Blue Form Builder extension for Magento 2

User Guide

Version 2.0

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I) Introduction

We believe that you don't need to hire a developer to build Magento 2 forms. That's why we developed **Blue Form Builder**, a drag & drop form builder extension for Magento 2 with all needed features for creating POWERFUL forms EASILY.

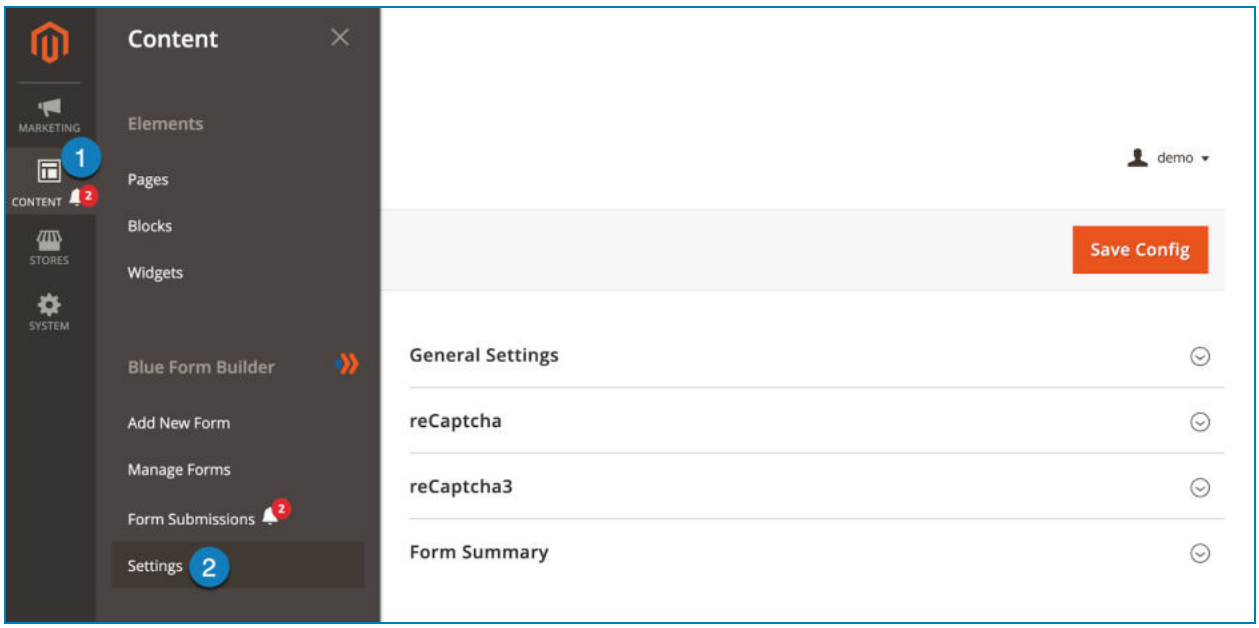
- Create any form type
- Drag & drop
- File uploads
- Easy form embedding
- 10+ form templates
- Auto email notifications
- Spam prevention
- Multi-page forms
- 35+ elements
- Plugin integrations
- Fully compatible with Ultimo Theme, Porto Theme, Magezon Page Builder

NOTE: Blue Form Builder was developed using a core builder library based on which we've built all of our builder extensions. The core builder library includes elements and settings that all builder extensions have in common. For details, please refer to Magezon Core Builder user guide.

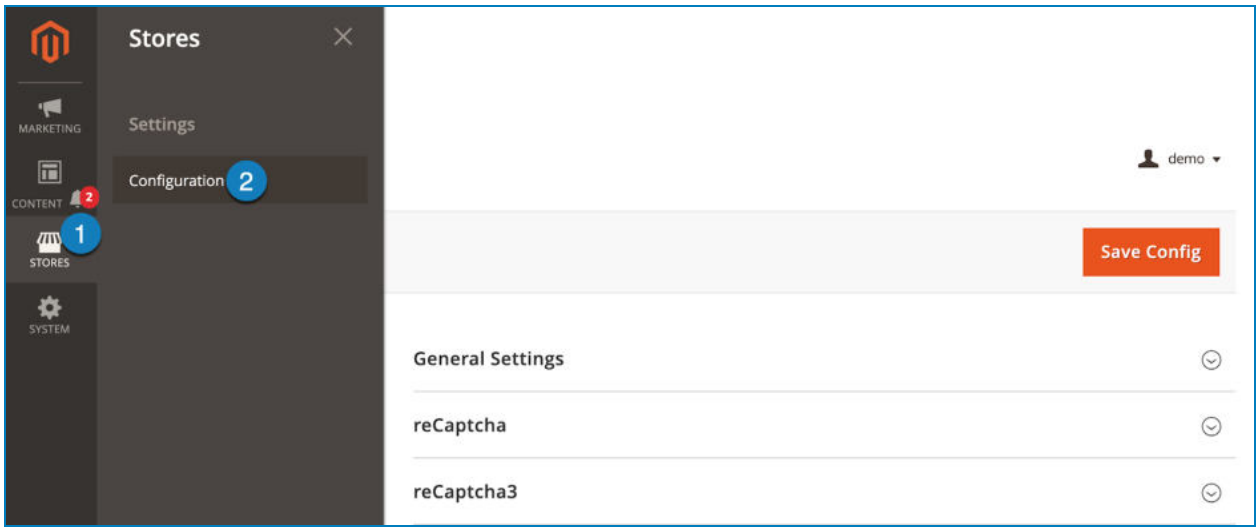
In this guide, we'll focus on elements and settings that are specific to Blue Form Builder.

II) General Configurations

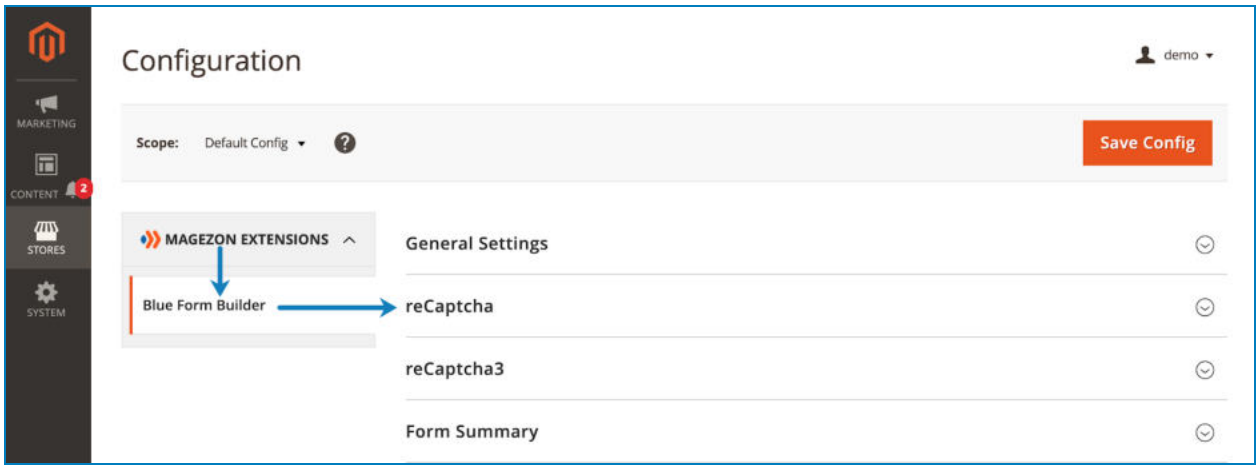
To configure general settings for Blue Form Builder, navigate to **Content > Blue Form Builder > Settings:**



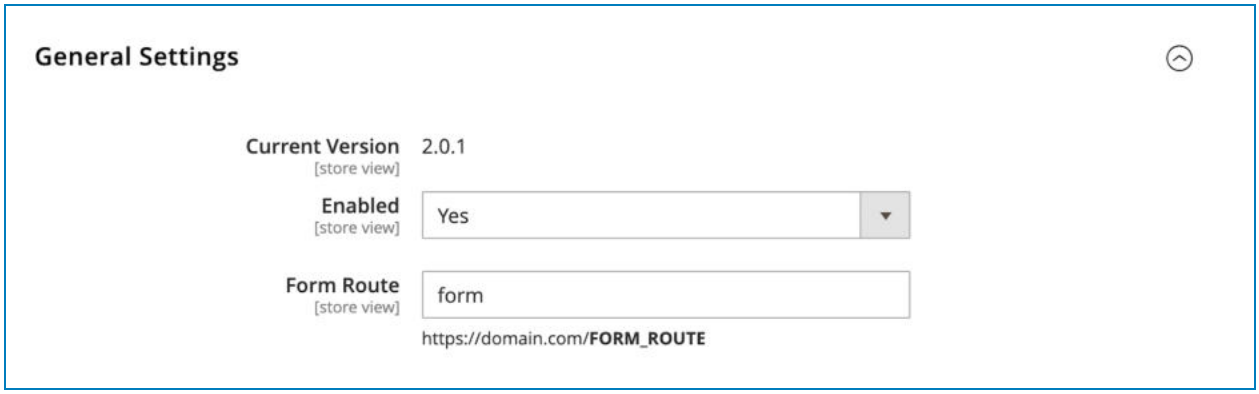
or **Stores > Settings > Configuration:**



Expand **MAGEZON EXTENSIONS** on the left panel and click **Blue Form Builder**. In the right section, you will see 4 tabs:



1) General Settings



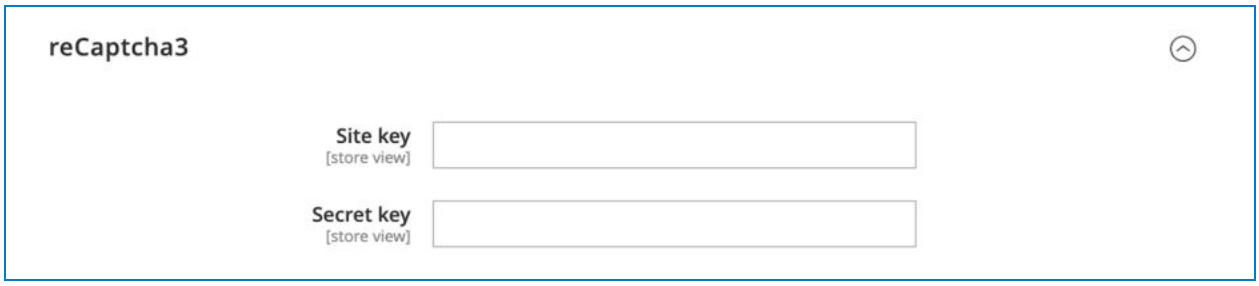
- **Current Version** lets you know the current version of Blue Form Builder.
- **Enabled**: enable/disable Blue Form Builder on your website.
- **Form Route:** URL prefix applied to all form pages. For example, in the above image, we enter “form” in this field. So the URL of a form page, for example, contact form page, will be *https://domain.com/**form**/contact-form*. The URL of a delivery feedback form will be *https://domain.com/**form**/delivery-feedback*. The same for URLs of other form pages.

2) ReCaptcha

This section allows you to enable reCaptcha v2 by entering both site key and secret key. (This key pair can be obtained by signing up here).

Then you can use the ReCaptcha element to add reCaptcha v2 to your form.

3) ReCaptcha3



This section allows you to enable reCaptcha v3 by entering both site key and secret key. (This key pair can be obtained by signing up here).

Then you can use the ReCaptcha element to add reCaptcha v3 to your form.

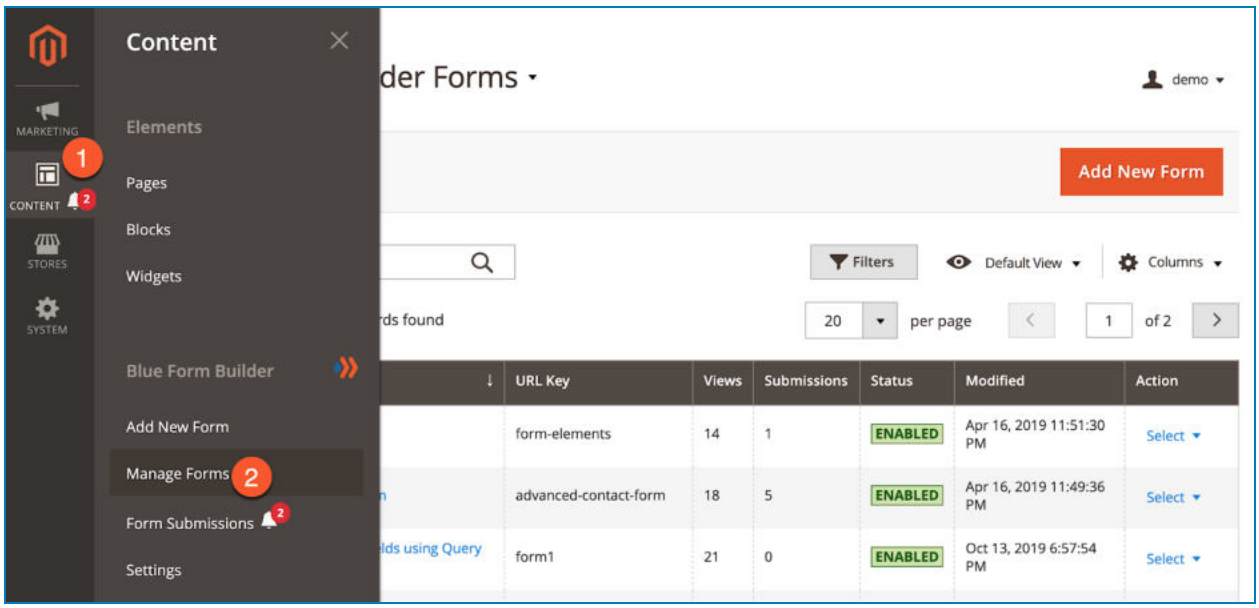
4) Form Summary

- **Show IP Address**: if Yes, the IP Address of customers who submit forms will be displayed in form submission grid and in submission detail pages.

III) Manage Forms

1) List of Forms

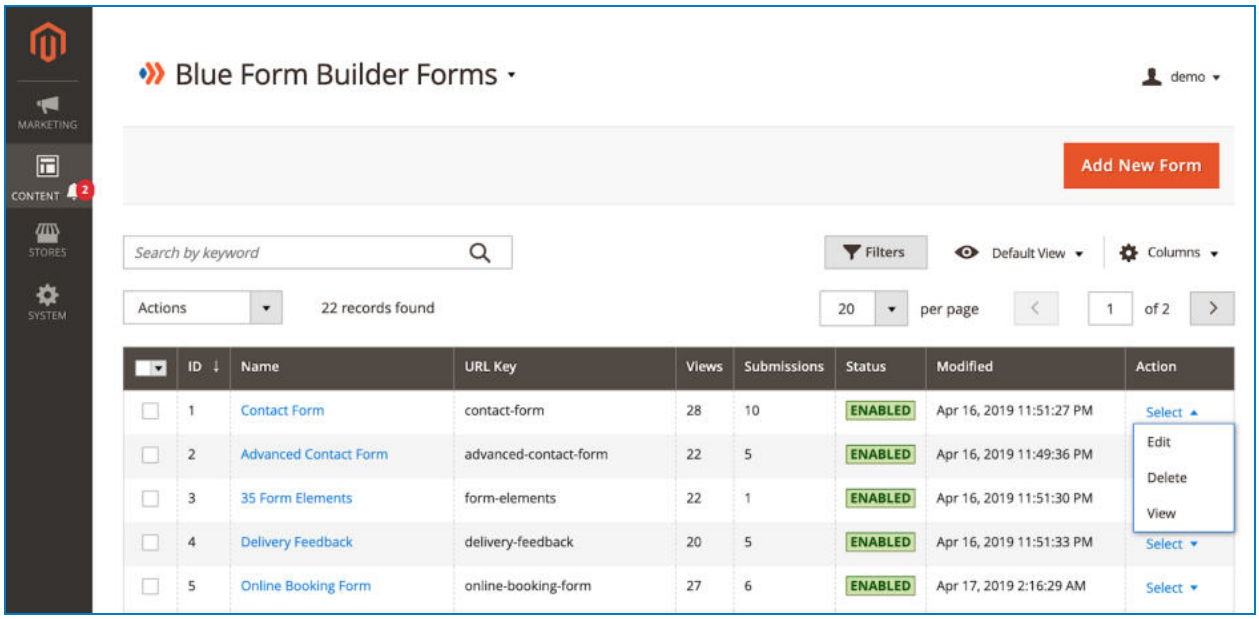
In order to view all of your forms, navigate to **Content > Blue Form Builder > Manage Forms** and you will reach the form listing page:



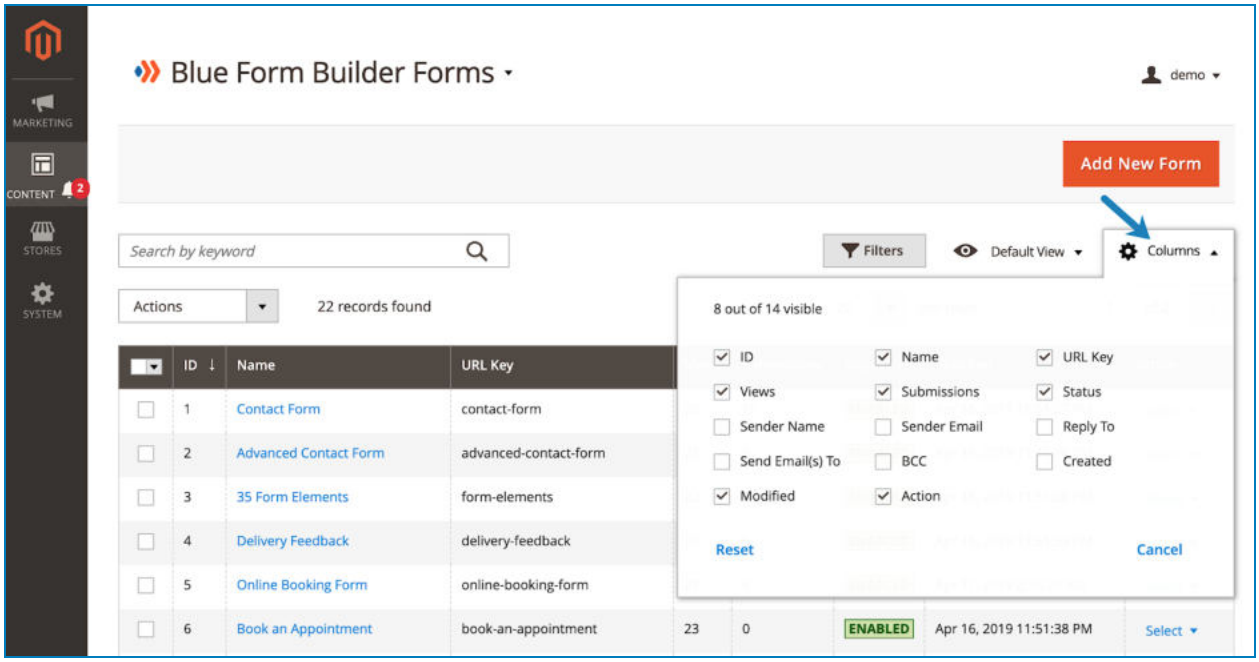
- There is a grid containing all existing forms:

- **ID**: identifier of the form.
- **Name**: name of the form.
- **URL Key**: path of the form page inside your store view. This is where your form page will be on the site.
- **Views**: number of the form views.
- **Submissions**: number of form submissions.
- **Status**: whether the form is enabled or disabled.
- **Modified** time: when the form is last modified.

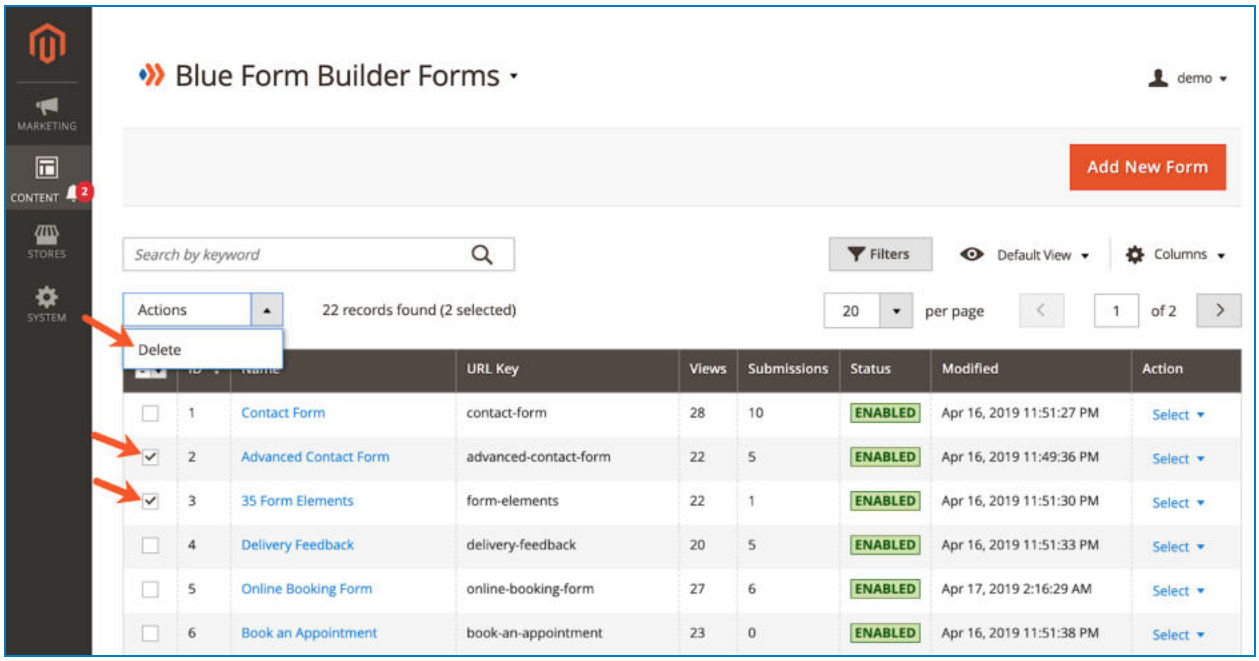
- **Action**: list the actions available for the form:
    + **Edit** the form.
    + **Delete** the form.
    + **View** the form on the frontend.



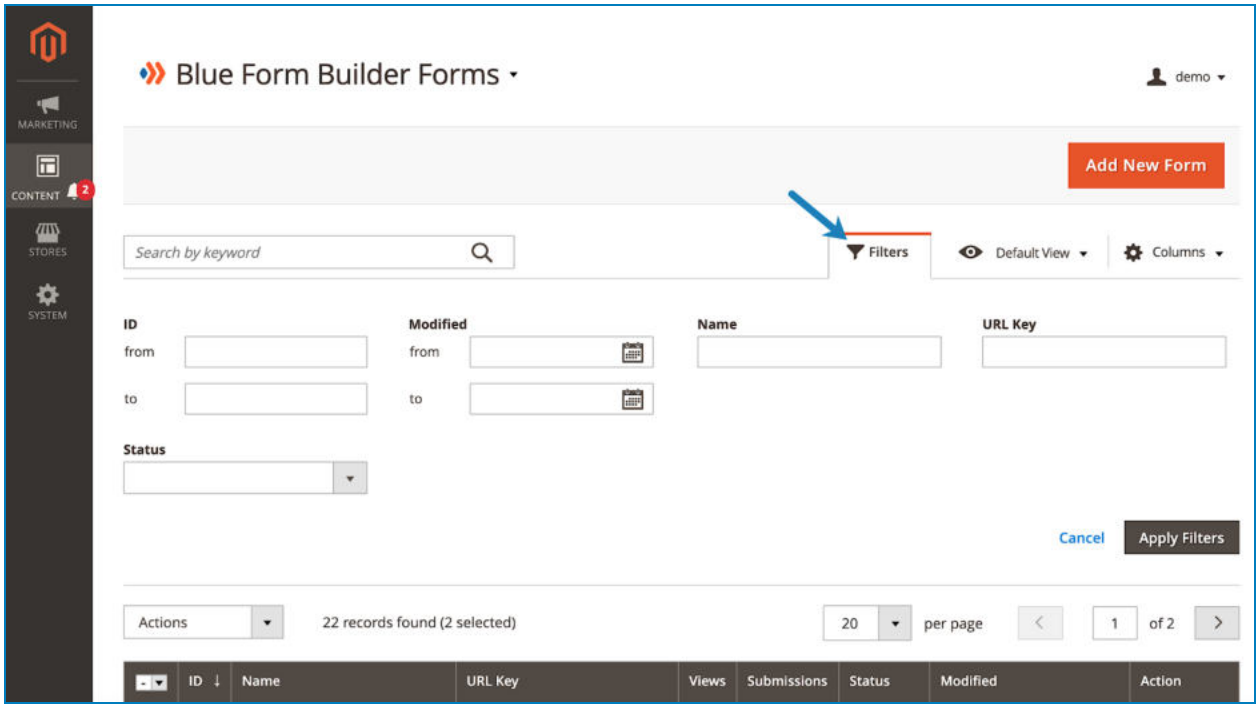
- To view all columns of the grid, click **Columns** drop-down above the grid. Tick the checkboxes of columns that you want to be visible in the grid. Untick the checkboxes of columns that you want to be invisible in the grid:



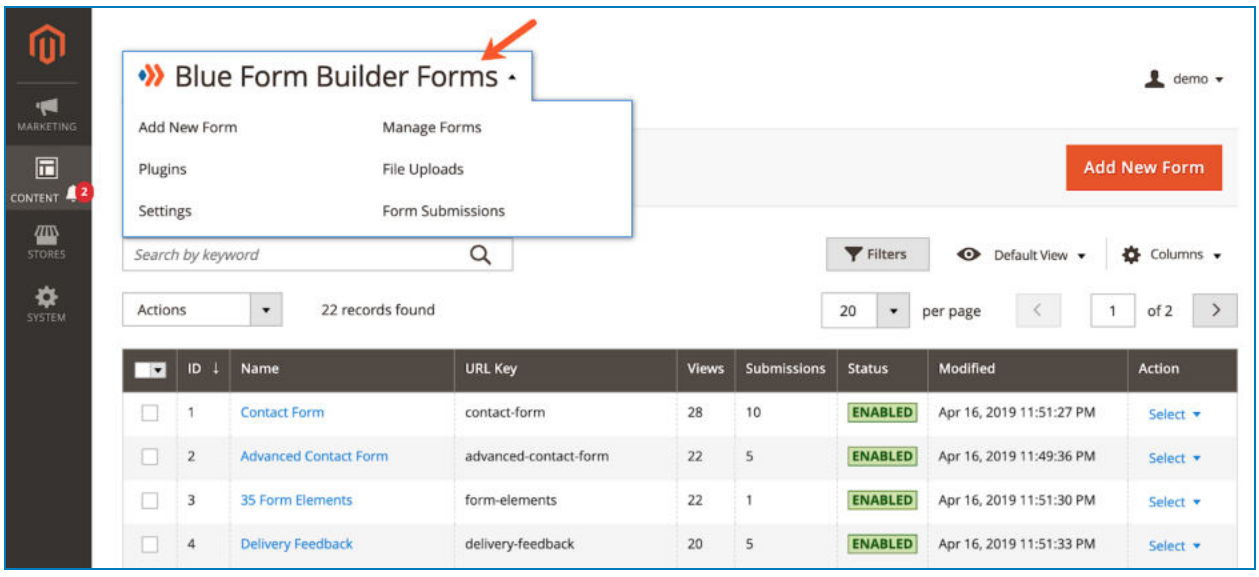
- Tick the checkboxes of corresponding forms in the first column, then click **Actions** drop-down above the grid to Delete these forms:



- You can filter forms by ID, Modified time, Name, URL Key, and Status:



- Click **Blue Form Builder Forms** drop-down on the top left corner and you'll see the following options:



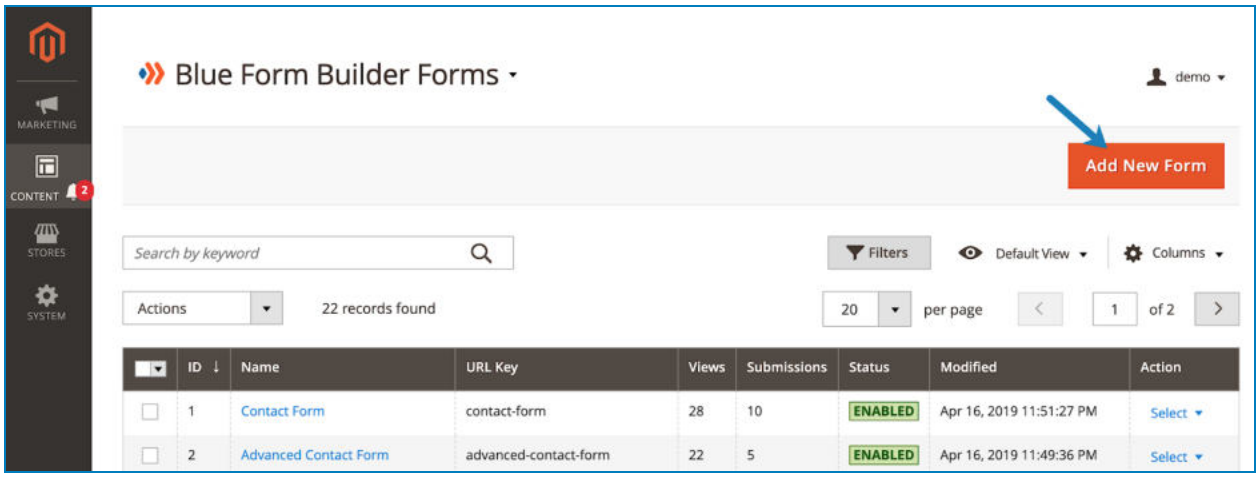
- **Add New Form**: add a new form.
- **Manage Forms**: go to the form listing page.
- **Plugins**: view all plugins of Blue Form Builder.
- **File Uploads**: go to the file upload listing page.
- **Settings**: access the extension's configuration.
- **Form Submissions**: go to the submission listing page.

Please note that you can find this drop-down list in the form edit page, file upload listing page and submission listing page.

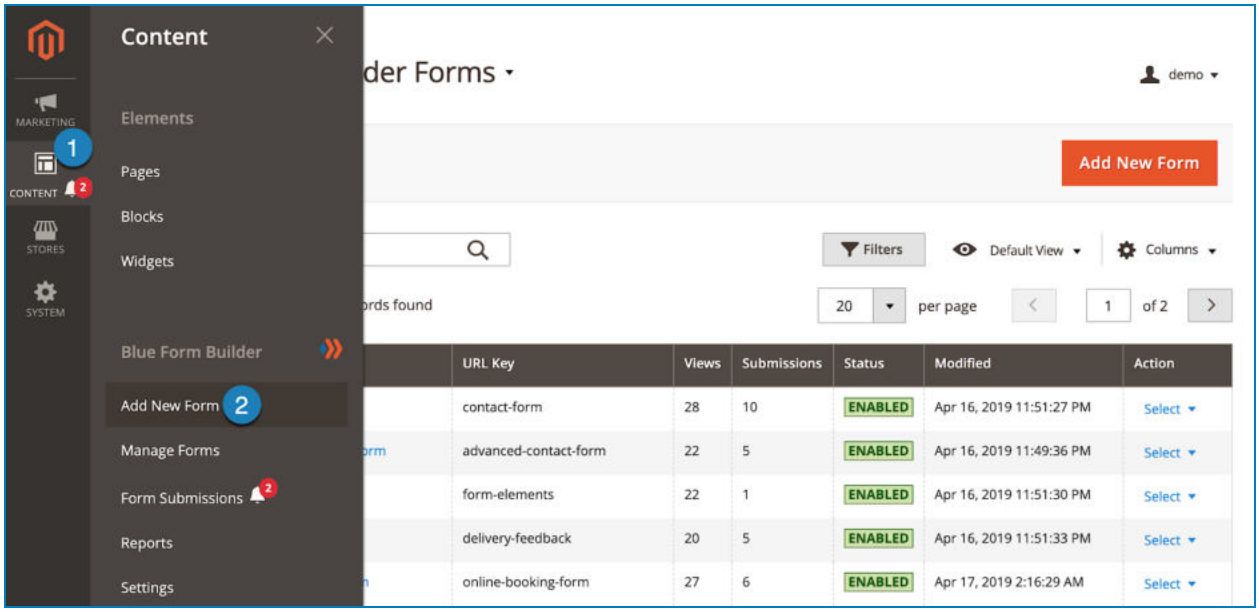
2) Add New Form

To add a new form, you can:

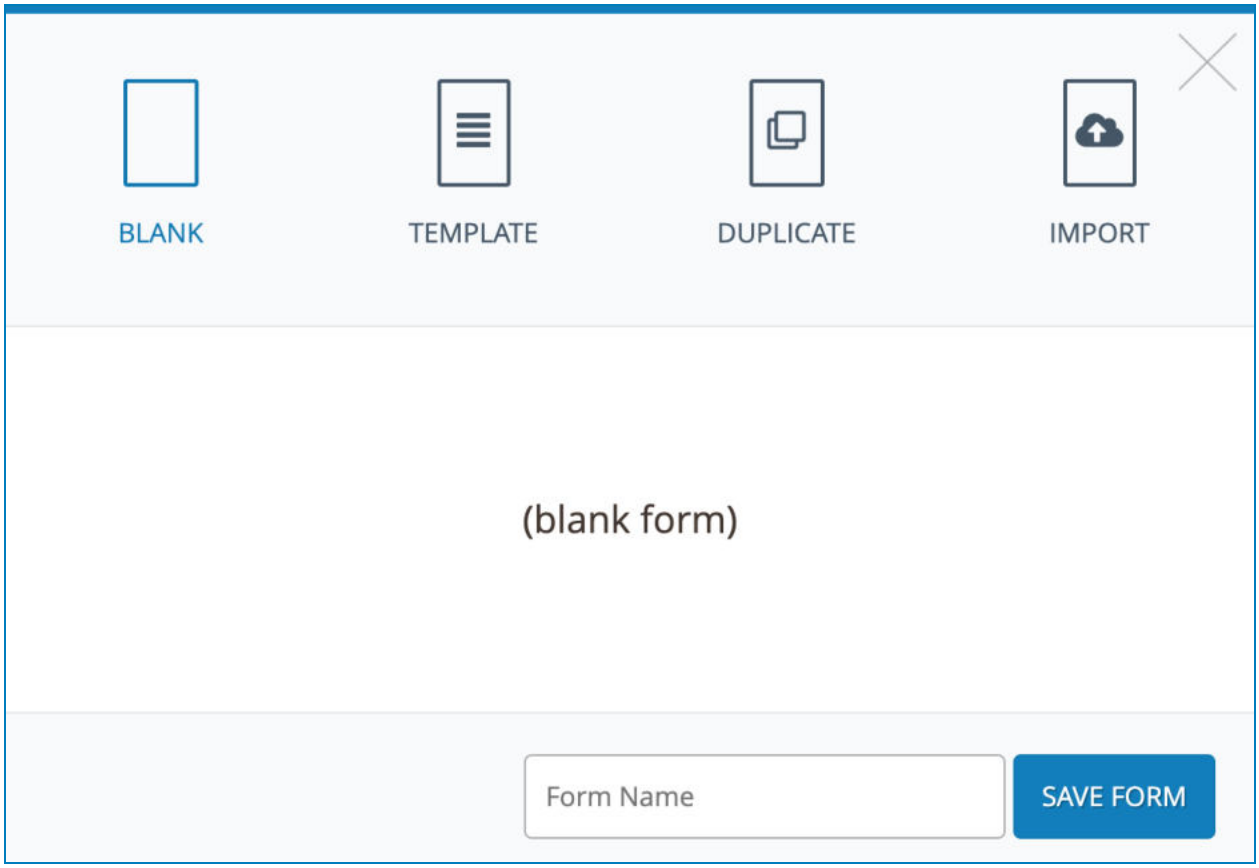
- Click the **Add New Form** button on the top-right corner of the form listing page:



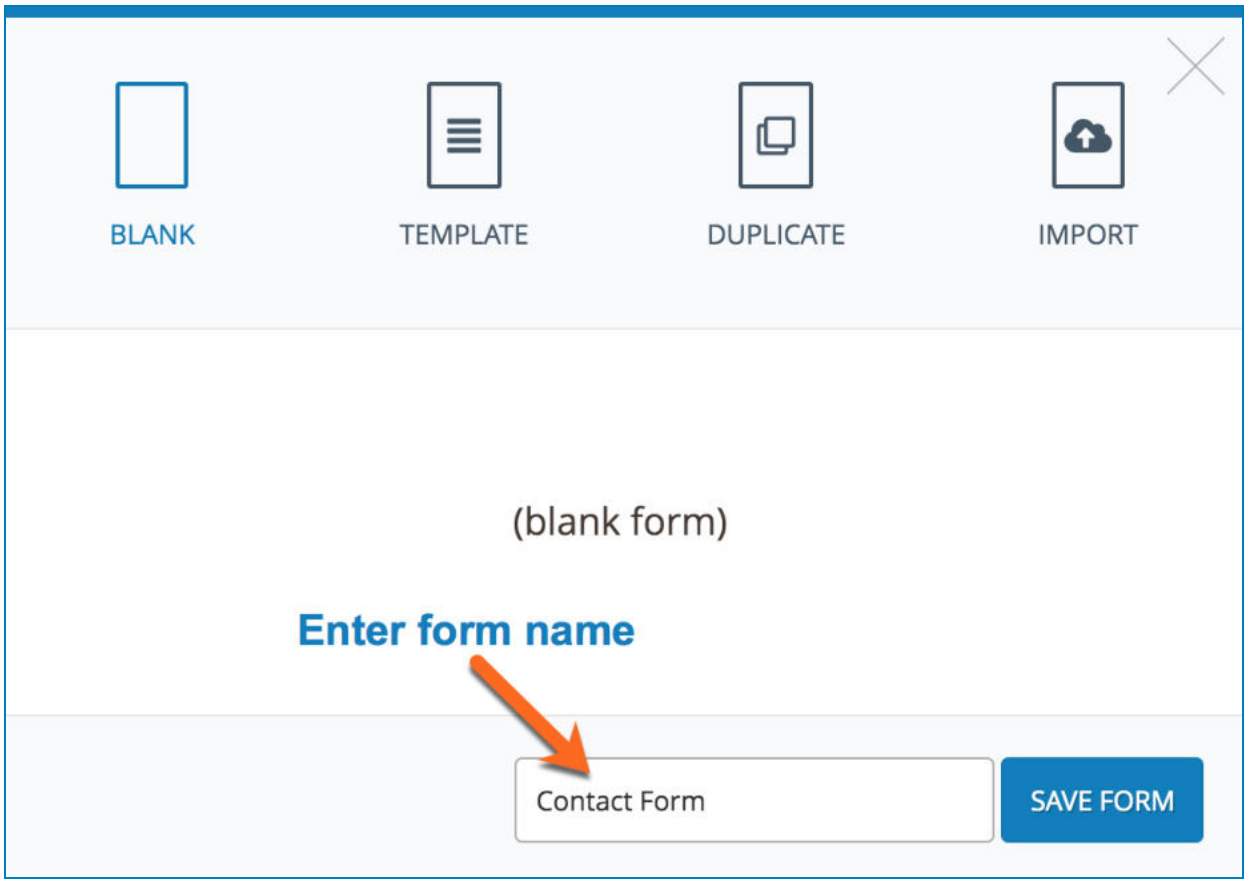
- Or navigate to **Content -> Blue Form Builder -> Add New Form**:



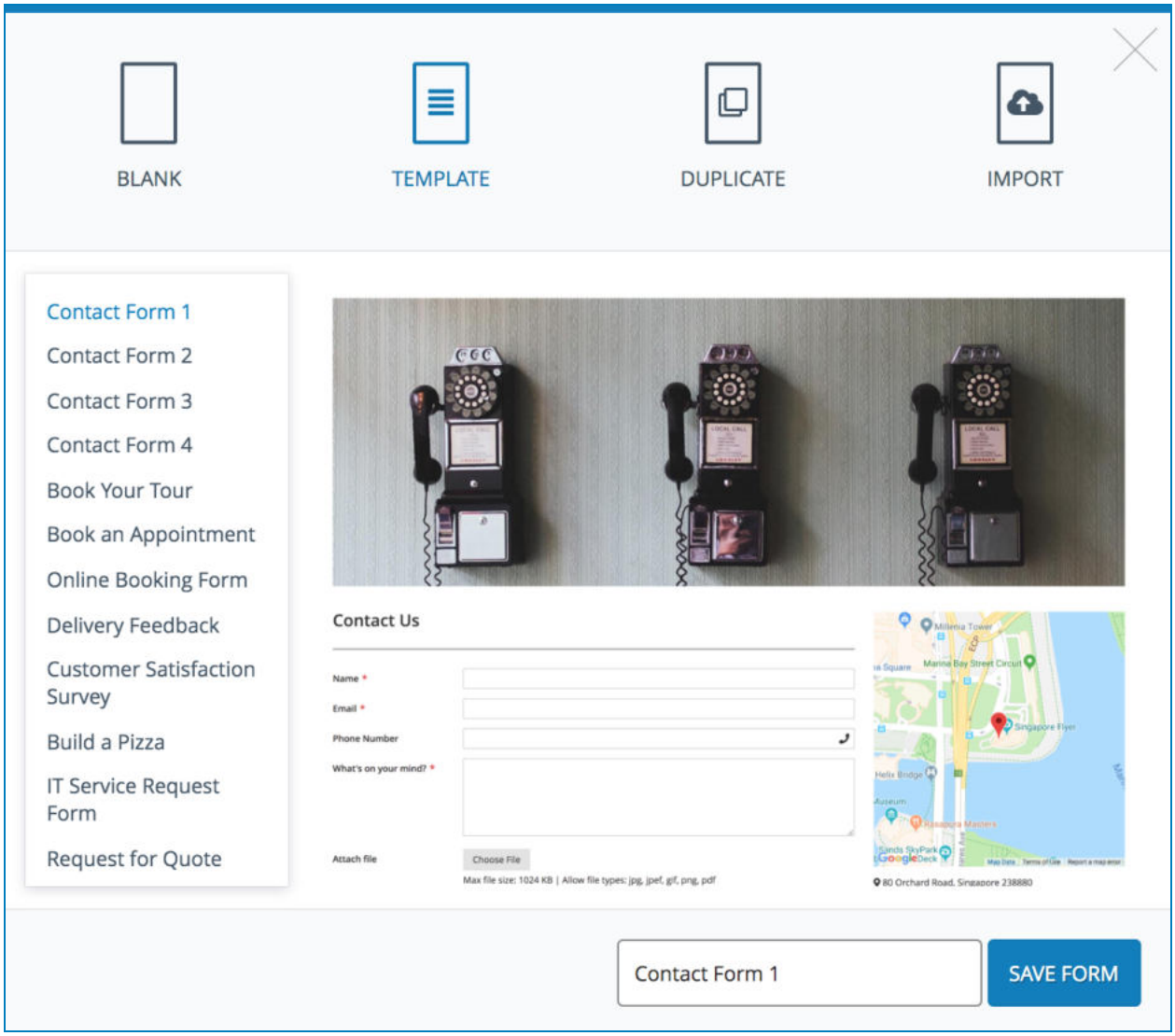
A popup will be displayed with 4 options:



- **Blank:** create a new form from scratch. After entering the form name and clicking the **Save Form** button, you will be redirected to the form edit page.



- **Template:** contain pre-built form templates.

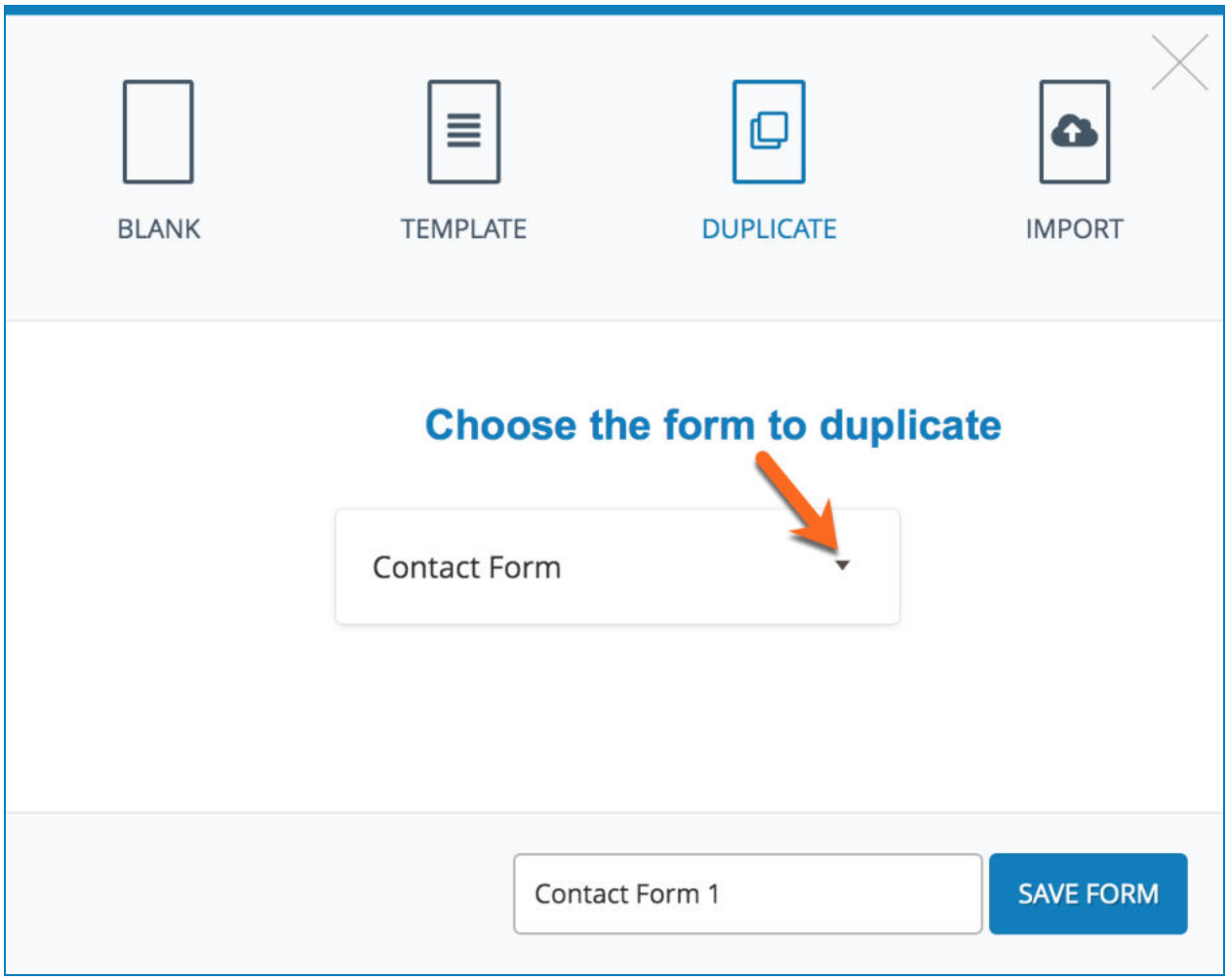


On the left section, there is a list of form templates. On the right section, you can preview each template. Click on the preview image to zoom it out.

