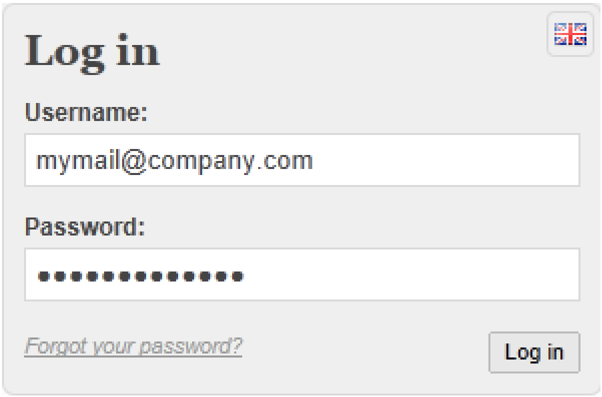
# **Tutorial:** Creating a new chart

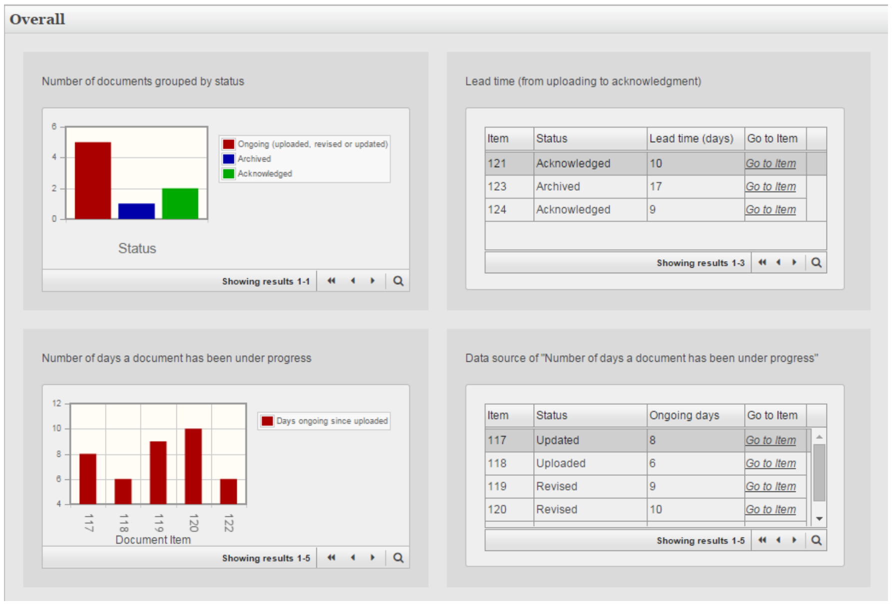
- In this tutorial you will learn how to add a new chart to the application.
- This exercise uses the ”Document revision control” application which is available on all trial accounts.

# Logging in



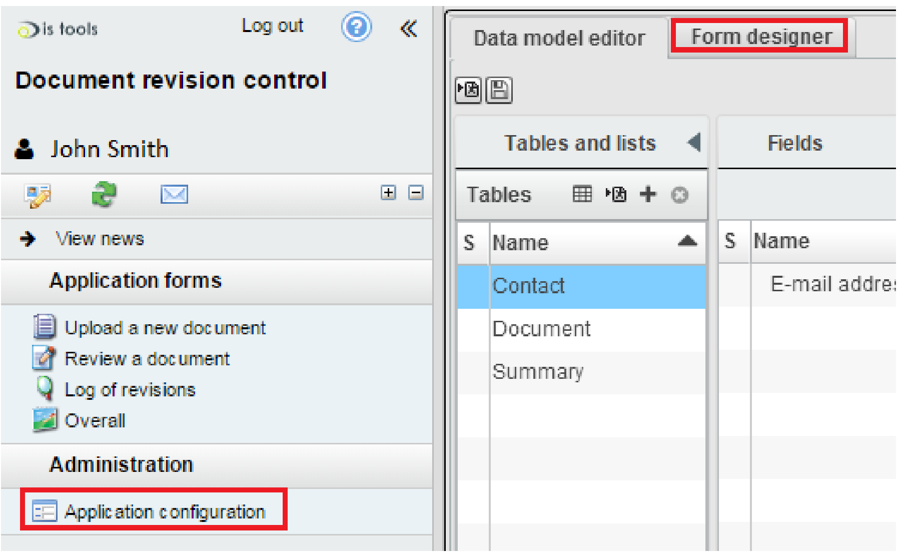

- Go to public.istools.com in your web browser.
- Log in using the account credentials provided in your welcome mail.

