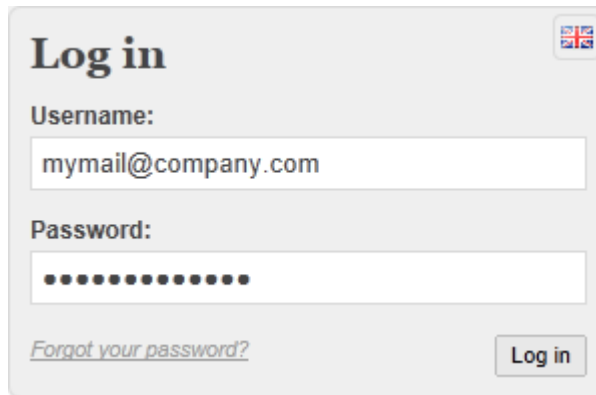



# Tutorial: Creating a new chart



- In this tutorial you will learn how to add a new chart to the application.
- This exercise uses the "Document revision control" application which is available on all trial accounts.

# Logging in



**Log in** 

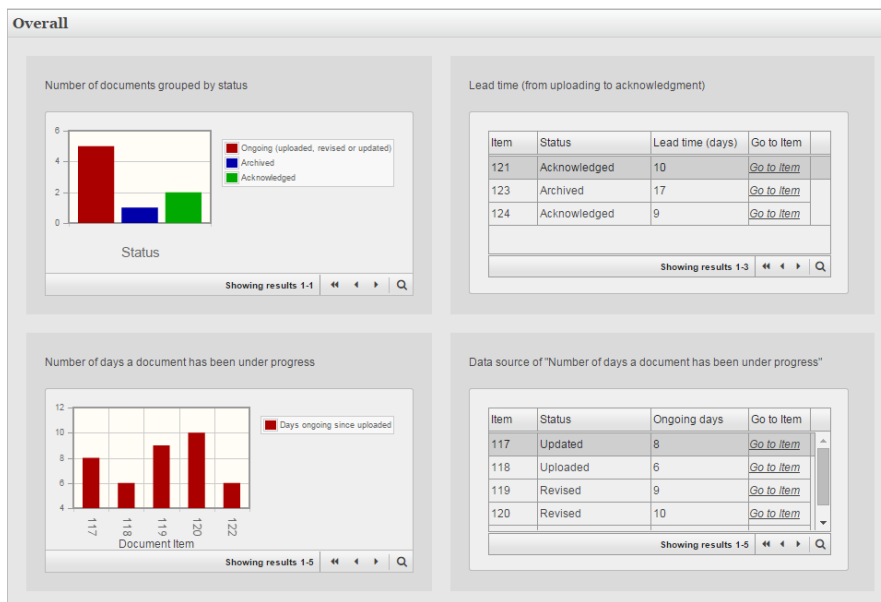
Username:

Password:

[Forgot your password?](#)

- Go to [public.istools.com](http://public.istools.com) in your web browser.
- Log in using the account credentials provided in your welcome mail.

# Getting familiar



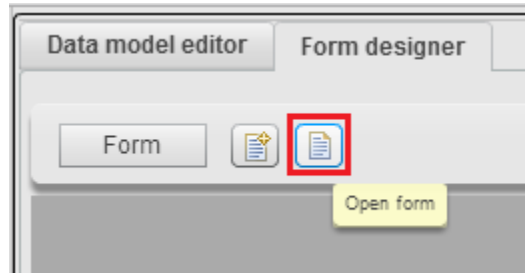
- Take a minute to familiarize yourself with the existing forms of the application.
- In this exercise, our goal is to add a new bar chart that contains the number of revisions the documents have gone through.