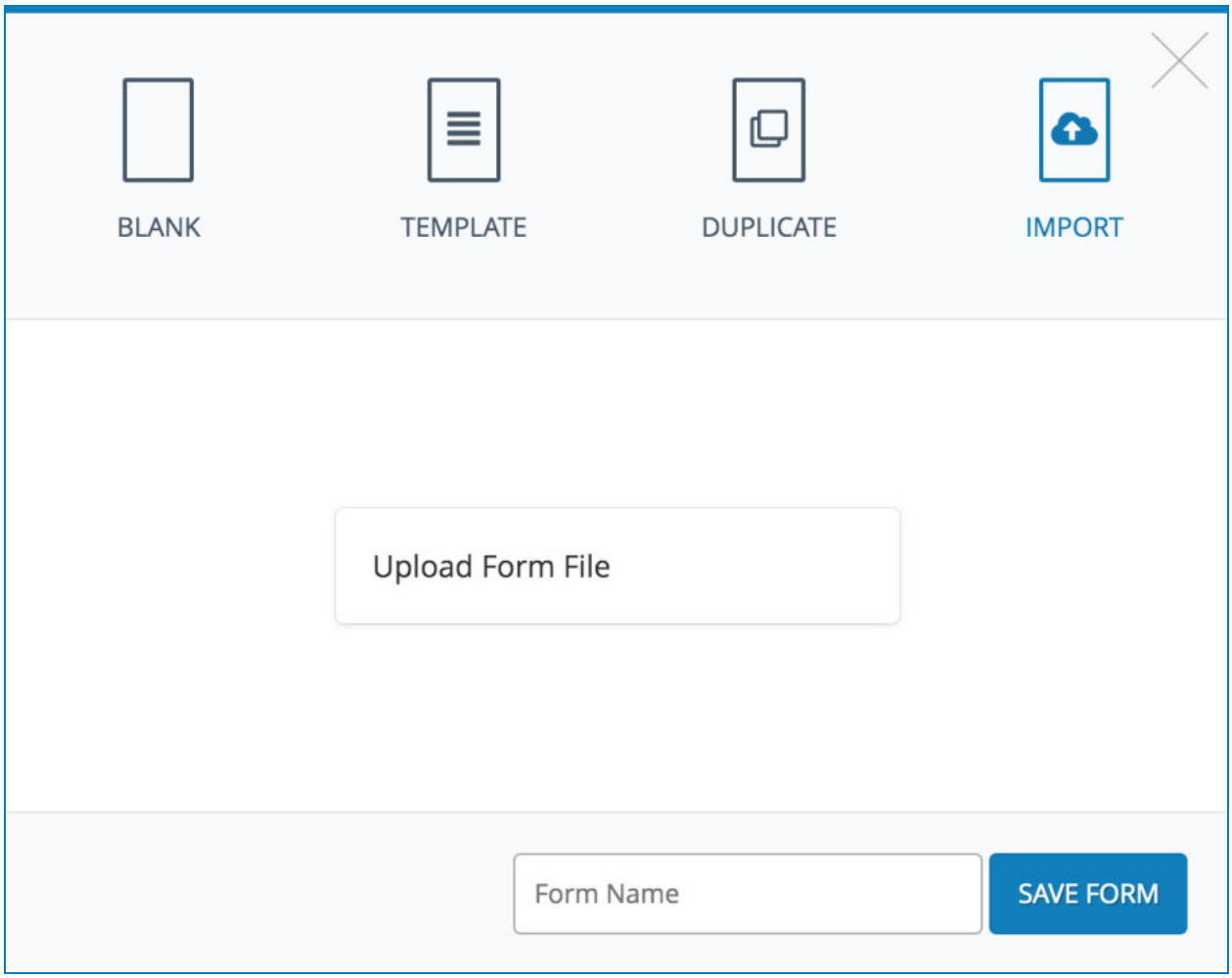
In the box next to the **Save Form** button, you can change the default name of the template. Click the **Save Form** button to save the template and you will go to the form edit page where you can customize the template.

- **Duplicate:** duplicate any form you have. Click the drop-down icon in the center of the popup and choose the form you want to duplicate.

  Change the name of the duplicated form in the box next to the **Save Form** button. Click the **Save Form** button to go to the form edit page.



- **Import:** allow you to import the form files (CSV). This function is useful in case you have multiple websites that all install Blue Form Builder. So you can export forms from one website and import it into another website. Click **Upload Form File** in the center of the popup to upload the csv file of the form.

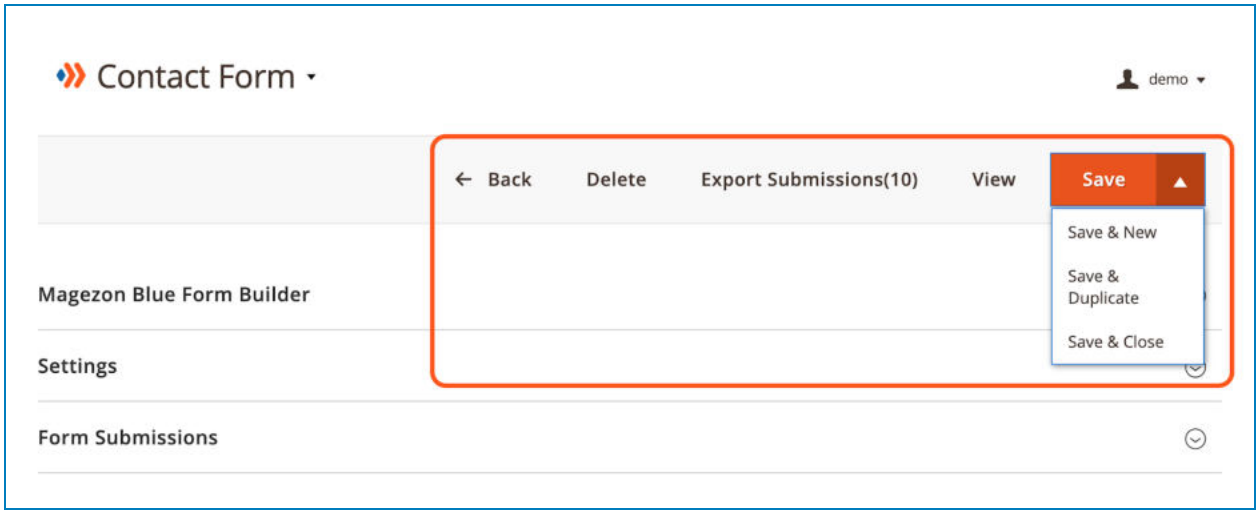


You can change the name of the imported form in the box and click the **Save Form** button to go to the form edit page.

3) Form Edit Page

The edit page will open when you create, edit, or duplicate a form.

On the top of the edit page, you'll see the following buttons:



- **Back**: go back to the form listing page.
- **Delete**: delete the form.
- **Export Submissions**: export form submissions to CSV file.
- **View**: view the form on frontend.
- **Save**:

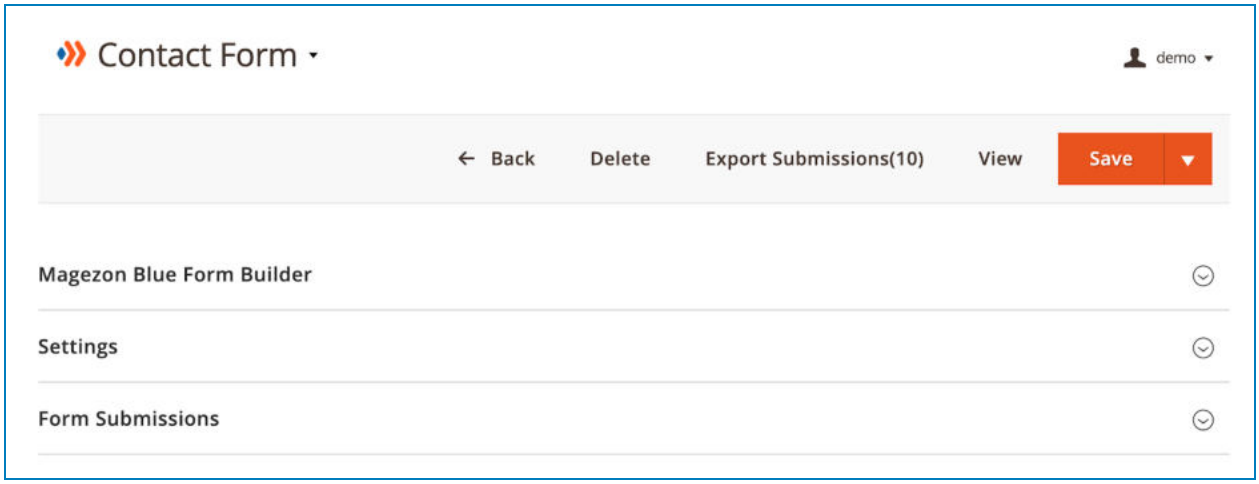
  + **Save**: save the form and stay on the page.

  + **Save & New**: save the form and create a new one.

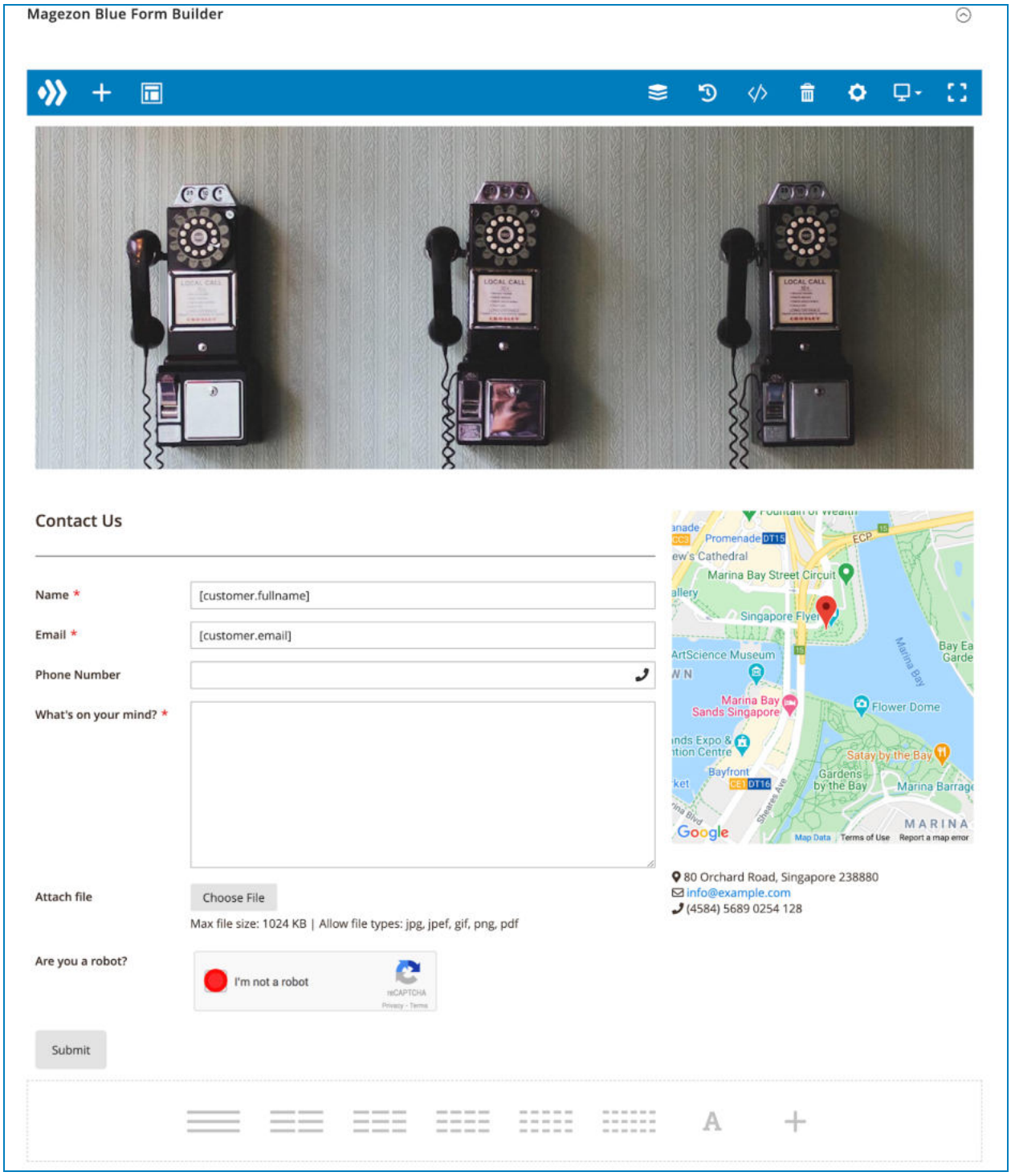
  + **Save & Duplicate**: save the form and duplicate it.

  + **Save & Close**: save the form and return to the form listing page.

The form edit page consists of 3 sections as follows:

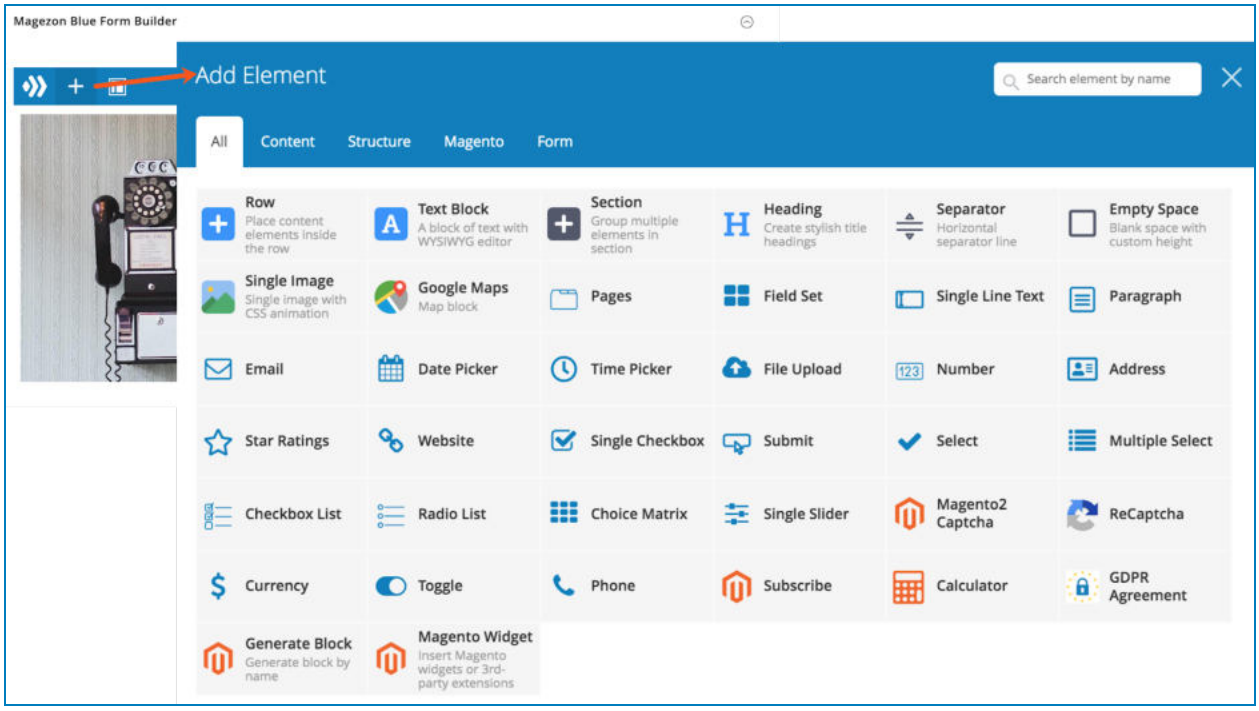


3.1 Magezon Blue Form Builder

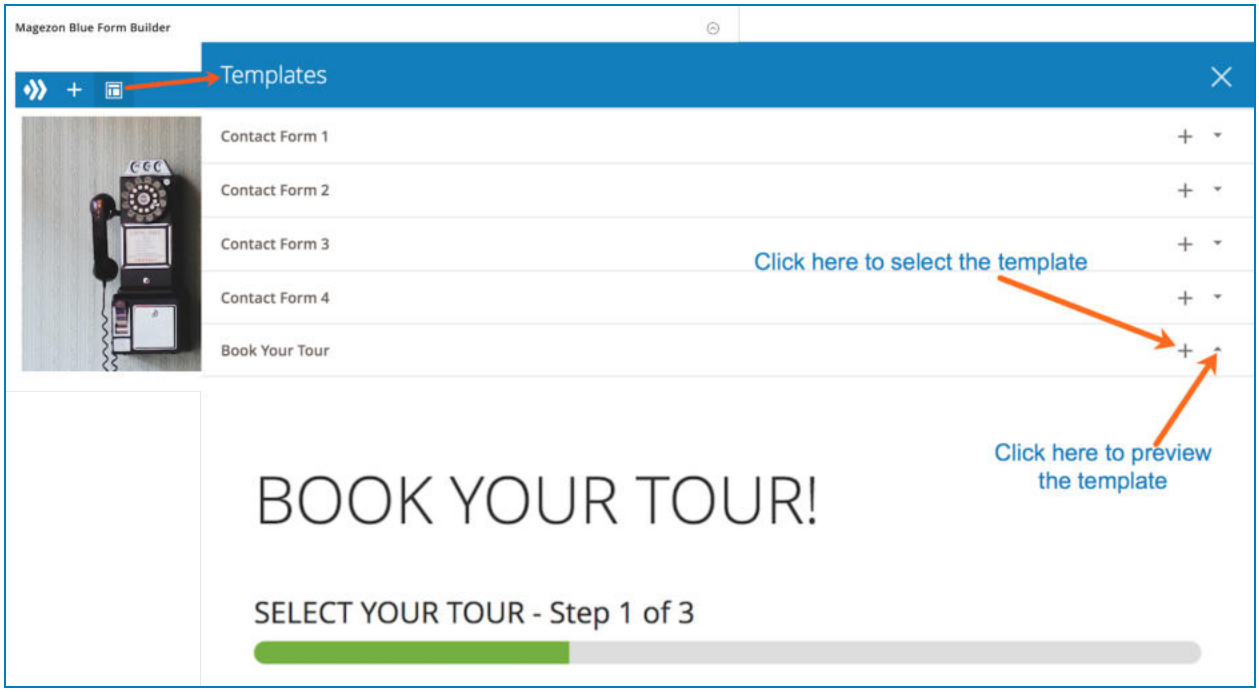


The section contains a builder interface that allows you to create your form.

- Click plus icon on the top bar to add elements from a popup:



- Click the icon next to plus icon to choose a template from a popup.

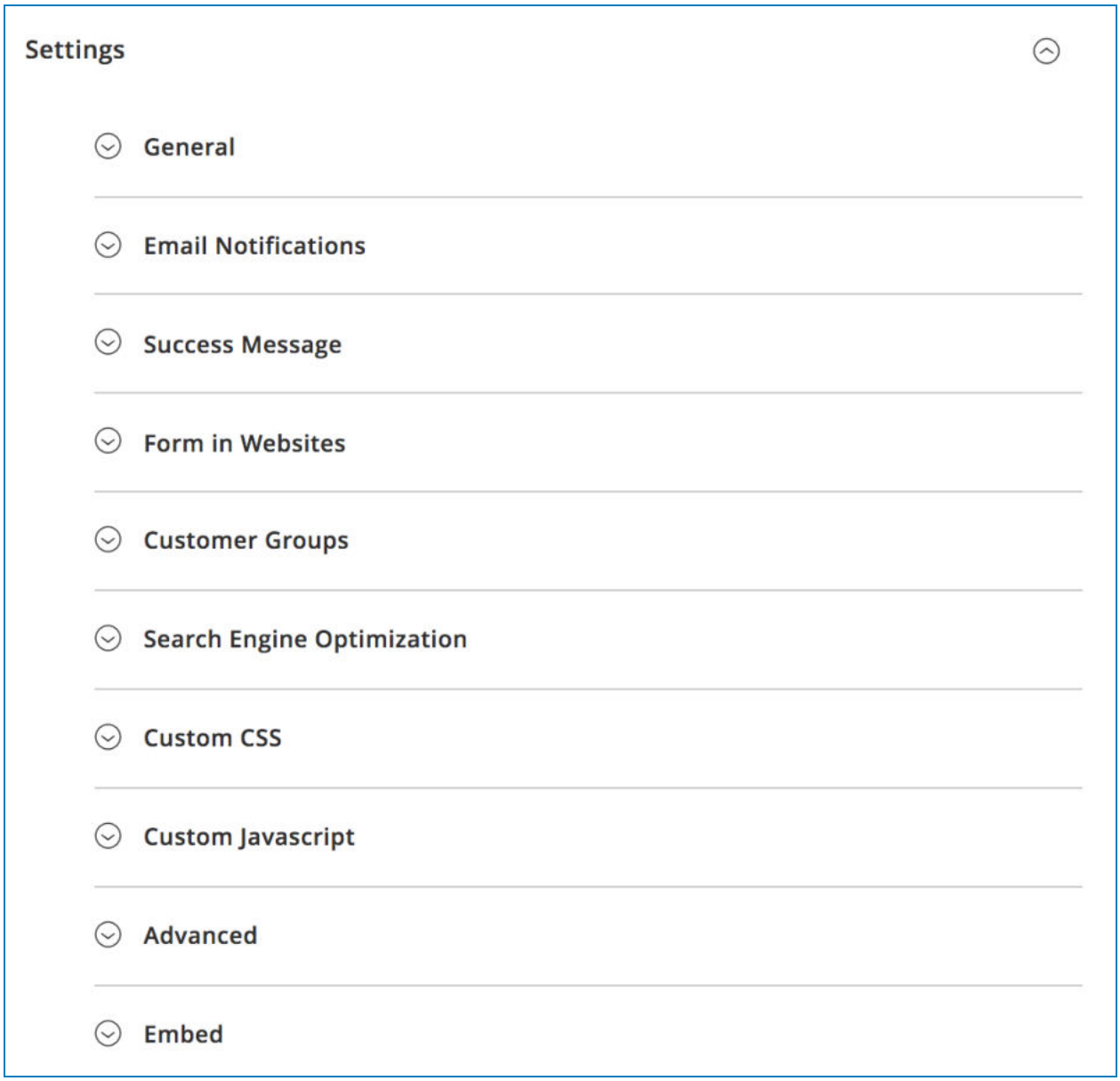


- Click the drop-down icon to preview a template.
- Click plus icon to select the template. The chosen template will be displayed in the form builder section and you can customize it.

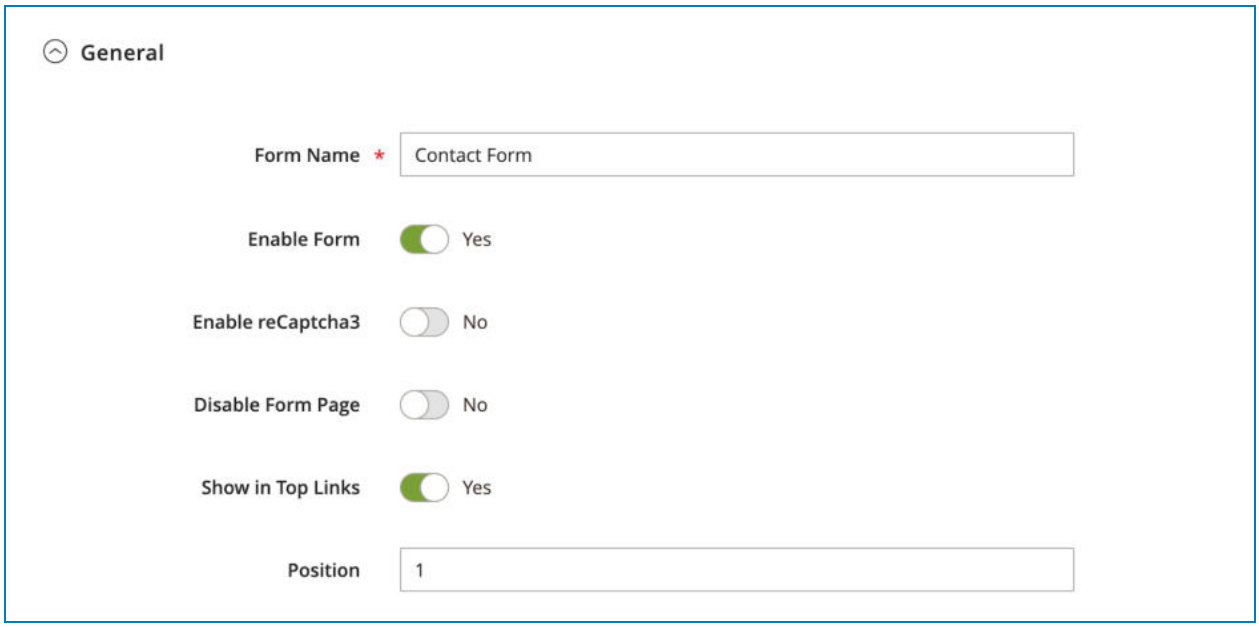
For other options, please refer to this guide.

3.2 Settings

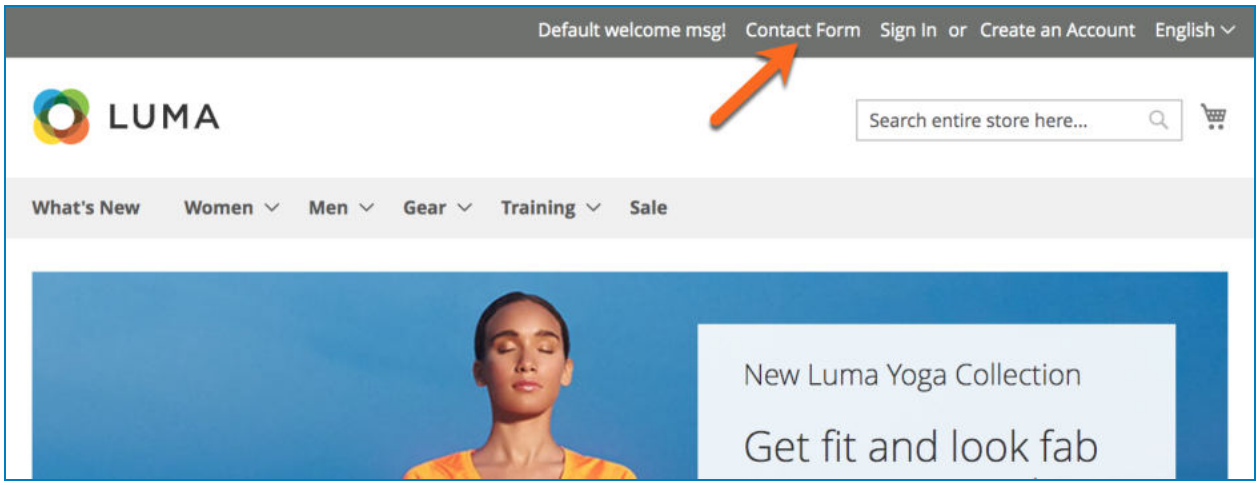
In this section, you will see a list of settings for the form.



3.2.1 General



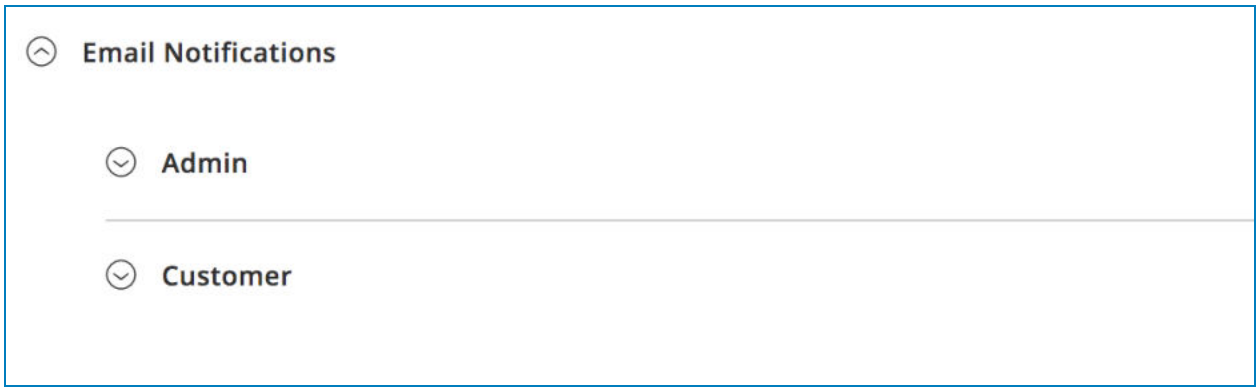
- **Form Name:** enter form name.
- **Enable Form:** if enabled, customers can view the form on the frontend store.
- **Enable reCaptcha3**: if enabled, reCaptcha v3 will be used for the reCaptcha element (please make sure that you use reCaptcha element in the form and enter the key pair for reCaptcha v3). If disabled, reCaptcha v2 will be used for the reCaptcha element (with key pair entered).
- **Disable Form Page:** If the form page is disabled, customers can't access the form page.
- **Show in Top Links:** display the form link on the top link bar of your website, like this:



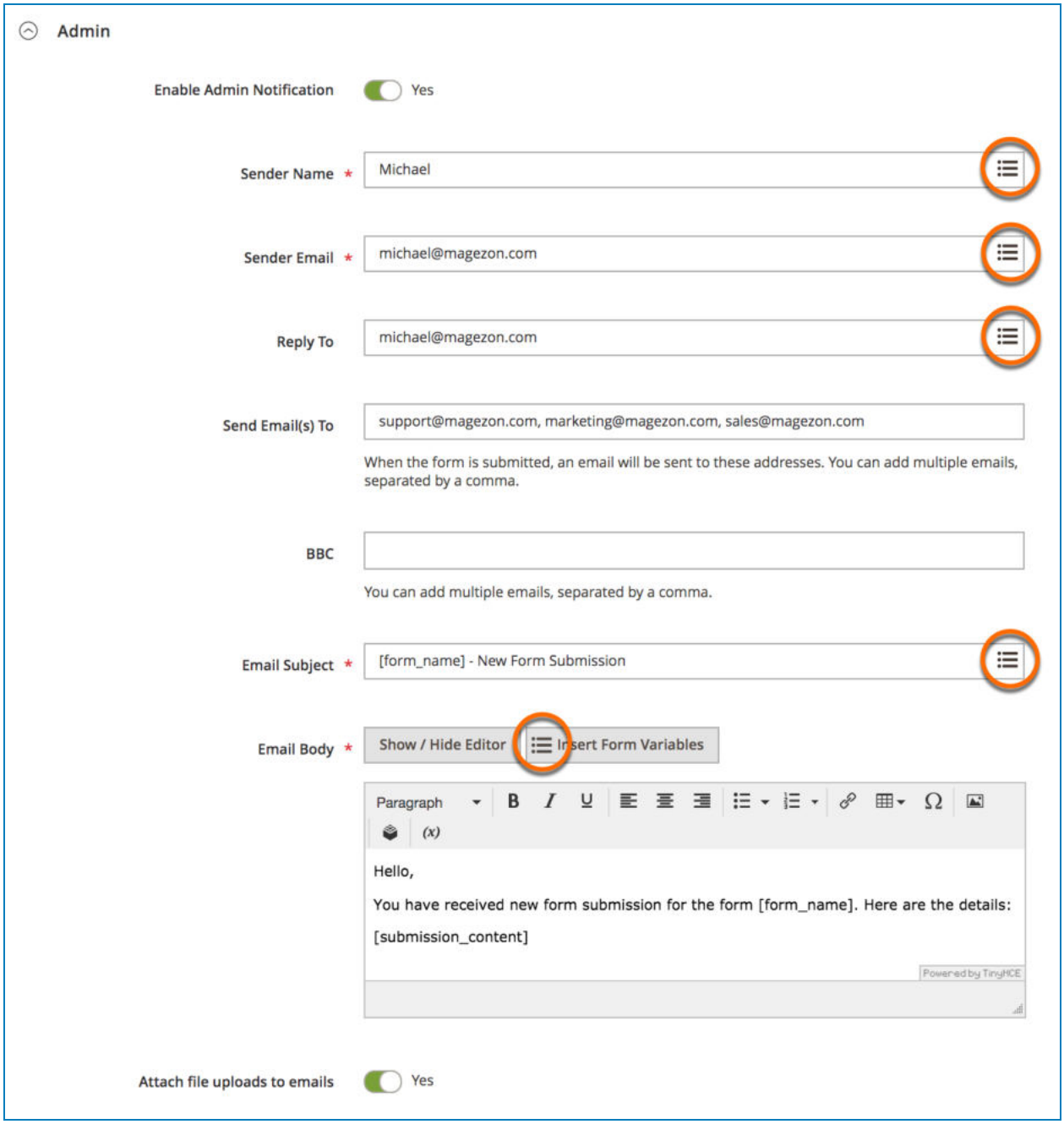
- **Position**: set priority level for the form. The smaller the number is, the higher the priority is. This can be used, for example, in case you display many forms in one position. So the form with higher priority will be displayed on the top.

3.2.2 Email Notifications

This is where you configure the notification emails that are sent to admins and customers about a form submission.



a. Admin


Admin
Enable Admin Notification
Yes
Sender Name *
Michael
Sender Email *
michael@magezon.com
Reply To
michael@magezon.com
Send Email(s) To
support@magezon.com, marketing@magezon.com, sales@magezon.com
When the form is submitted, an email will be sent to these addresses. You can add multiple emails, separated by a comma.
BBC
You can add multiple emails, separated by a comma.
Email Subject *
[form_name] - New Form Submission
Email Body *
Show / Hide Editor
Insert Form Variables
Paragraph
Hello,
You have received new form submission for the form [form_name]. Here are the details:
[submission_content]
Powered by TinyMCE
Attach file uploads to emails
Yes

- **Enable Admin Notification:** enable/disable sending email notifications to admin.

- **Sender Name:** name of the sender.

- **Sender Email**: email address of the sender.

- **Reply To**: enter the email address to which the email recipients will reply.

- **Send Email(s) To**: enter email addresses of other members in your company who you want to get notified of form submissions. When a form is submitted, email notifications will be sent to these addresses. You can add multiple emails by separating them with commas.

- **BBC**: send notification emails to BCC recipients. You can add multiple emails by separating them with commas.

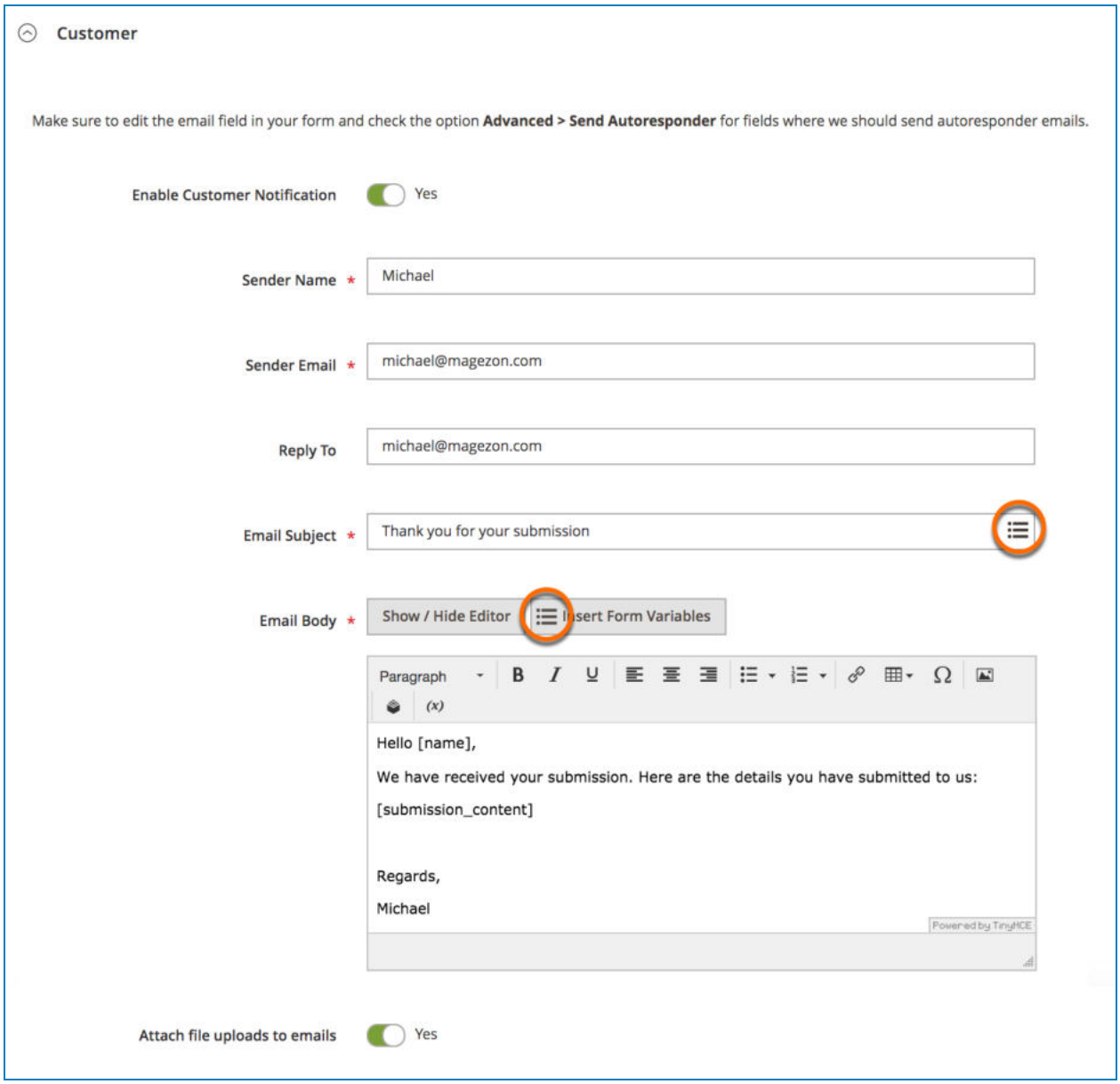
- **Email Subject** and **Email Body** allow you to edit the content of email subject and body respectively.

- Create dynamic content for **Sender Name**, **Sender Email**, **Reply to**, **Email Subject** and **Email Body** by inserting variables (click the icons highlighted by orange circles in the above image and you will see a drop-down list containing variables). See details about variables here.

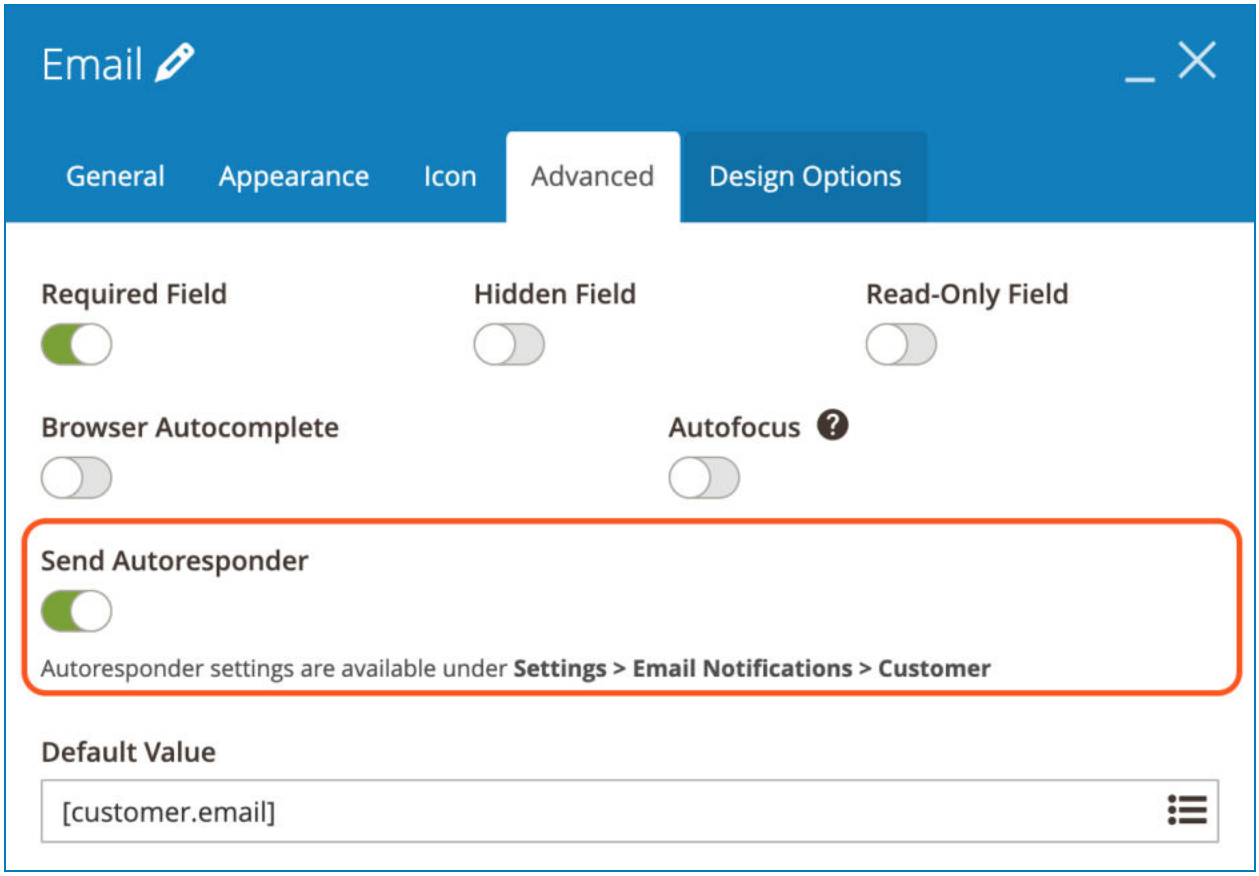
- **Attach file uploaded to emails**: by enabling this function, you can attach uploaded files to notification emails sent to admins (in case your form has the file upload field).

b. Customer

This section allows you to customize email notifications sent to customers.



NOTE: In order to send email notifications to customers, first make sure that your form includes the Email element. Open Email element's settings, then in the "Advanced" tab, turn on the **Send Autoresponder** button.

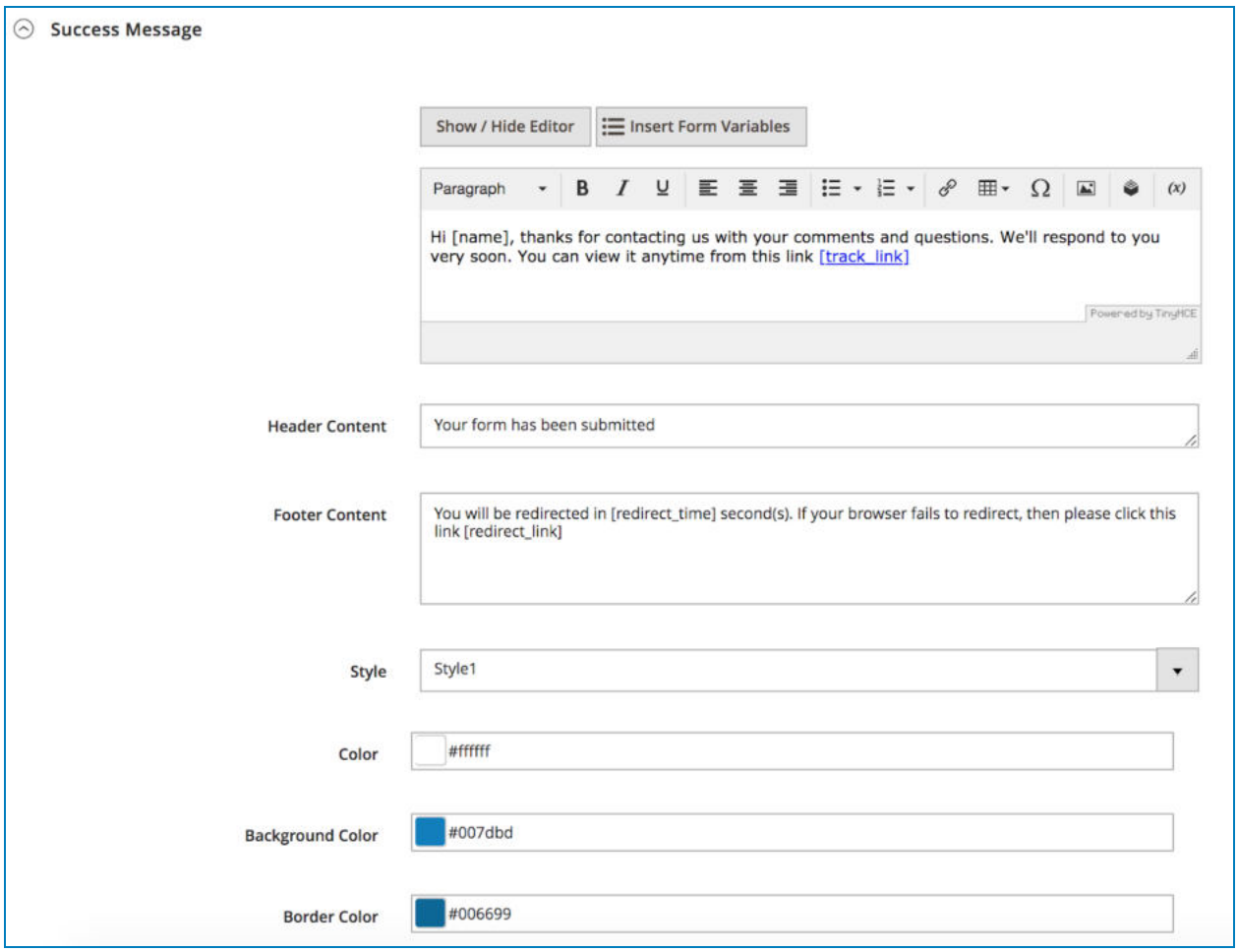


- You can create dynamic content for **Email Subject** and **Email Body** by inserting variables (click the icons highlighted by orange circles in the above image and you will see the drop-down list containing variables). See details here.

- **Attach file upload to emails**: by enabling this function, you can attach uploaded files to the notification emails sent to customers (in case your form has the file upload field).