# Getting familiar



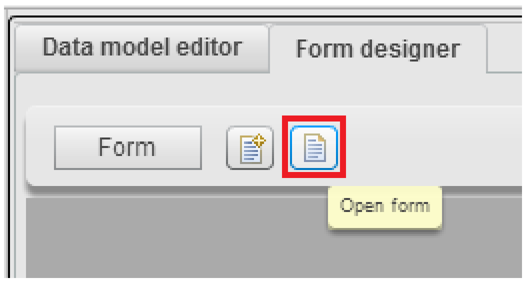

- Take a minute to familiarize yourself with the existing forms of the application.
- In this exercise, our goal is to add a new bar chart that contains the number of revisions the documents have gone through.

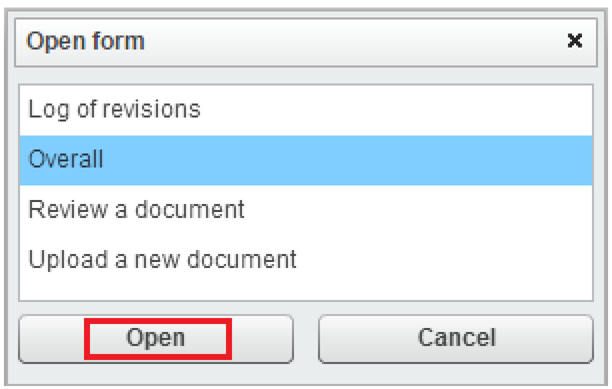
# The form designer




- 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.

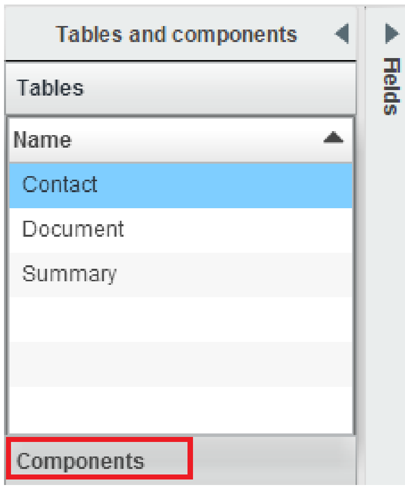
# Opening a form

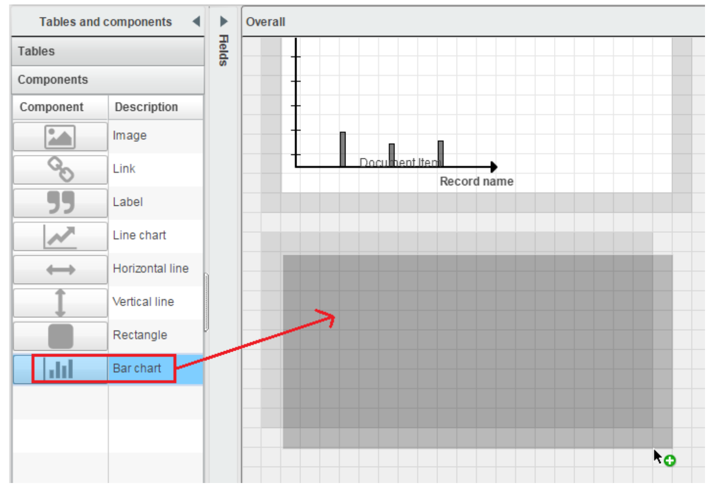



- Click the ”” icon.
- Choose ”Overall”.
- Click ”Open”.
- Scroll down the form’s grid pane to make space for the new chart.