# The form designer

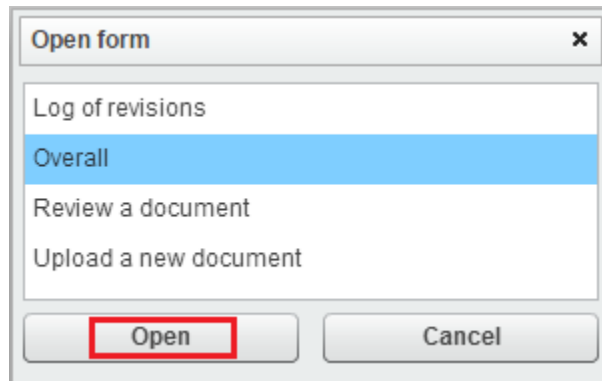
The screenshot shows the 'is tools' interface. On the left is a navigation menu with sections: 'Document revision control' (with user 'John Smith'), 'Application forms' (with options like 'Upload a new document'), and 'Administration' (with 'Application configuration' highlighted by a red box). The main area is titled 'Data model editor' and has a 'Form designer' tab highlighted with a red box. Below the tab are two panels: 'Tables and lists' and 'Fields'. The 'Tables and lists' panel shows a table with columns 'S' and 'Name', containing rows for 'Contact', 'Document', and 'Summary'. The 'Fields' panel shows a table with columns 'S' and 'Name', containing a row for 'E-mail address'.

- In the main menu, expand the "Administration" folder.
- Click on "Application configuration" and then on the "Form designer" tab, which is the visual editor for forms.

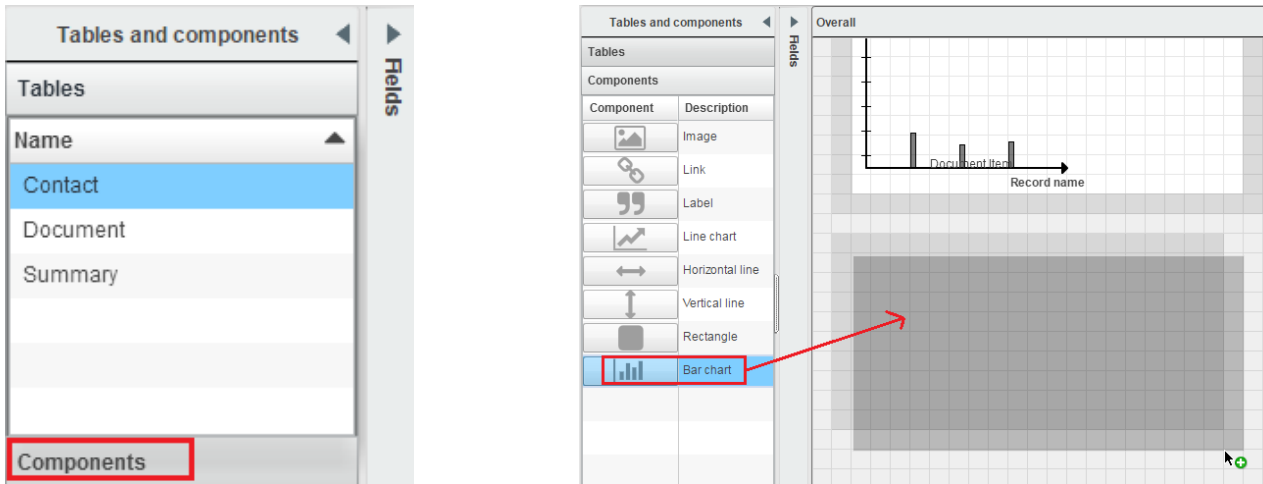
# Opening a form



- Click the "📄" icon.
- Choose "Overall".
- Click "Open".
- Scroll down the form's grid pane to make space for the new chart.