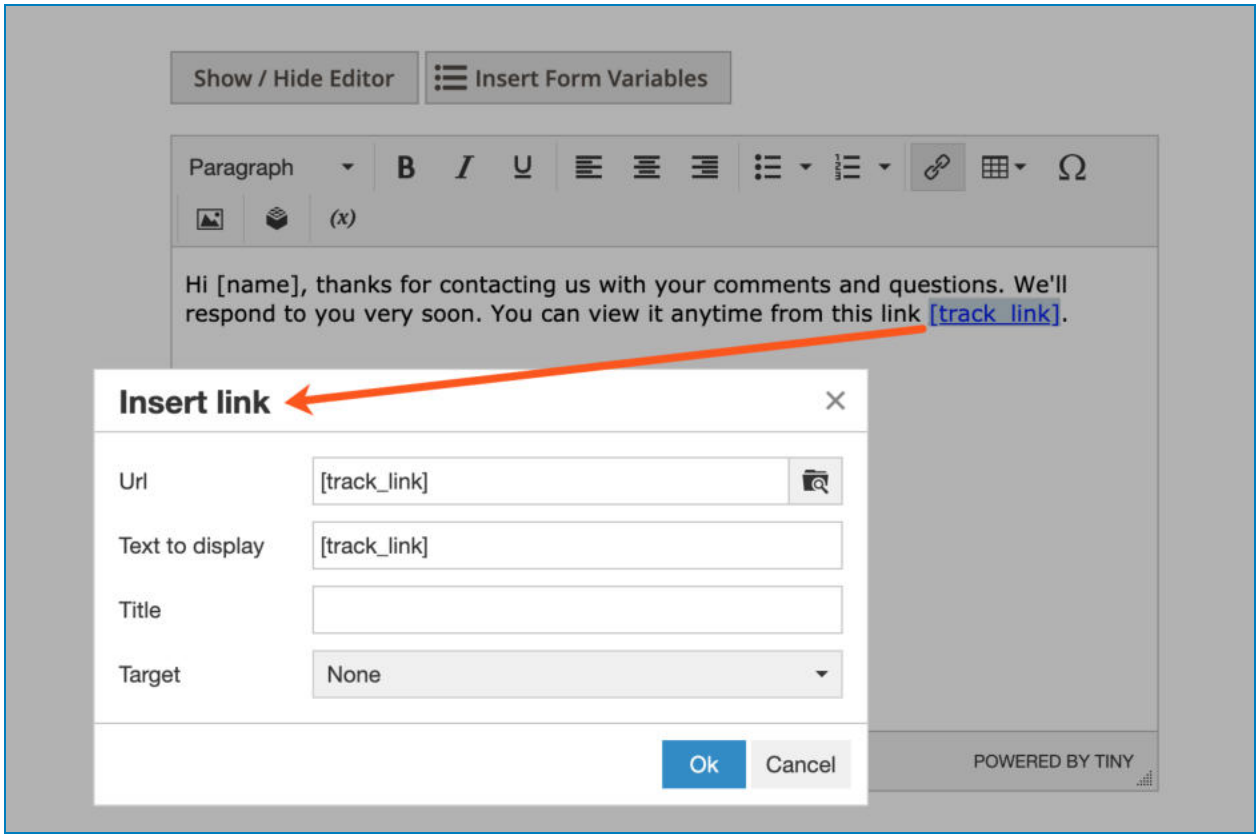
3.2.3 Success Message

Where you customize the message that will be displayed to customers after they submit a form successfully. You can customize not only the content but also the header and footer of the success message.

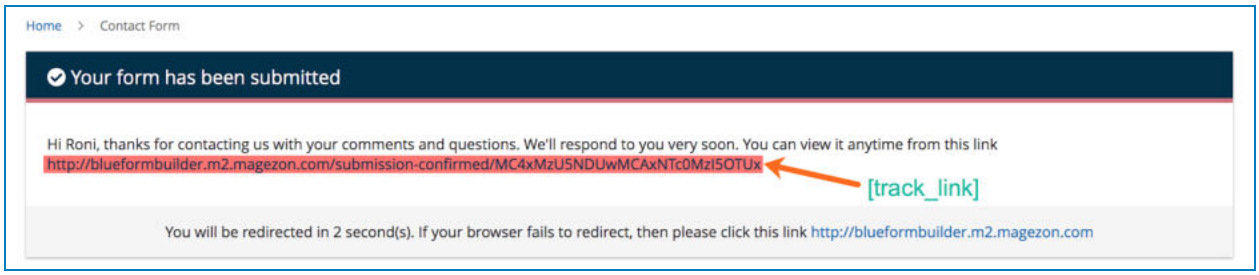


- Use WYSIWYG editor to enter success message content. You can make the success message become dynamic by inserting variables. Click **Insert Form Variables** above the editor and choose appropriate variables from the drop-down. Learn more here.

In success message content, you can insert [track_link] variable like this:



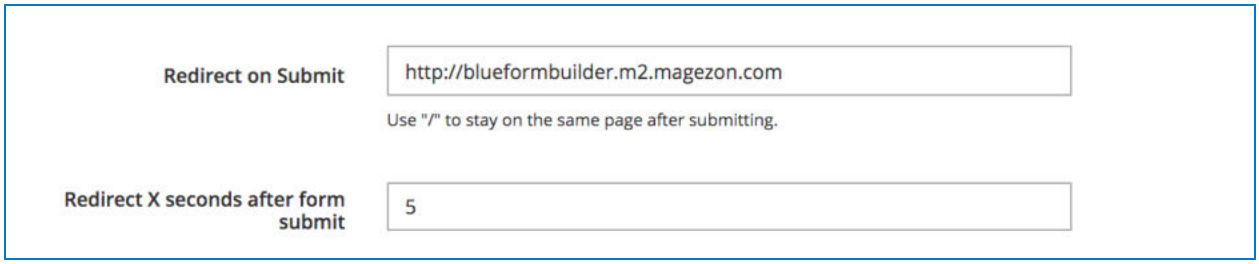
On frontend, the [track_link] variable will be replaced with the link by clicking on which, customers can view their submission on frontend:



- You can also enter **Header Content** and **Footer Content**.

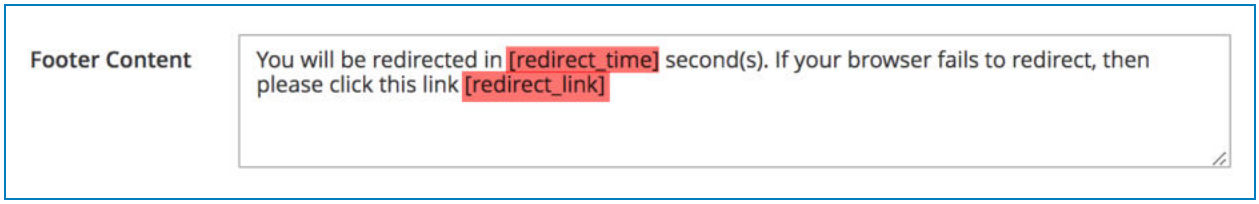
- The Footer Content in success message is related to the function of redirecting customers after submission.

If you open **Settings > Advanced**, then fill out **Redirect on Submit** and **Redirect X seconds after form submit** fields, the footer content of the success message will show up on frontend.

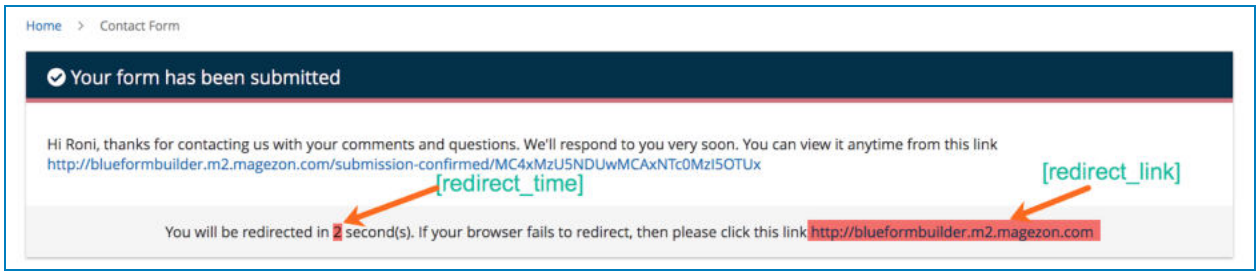


If you enter [redirect_time] variable in the Footer Content field, it will be replaced with the value filled in **Redirect X seconds after form submit** with redirect countdown.

If you enter [redirect_link] variable, it will be replaced with the link filled in **Redirect on Submit**.

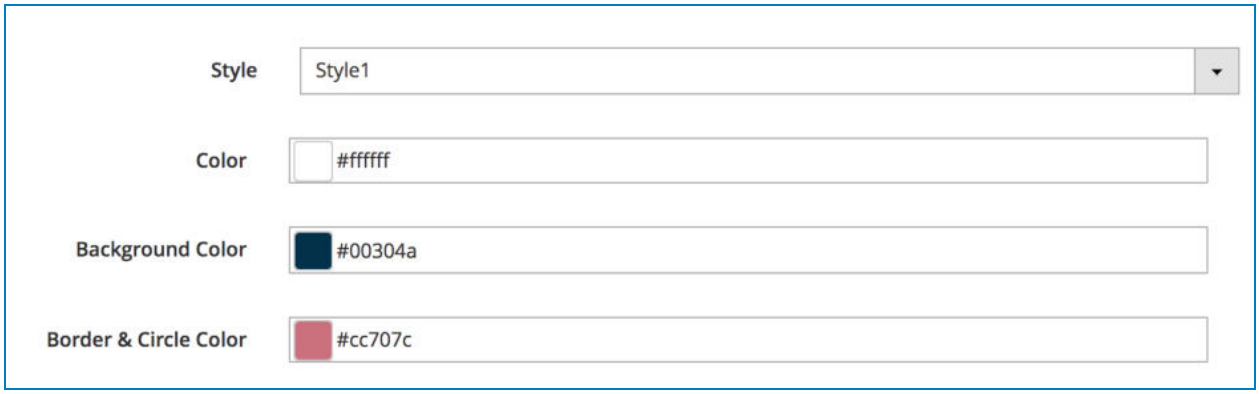


Let's see how it looks on frontend:

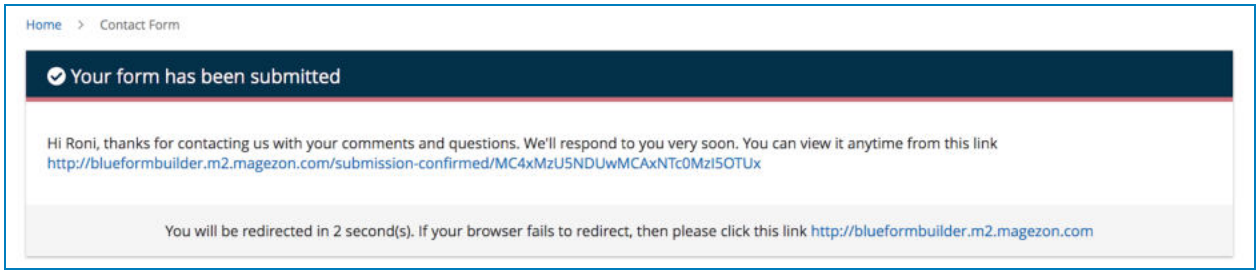


- Choose display **Style** for the success message with 2 styles available.

- If you choose Style1, you can customize **Color** for the text in header and **Background Color** for the header. In **Border & Circle Color**, you can choose color for the line that separates the header and the content below.

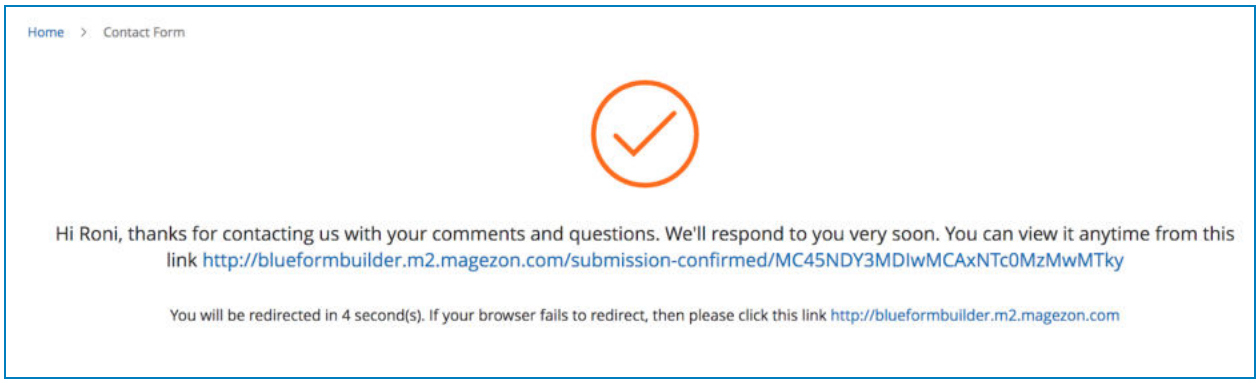


>> Style1 on frontend:



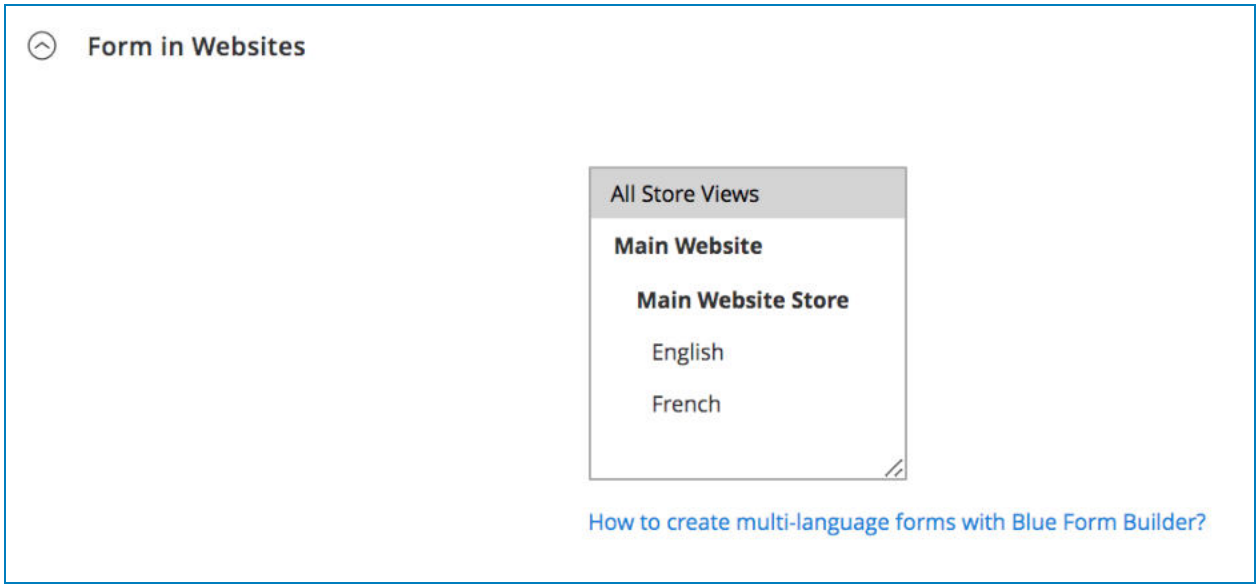
- If you choose Style2, you can customize the color for the icon in **Border & Circle Color**.

>> Style 2 on frontend:



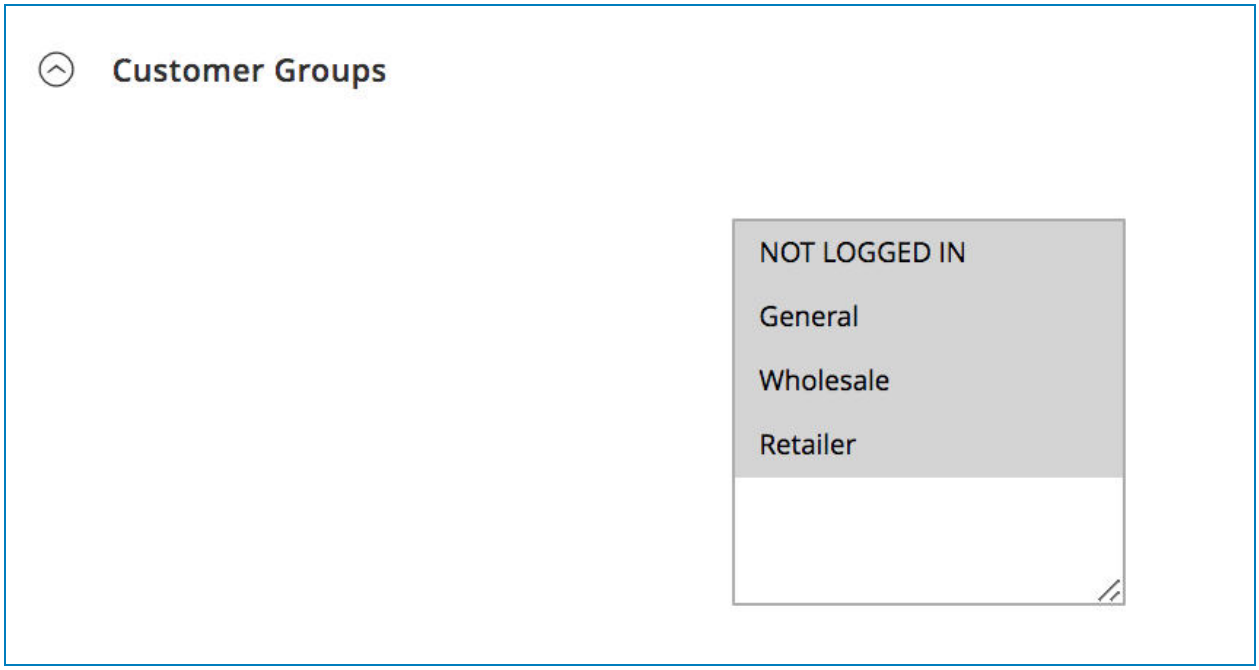
3.2.4 Form in Websites

Choose store views to display the form. View tutorial on how to create multi language forms here.



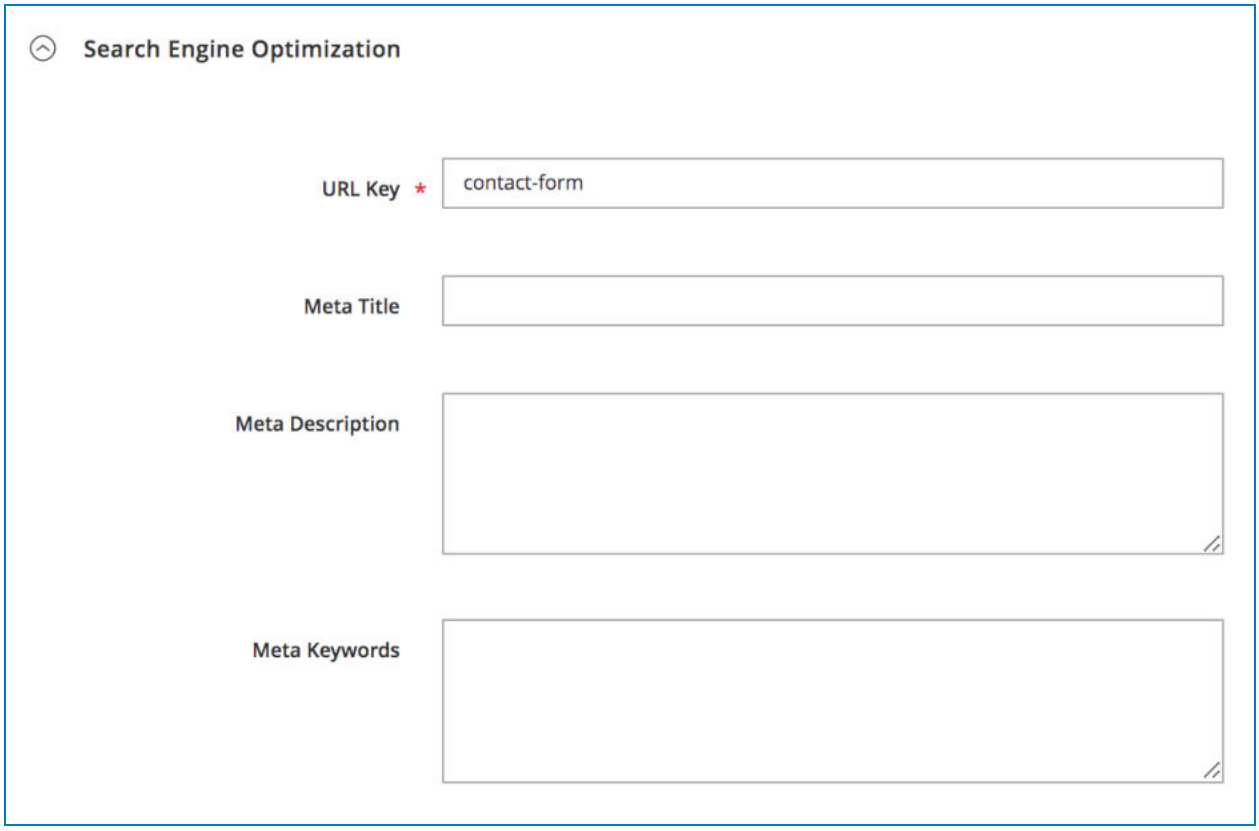
3.2.5 Customer Groups

Choose which customer groups can view the form.



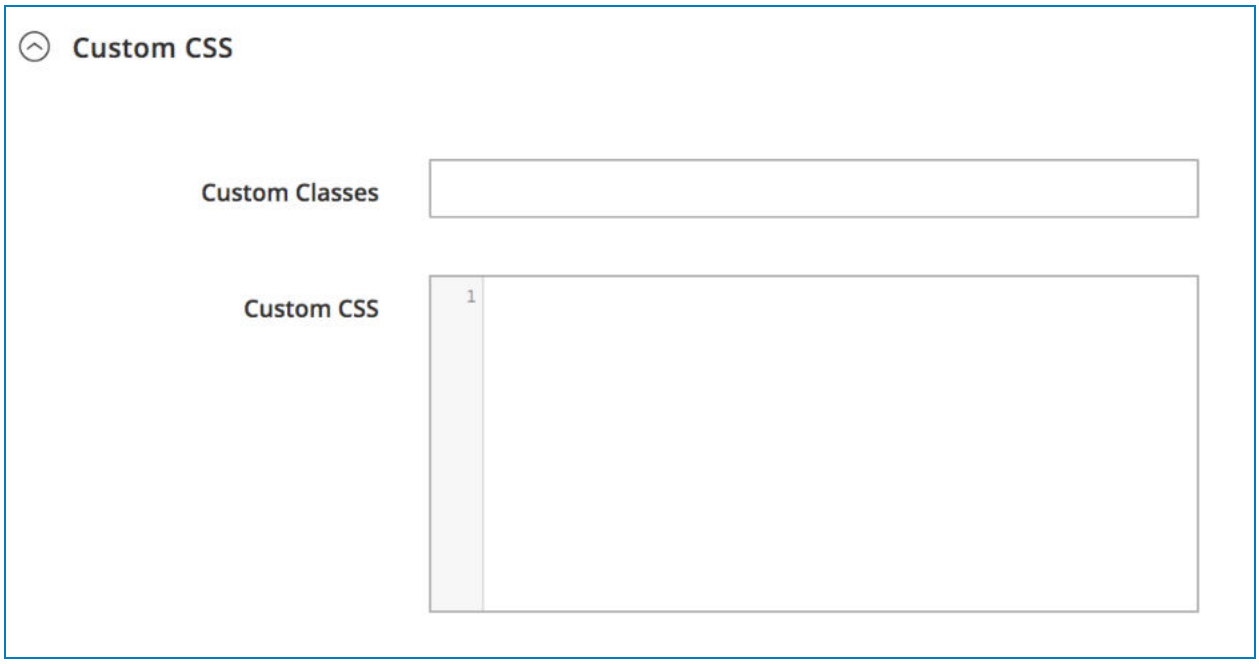
3.2.6 Search Engine Optimization (SEO)

Where you create SEO-friendly URL Key, Meta Title, Meta Description and Meta Keywords for the form page.



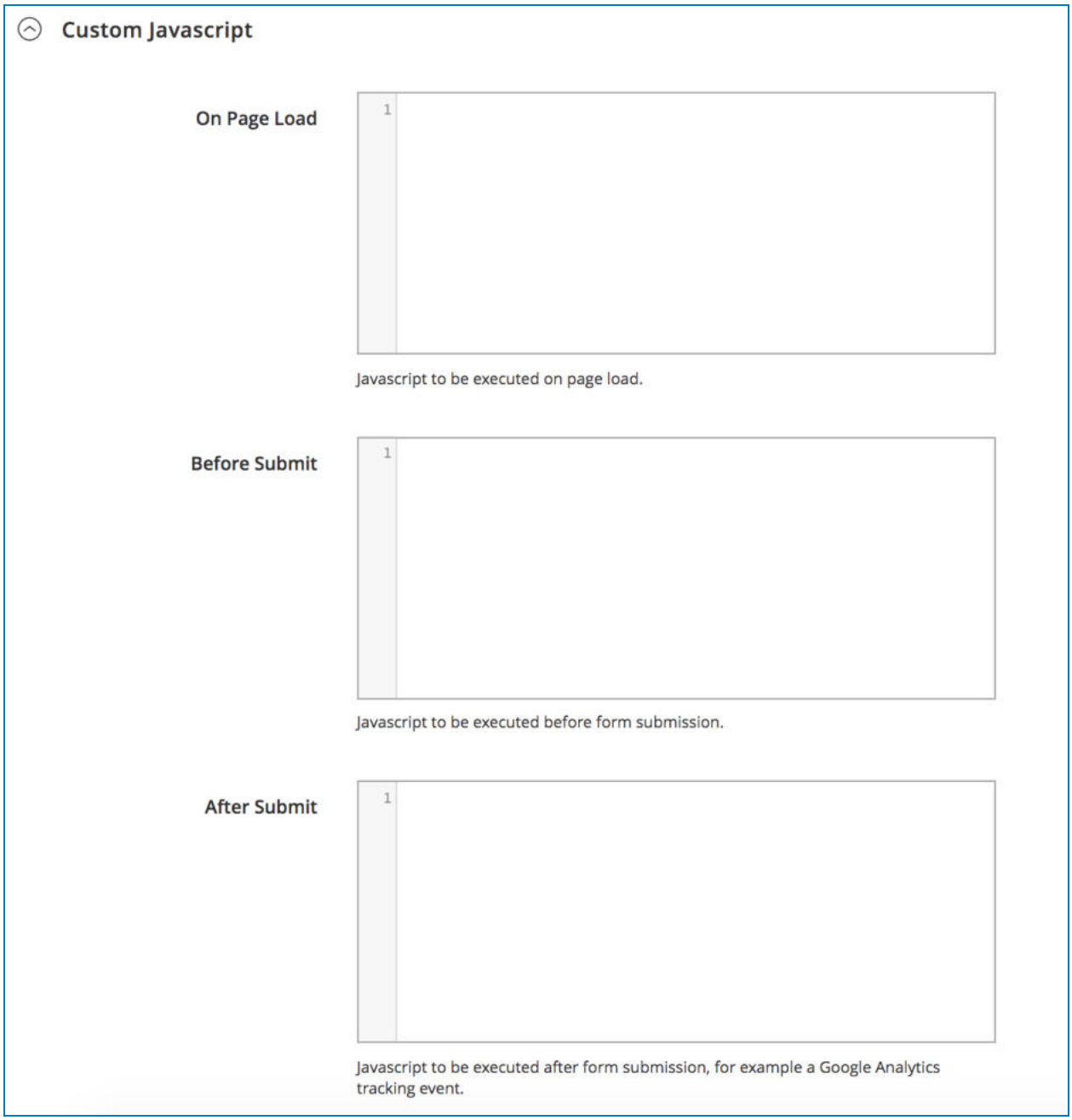
3.2.7 Custom CSS

This section is designed for developers to add any CSS for advanced configuration.

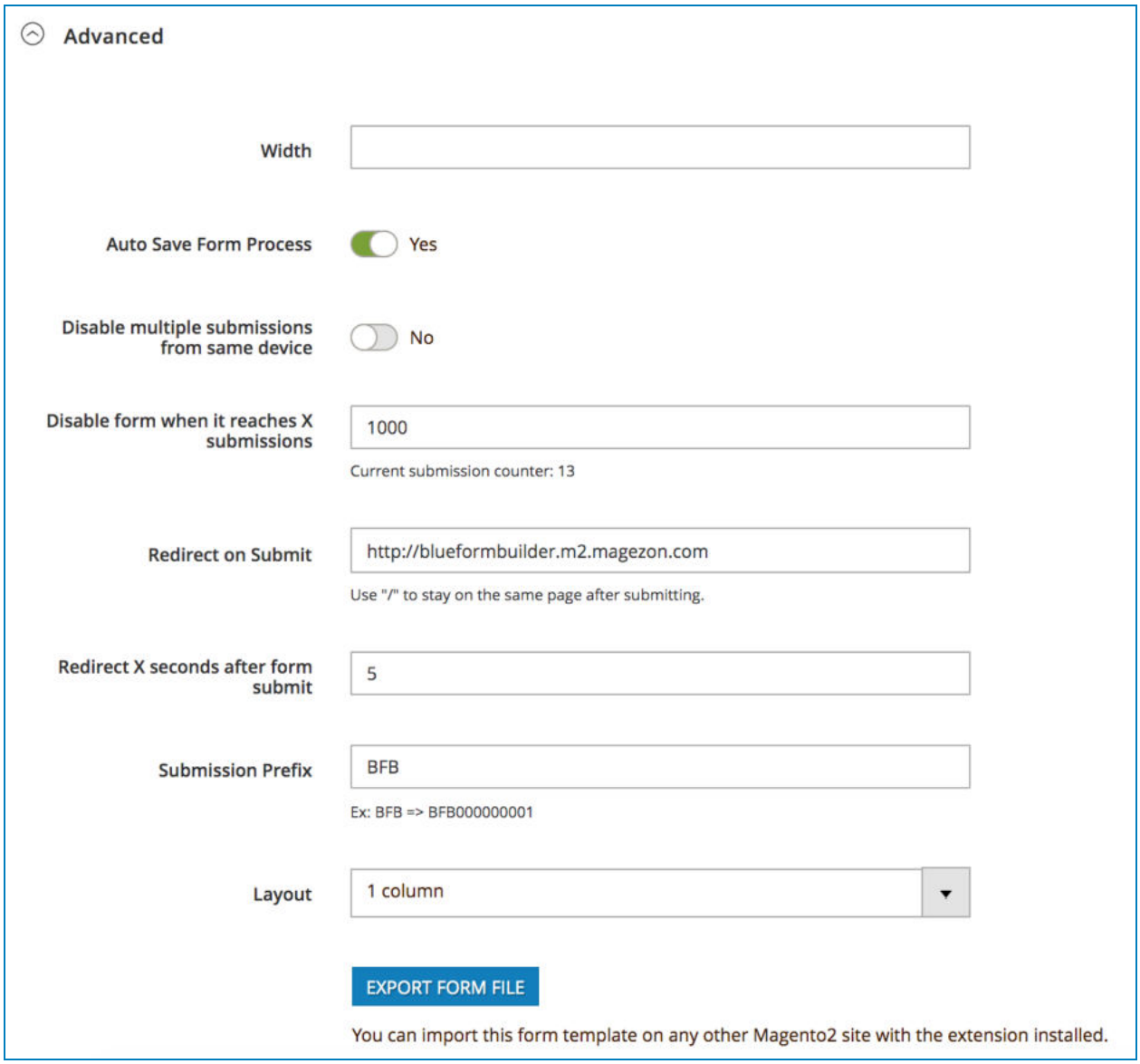


3.2.8 Custom Javascript

This section is designed for developers to add Javascript code for advanced configuration.



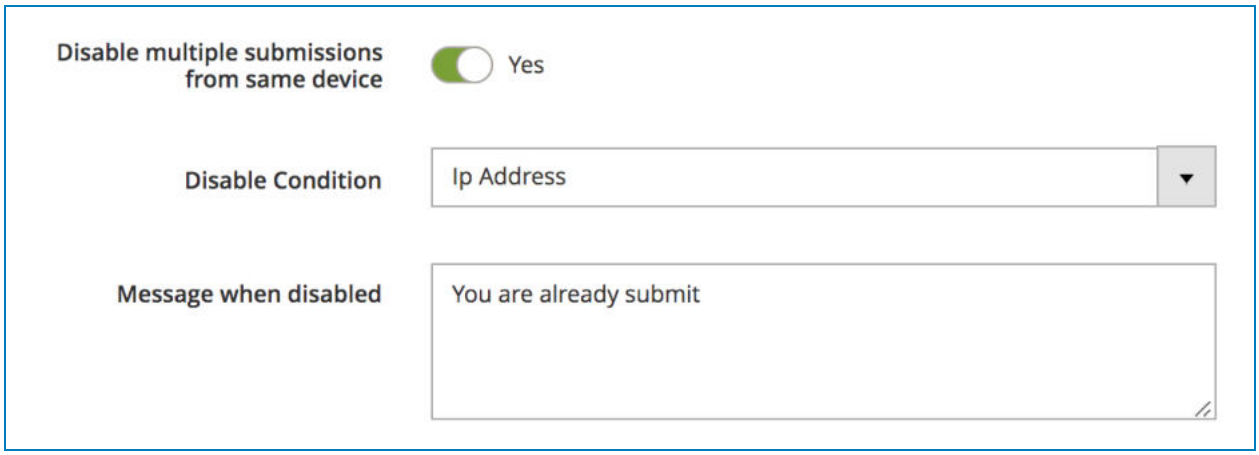
3.2.9 Advanced



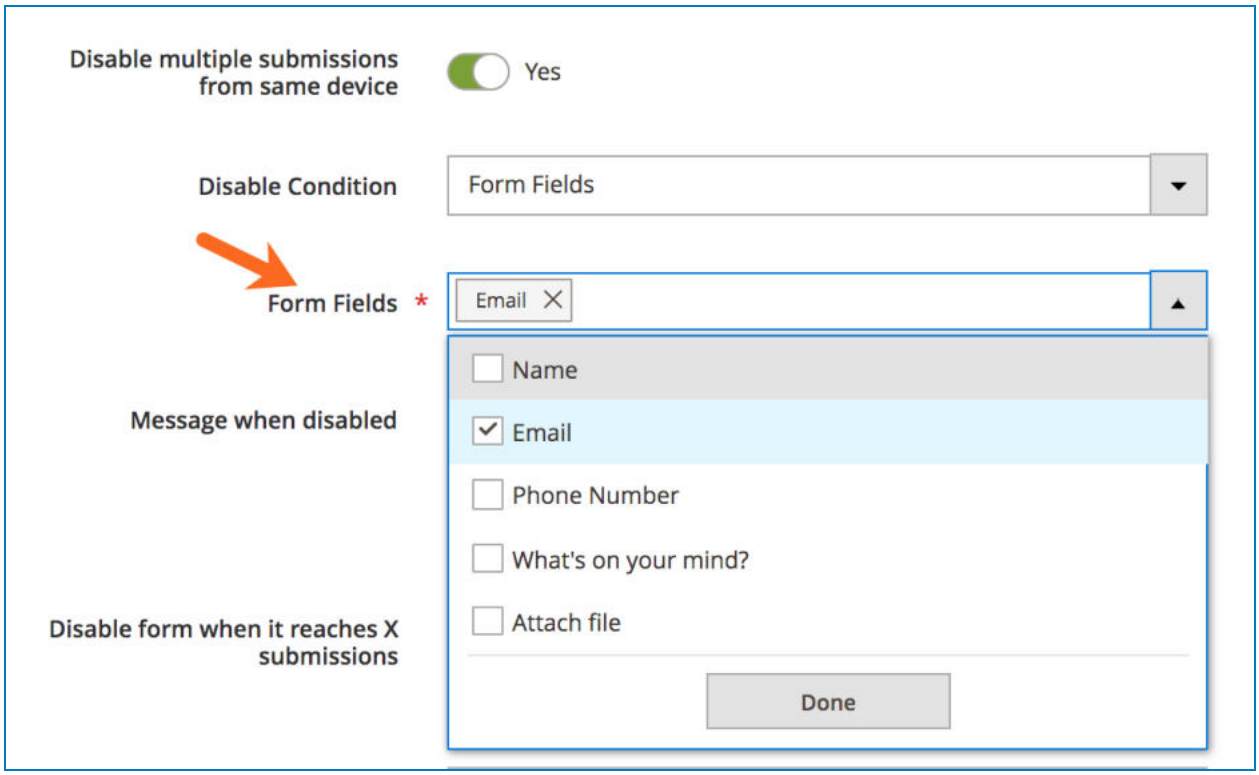
- **Width:** set width (px) for the form.

- **Auto Save Form Process:** with this function, users' form data would be auto-saved as they fill the form. It means the data that users filled in the form would still remain after they refresh the page, and they just need to continue filling the form instead of filling from scratch.

- **Disable multiple submissions from same device:** this function helps you prevent the form from being submitted multiple times by the same user. When the button is turned on, you will see the following options:



- **Disable Condition**: choose the condition to prevent multiple submissions from the same user including: Customer ID, IP Address and Form Fields. If you choose Form Fields, then **Form Fields** drop-down will appear where you can select your wanted form fields. Remember that you can select multiple form fields.



- **Message when disabled**: the message that shows up to notify when a user submits the form more than once.

- **Disable form when it reaches X submissions**: disable the form when its submissions reach a certain number.

- **Redirect on Submit:** enter URL of the page to which you want to redirect your customers after submitting the form.

- **Redirect X seconds after form submit**: redirect customers to the page you enter in the above '**Redirect on Submit**' field after a certain number of seconds after form submission.

- **Submission Prefix**: add prefix to the form submission ID for easy management.

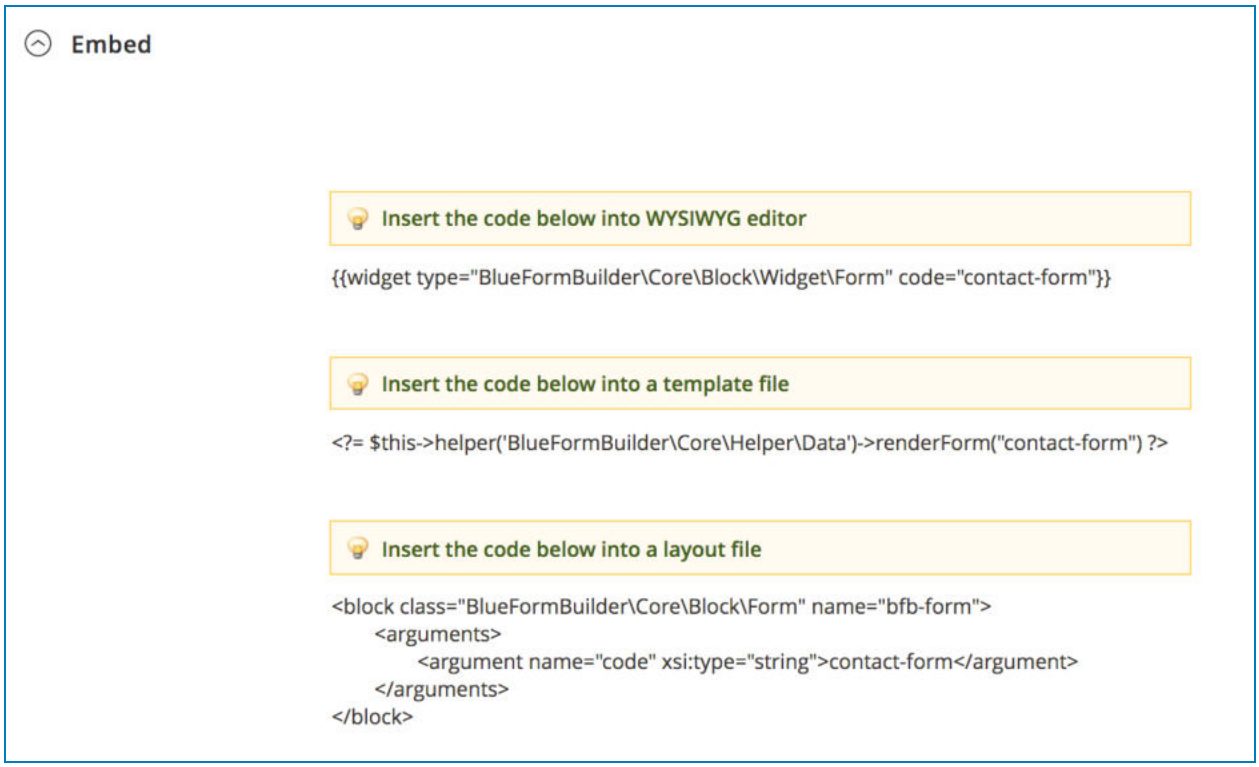
- **Layout**: choose layout for the form page including 6 options:

- Empty
- 1 column
- 2 columns with left bar
- 2 columns with right bar
- 3 columns
- 1 column Full Width (lets you display the form page in full width).

- **Export Form File**: export form file to CSV so that you can import it into any other Magento 2 sites with the extension installed.

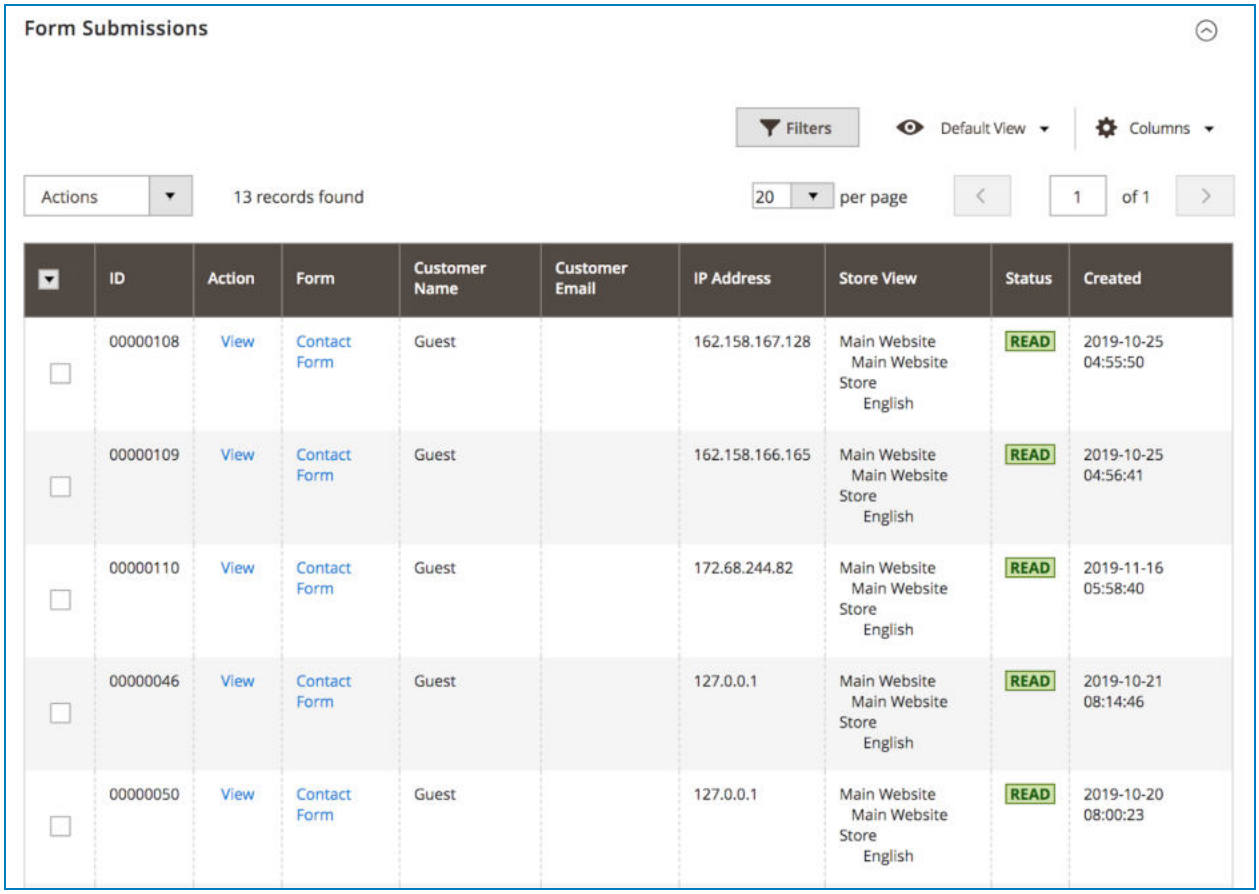
3.2.10 Embed

Copy and paste the provided code into the WYSIWYG editor of a page/block, into a template file or a layout file so that you can insert the form anywhere on your website.



3.3 Form Submissions

All submissions of the form will be managed in this section. This is similar to the page containing submissions of all forms.



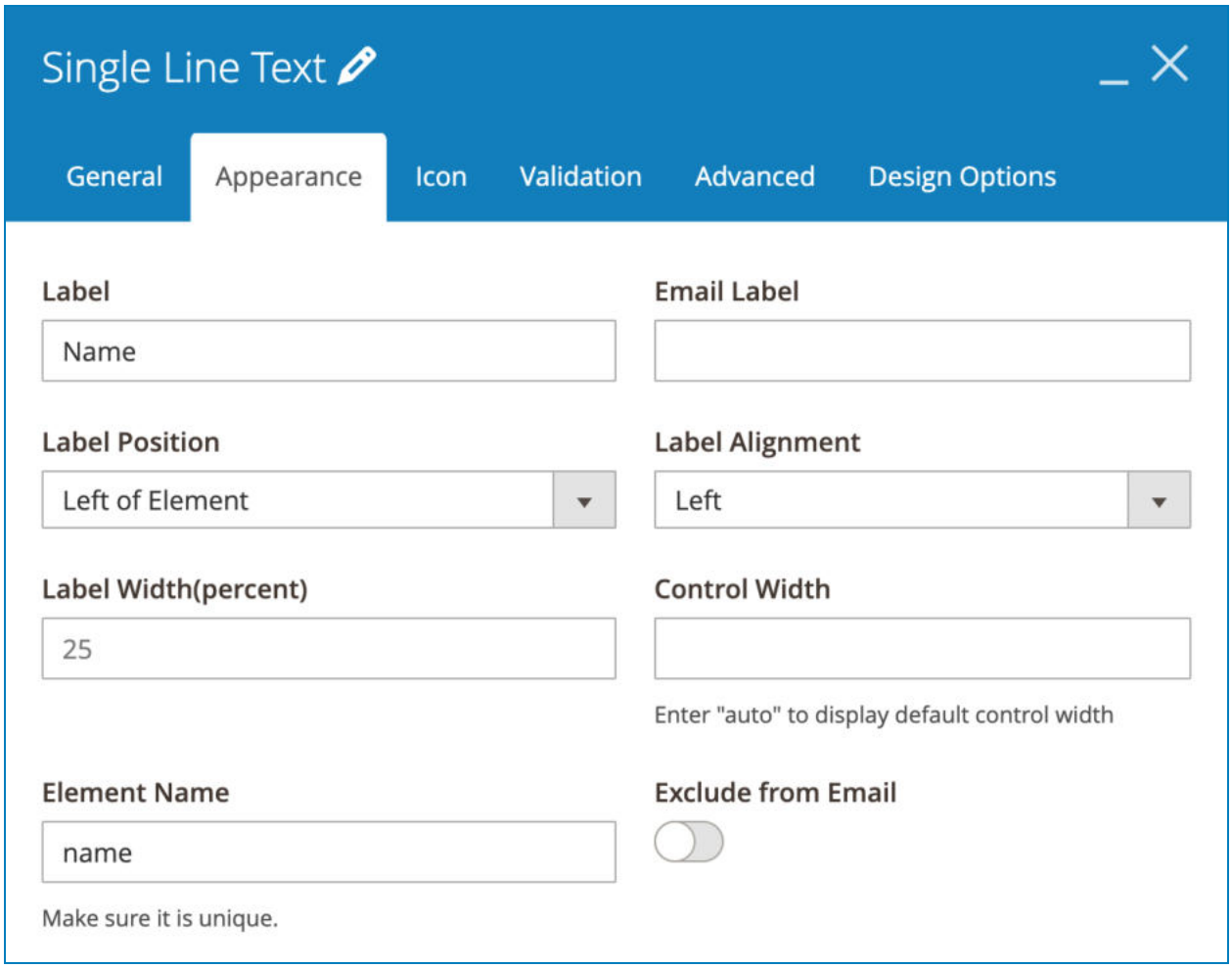
ID	Action	Form	Customer Name	Customer Email	IP Address	Store View	Status	Created
00000108	View	Contact Form	Guest		162.158.167.128	Main Website Main Website Store English	READ	2019-10-25 04:55:50
00000109	View	Contact Form	Guest		162.158.166.165	Main Website Main Website Store English	READ	2019-10-25 04:56:41
00000110	View	Contact Form	Guest		172.68.244.82	Main Website Main Website Store English	READ	2019-11-16 05:58:40
00000046	View	Contact Form	Guest		127.0.0.1	Main Website Main Website Store English	READ	2019-10-21 08:14:46
00000050	View	Contact Form	Guest		127.0.0.1	Main Website Main Website Store English	READ	2019-10-20 08:00:23

4) Form Elements

4.1 Common Setting Tabs

Blue Form Builder supports 35+ elements to build your forms. Below are common settings that you will see in almost all elements:

4.1.1 Appearance



- **Label:** Label of element.