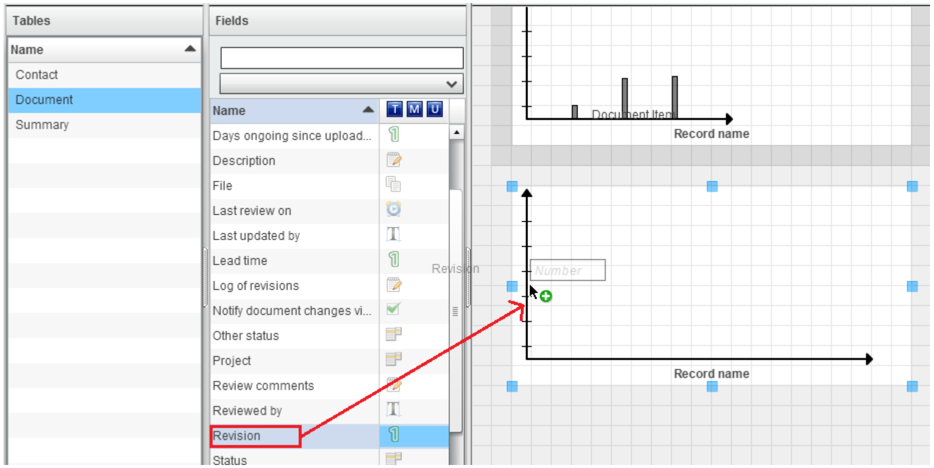
# Adding a new chart



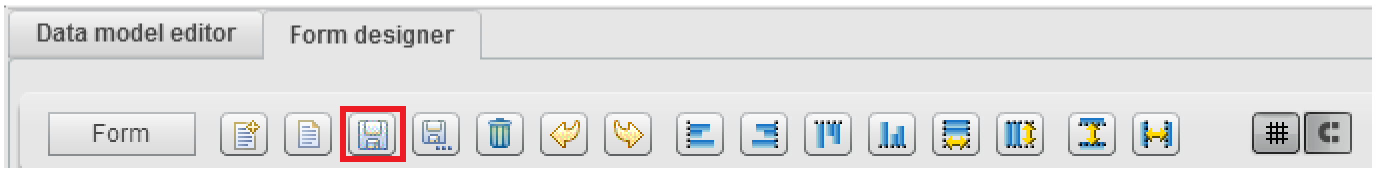

- Click on ”Components”.
- Select the ”Bar chart” component, then drag and drop it onto the grid pane.

# Configuring the chart



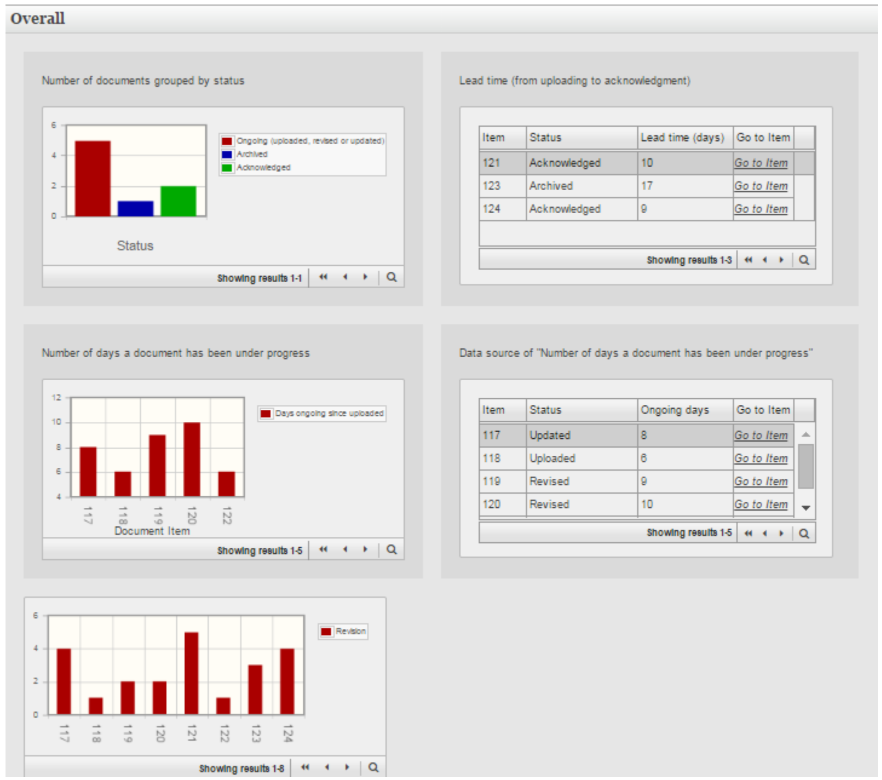

- Click on ”Tables”.
- Select the ”Document” table.
- Select the ”Revision” field in the Fields list, then drag and drop it onto the y-axis of the chart.
- Note that for the x-axis, the Record name is already set.

# 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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