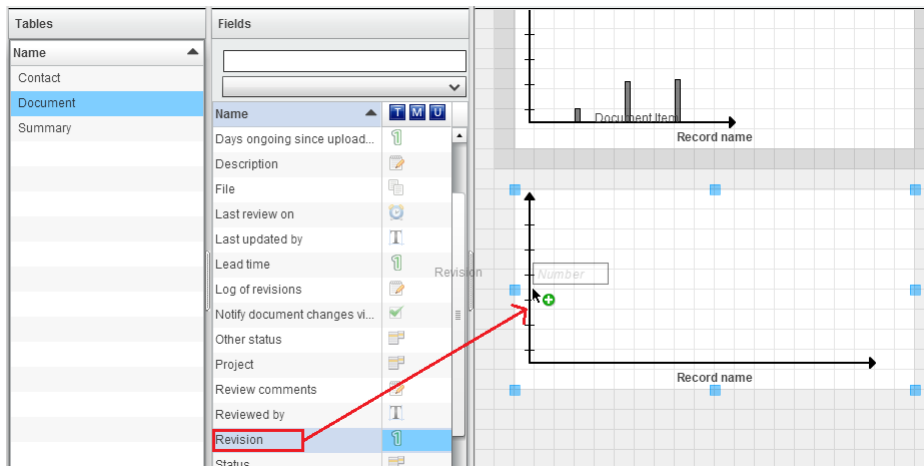


# Adding a new chart



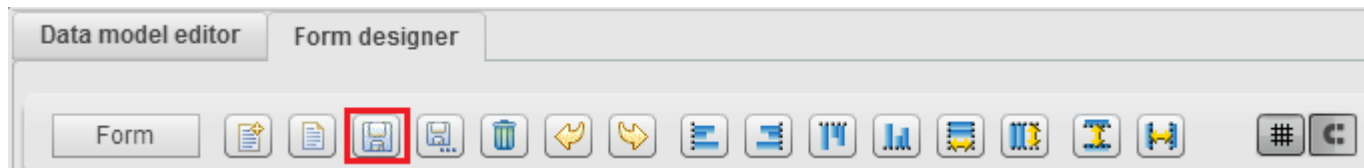
- Click on "Components".
- Select the "Bar chart" component, then drag and drop it onto the grid pane.

# Configuring the chart



- Click on "Tables".
- Select the "Document" table.
- Select the "Revision" field in the Fields list, then drag and drop it onto the y-axis of the chart.
- Note that for the x-axis, the Record name is already set.

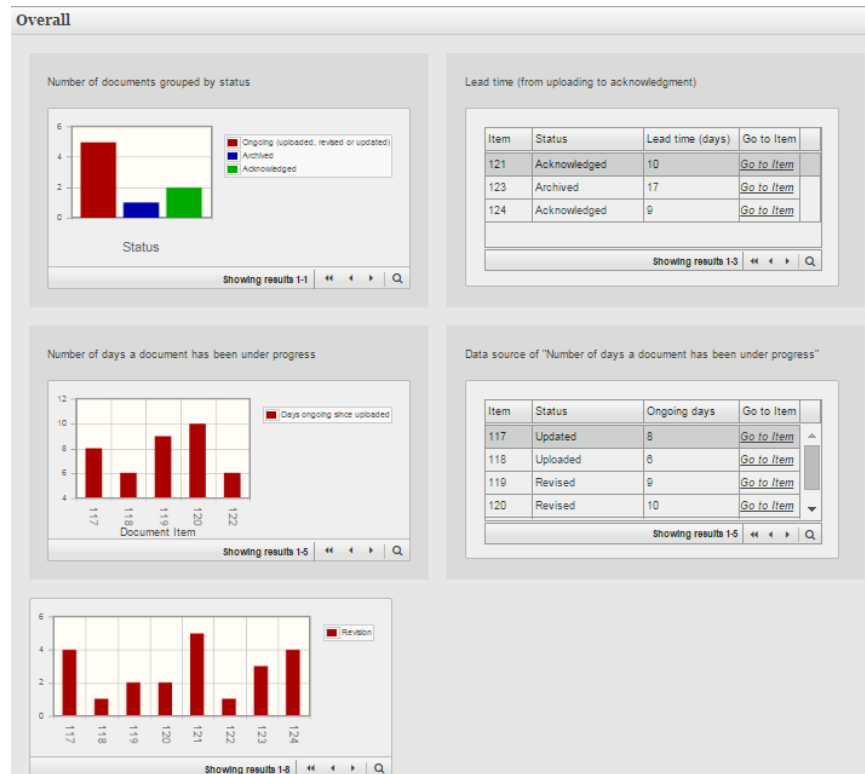
# Saving form changes



- Once you're happy with the layout of the form, click the Save icon at the top of the screen to save the changes made.
- View the created form by clicking "Overall" in the application menu. It should now look similar to the form shown on the next slide!



# Congratulations, you're done!



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