- **Email Label:** Label of element in notification emails. Leave blank if you want to use the element label in the **Label** field in the email.

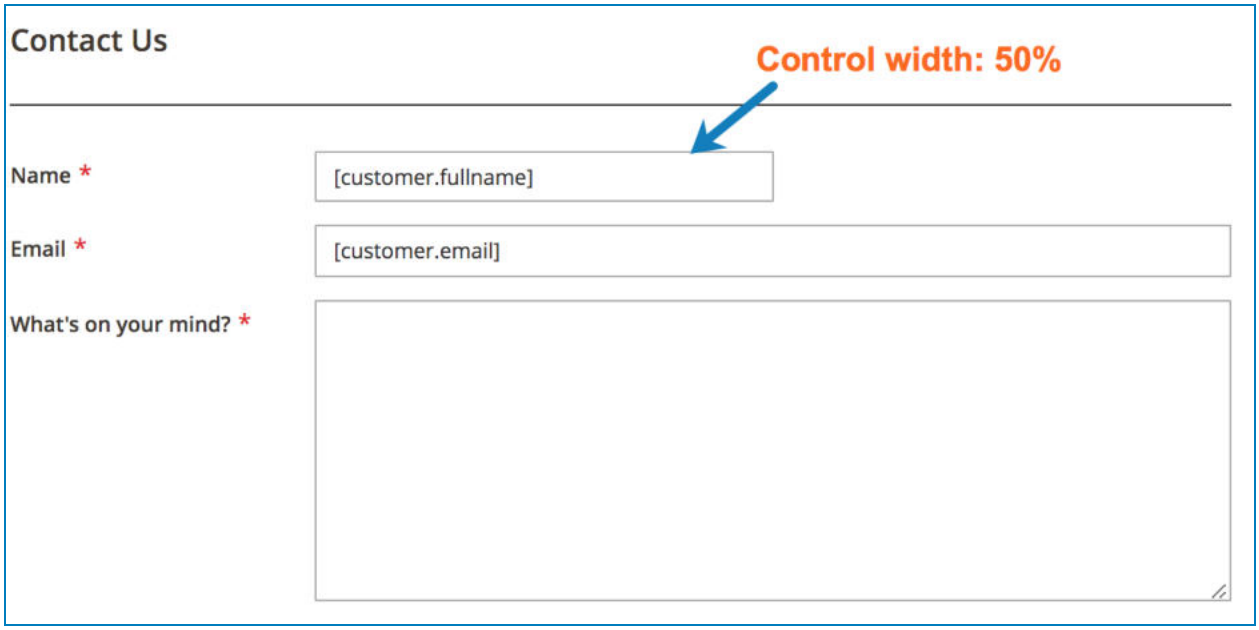
- **Label Position:** there are 5 options:

- Above Element
- Below Element
- Left of Element
- Right of Element
- Hidden

- Choose **Label Alignment** including Left, Center or Right.

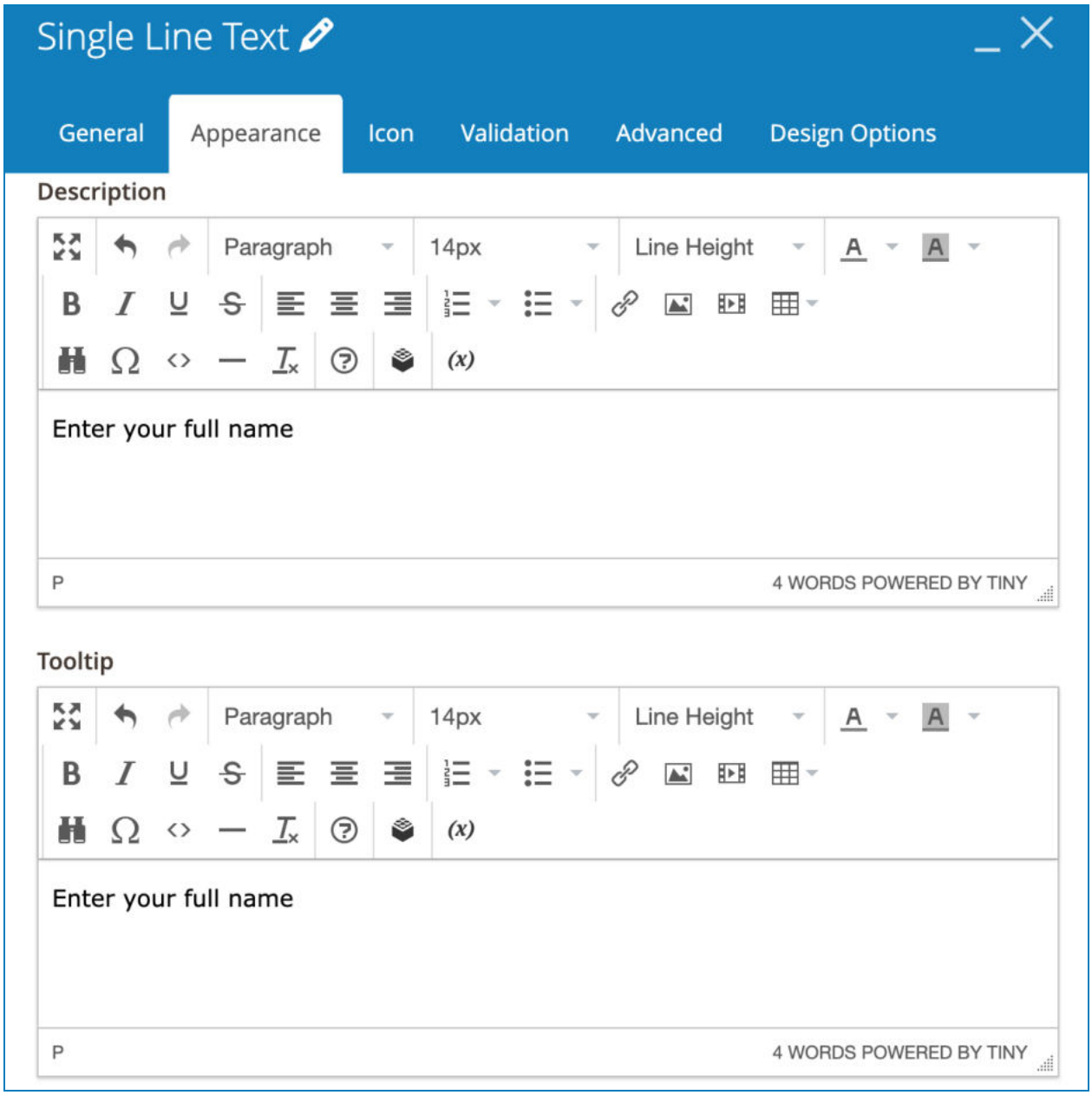
- Set **Label Width(percent)** in percentage.

- **Control Width**: set width (px or %) for the box where customers fill in.



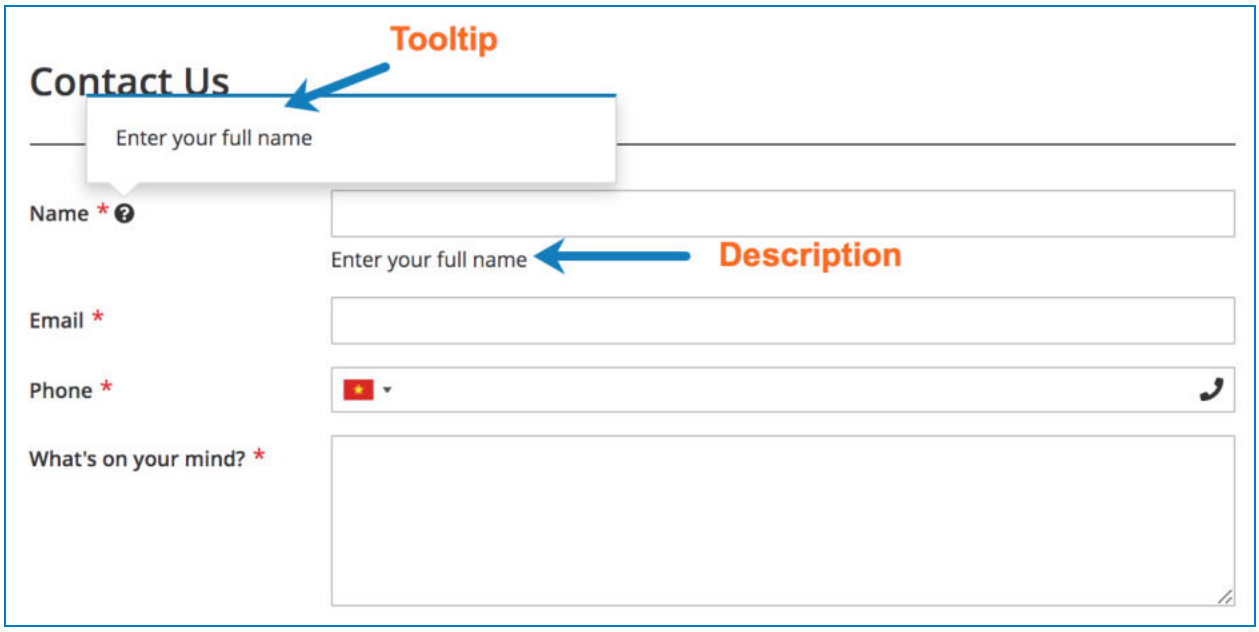
- **Element Name**: used for element variables and to auto-populate form fields using query strings (View tutorial).

- Exclude from Email: remove the element in the email notifications. When enabling this function, **Email Label** field will disappear.

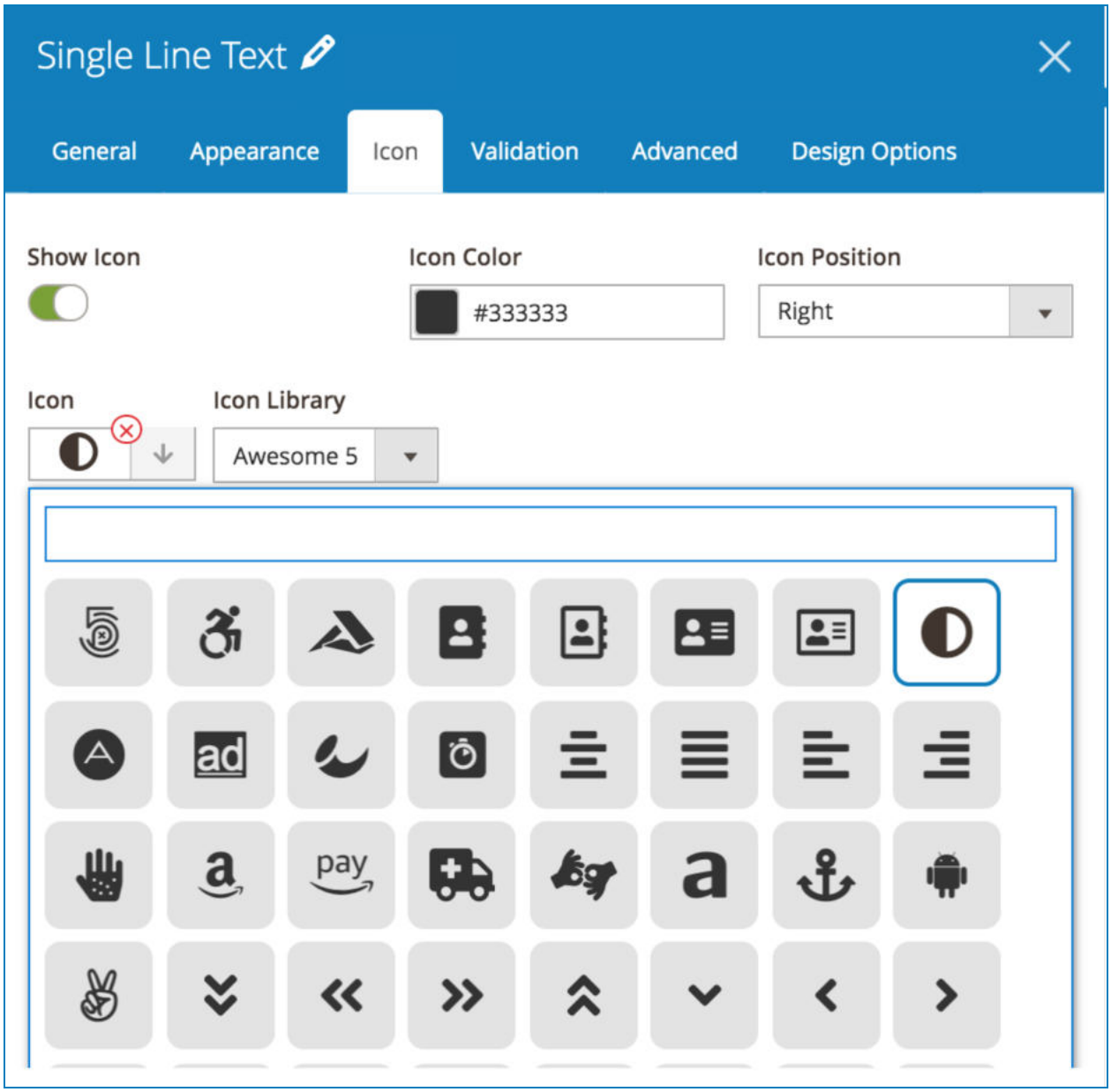


- **Description:** you can add description for the element using WYSIWYG editor. This description will be shown under the input field:

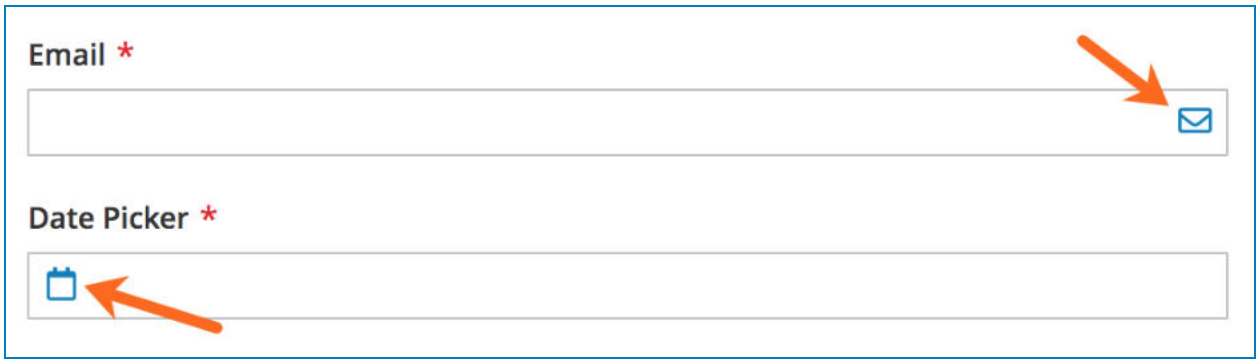
- **Tooltip:** you can add additional information for the element here. This information will be displayed in a small box when you hover over the tooltip icon.



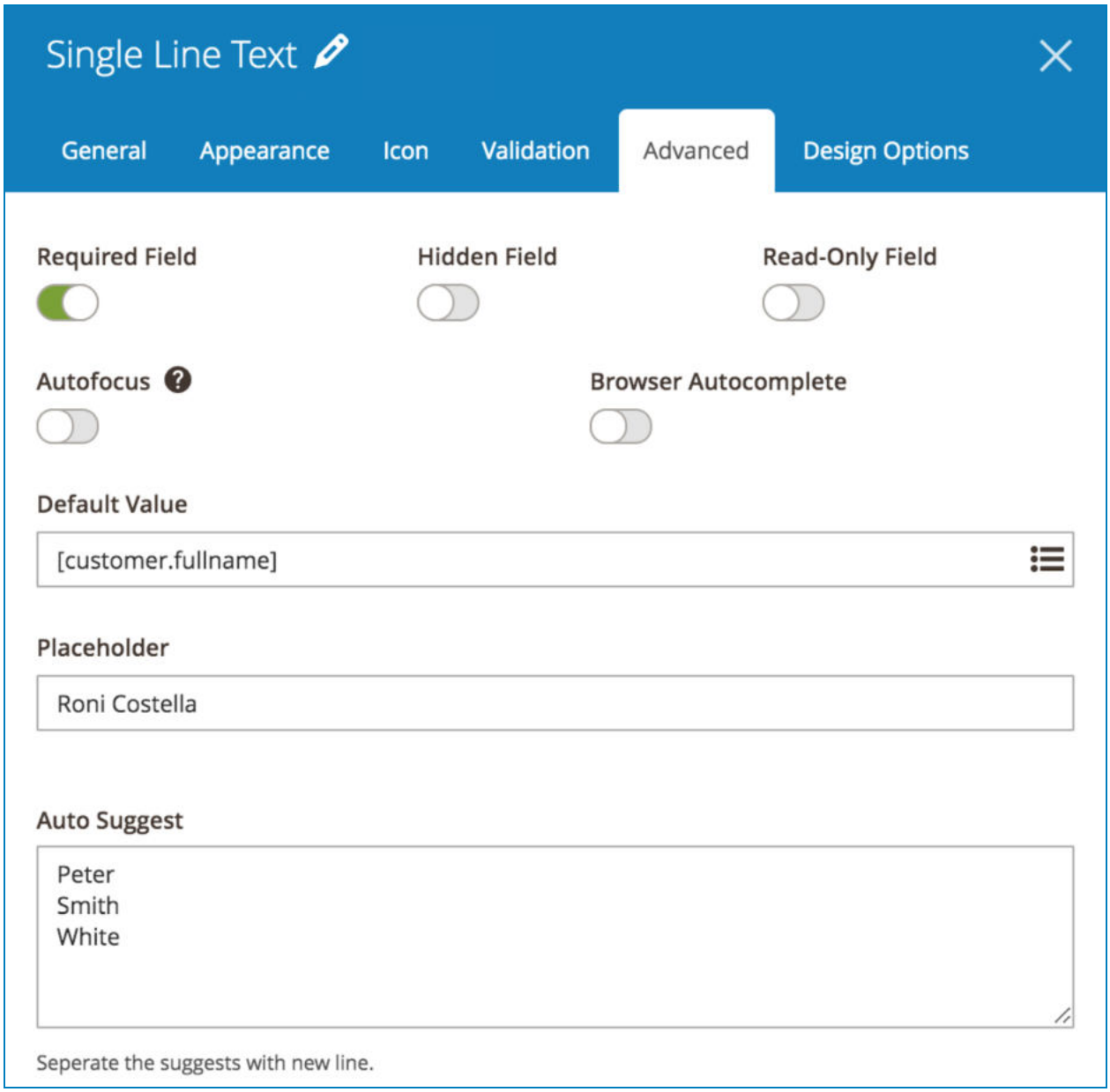
4.1.2 Icon


Single Line Text
General
Appearance
Icon
Validation
Advanced
Design Options
Show Icon
Icon Color
#333333
Icon Position
Right
Icon
Icon Library
Awesome 5

- **Show Icon:** enable/disable icon.
- **Icon Color:** choose any color for the icon from the color pantone.
- **Icon Position:** there are 2 options: **Left** and **Right.**
- **Icon Library**: choose icons from 2 libraries: Awesome 5 and Open Iconic.
- **Icon:** choose your icon.



4.1.3 Advanced

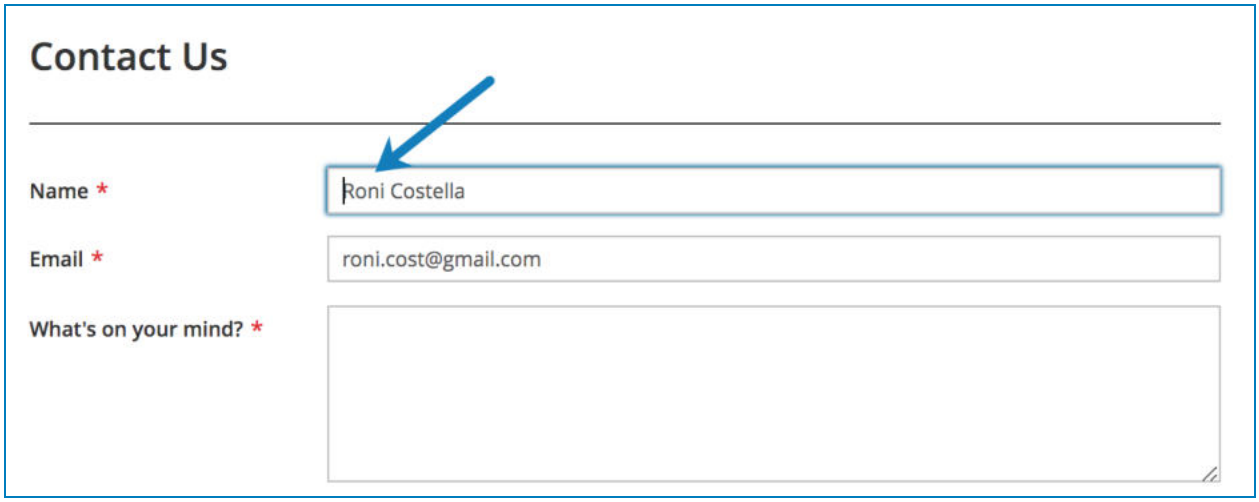


- **Required Field:** make the element required or optional to fill out.

- **Hidden Field:** When this function is enabled, the element is invisible on the frontend but its value is still sent with form submission and shown in email notifications.

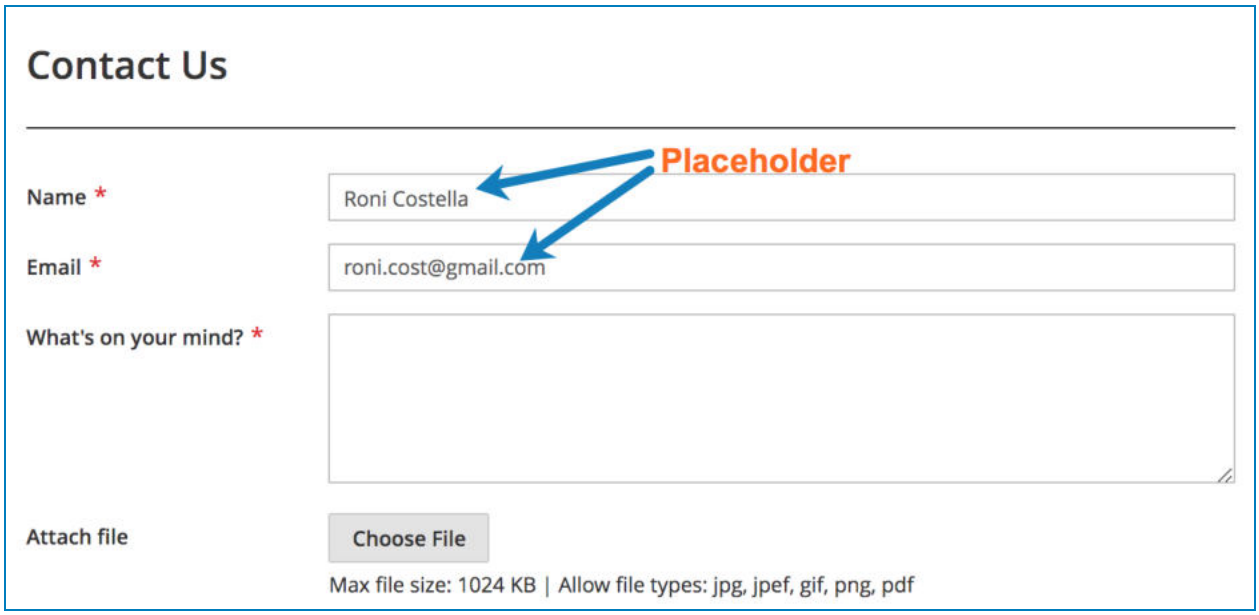
- **Read-Only Field:** customers can only see the form field and cannot change or fill it out.

- **Autofocus**: if this function is enabled, the form field with be auto highlighted when you load the form page, like this:



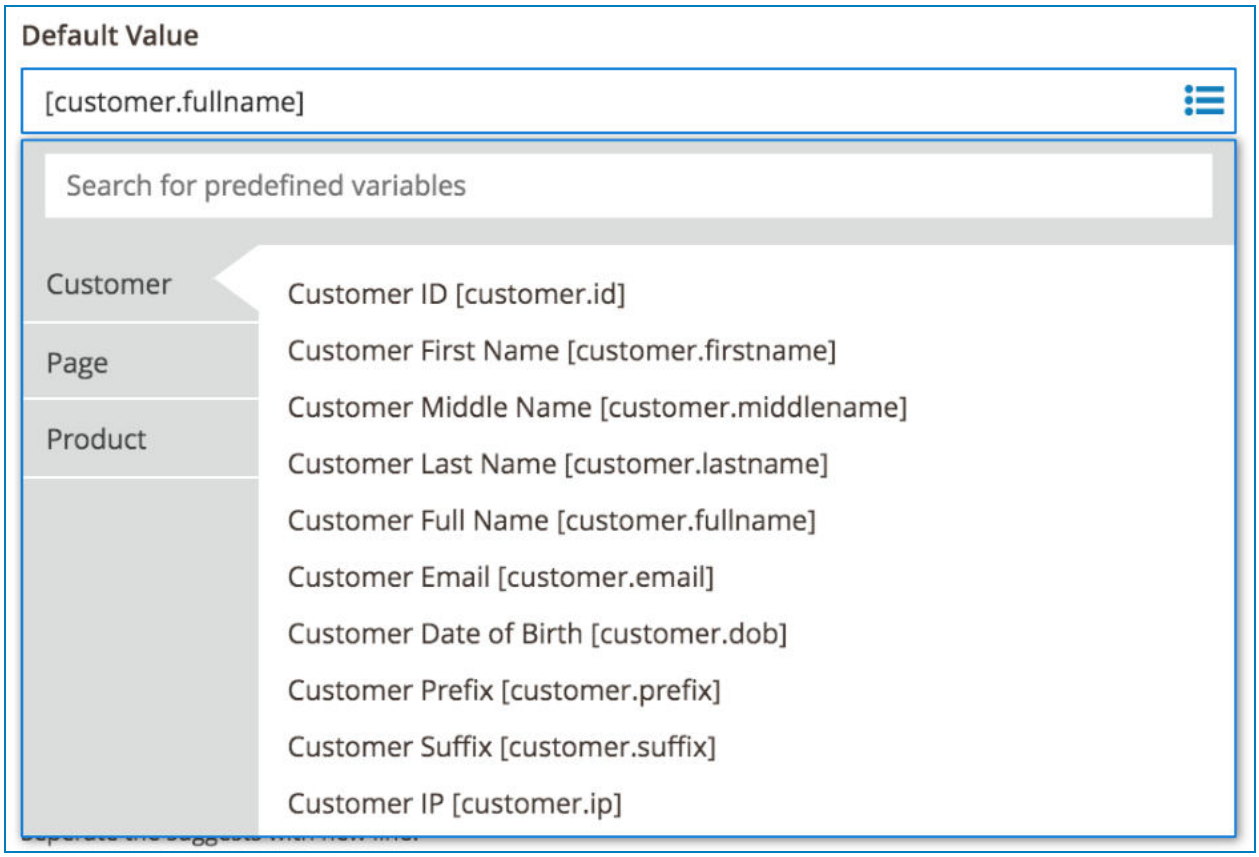
- **Browser Autocomplete:** enable this function to allow the browser to predict the value. When a user starts to type in a field, the browser should display suggested options to fill in the field, based on earlier typed values.

- **Placeholder:** the text shown inside form fields to show customers what they should fill. When customers start filling, the placeholder text will disappear. The placeholder will look like this on frontend:

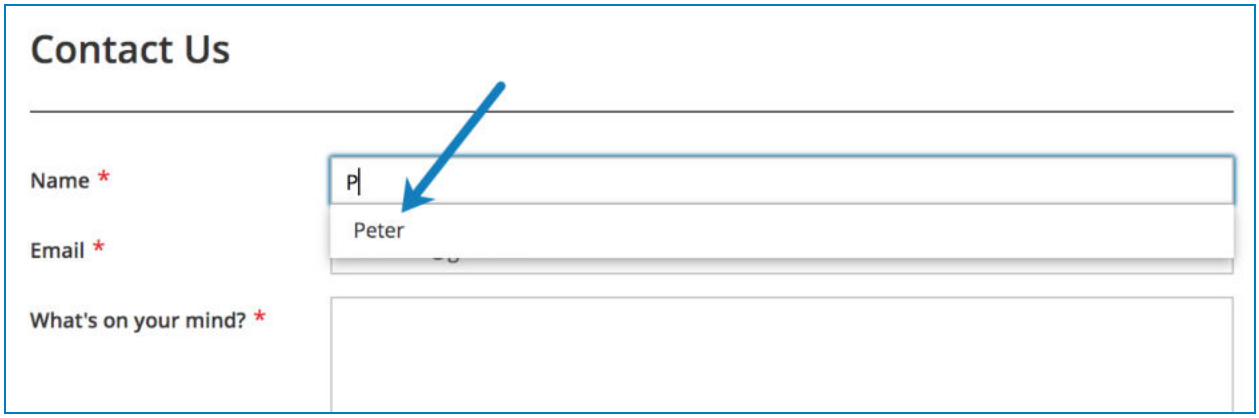


- **Default Value:** When you set a default value for an input field, this field will be auto filled with relevant pre-collected information without customers having to fill it out. For example, if you set the *"Name"* field with *"[customer.fullname]"*, then when a logged in customer fills the form, this field will be auto filled with his/her full name collected from his/her login process. These default values include:

- **Customer:** ID, first name, middle name, last name, email, etc.
- **Page:** URL Key, title.
- **Product:** ID, name, sku, price, special price, etc.



- **Auto Suggest**: enter suggested values for a field so that when customers start to type in the field, a list of these suggested values that are relevant will be displayed for customers to choose and fill in the field.

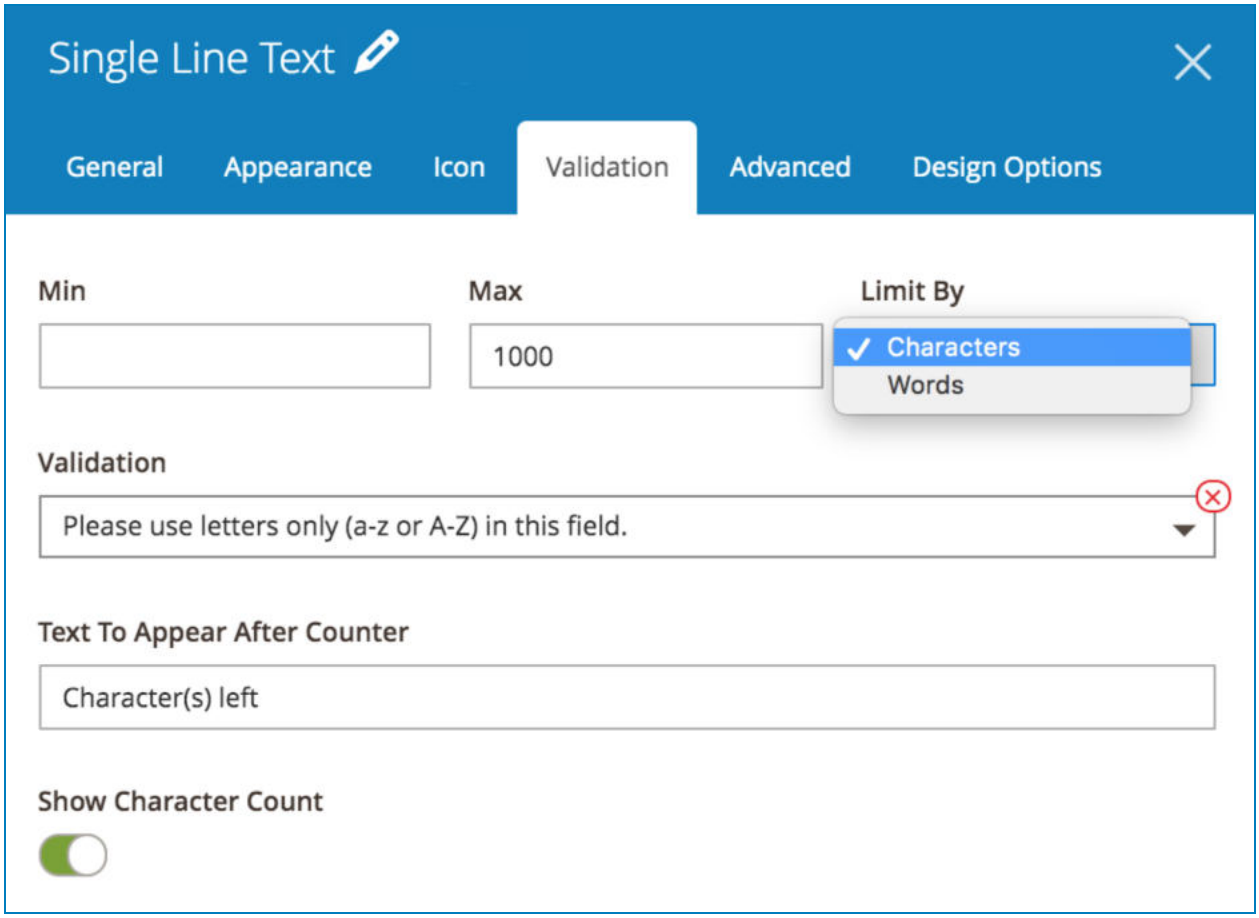


4.2 Common Elements

Common elements are those that you usually find in a form such as email, paragraph, file upload, submit, etc.

4.2.1 Single Line Text

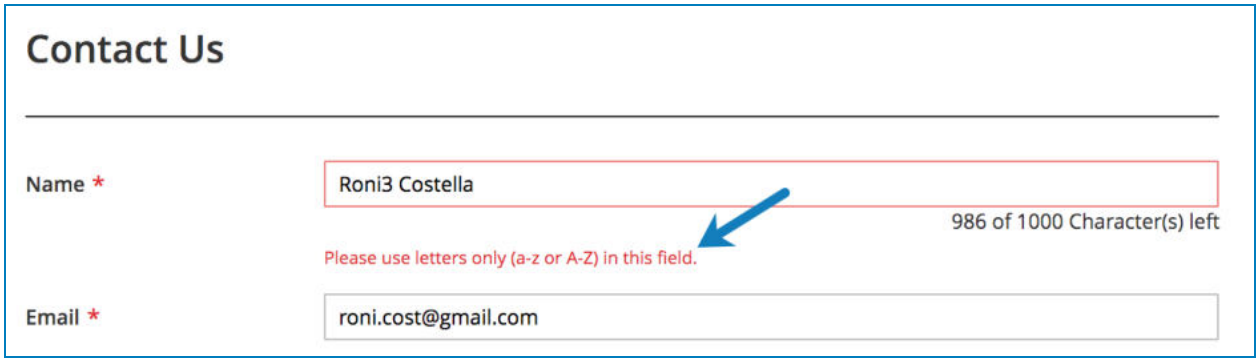
Single Line Text is used for single-line input such as name, address, etc.



a. **Validation** tab:

- **Min, Max:** set the min/max number of characters/words that users can fill.
- **Limit By:** limit the input text by characters or words.

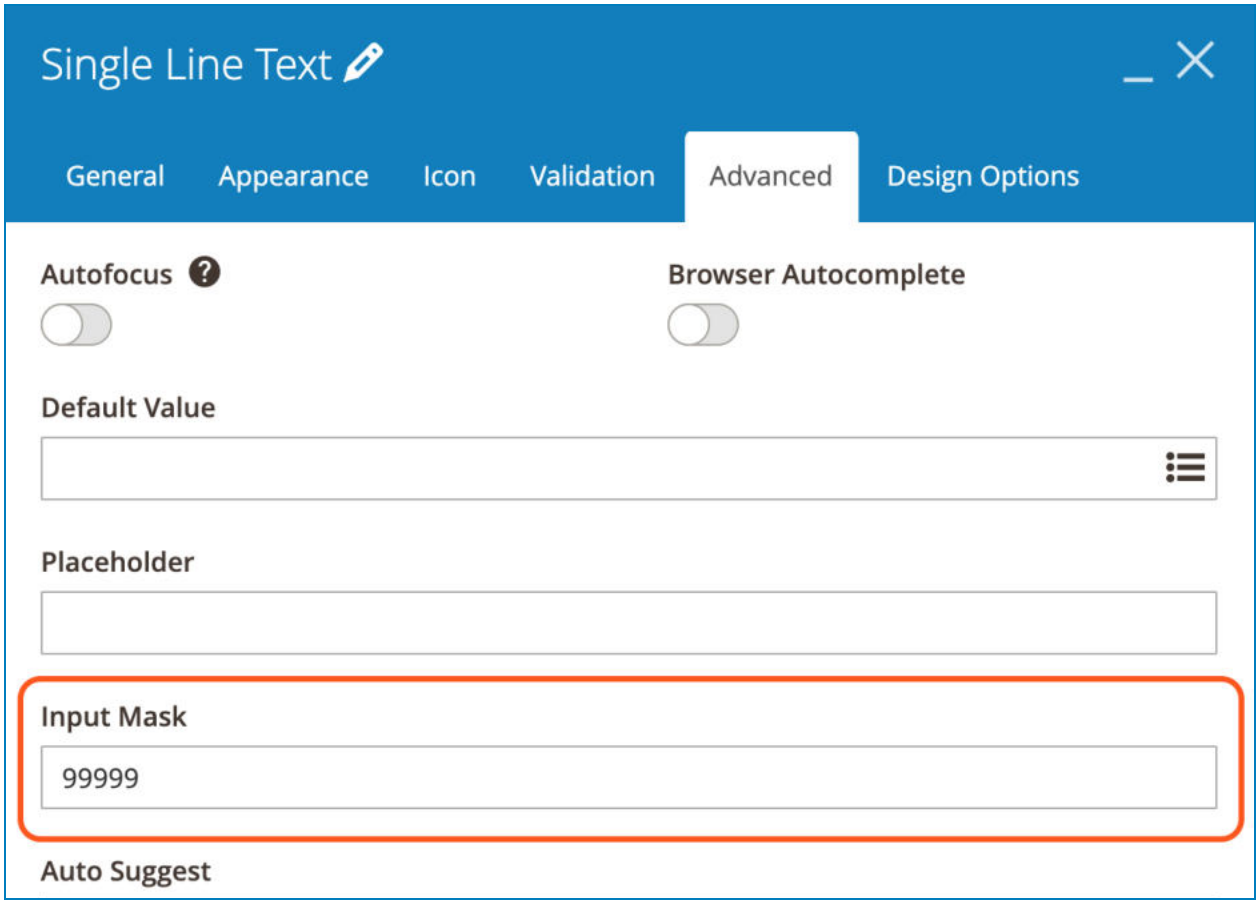
- **Validation:** choose type of content validation here. The chosen validation content will appear under the input field to remind customers when they enter incorrect information, like this:



- **Text To Appear After Counter:** when customers are filling the form field, there appears a text under the input field like “986 of 1000 Character(s) left”. “Character(s) left” is the text that you enter in **Text To Appear After Counter**. (Remember that this text only appears on frontend when you set max characters/words in **Max** field).

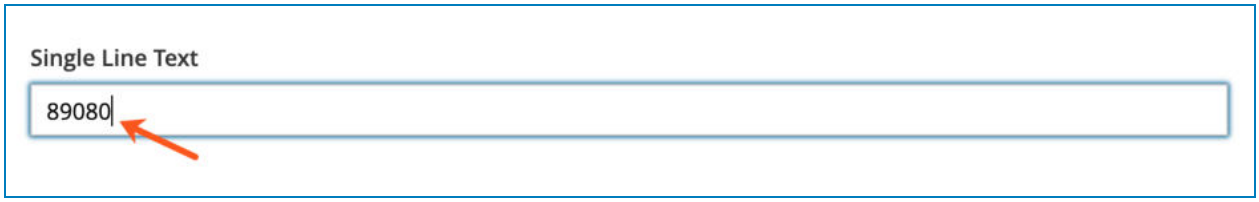
- **Show Character Count:** enable this function to show how many characters have been typed or how many characters/words are left (in case you set max characters/words in **Max** field), like this:

b. **Advanced** tab



- **Input Mask**: input masks are a way to control what data can be entered into a form's field. They are governed by a strict set of rules that site visitors can't break while trying to fill out your form. And users can only enter values that fit the saved format. For example, if we enter **99999** in this field, then on the frontend, when you put your cursor into the field, you will see the input mask appear like this:

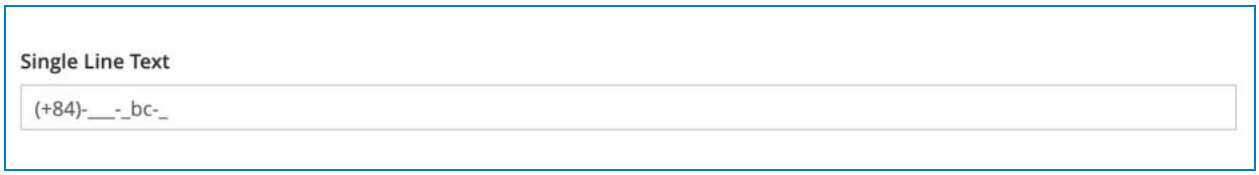
And users will only be able to enter up to 5 numeric characters here, like this:



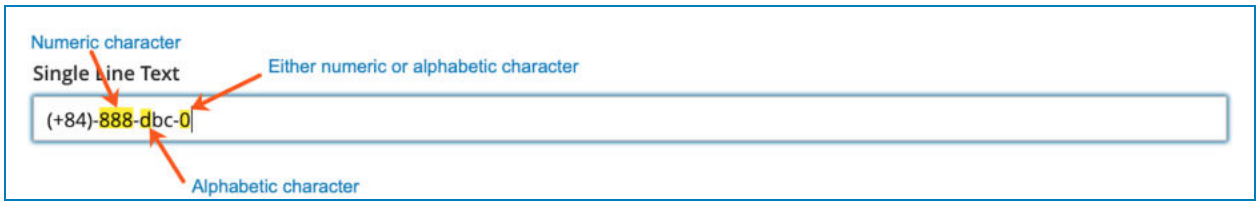
The following characters can be used for input mask to format the data entered in the Single Line Text field:

- **9** - requires any numeric character.
- **a** - requires any alphabetic character.
- ***** - allows either numeric or alphabetic character.

Another example is that we enter **(+84)-999-abc-*** in the Input Mask field. On the frontend, when you hover over the field, the input mask will be like this:



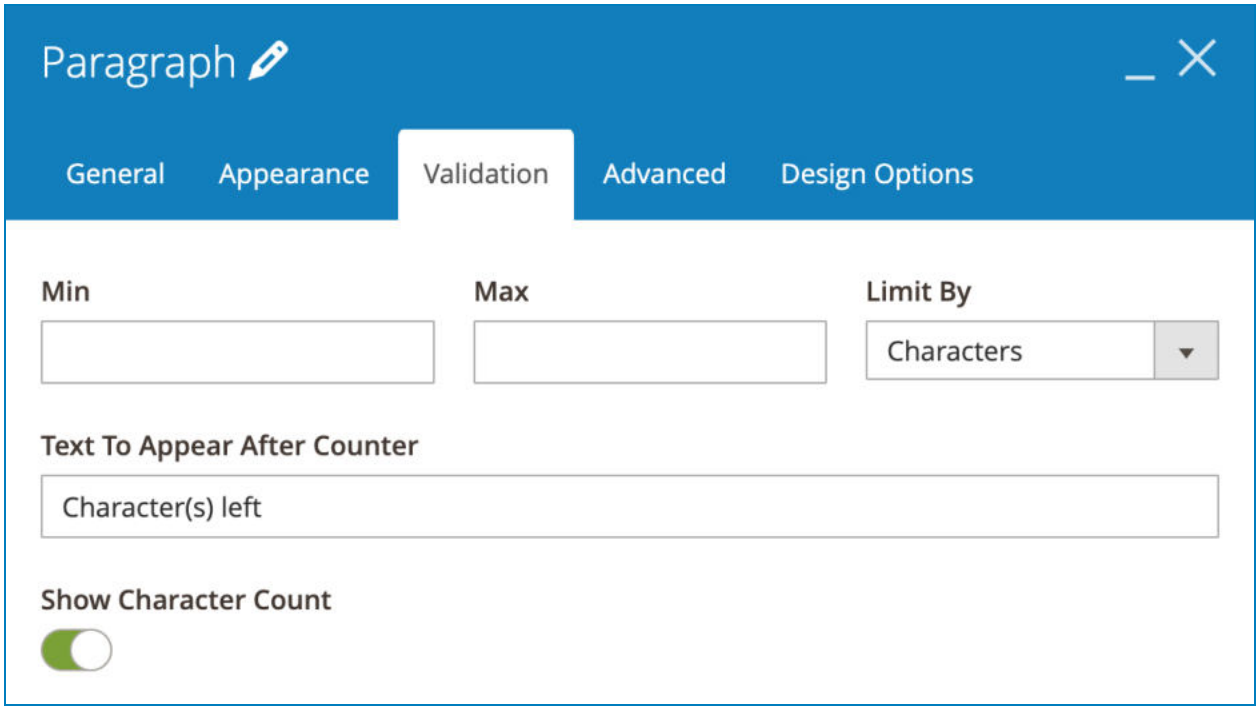
The data that users enter in this field should follow this format, like this:



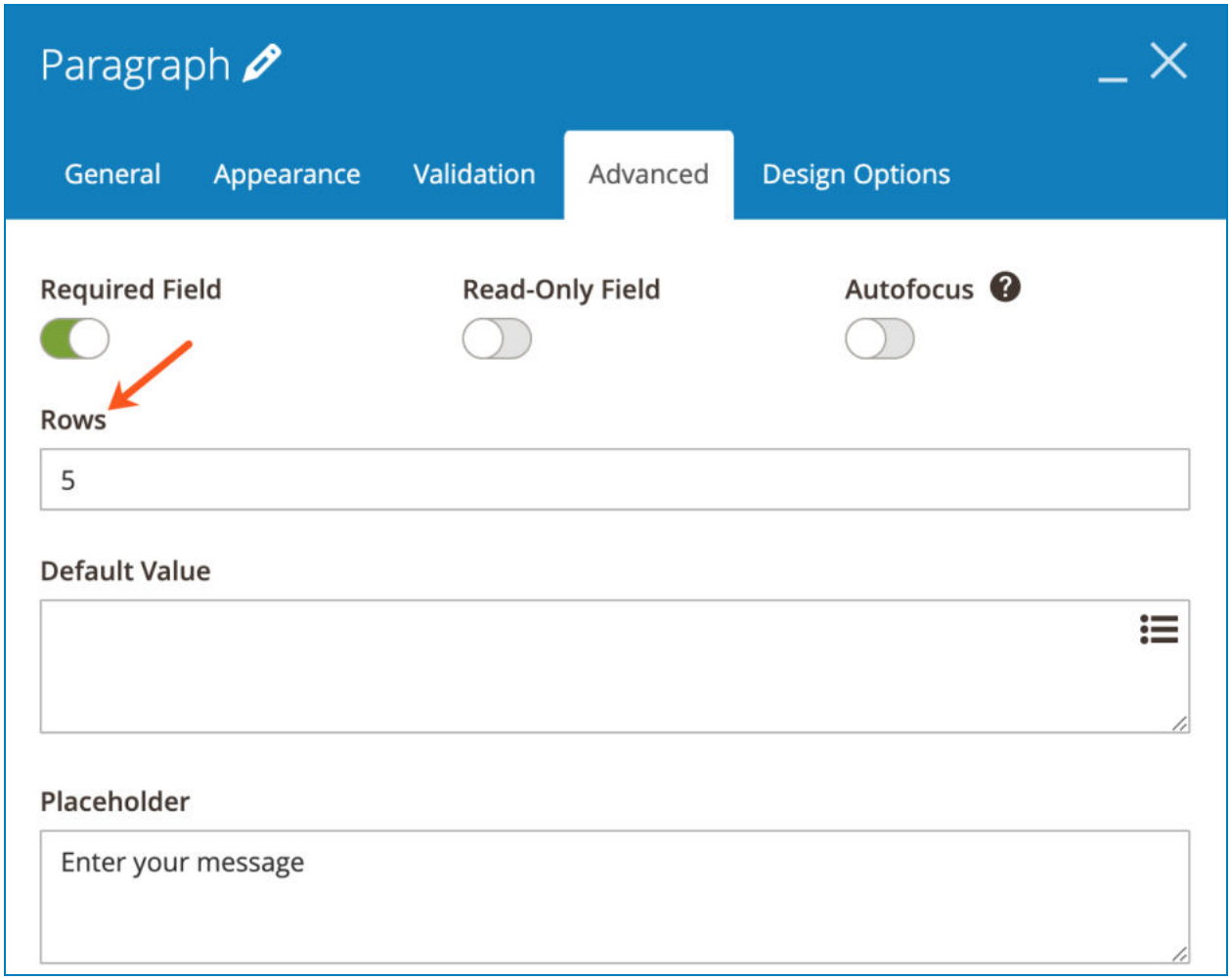
4.2.2 Paragraph

This element is used for multi-line input such as comments, reviews, etc.

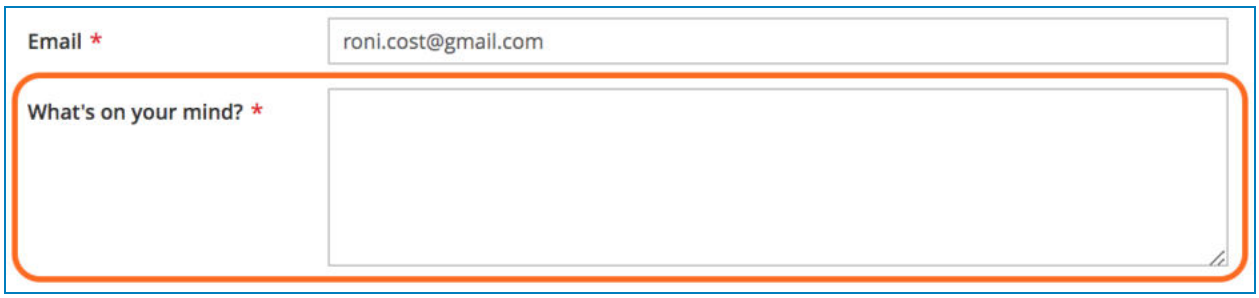
a. **Validation** tab: the same as that in the Single Line Text element.



b. **Advanced** tab: enter the number of rows for textarea in **Row** field.

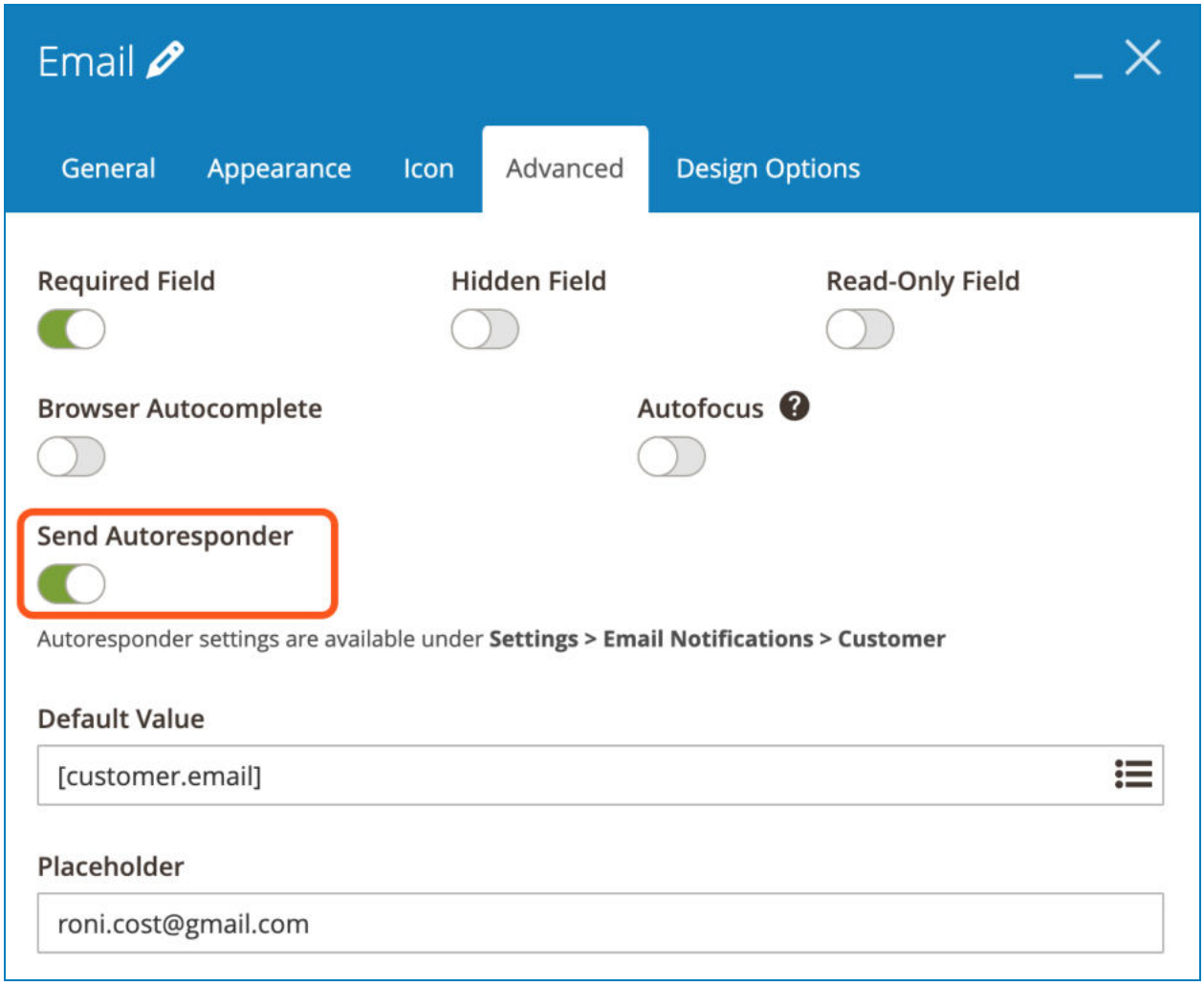


>> Paragraph element on frontend:



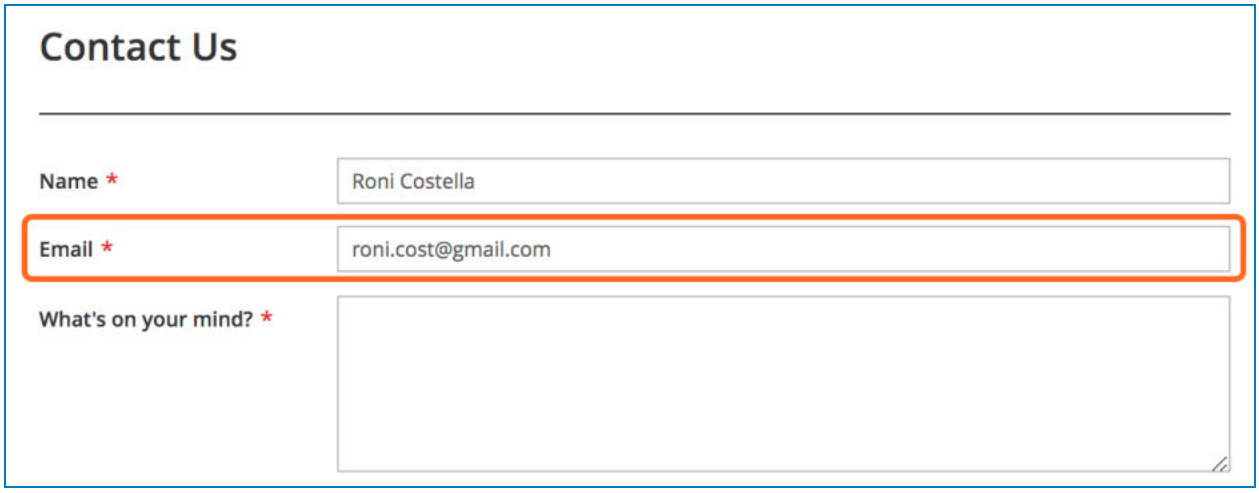
4.2.3 Email

Email element is used for email input.



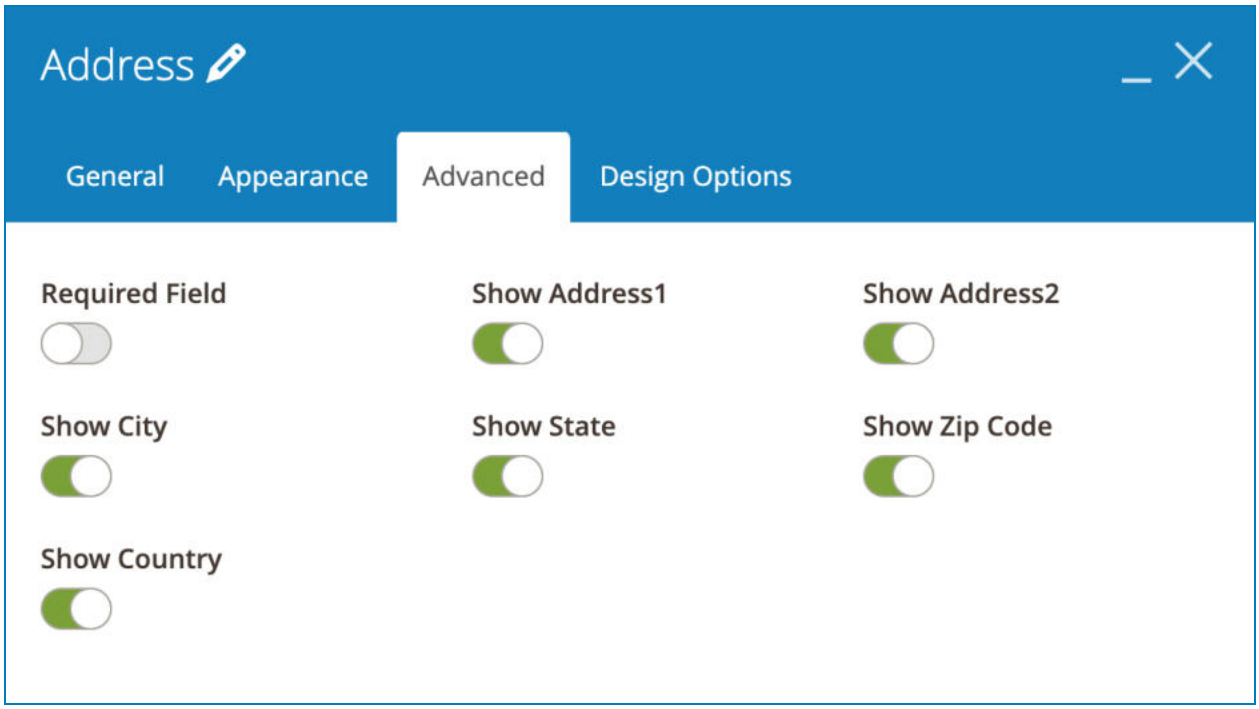
- **Send Autoresponder:** By enabling this function, notification emails will be auto sent to customers about their form submissions. You can customize email content for customers by navigating to **Settings > Email Notifications > Customer** under **Magezon Blue Form Builder** section.

>> Email element on frontend:



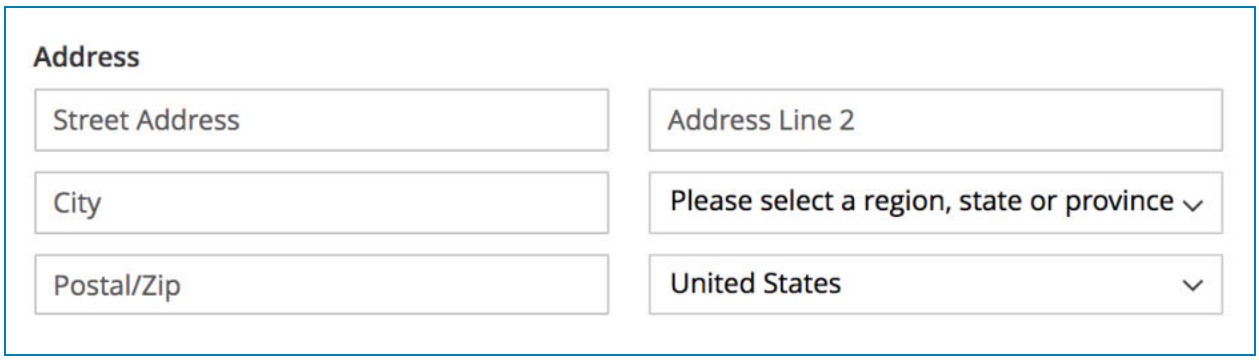
4.2.4 Address

Address element allows users to enter their addresses.



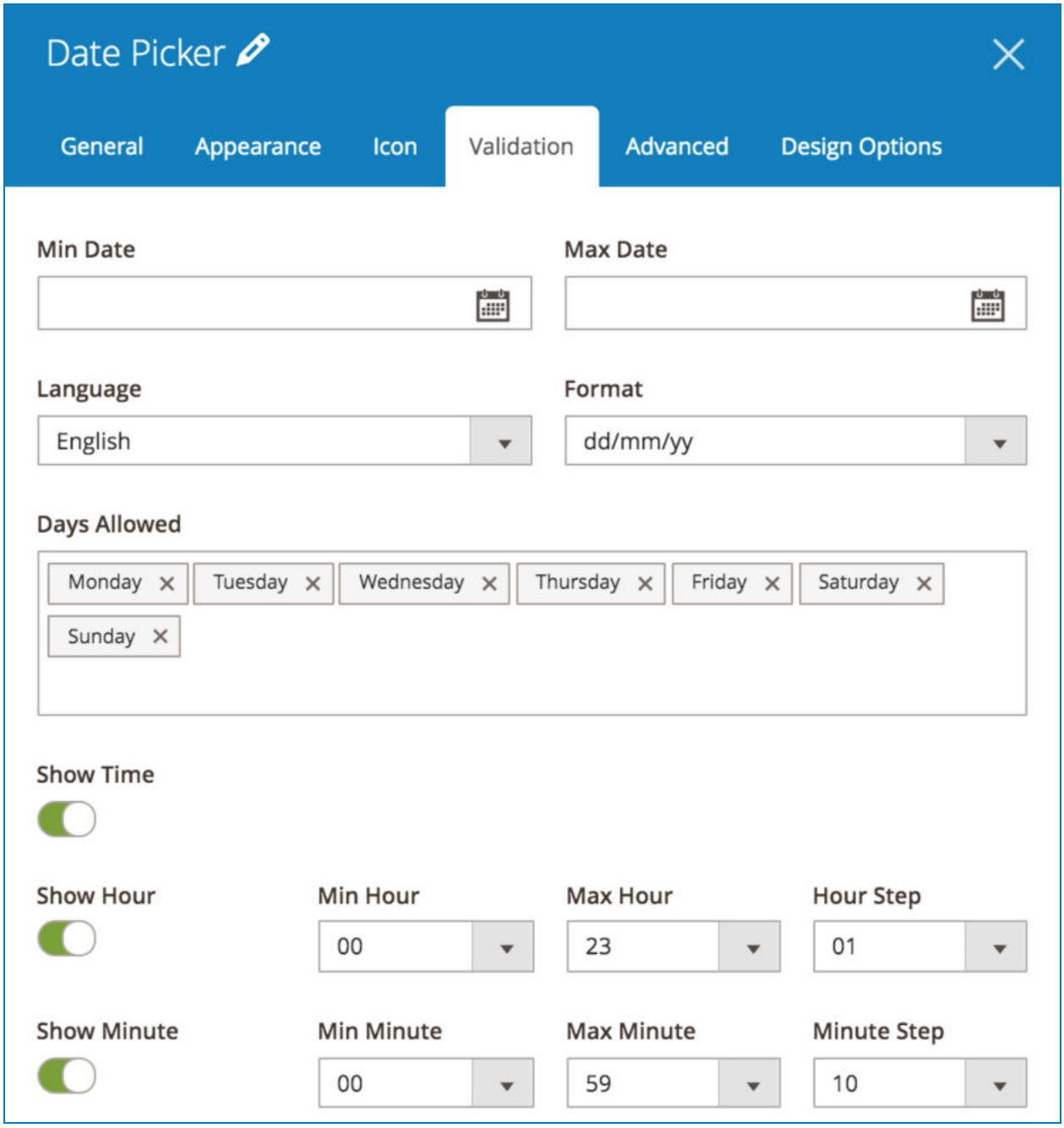
You can show/hide **Address1**, **Address2**, **City**, **State**, **Zip Code** and **Country** using on-off buttons.

>> Address element on frontend:



4.2.5 Date Picker

Date Picker element allows users to choose a date from a calendar.



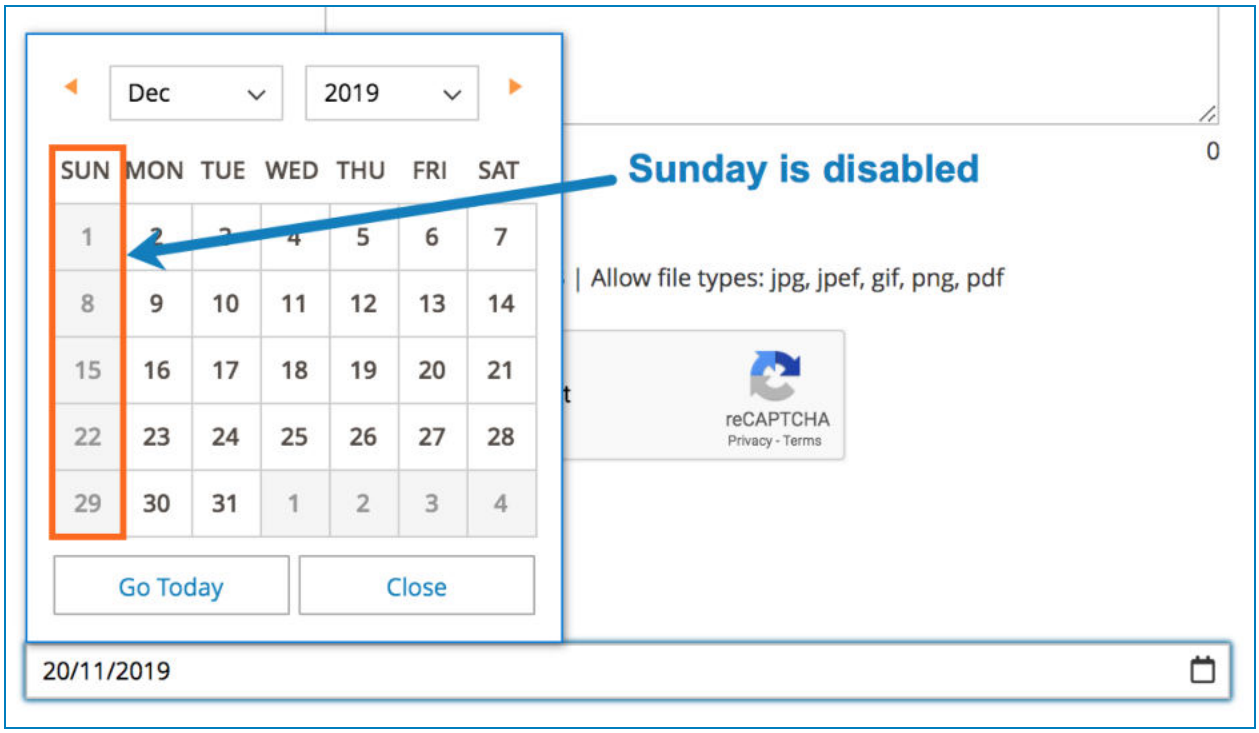
a. **Validation** tab

- **Min Date/ Max date:** choose the min and max date for the date picker so that customers can only choose the dates between min and max dates.

- **Language**: choose language for the date picker.

- **Format**: choose date format.

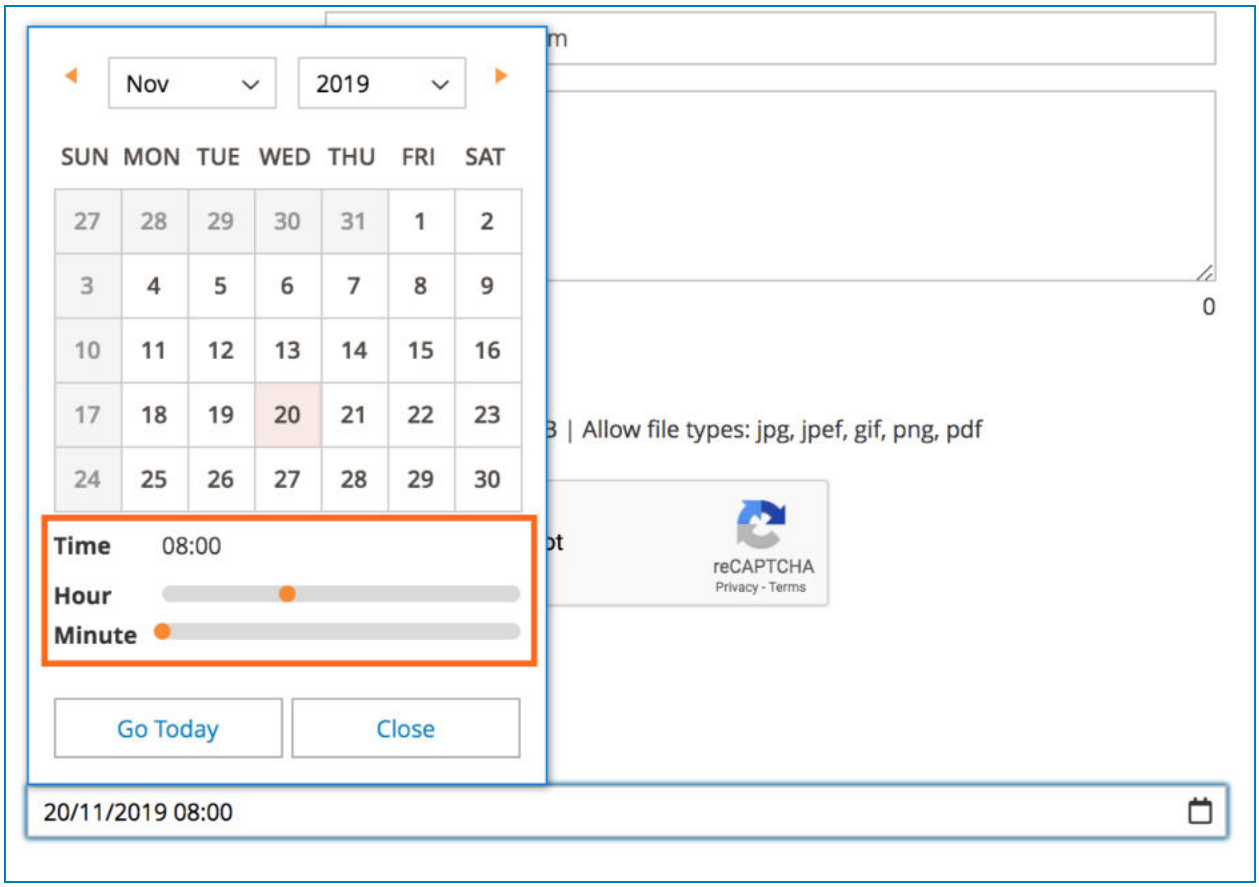
- **Days Allowed**: enable certain days of week by entering them in this field. Users cannot choose the days that are disabled. For example, if you don't allow Sunday, then the date picker will be like this:



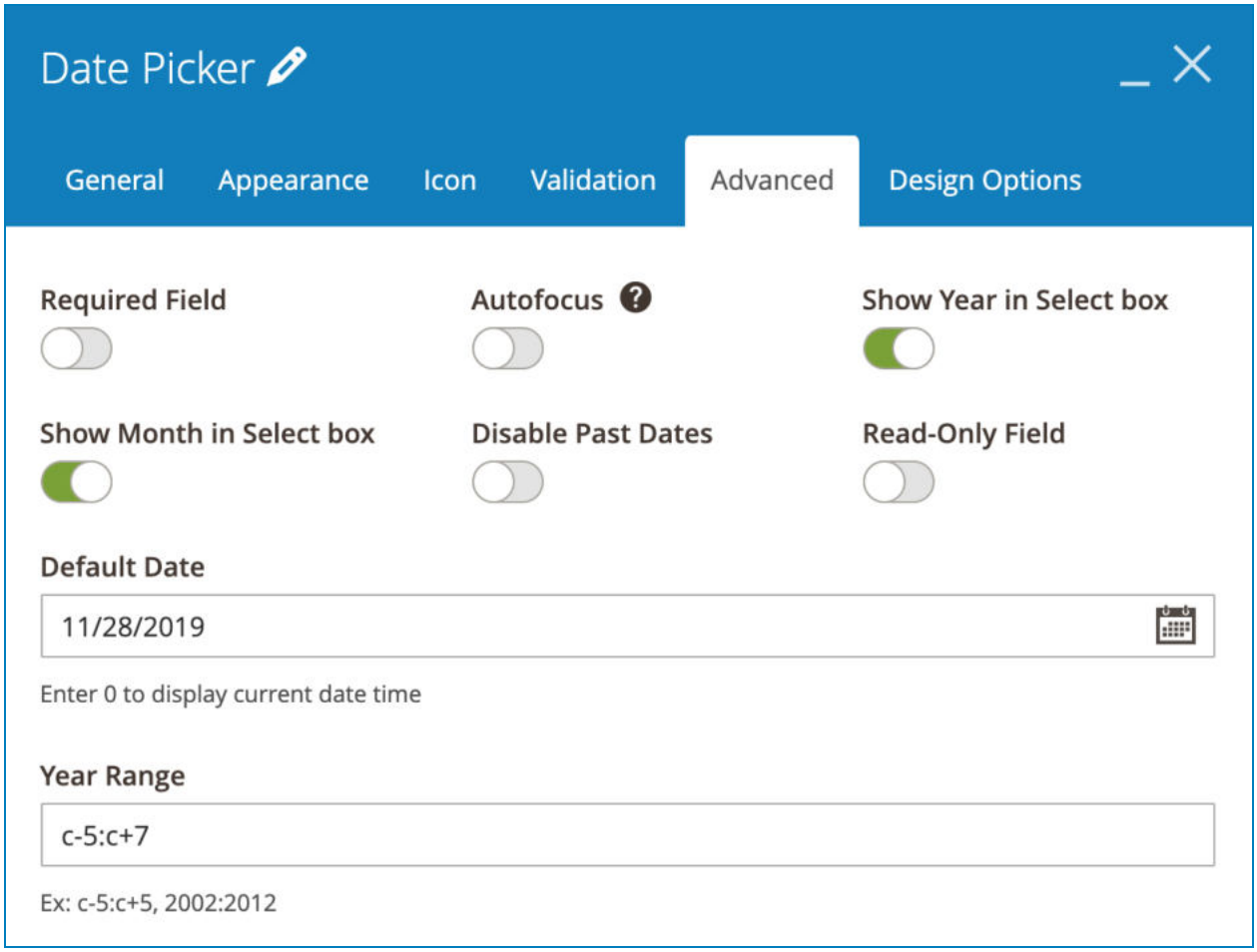
- **Show Time**: allow showing time picker on the date picker. If you turn on this button, you will see these following options:

- **Show Hour**: if enabled, users can specify hour using a slider. You can specify **Min Hour**, **Max Hour** and **Hour Step** (the number of hours added to / subtracted from the current hour each time users slide).
- **Show Minute**: if enabled, users can specify minute using a slider. You can specify **Min Minute**, **Max Minute** and **Minute Step** (the number of minutes added to/subtracted from the current minute each time users slide).

The date picker with time will look like this on frontend:



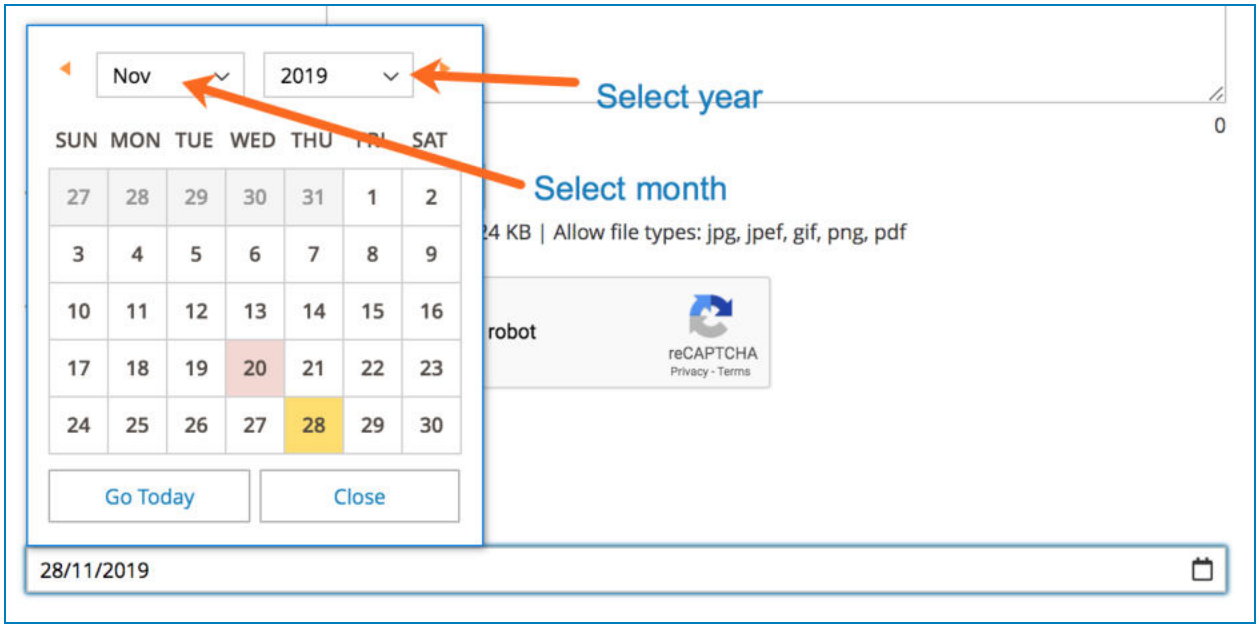
b. **Advanced** tab



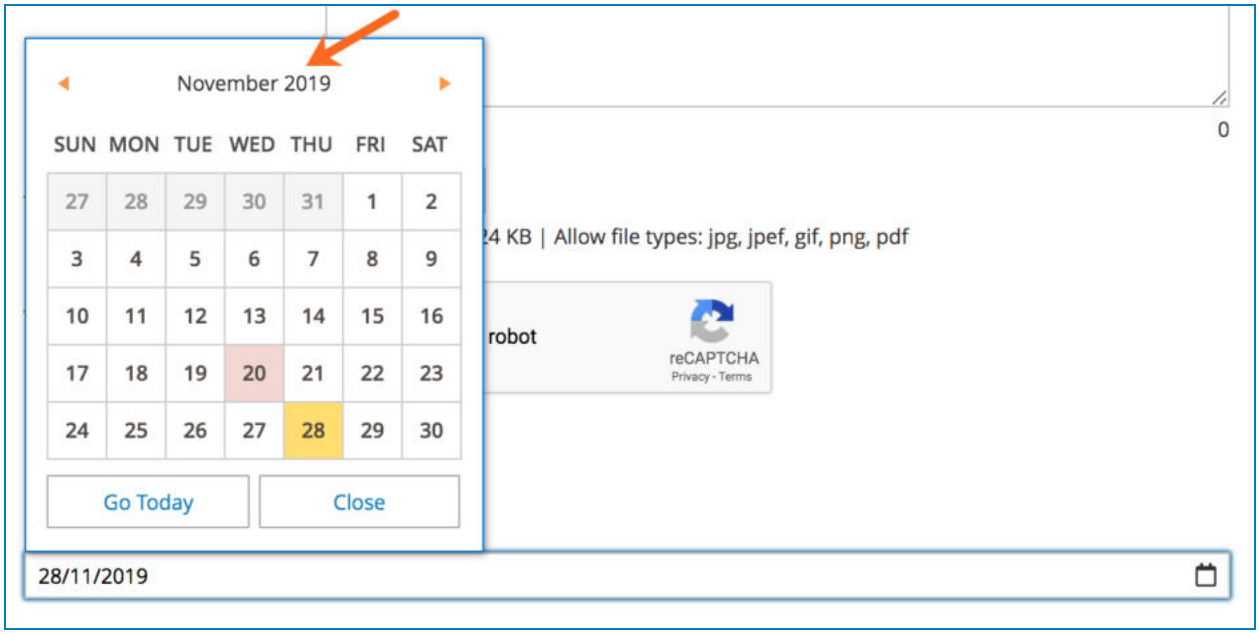
- **Show Year in Select box**: if enabled, users can choose year.

- **Show Month in Select box**: if enabled, users can choose month.

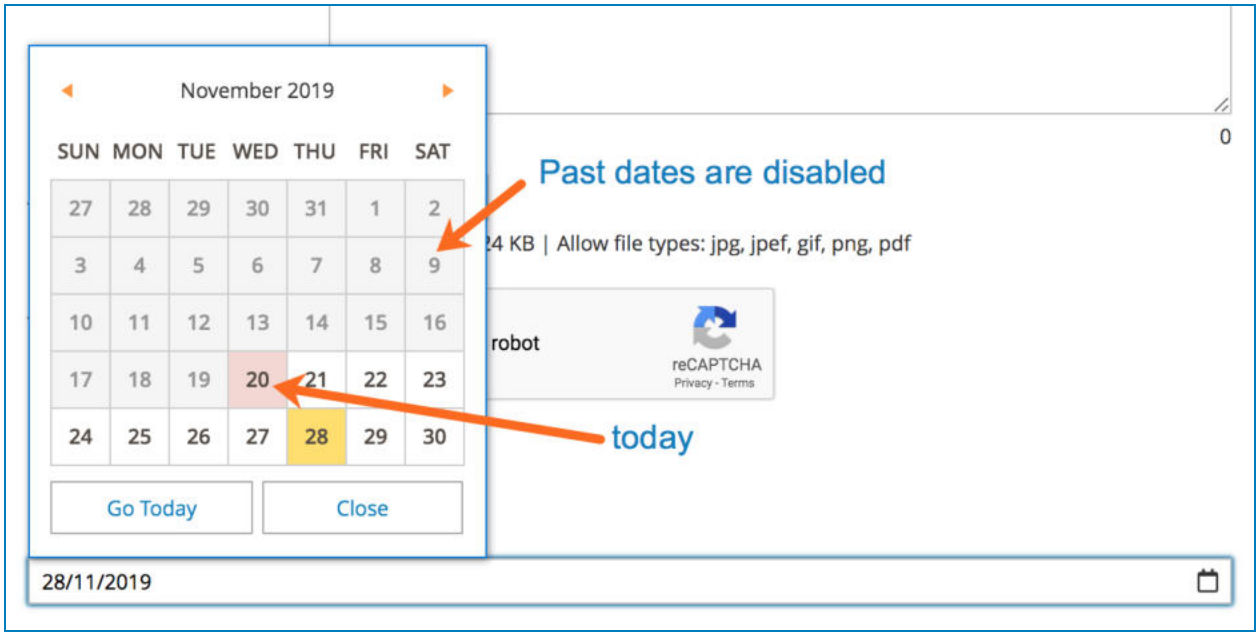
If these 2 buttons are enabled, the date picker will look like this:



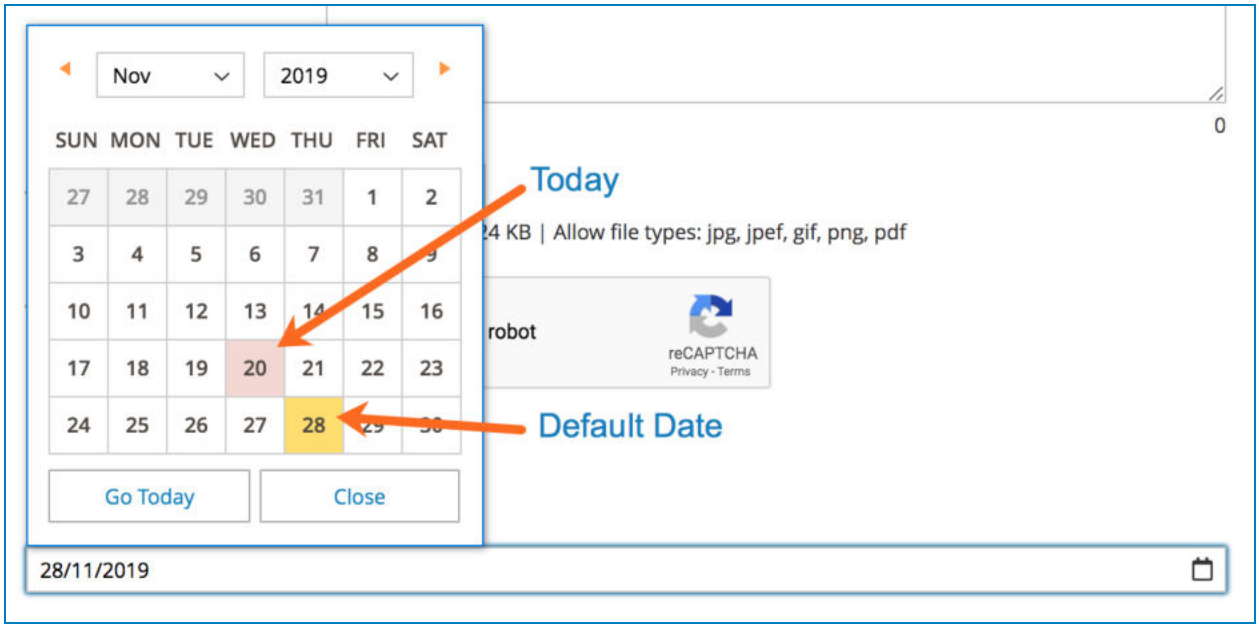
If these 2 buttons are disabled, the date picker will look like this:



- **Disable Past Dates**: disable dates before today so that users can't select, like this:

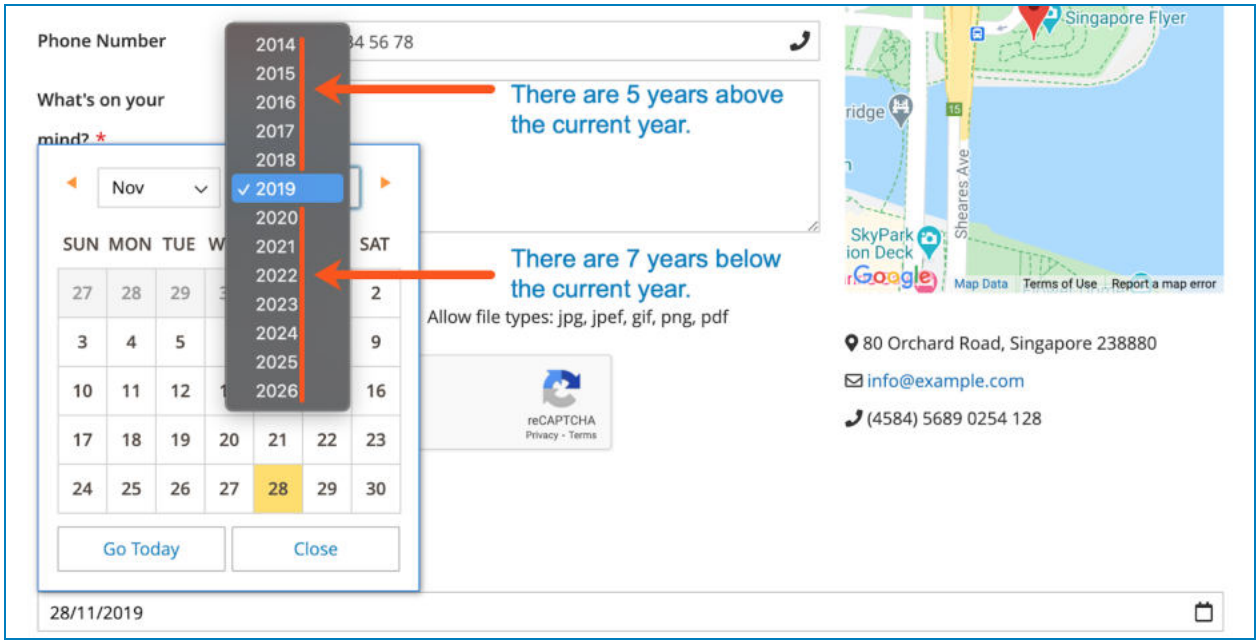


- **Default Date**: the date that is auto filled in date picker on page load.

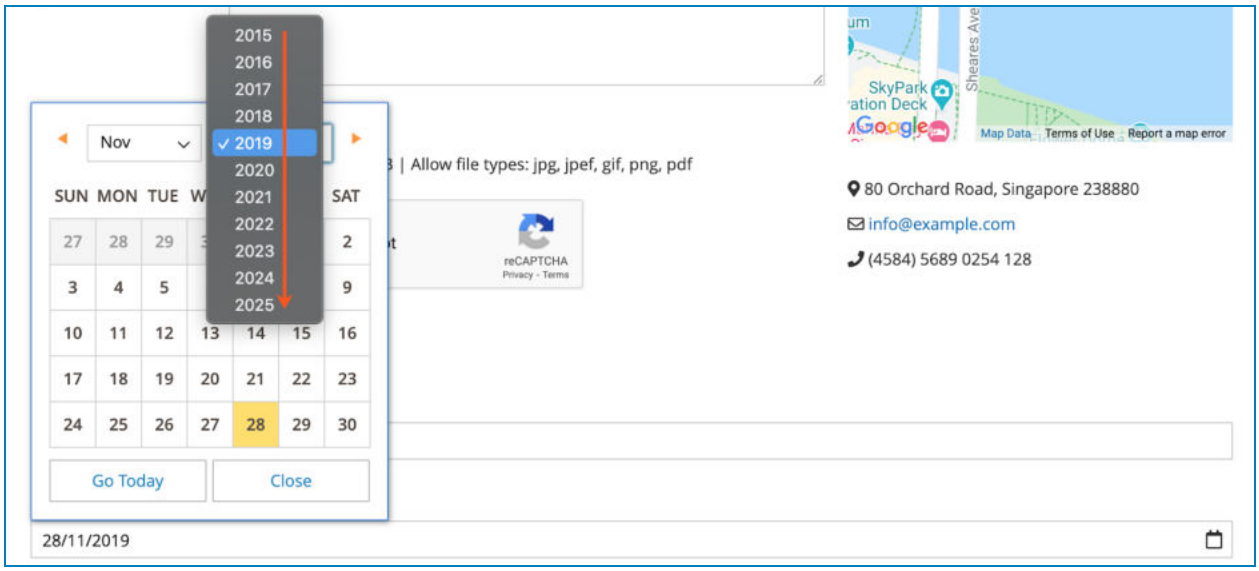


- **Year Range**: specify the year range in the year dropdown. The format you should enter here is either **c-m:c-n** (**m** is the number of years displayed above the current year, **n** is the number of years displayed below the current year) or **year:year** (the start year and end year in the year dropdown).

For example, we enter **c-5:c7** here. Then the frontend will be like:

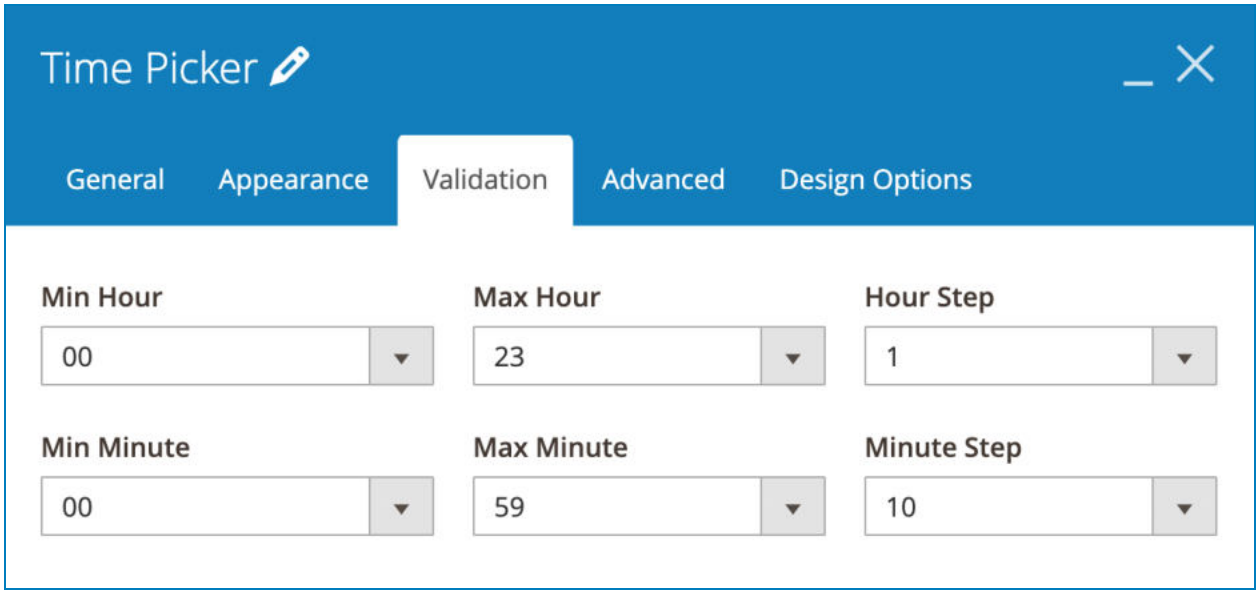


If we enter **2015:2025**, the frontend will be like this:


2015
2016
2017
2018
2019
2020
2021
2022
2023
2024
2025
Nov
SUN MON TUE W
SAT
27 28 29
2
3 4 5
9
10 11 12 13 14 15 16
17 18 19 20 21 22 23
24 25 26 27 28 29 30
Go Today
Close
| Allow file types: jpg, jpef, gif, png, pdf
reCAPTCHA
Privacy - Terms
SkyPark
ation Deck
Google
Sheares Ave
Map Data
Terms of Use
Report a map error
80 Orchard Road, Singapore 238880
info@example.com
(4584) 5689 0254 128
28/11/2019

4.2.6 Time Picker

Time Picker element allows users to select time (including hour and minute):

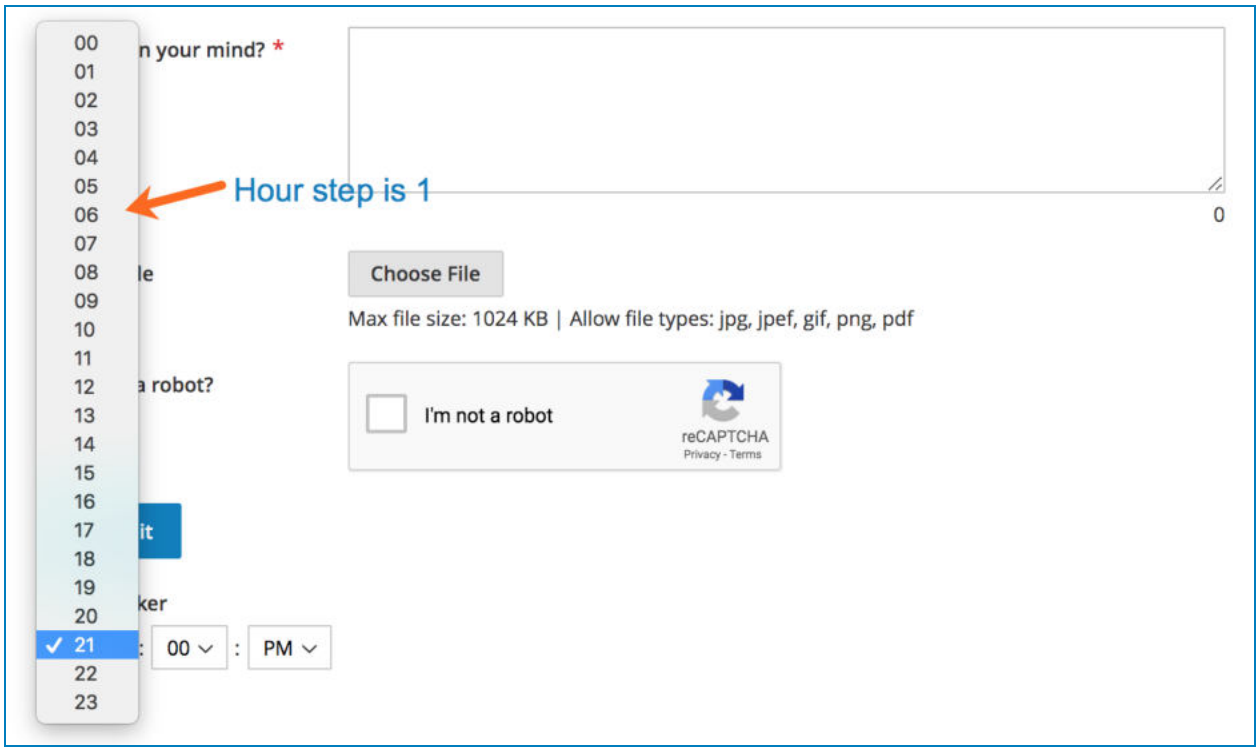


a. **Validation** tab

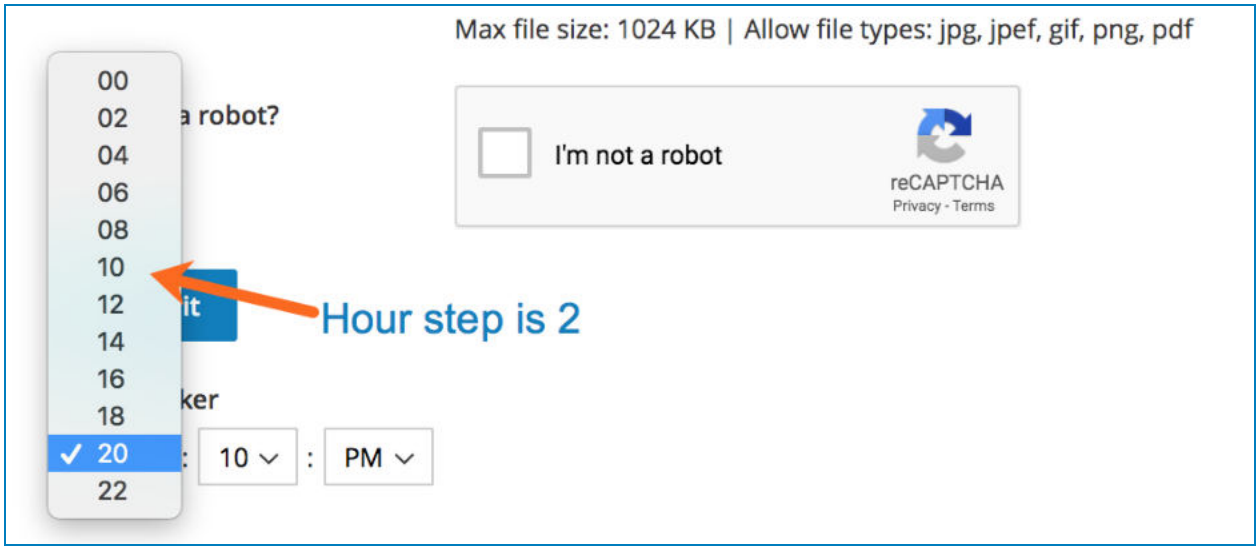
- Choose **Min Hour**, **Max Hour**, **Min Minute** and **Max Minute** for the time picker.

- Choose **Hour Step** and **Minute Step.**

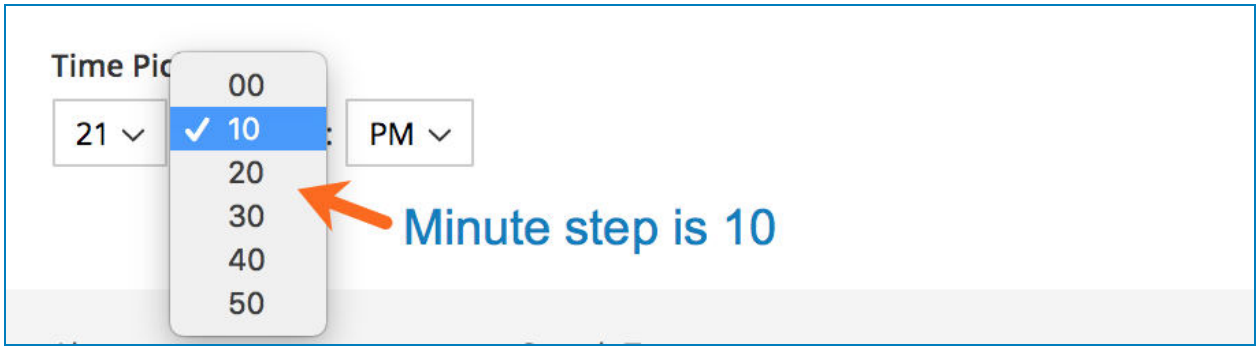
For example, if we choose 1 for Hour Step, it will be like this on frontend:



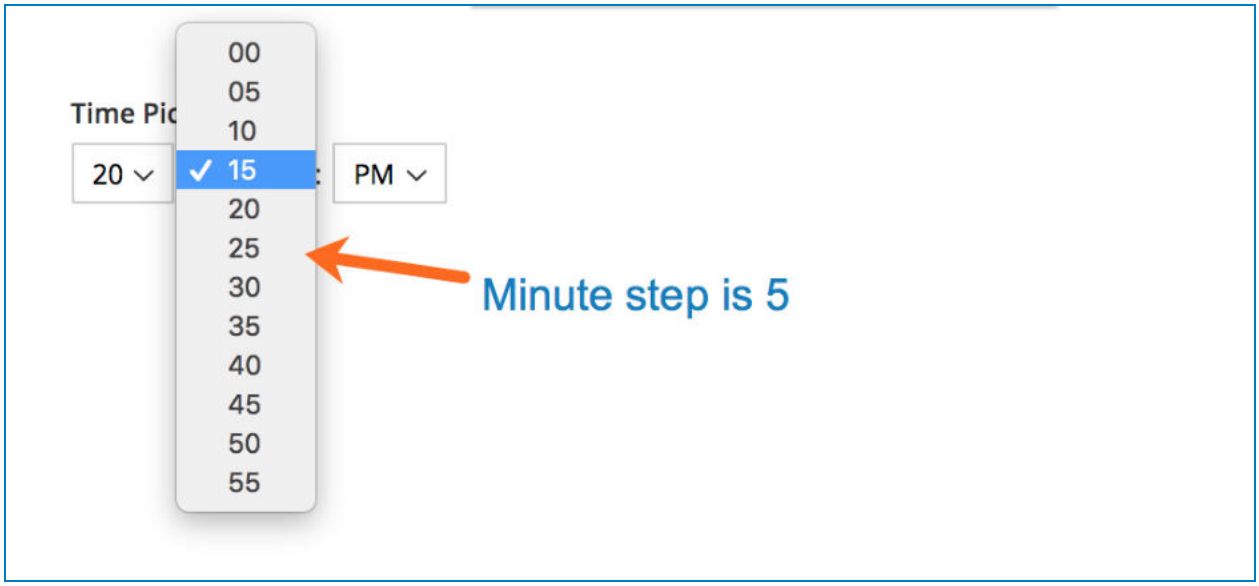
If we choose 2 for Hour Step, it will be like this:



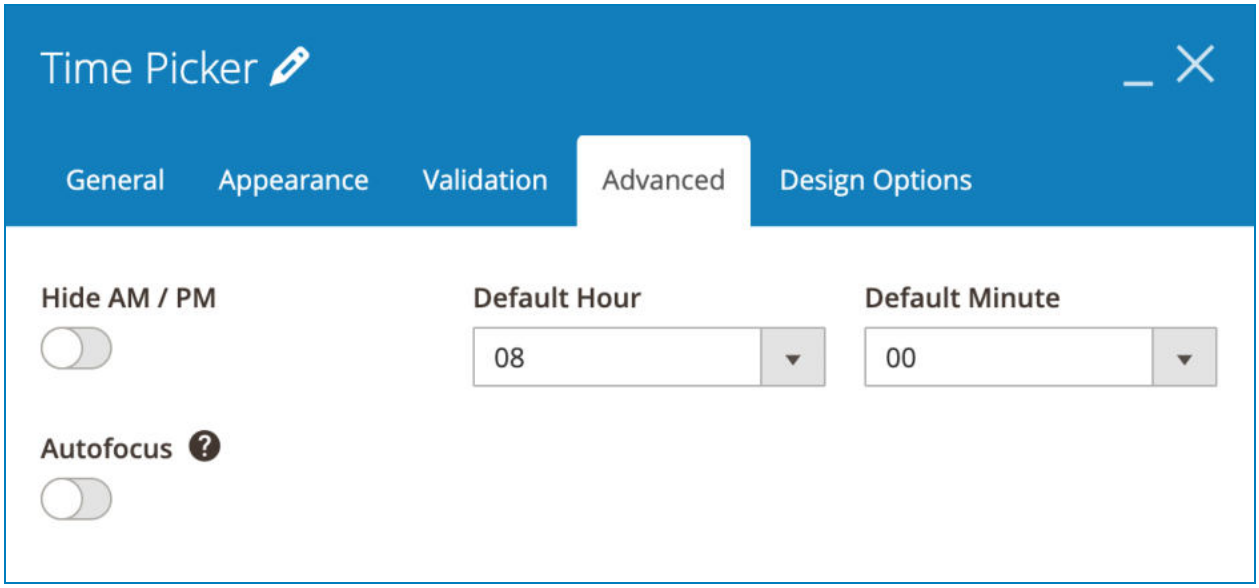
If we choose 10 for Minute Step, it will be like this on frontend:



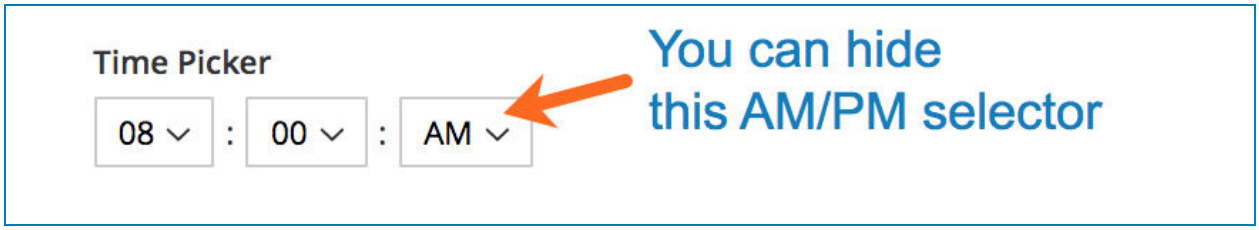
If we choose 5 for Minute Step, it will be like this on frontend:



b. **Advanced** tab



- You can **hide AM / PM** selector.

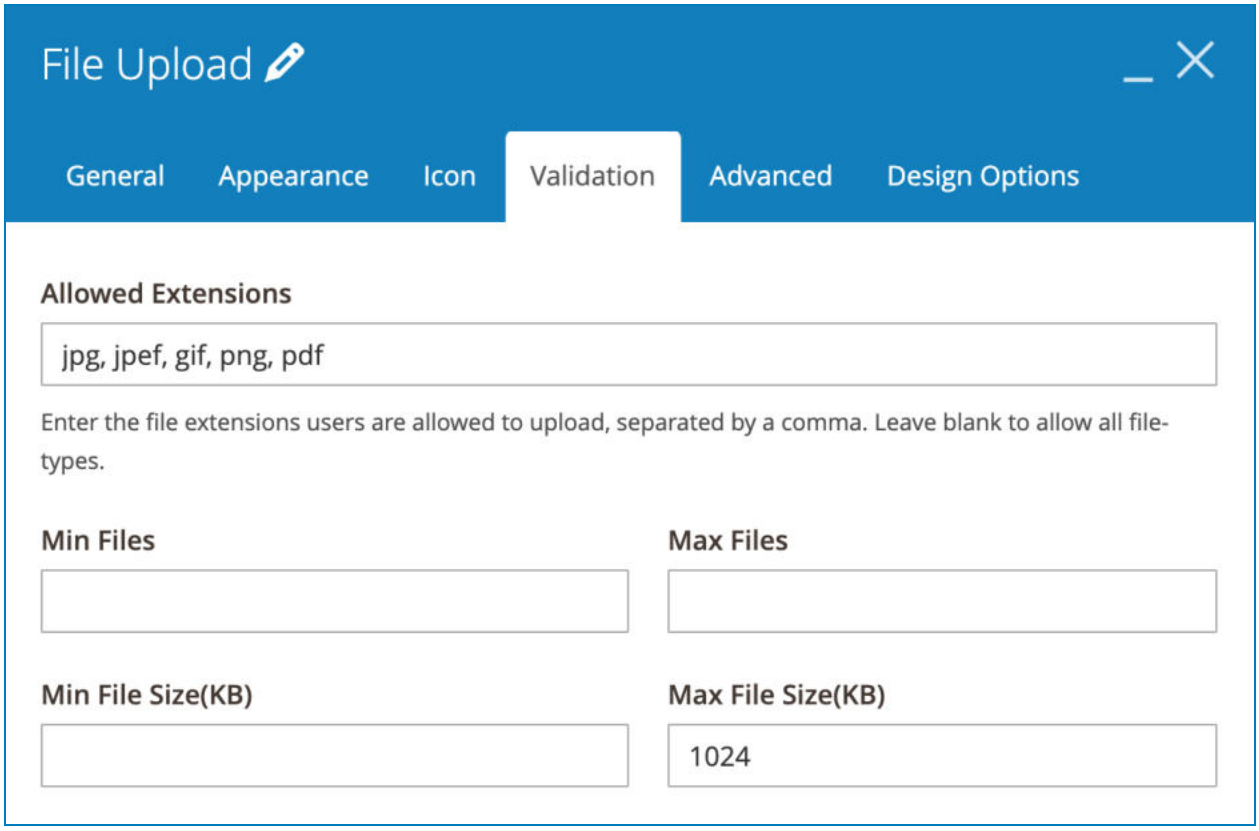


- Choose **Default Hour** and **Default Minute** that are auto selected in time picker on page load.

4.2.7 File Upload

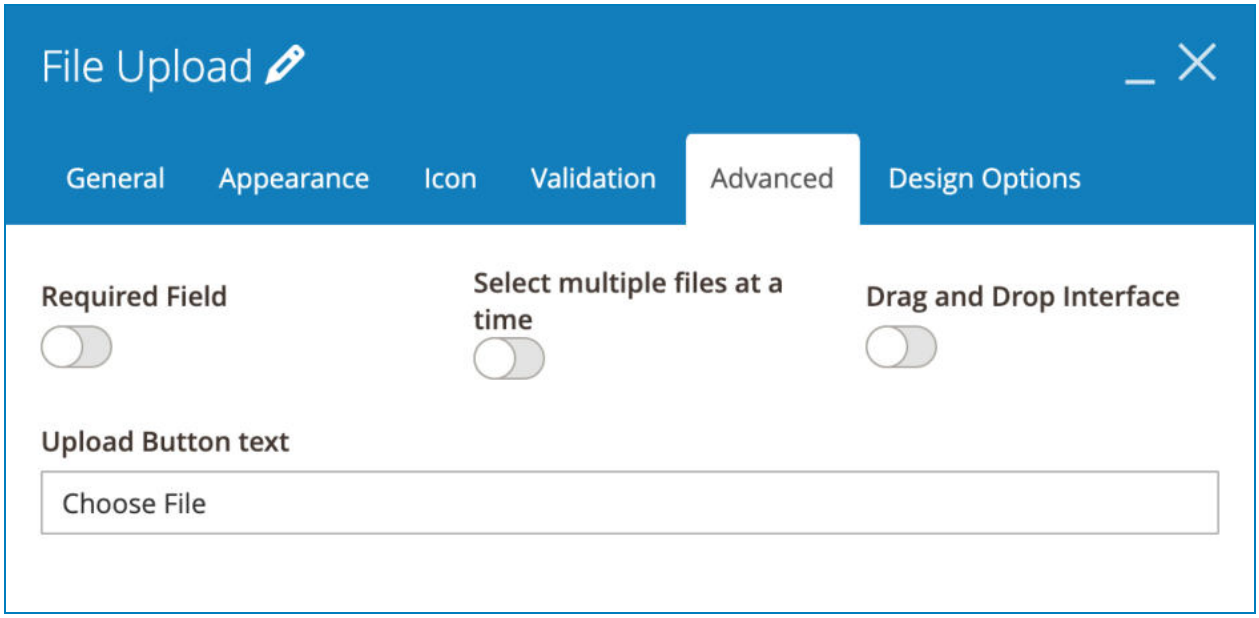
File upload element allows users to upload files along with their form submissions.

a. **Validation** tab

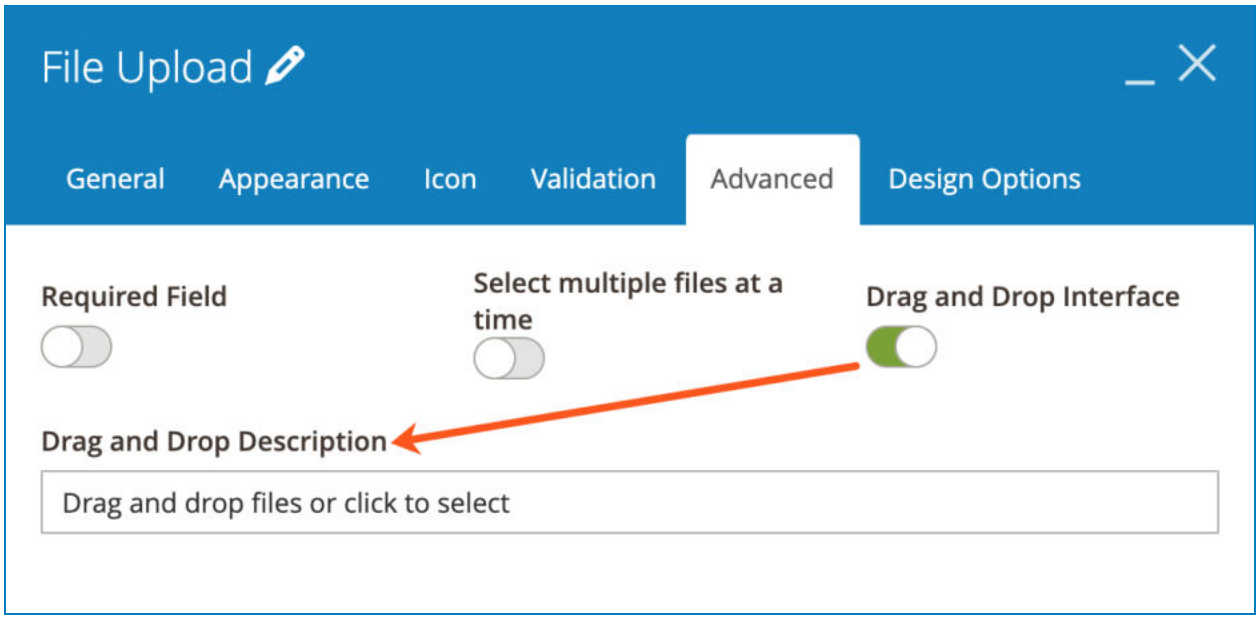


- **Allowed Extensions**: enter file types that users are allowed to upload.
- Limit file quantity in **Min/Max Files** fields.
- Limit file size in **Min/Max File Size** fields.

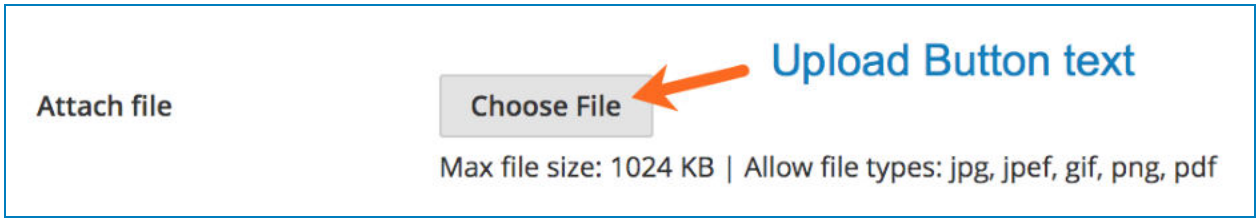
b. **Advanced** tab



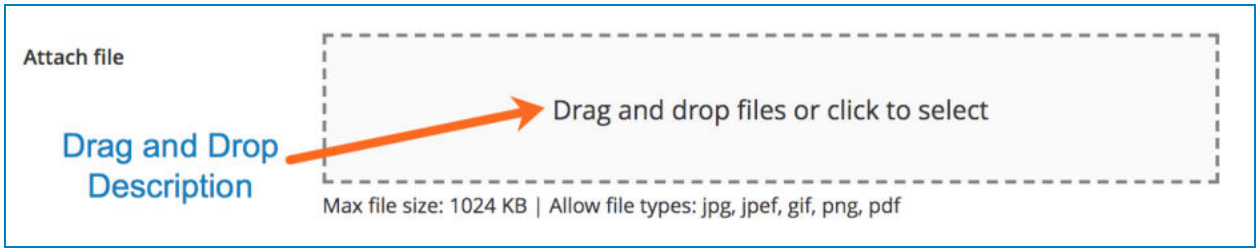
- **Select multiple files at a time**: if enabled, users can select and upload multiple files at one time.
- **Drag and Drop Interface**: allow users to drag & drop files into the form field. If you don't enable this interface, you can enter **Upload Button text**. If you enable this interface, you can customize **Drag and Drop Description**.



>> File Upload element with normal interface:



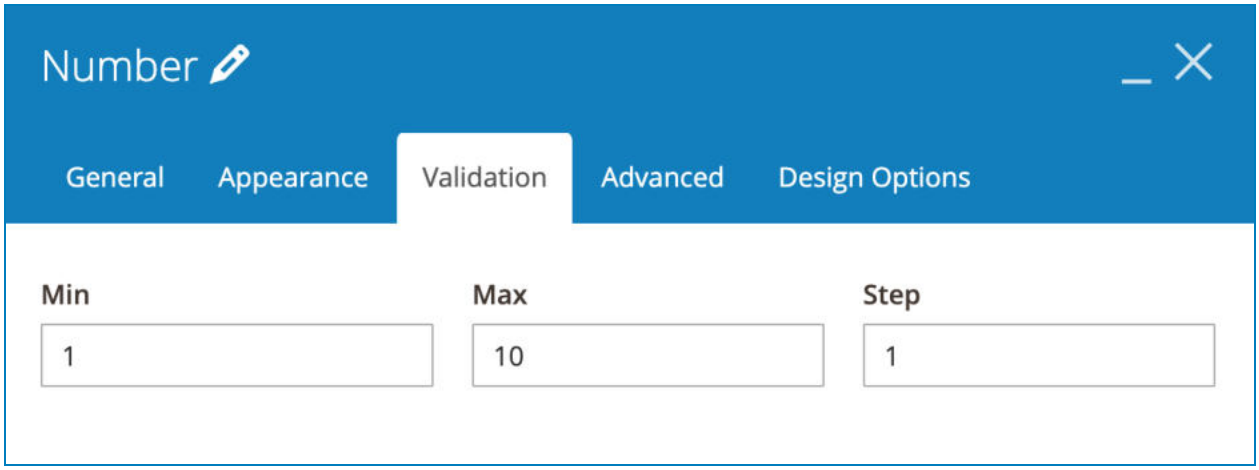
>> File Upload element with drag & drop interface:



4.2.8 Number

Number element is used for numeric value input.

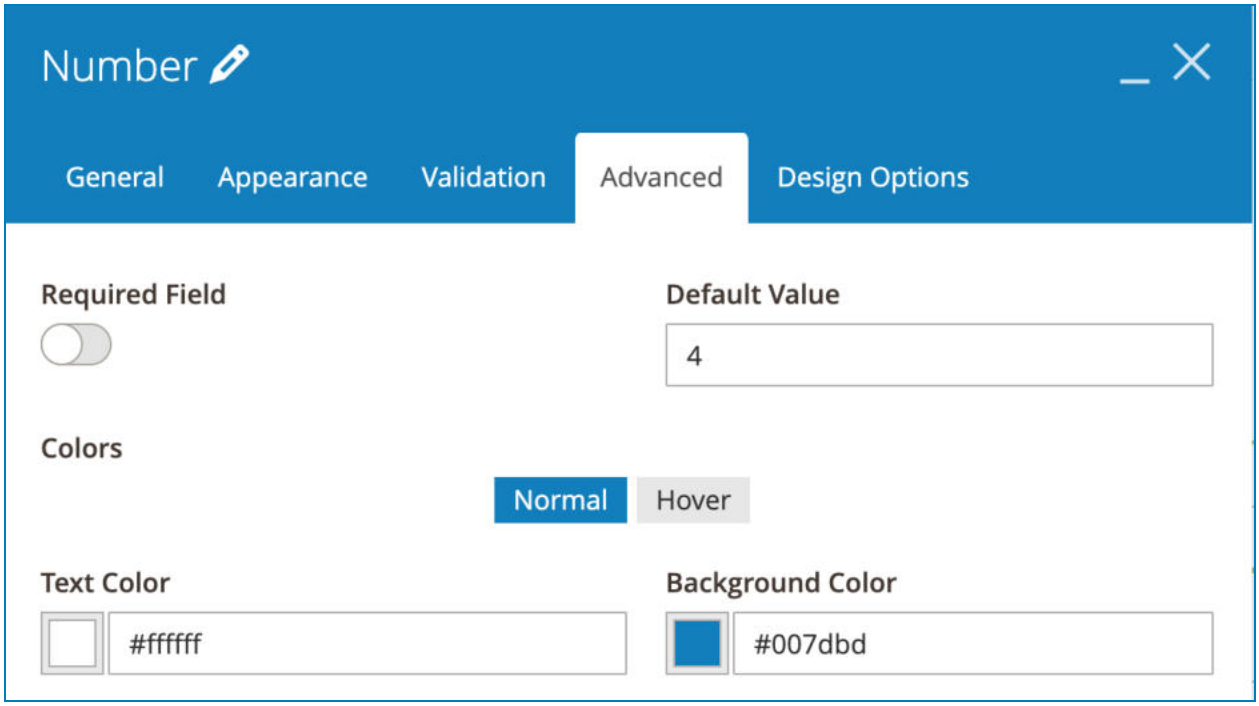
a. **Validation** tab



- Decide **Min** and **Max** number that users can enter. They can't enter the number that is greater than **Max** number and smaller than **Min** number.
- **Step**: First, please look at Number element on frontend:

For example, if you set **Step** to 1, 1 will be added to the current number when you click the plus icon (the number then is 5) or subtracted from the current number when you click minus icon (the number then is 3). Similarly, if you set **Step** to 3, the number then is 7 when you click plus icon or 1 when you click minus icon.

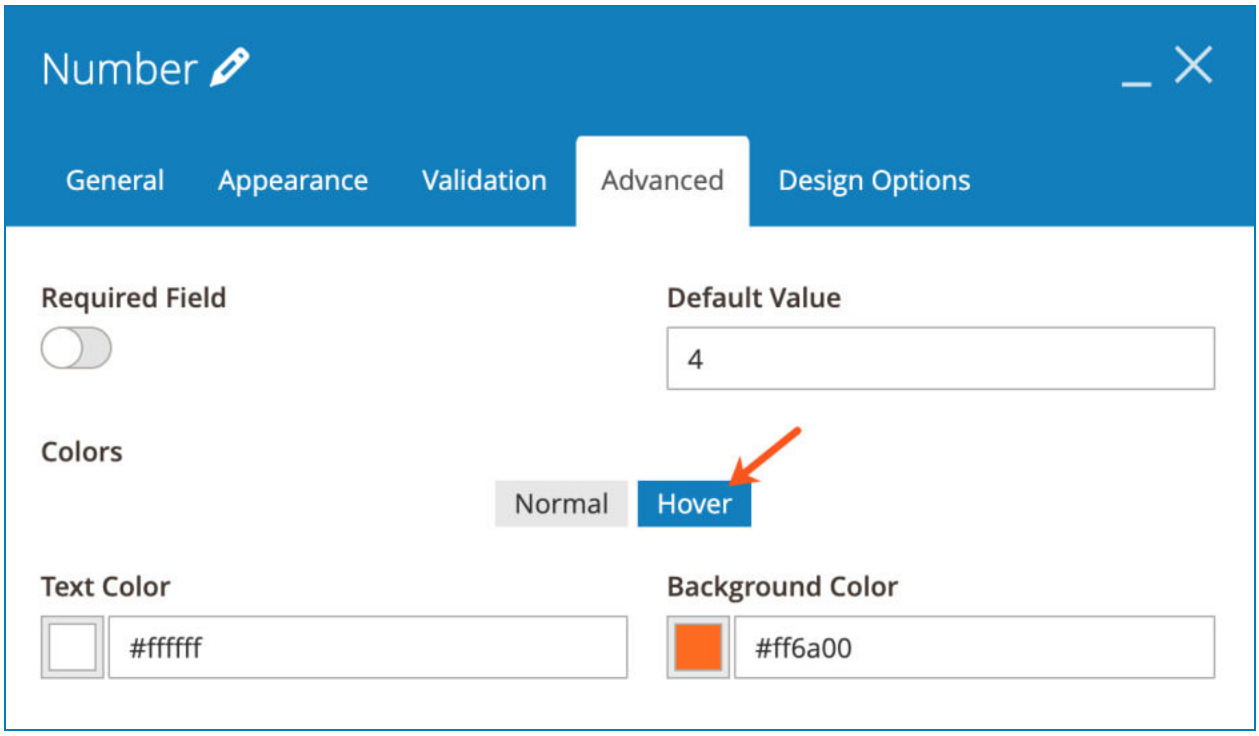
b. **Advanced** tab



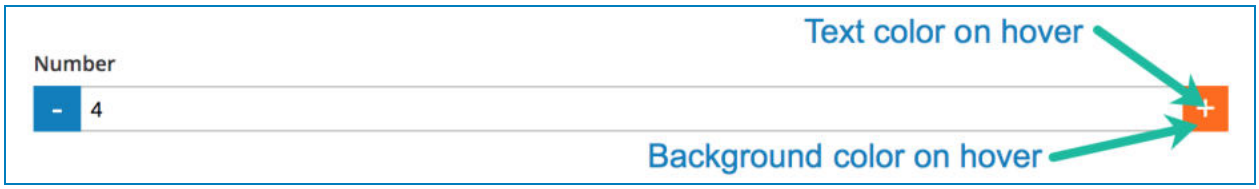
- **Default Value**: the number that is auto filled on page load.
- **Text Color**: color for minus/plus icon.
- **Background Color**: color for background of minus/plus icon.

>> Frontend:

- If you open the **Hover** tab, you can set **Text Color** and **Background Color** on hover.

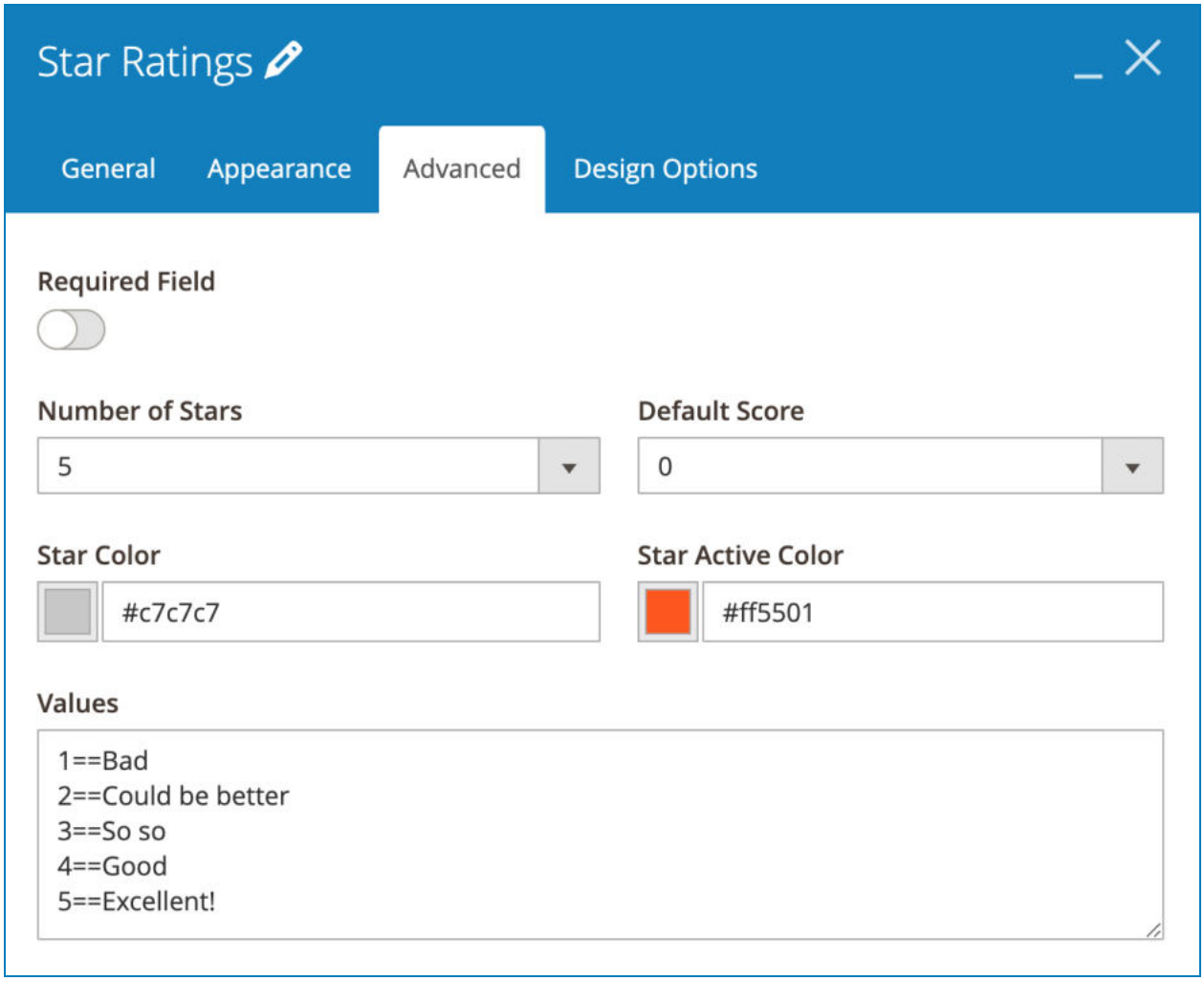


>> Frontend:

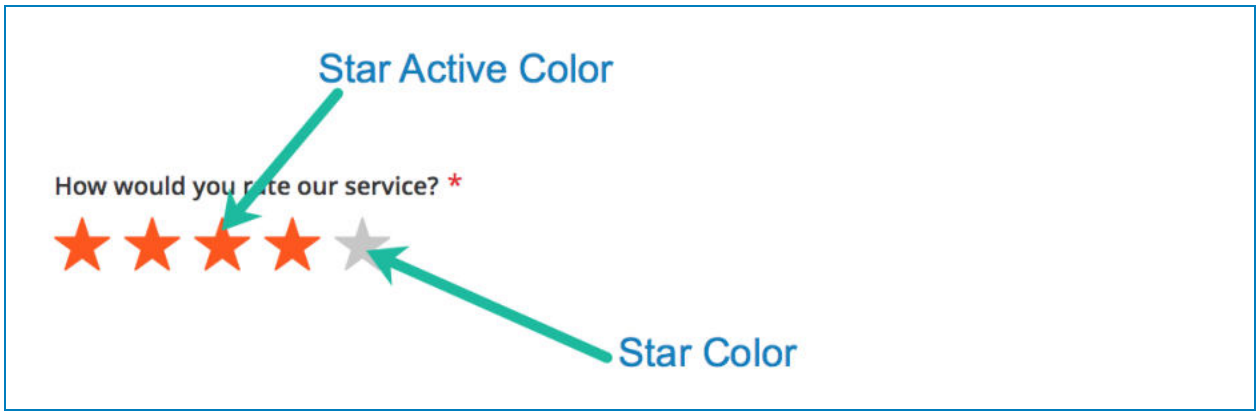


4.2.9 Star Ratings

Stars Ratings element allows users to rate your products or services based on stars.



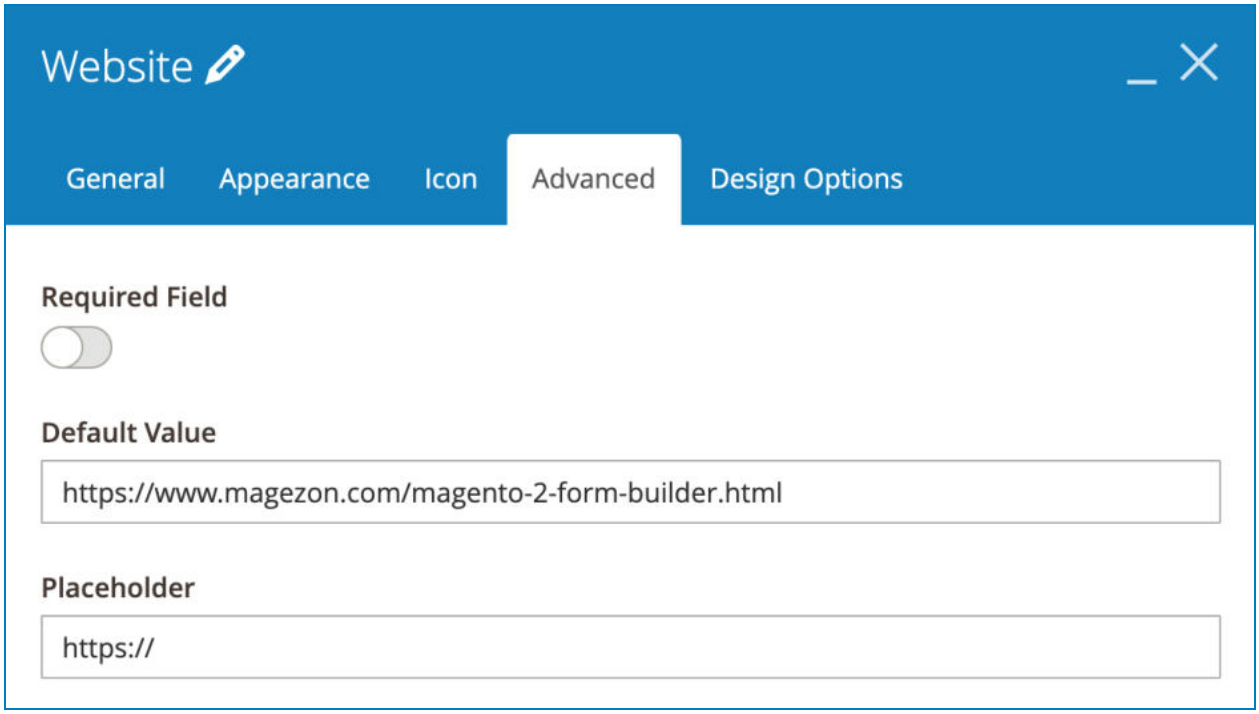
- Choose the number of stars in the **Number of Stars** field.
- **Default Score**: the number of stars that are auto selected on page load. For example, if you set Default Score to 5, then 5 stars are auto selected on page load.
- **Star Color**: color of stars when not selected.
- **Star Active Color**: color of stars when selected.



- Set values for each rated star number in the **Values** field. For example: “1==Bad” means if your customers rate 1 star, they find that your products or services are bad. What included in the email notifications will be “Bad”, not the number of stars that customers have chosen.

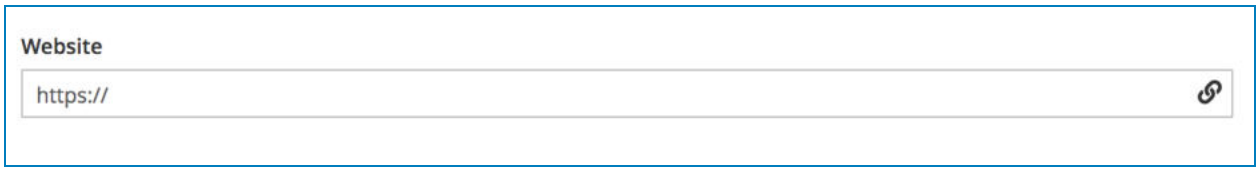
4.2.10 Website

Use this element so that your customers can attach a website link into the form.



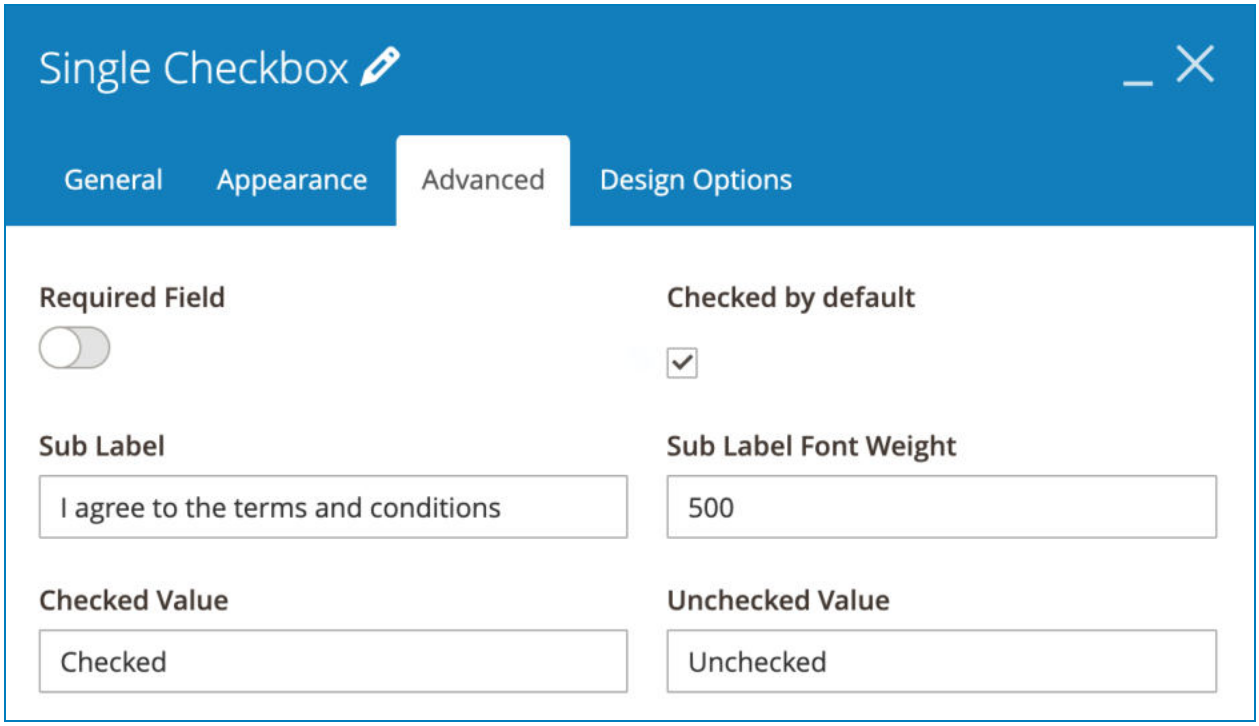
- **Default Value**: enter the link that will be auto filled in this form field on page load.

>> Website element on frontend:



4.2.11 Single Checkbox

Single Checkbox element is used to add a checkbox.

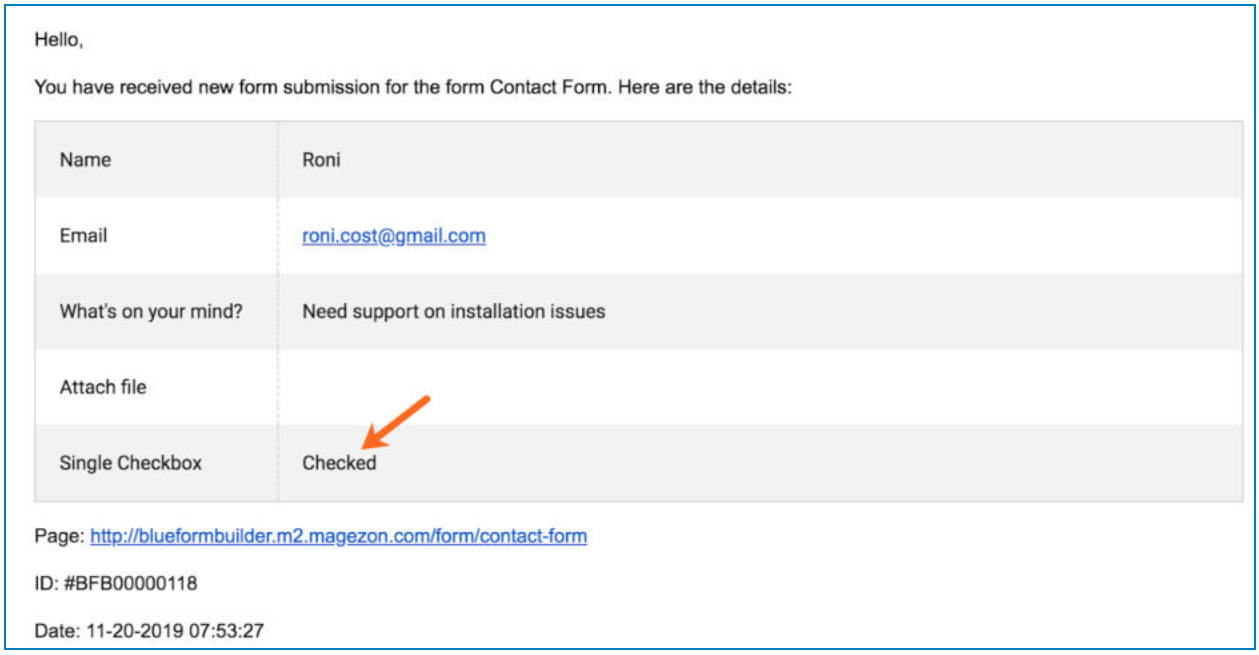


- **Checked by default**: if yes, the checkbox is ticked by default on page load.
- **Sub Label**: enter sub label that is placed on the right of the checkbox:

- Enter **Sub Label Font Weight**.
- **Checked Value** / **Unchecked Value**: enter the values for ticked/unticked checkbox that will be displayed in email notifications.

  For example, as you can see in the above image, we fill **Checked Value** with Checked, **Unchecked Value** with Unchecked.

  So if customers tick the checkbox, then in email notifications, the value for this form field will be Checked. If customers untick the checkbox, then in email notifications, the value for this form field will be Unchecked.


Hello,

You have received new form submission for the form Contact Form. Here are the details:

Name	Roni
Email	roni.cost@gmail.com
What's on your mind?	Need support on installation issues
Attach file	
Single Checkbox	Checked

Page: http://blueformbuilder.m2.magezon.com/form/contact-form

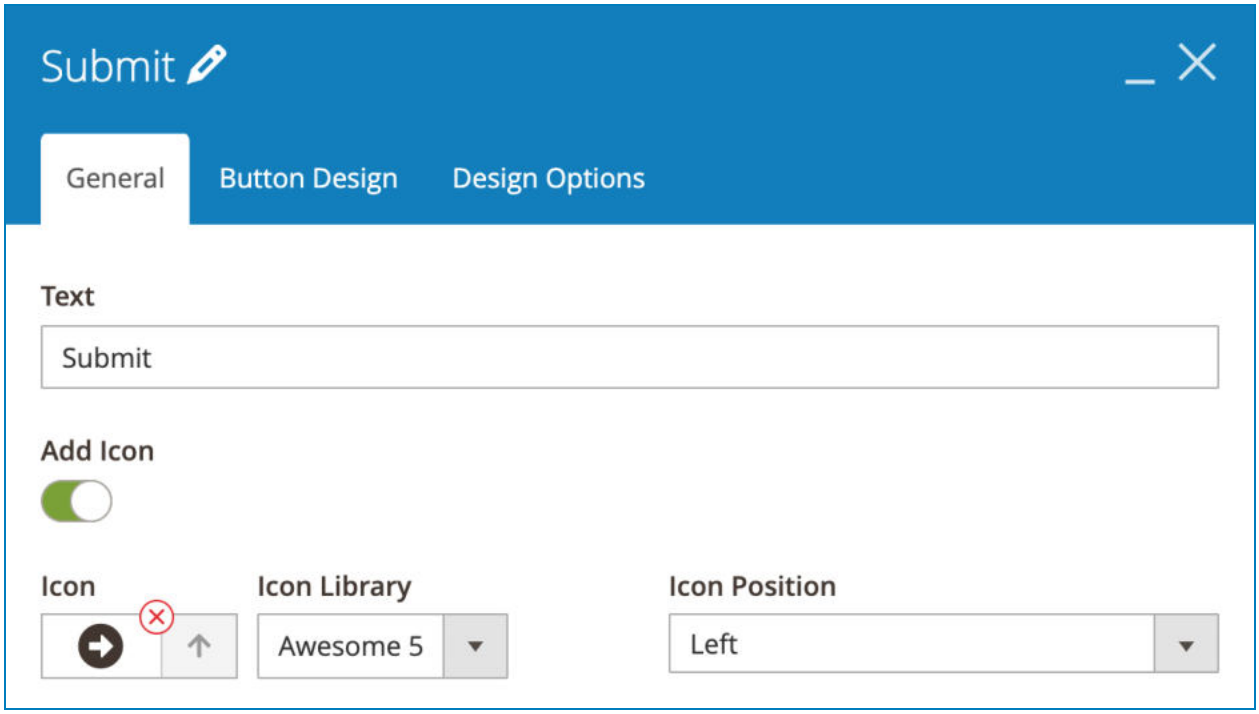
ID: #BFB00000118

Date: 11-20-2019 07:53:27

4.2.12 Submit

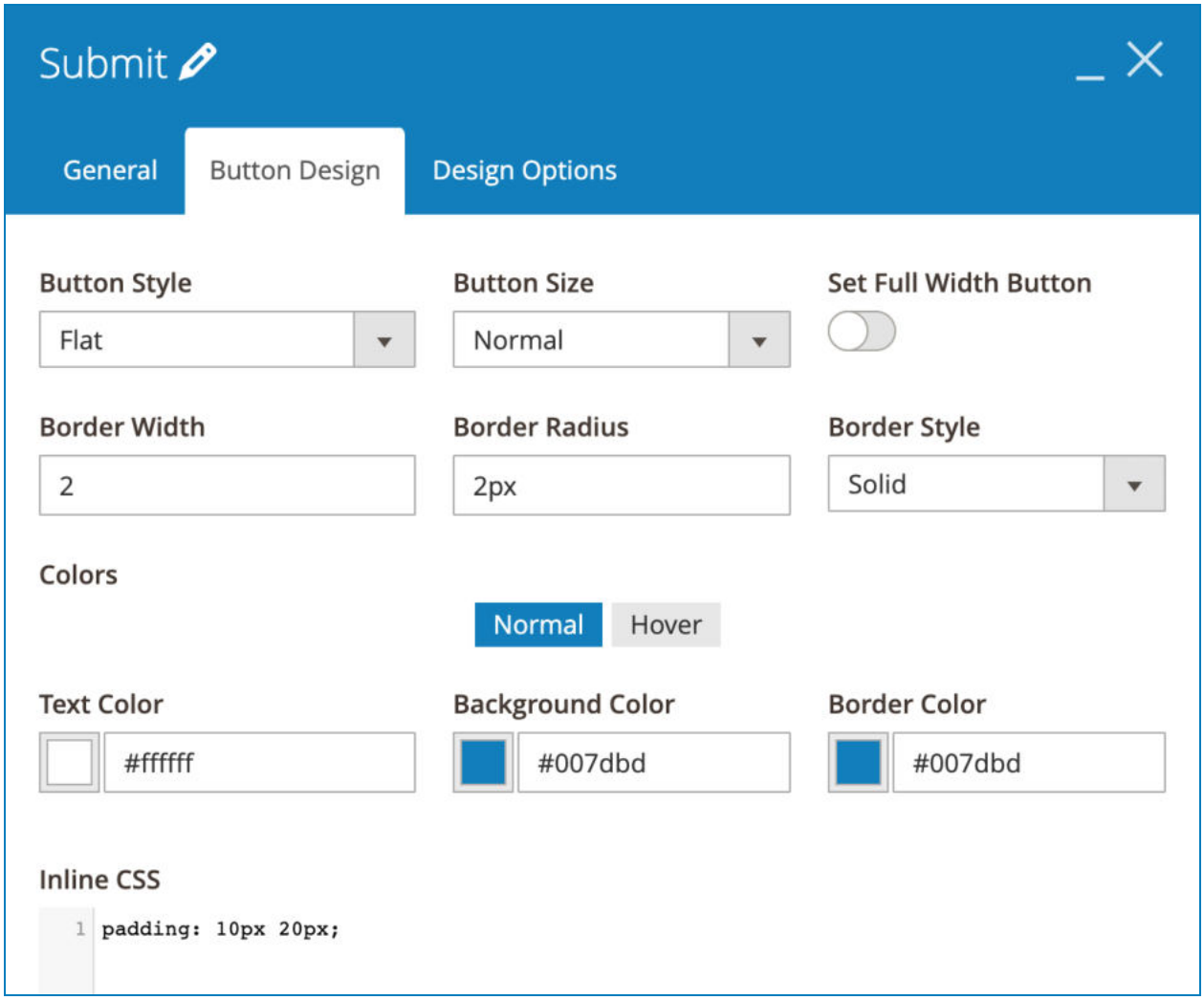
After customers finish filling the form, they will click this button to submit.

a. **General** tab



- **Text**: enter button text.
- **Add Icon**: turn on this button to add an icon inside the button. You can choose **Icon Library** including Awesome 5 and Open Iconic. Then choose the icon from the selected library in **Icon** drop-down. Set **Icon Position** to be on the Left or Right of the button text.

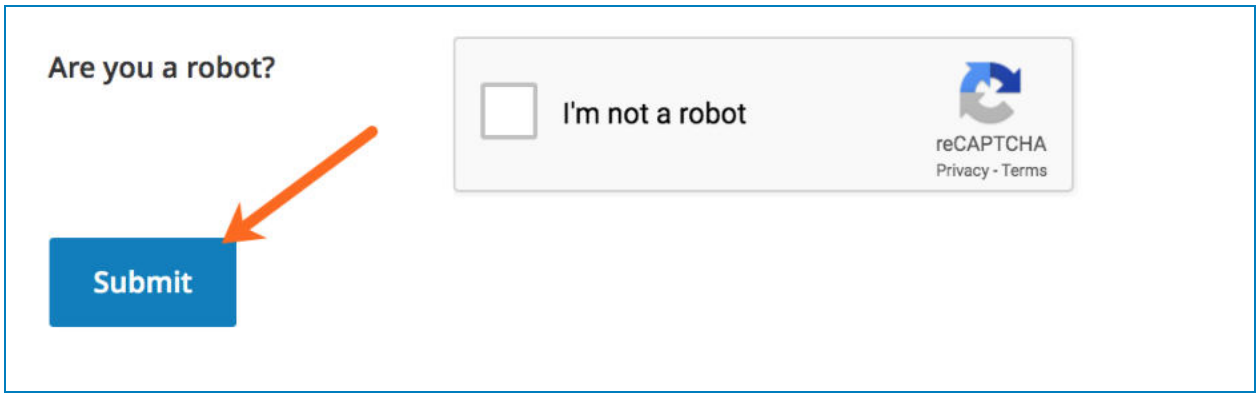
b. **Button Design** tab



- **Button Style**: choose from Modern, Flat and Gradient styles.
- **Button Size**: choose from 5 button sizes: mini, small, normal, large and extra large.
- **Set Full Width Button**: allow the button to fill full width of the container element.
- Choose **Border Width**, **Border Radius** and **Border Style** for the button.

- Set button **Text Color**, **Background Color** and **Border Color** when normal or on hover.
- **Inline CSS** is used to add custom CSS.

>> Submit element on frontend:



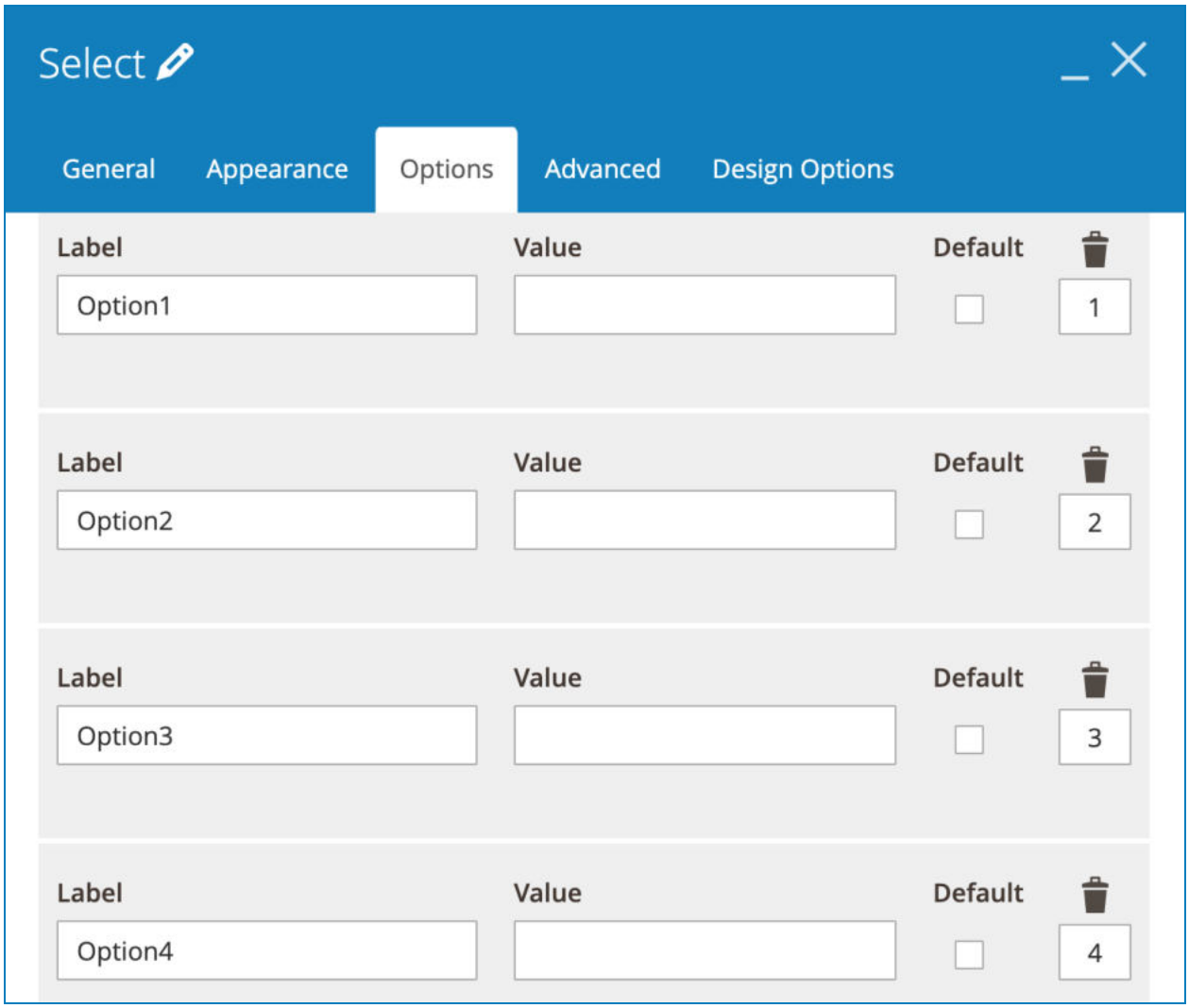
4.3 Multiple Choice Elements

This type of element enables you to add multiple choice form fields.

4.3.1 Select

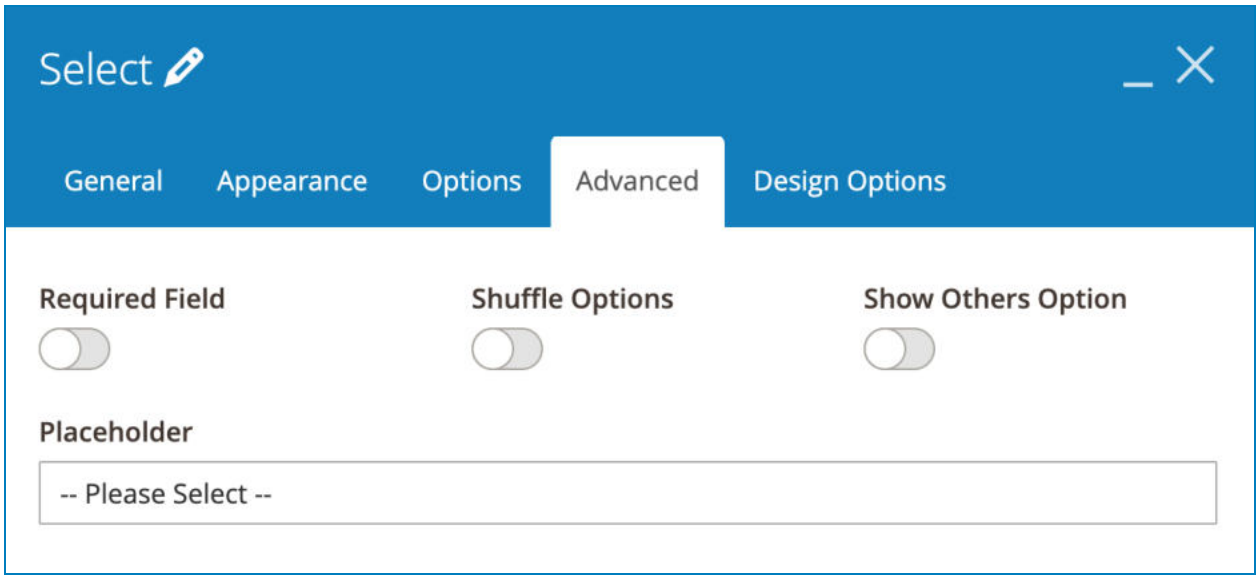
This element displays a drop-down list that contains options for customers to choose. Customers can select 1 option only.

a. **Options** tab

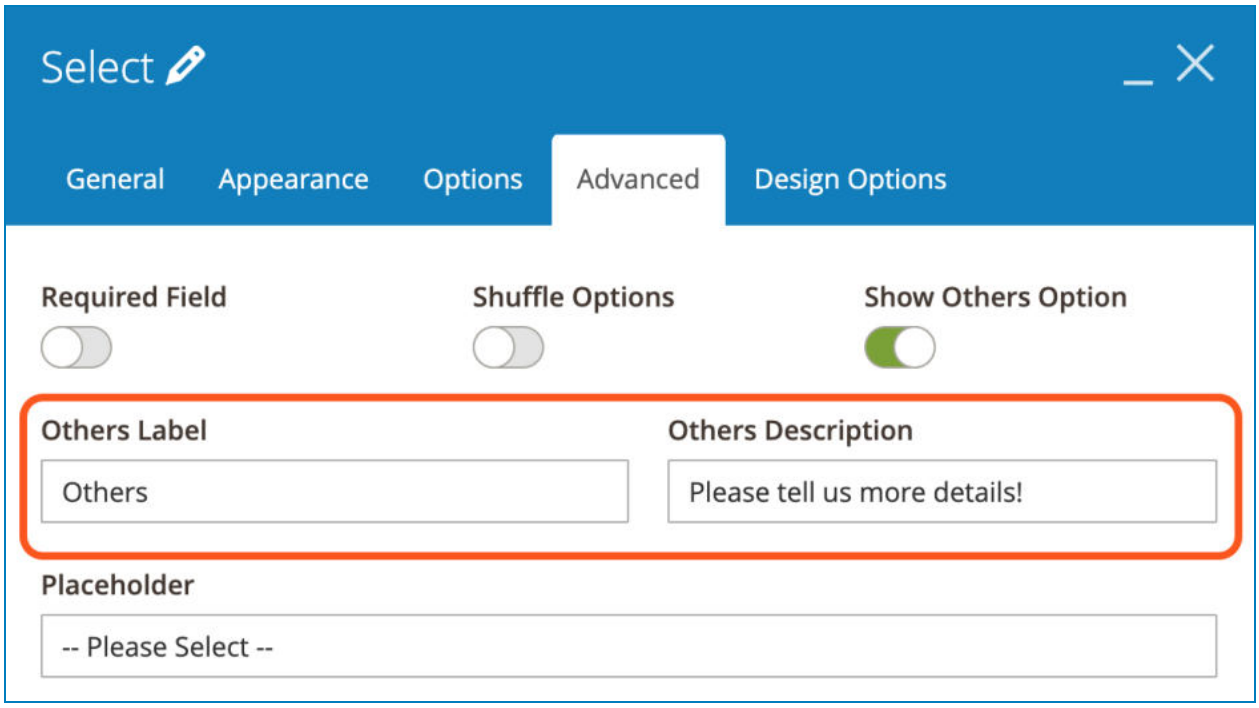


- **Label**: enter option name.
- **Value:** enter a value for each option that is used for conditional logic, calculation, etc. and it's usually a short value.
- **Default**: tick the option that is auto selected on page load.
- Delete options by clicking the recycle bin icon.
- Set position for options in the box under the recycle bin icon.
- Add another option by clicking the **Add** button.

b. **Advanced** tab

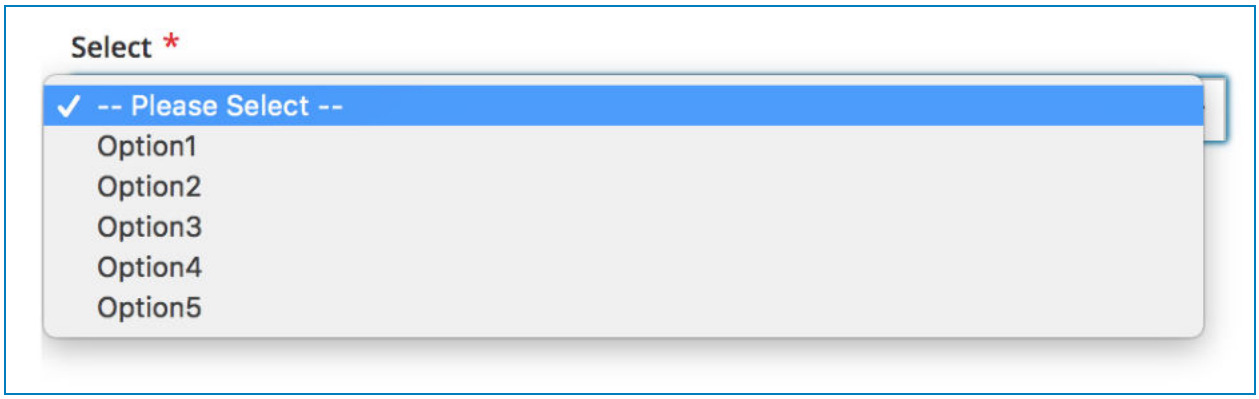


- **Shuffle Options**: arrange options in a random order on every page load.
- **Show Other Options**: allow adding another option that comes with an input field. If you enable this, you can enter **Others Label** and **Others Description**.



On the frontend, if users select this option, an input field will show up so that they can fill with other information.

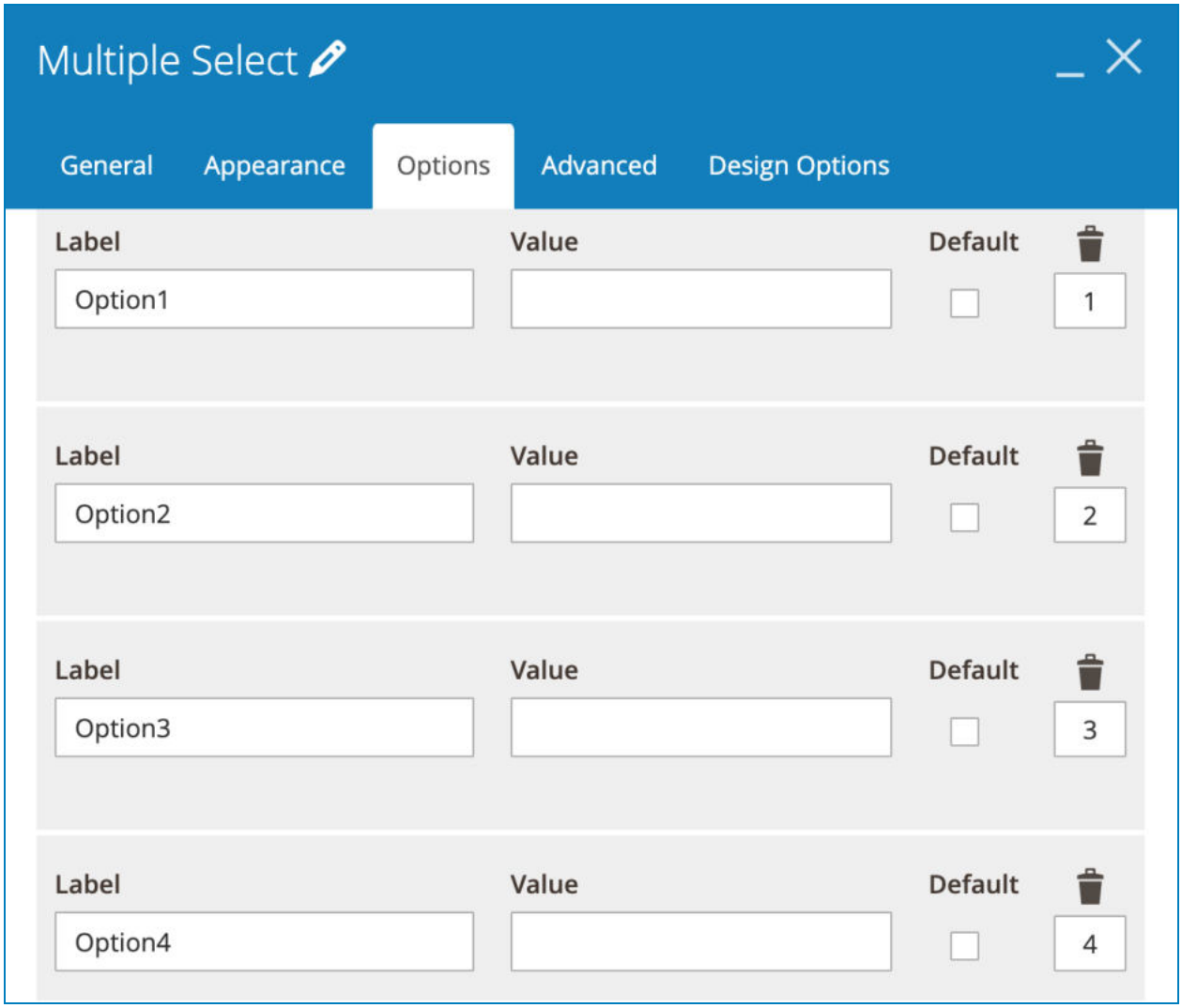
>> Select element on frontend:



4.3.2 Multiple Select

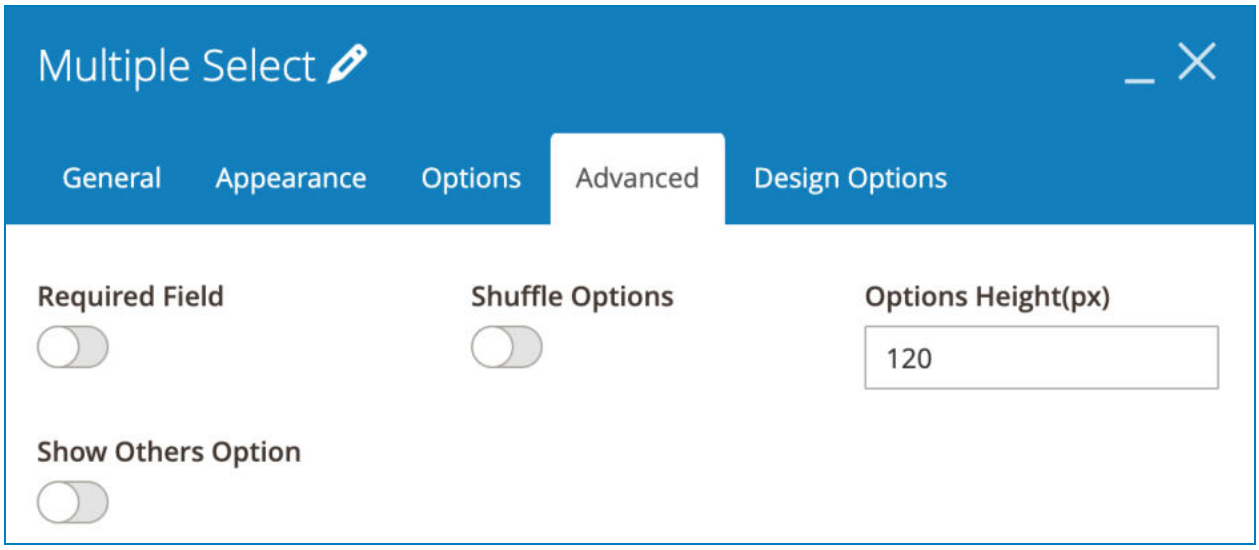
With Multiple Select element, customers can select more than one option among those shown in a box.

a. **Options** tab

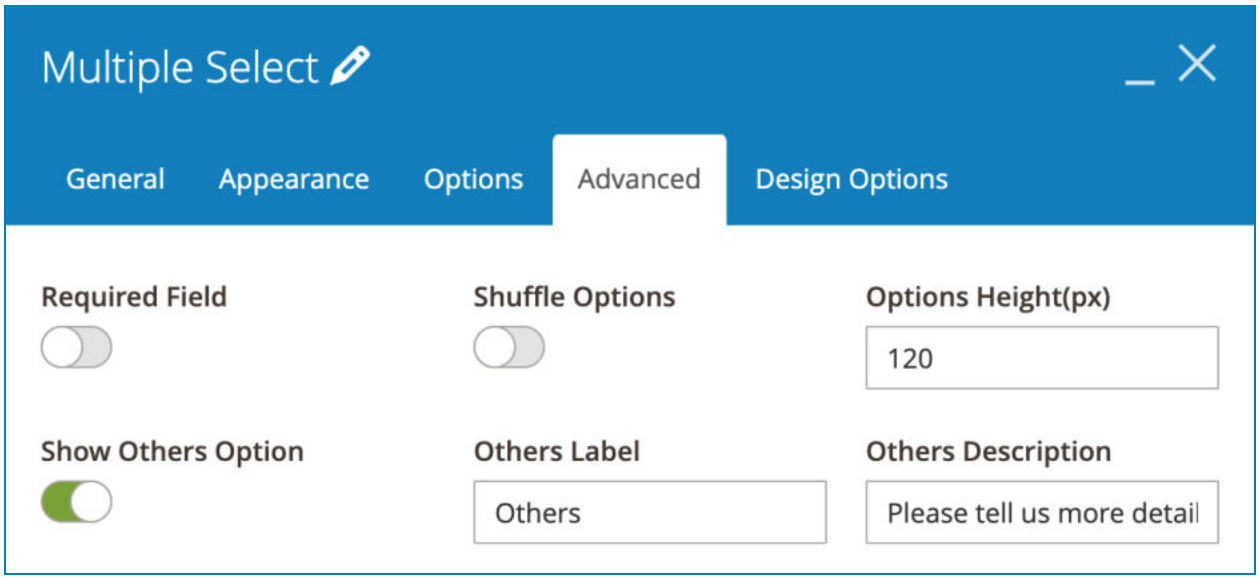


- **Label**: enter option name.
- **Value:** enter a value for each option that is used for conditional logic, calculation, etc. and it's usually a short value.
- **Default**: tick the options that are auto selected on page load.
- Delete options by clicking the recycle bin icon.
- Set position for options in the box under the recycle bin icon.
- Add another option by clicking the **Add** button.

b. **Advanced** tab



- **Shuffle Options**: arrange options in a random order on every page load.
- **Options Height(px)**: enter the height of the box that contains options.
- **Show Other Options**: allow adding another option that comes with an input field. If you enable this, you can enter **Others Label** and **Others Description**.



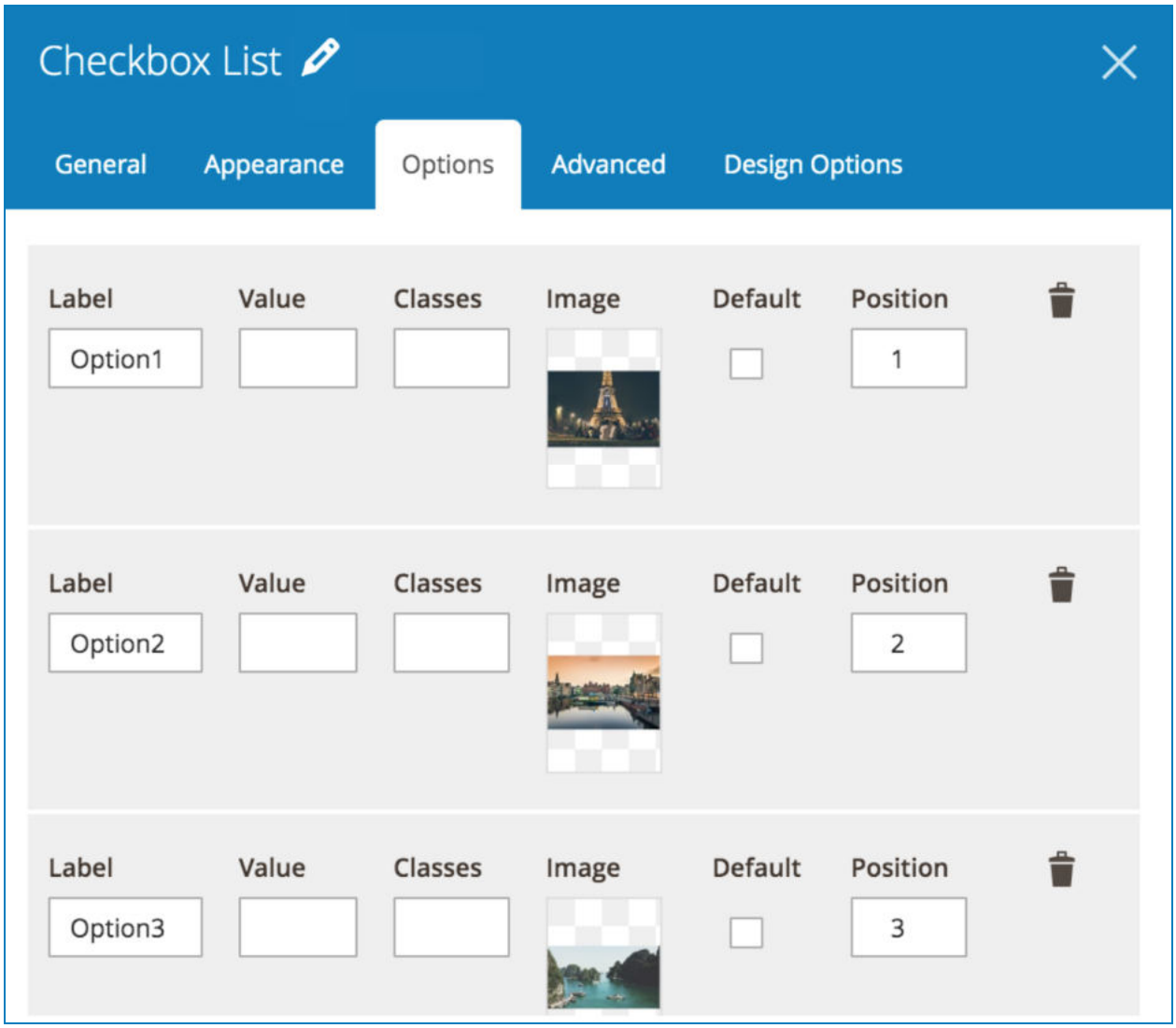
On the frontend, if users select this option, an input field will show up so that they can fill with other information.

>> Multiple Select element on frontend:

4.3.3 Checkbox List

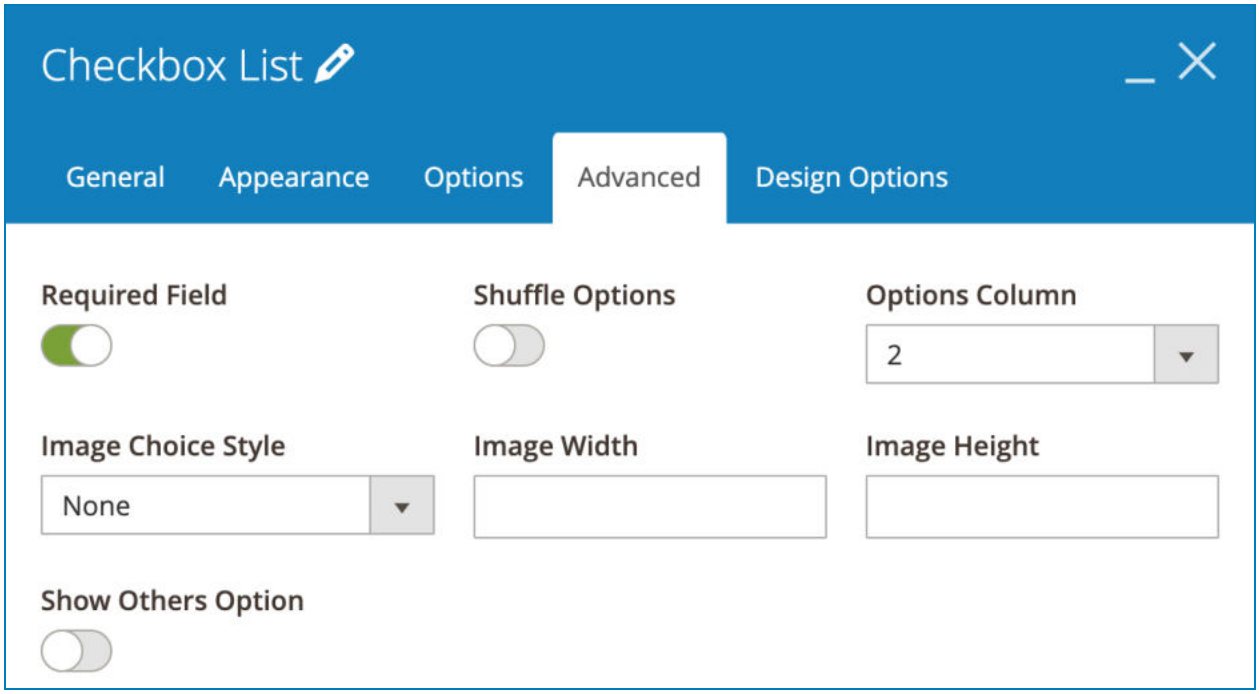
With Checkbox List element, each option comes with a checkbox and you can select multiple options.

a. **Options** tab

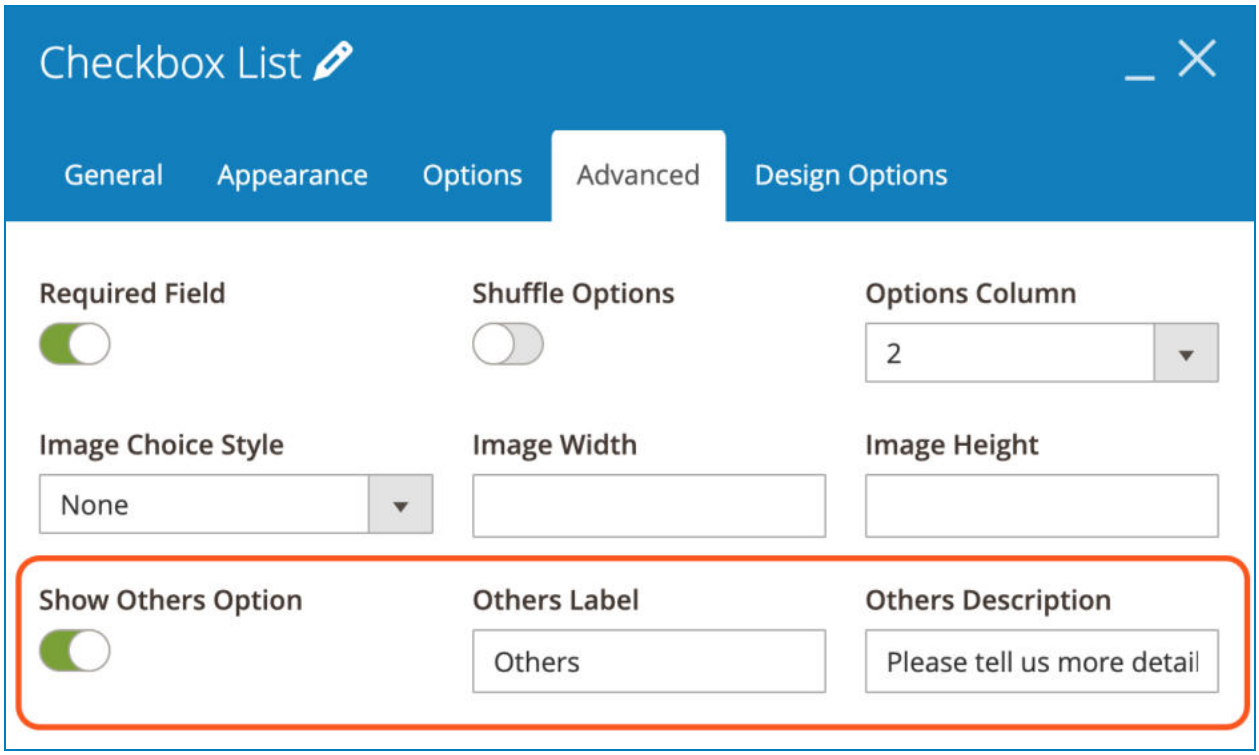


- Enter option name in **Label** field.
- **Value**: enter a value for each option that is used for conditional logic, calculation, etc. and it's usually a short value.
- **Classes:** this is for developers to add advanced customizations to each option such as color, size, etc.
- **Image**: upload an image for the option.
- **Default**: choose the options that are auto selected on page load.
- **Position**: set position for options.
- Delete options by clicking the recycle bin icon.
- Add another option by clicking the **Add** button.

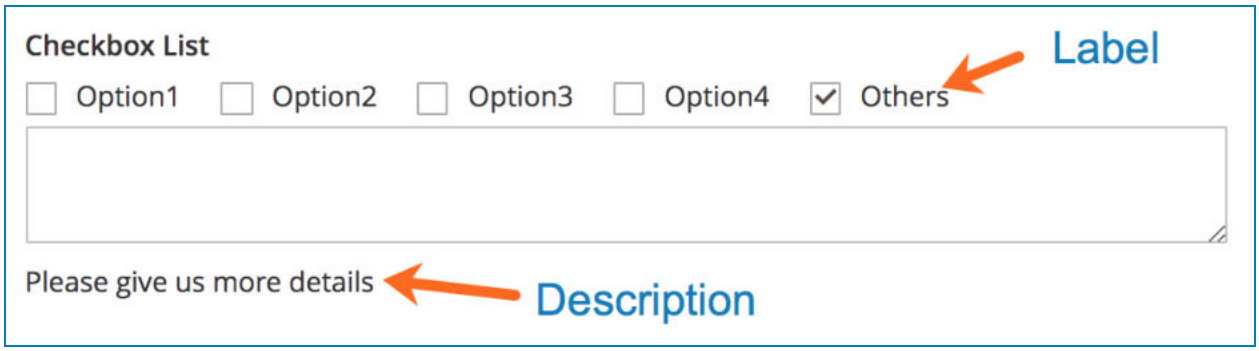
b. **Advanced** tab



- **Shuffle Options**: arrange options in a random order on every page load.
- **Options Column**: specify the number of columns in which options are displayed.
- **Image Choice Style**: choose image styles from 3 options: Modern, Classic or None.
- Set **Image Width** and **Image Height**.
- **Show Other Options**: allow you to add another option that comes with an input field. If you enable this, you can enter **Others Label** and **Others Description**.

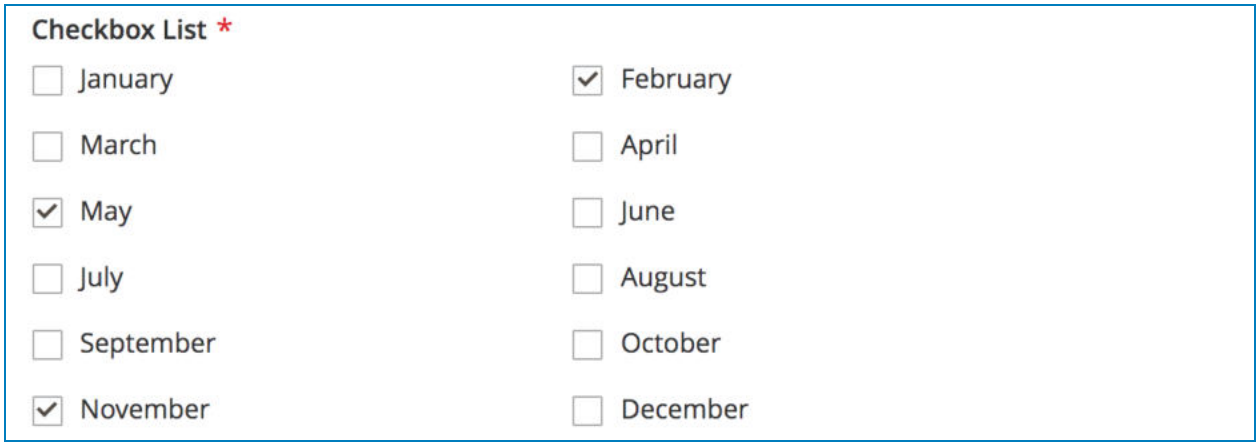


On the frontend, if users select this option, an input field will show up so that they can fill with other information.



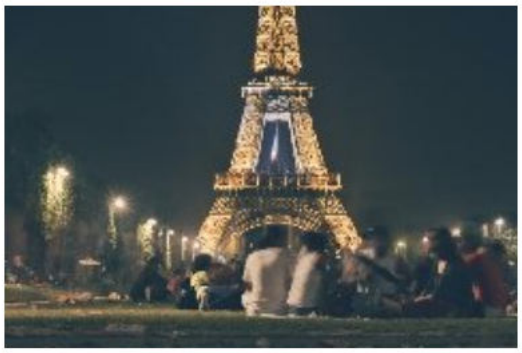
>> Checkbox List element on frontend:

- With no images:



- With images:

Checkbox List *



☑ Option1

☐ Option2

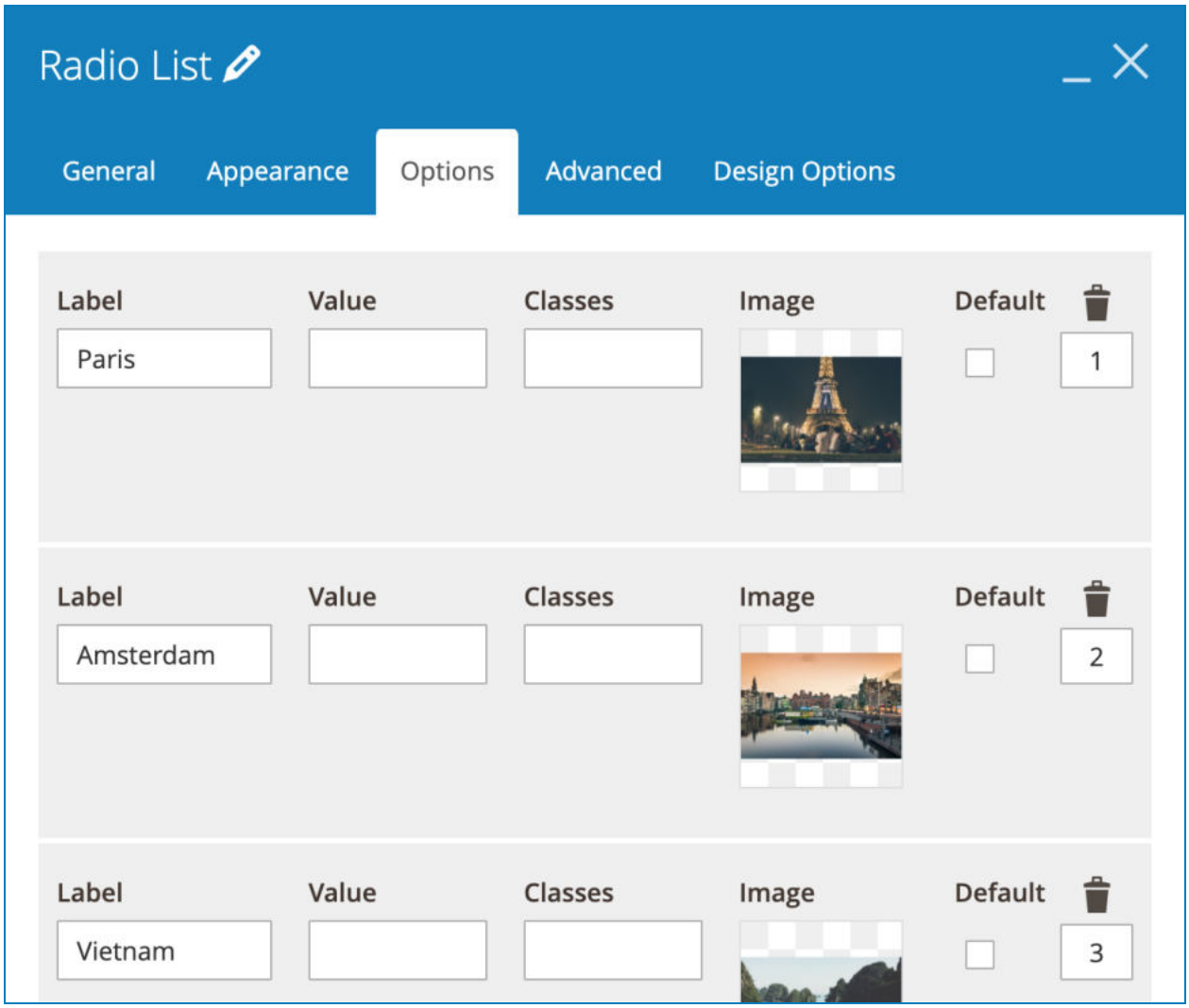
☐ Option3

☑ Option4

4.3.4 Radio List

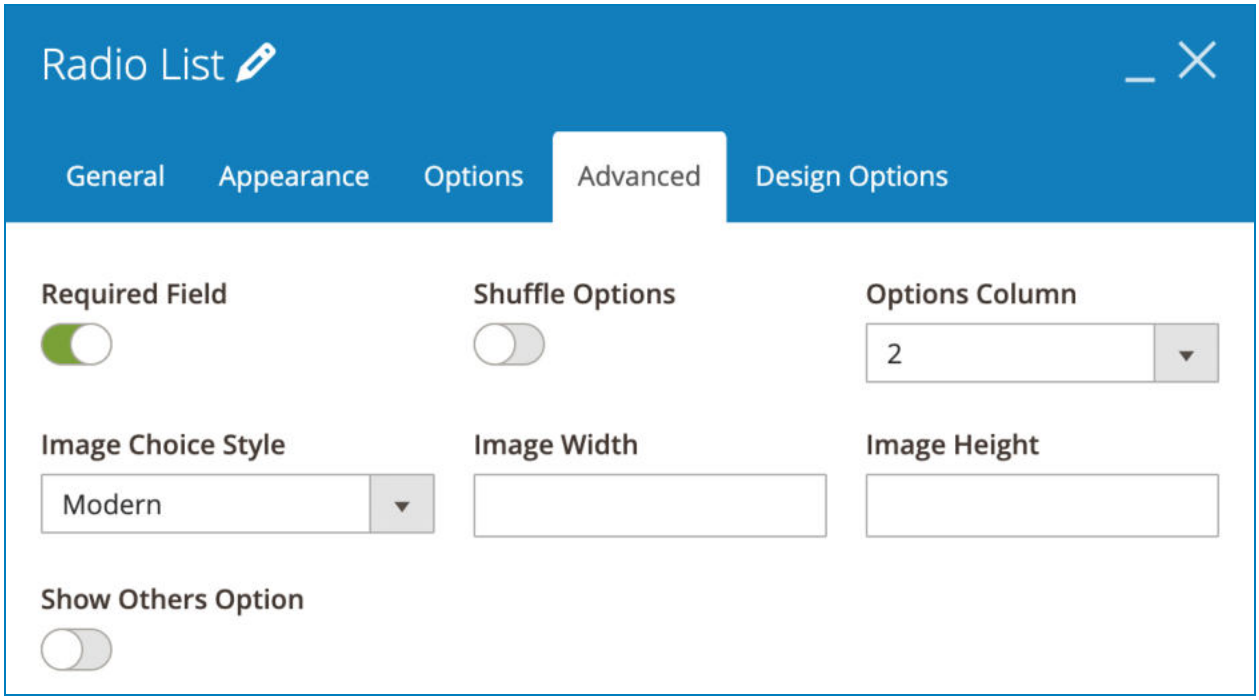
With Radio List element, each option comes with a radio button and you can choose one option only.

a. **Options** tab

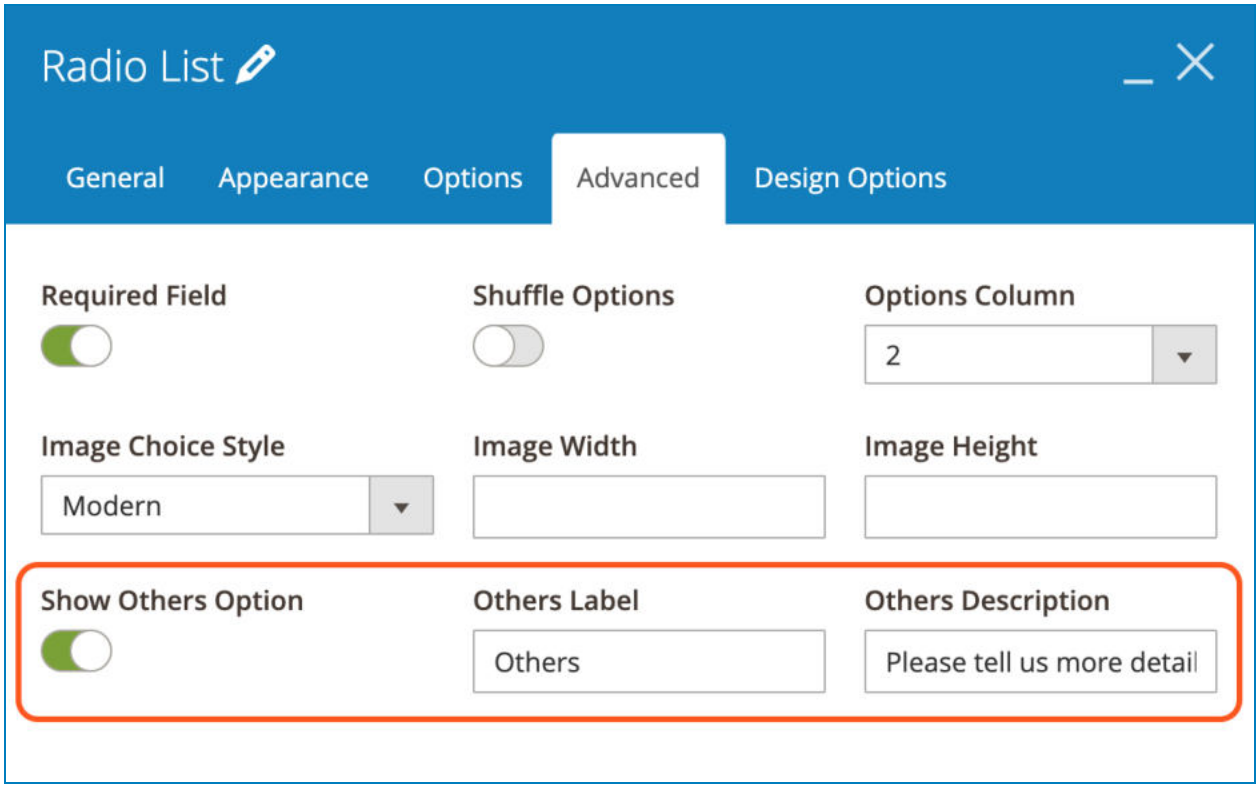


- Enter option name in **Label** field.
- **Value**: enter a value for each option that is used for conditional logic, calculation, etc. and it's usually a short value.
- **Classes:** this is for developers to add advanced customizations to each option such as color, size, etc.
- **Image**: Upload image for the option.
- **Default**: choose the options that are auto selected on page load.
- **Position**: set position for options.
- Delete options by clicking the recycle bin icon.
- Add another option by clicking the **Add** button.

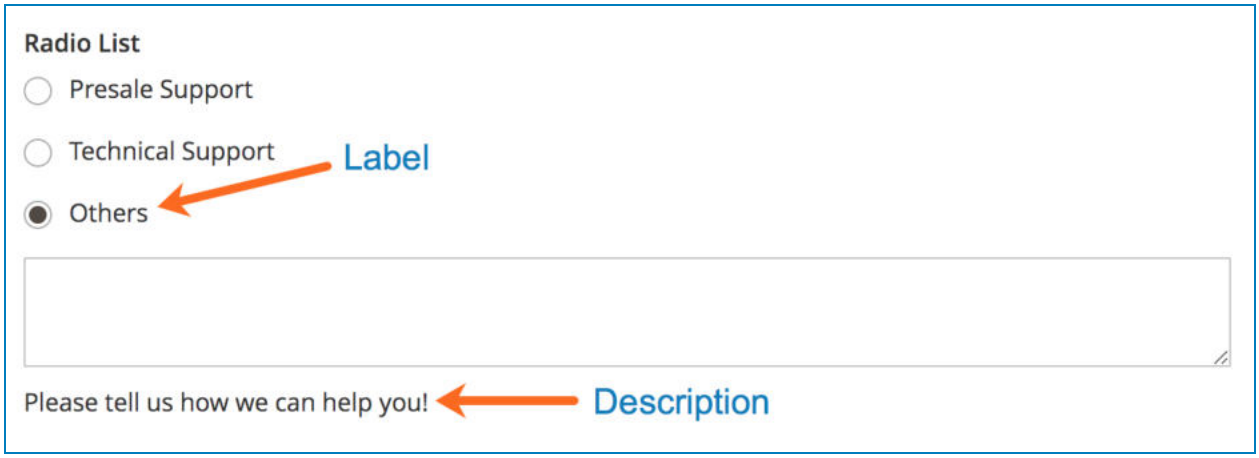
b. **Advanced** tab



- **Shuffle Options**: arrange options in a random order on every page load.
- **Options Column**: the number of columns in which options are displayed.
- **Image Choice Style**: choose from 3 image styles: Modern, Classic or None.
- Set **Image Width** and **Image Height**.
- **Show Other Options**: allow you to add another option that comes with an input field. If you enable this, you can enter **Others Label** and **Others Description**.

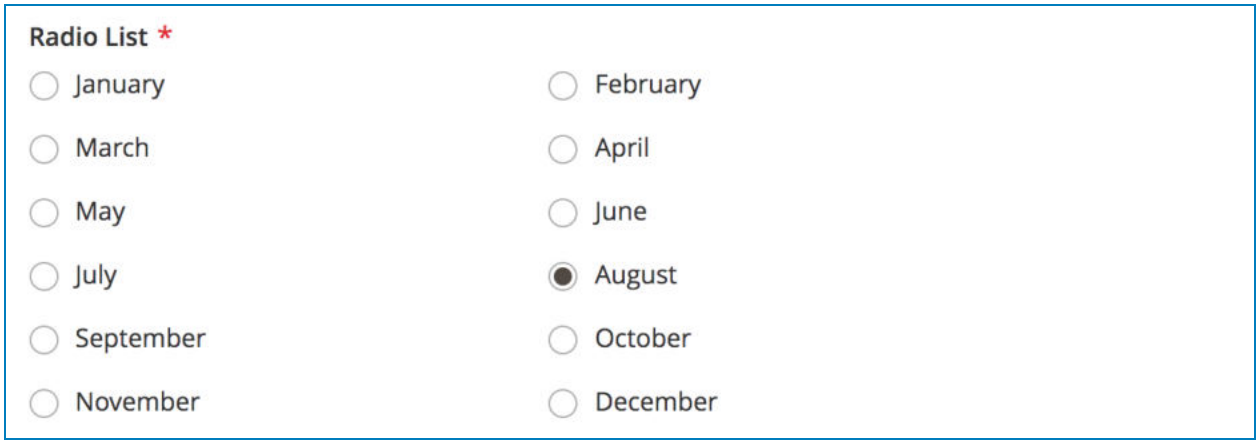


On the frontend, if users select this option, an input field will show up so that they can fill with other information.

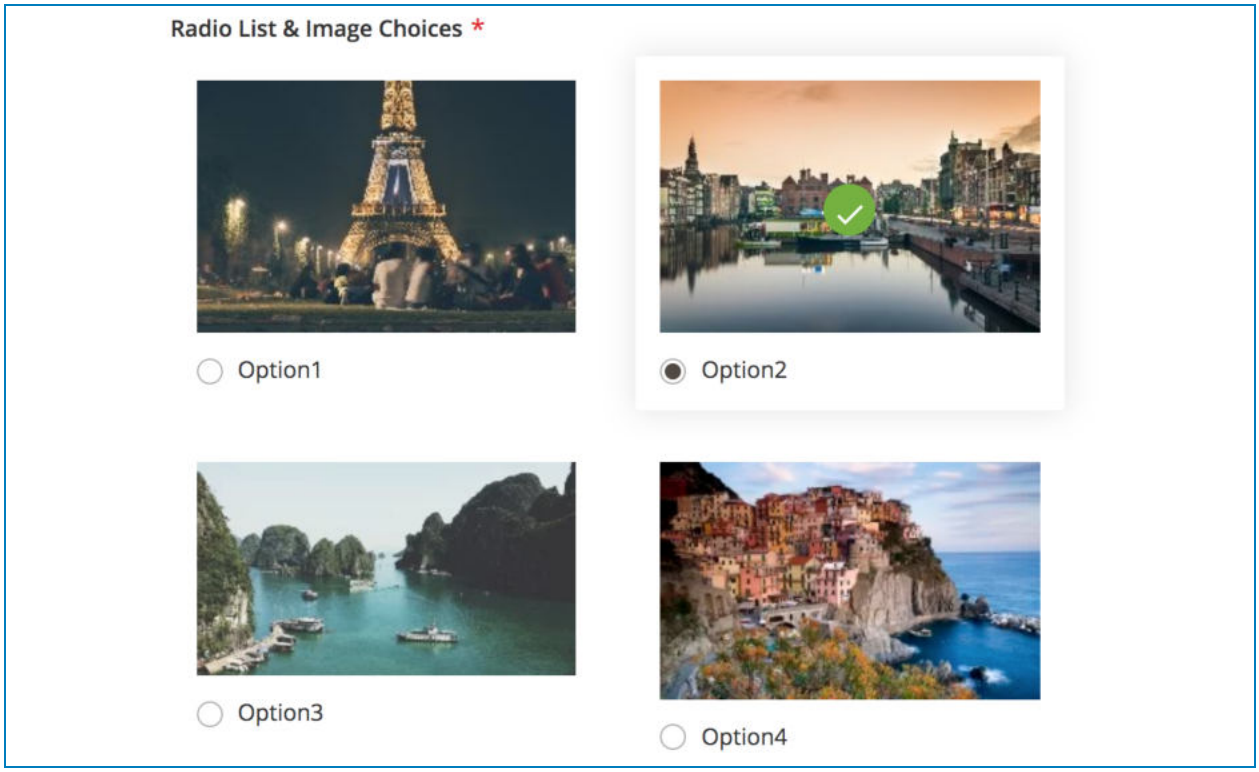


>> Radio List element on frontend:

- With no images



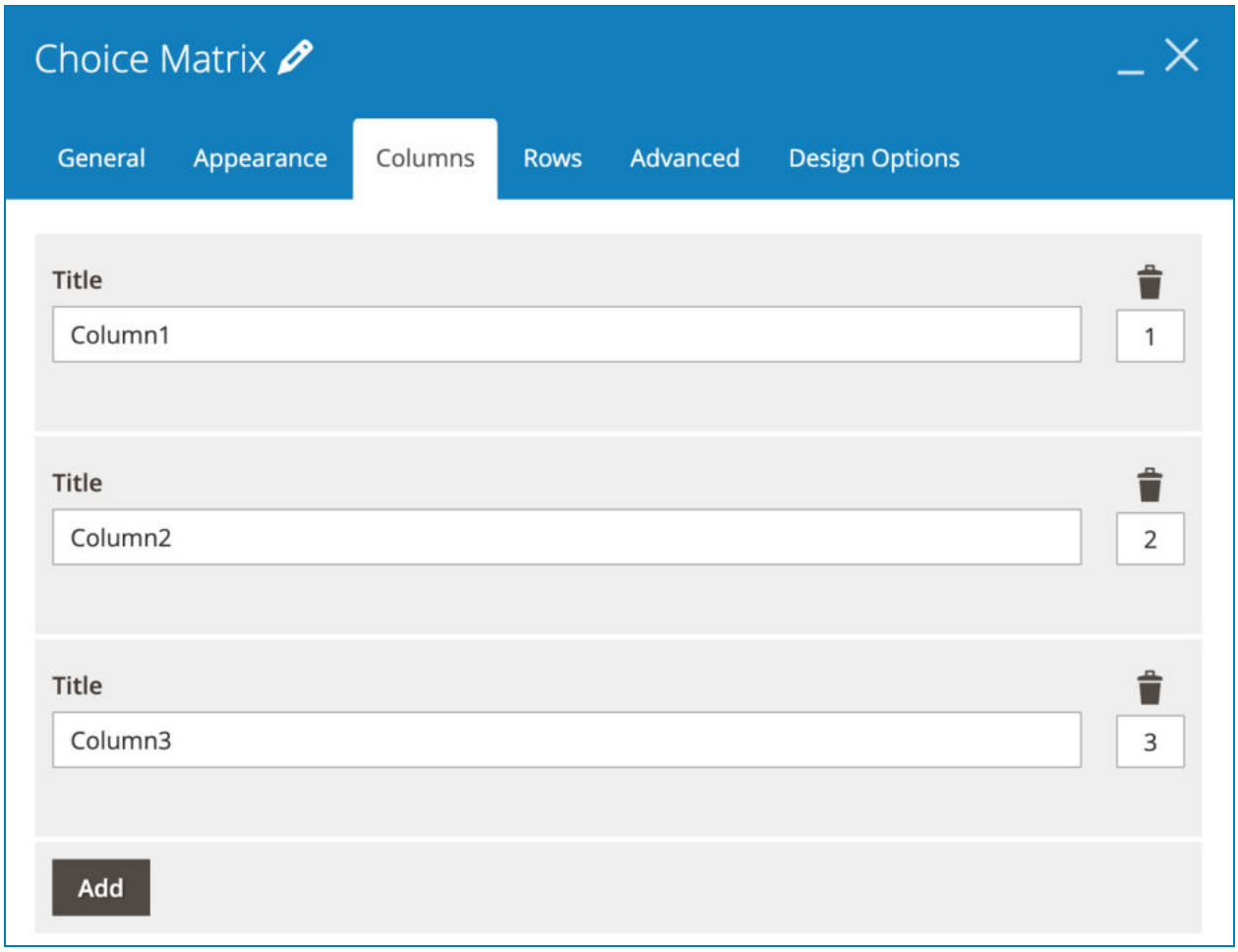
- With images



4.3.5 Choice Matrix

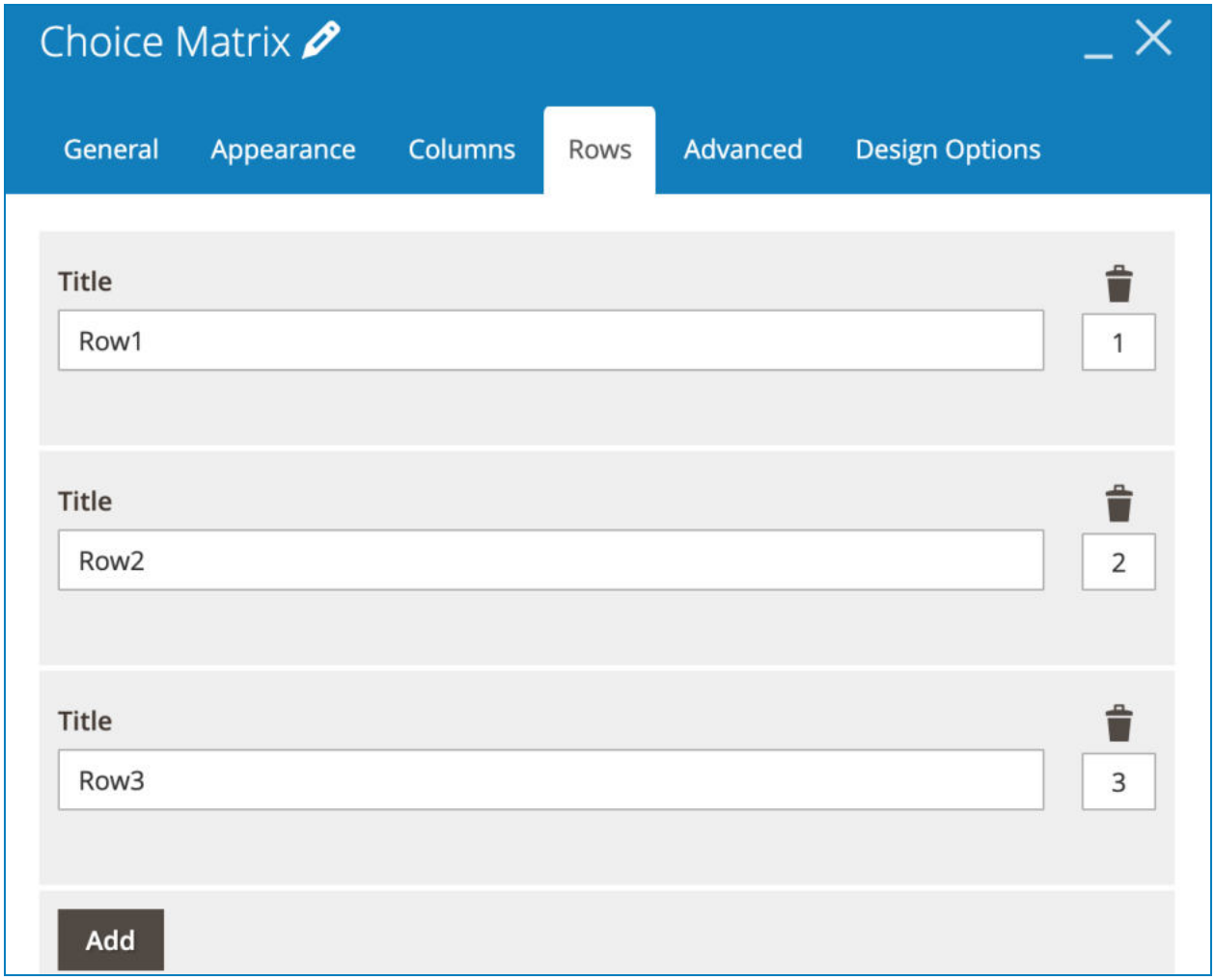
The Choice Matrix requires customers to evaluate one or more row items using a set of column options.

a. **Column** tab



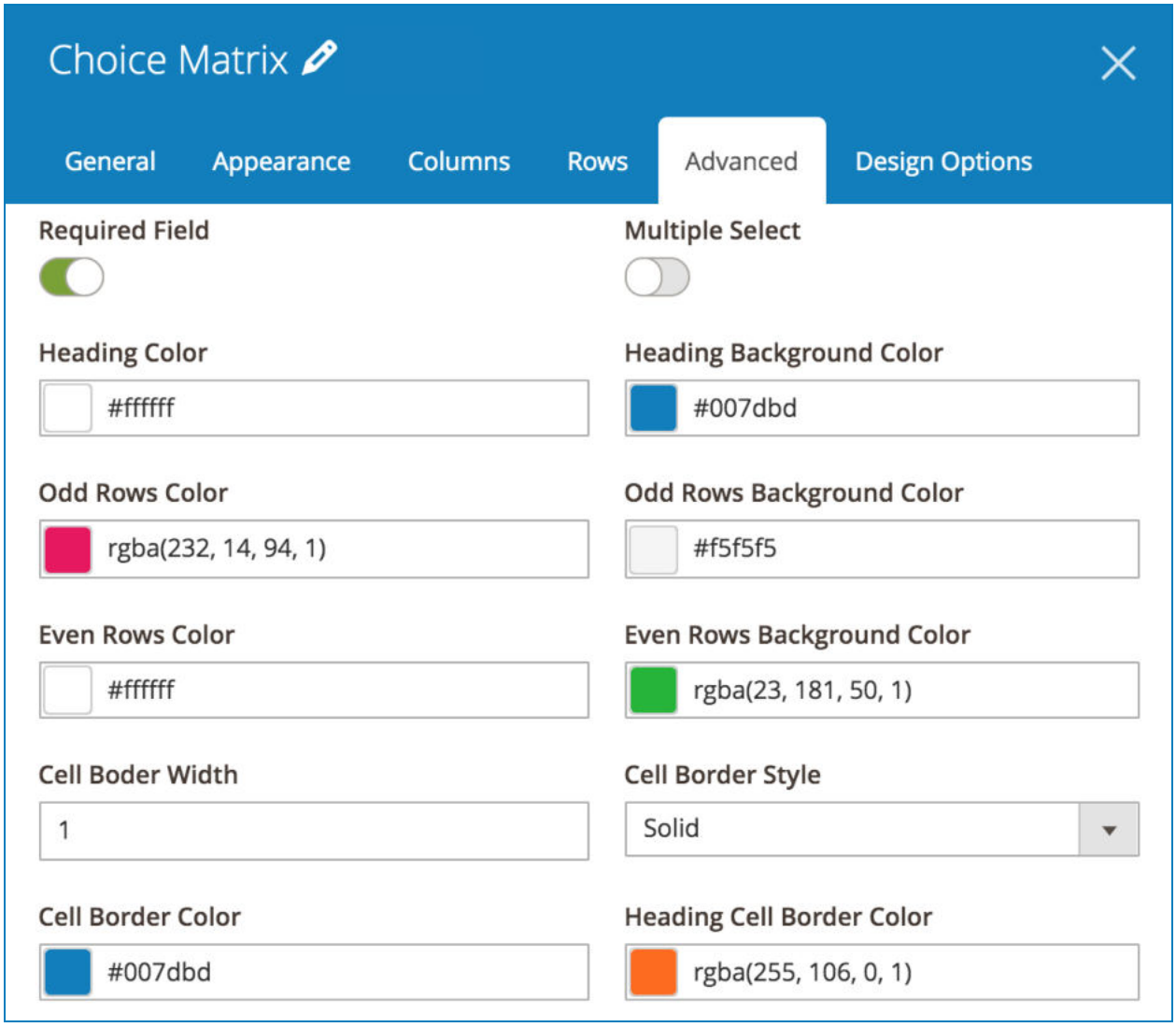
- Enter **Title** for each column.
- Delete columns using the recycle bin icon.
- Choose position for each column in the box under the recycle bin icon.
- Add another column with the **Add** button.

b. **Rows** tab



- Enter **Title** for each row.
- Delete rows using the recycle bin icon.
- Choose position for each row in the box under the recycle bin icon.
- Add another row with the **Add** button.

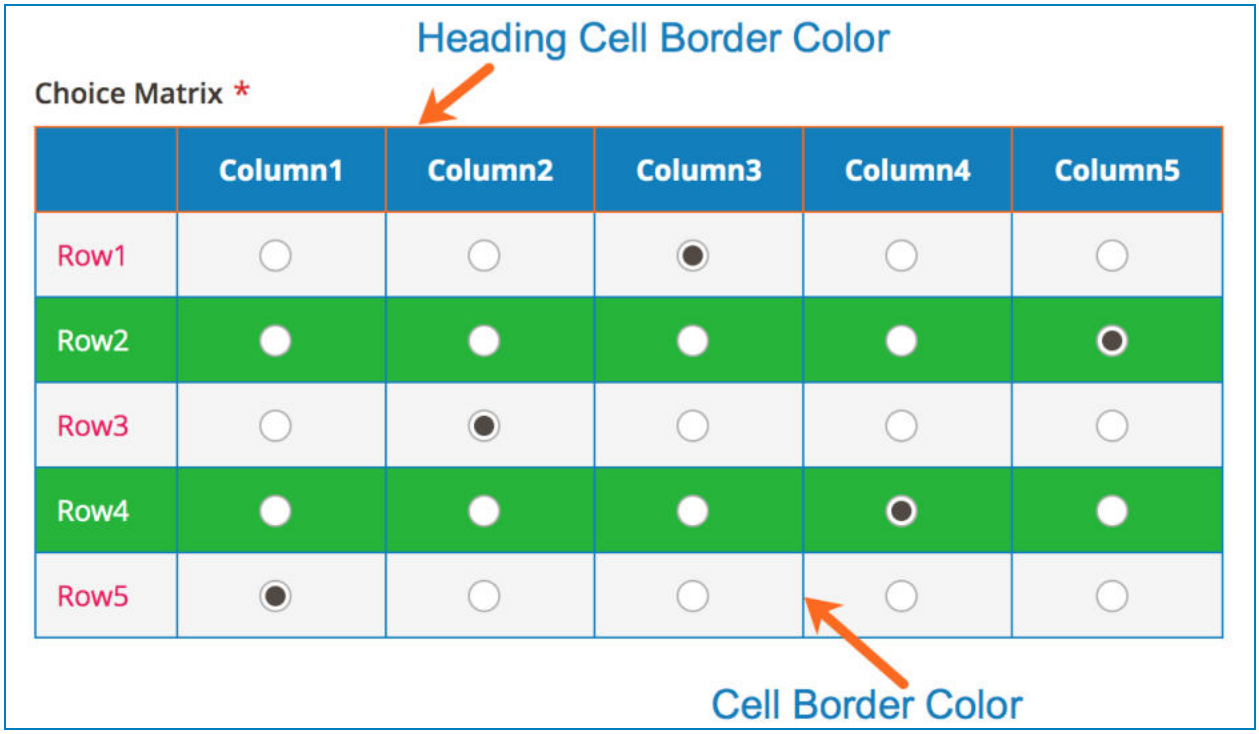
c. **Advanced** tab



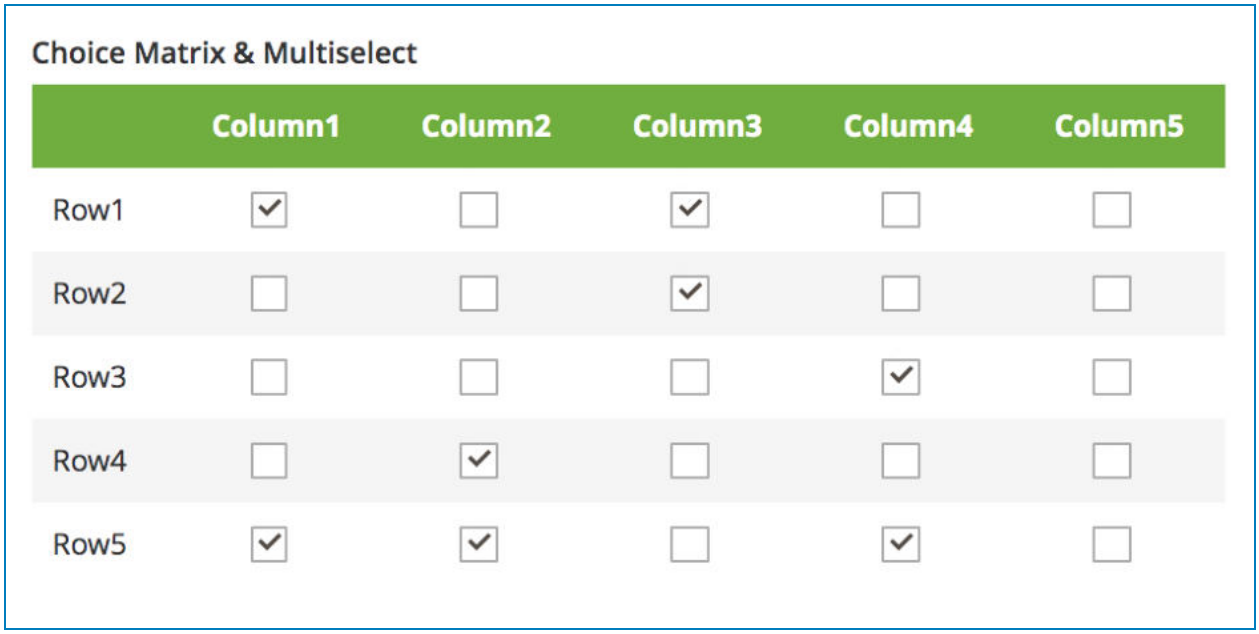
- **Multiple Select**: allow multiple options to be selected.
- **Heading Color** / **Heading Background Color:** choose text color and background color for the row that contains column titles.
- **Odd Rows Color / Odd Rows Background Color**: choose color for text and background in odd rows.

- **Even Rows Color / Even Rows Background Color**: choose color for text and background in even rows.
- **Cell Border Width**: set width for the borders that separate cells.
- **Cell Border Style**: choose style for the borders that separate cells.
- **Cell Border Color**: choose color for the borders that separate cells in the rows below the top row.
- **Heading Cell Border Color**: choose color for the borders that separate cells in the top row.

>> Choice Matrix element with single select:

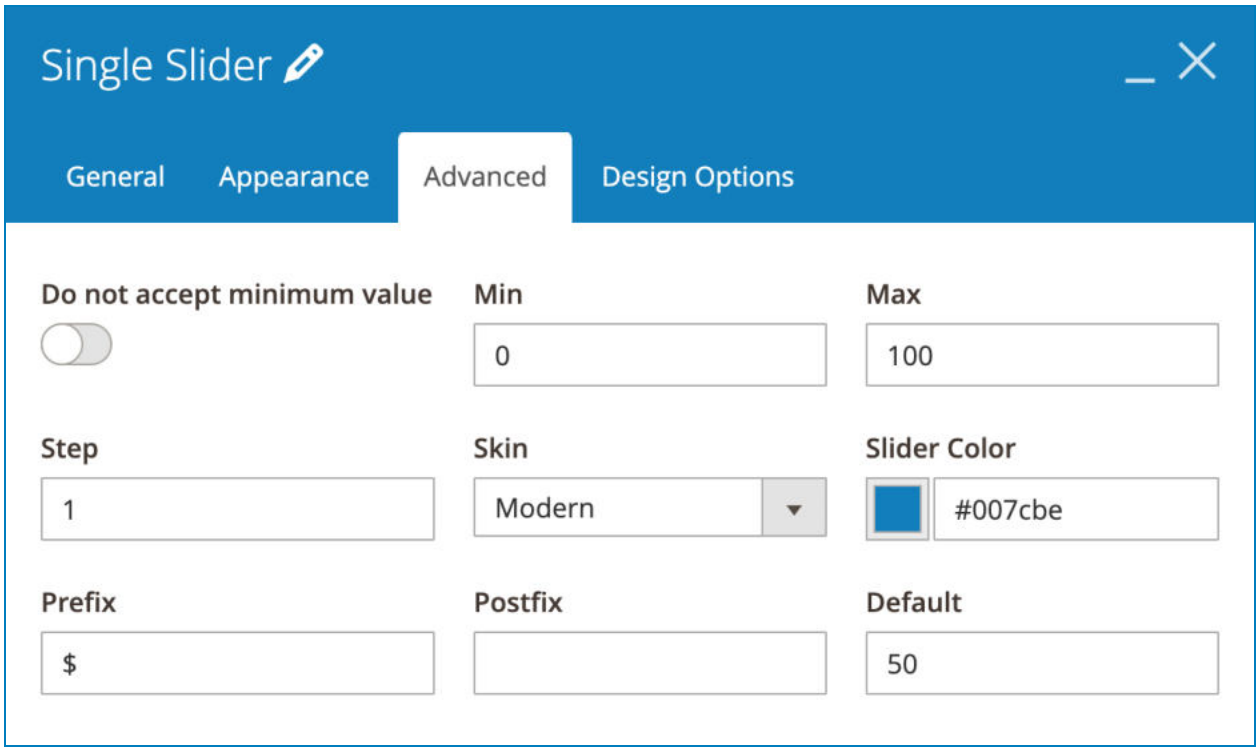


>> Choice Matrix element with multiple select:



4.3.6 Single Slider

With this element, you can add a slider that lets users select from a range of values by moving a thumb control along a track.



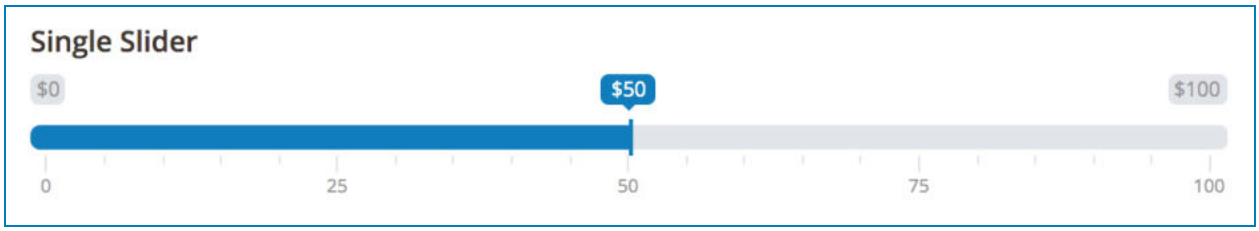
- **Do not accept minimum value**: if enabled, users can't choose the min value of the slider.

- Enter **Min** and **Max** values of the slider.

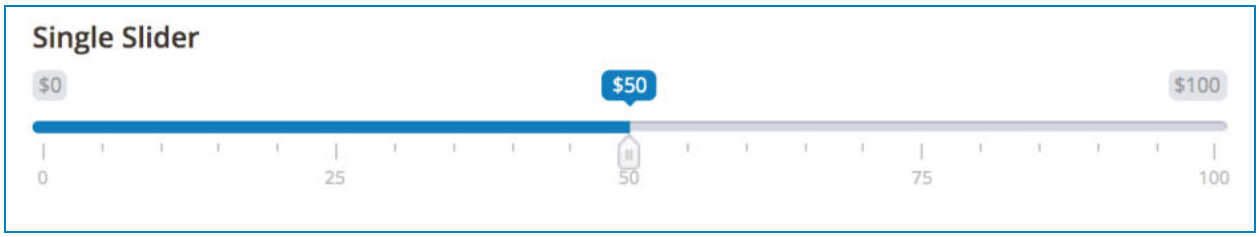
- **Step**: the number that is added to or subtracted from the current number each time you slide the thumb control.

- **Skin**: choose style for the slider from 5 options: Flat UI, Modern, HTML5, Nice White, Simple Dark.

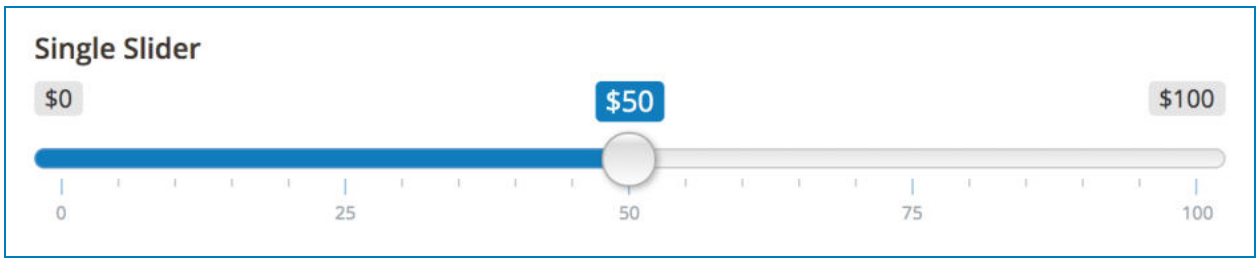
- Flat UI:



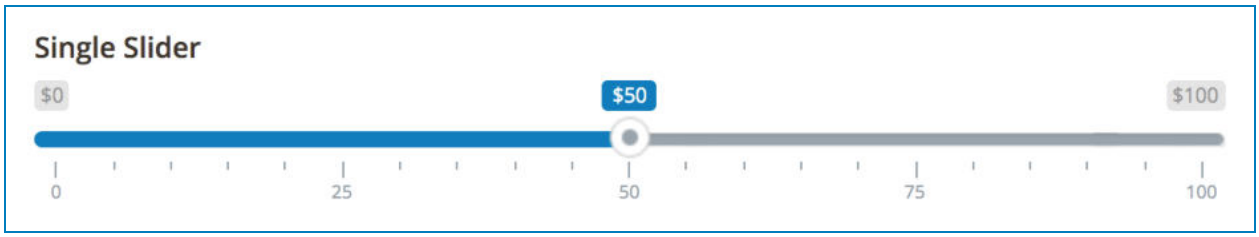
- Modern:



- HTML5:



- Nice White:



- Simple Dark:

- **Slider Color**: color of the slider.

- Add **Prefix** and **Postfix** to the number.

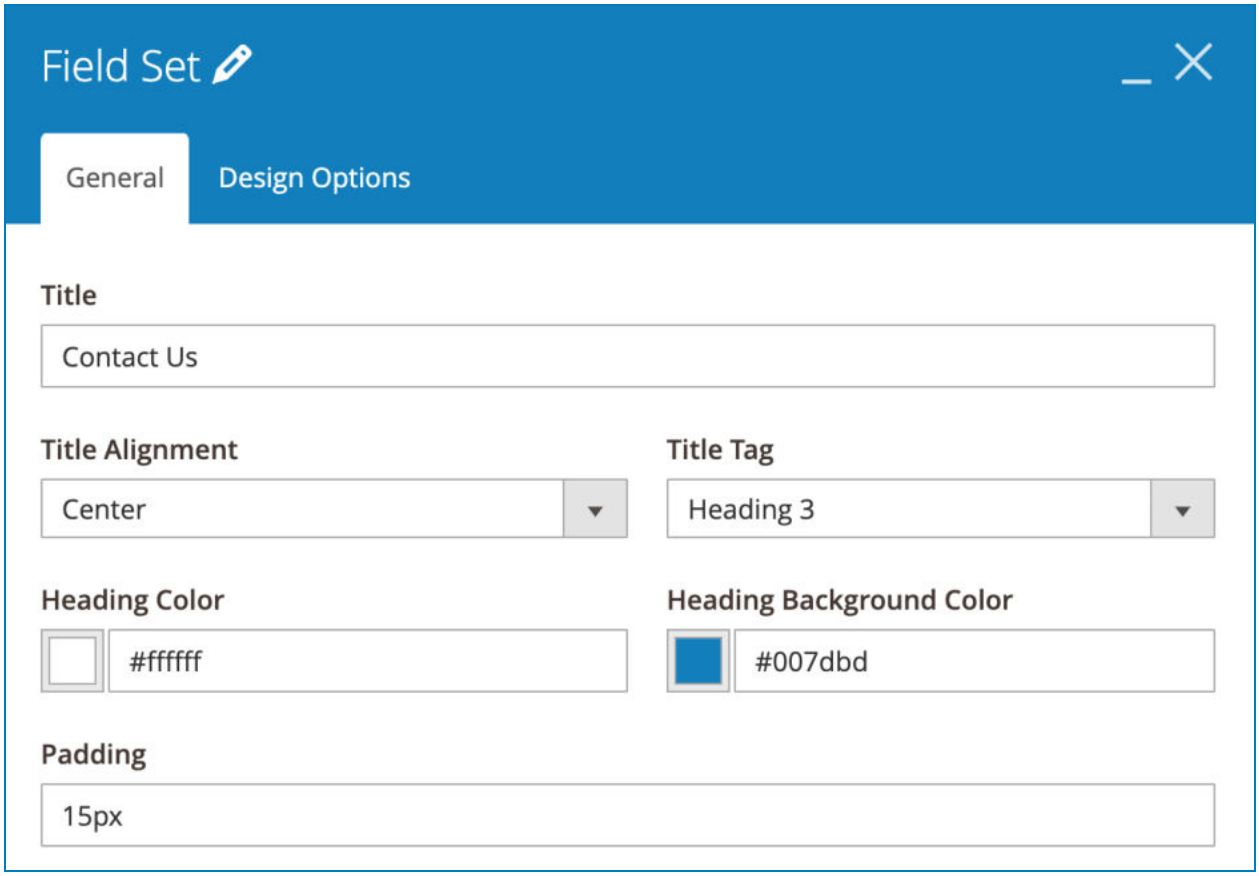
- **Default**: the value that is auto selected on page load.

4.4 Layout Elements

Layout elements are used to lay out your forms.

4.4.1 Field Set

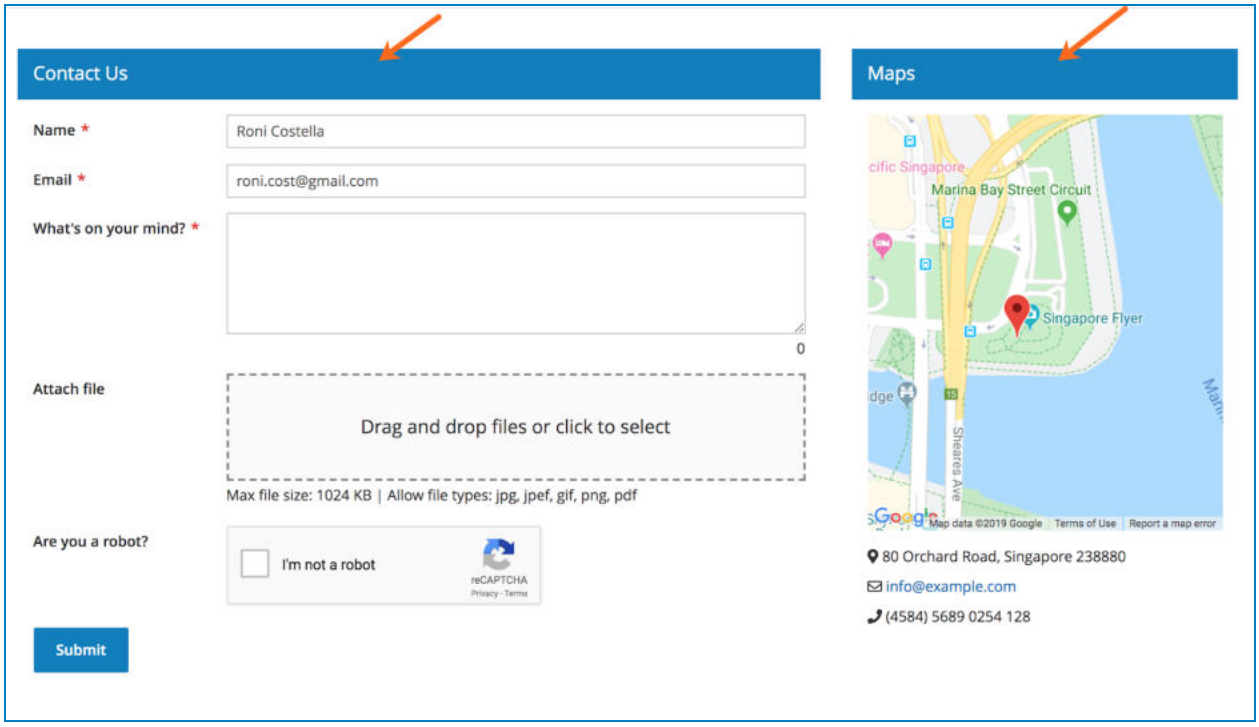
Field Set element allows you to group multiple form fields together.



- Enter **Title** for the field set.
- Choose **Title Alignment** including Left, Center and Right.
- Choose the heading type for the title in **Title Tag**.
- Choose title color in **Heading Color** and title background color in **Heading Background Color**.

- Set space between the title and the border around the heading box.

>> Field Set element on frontend:

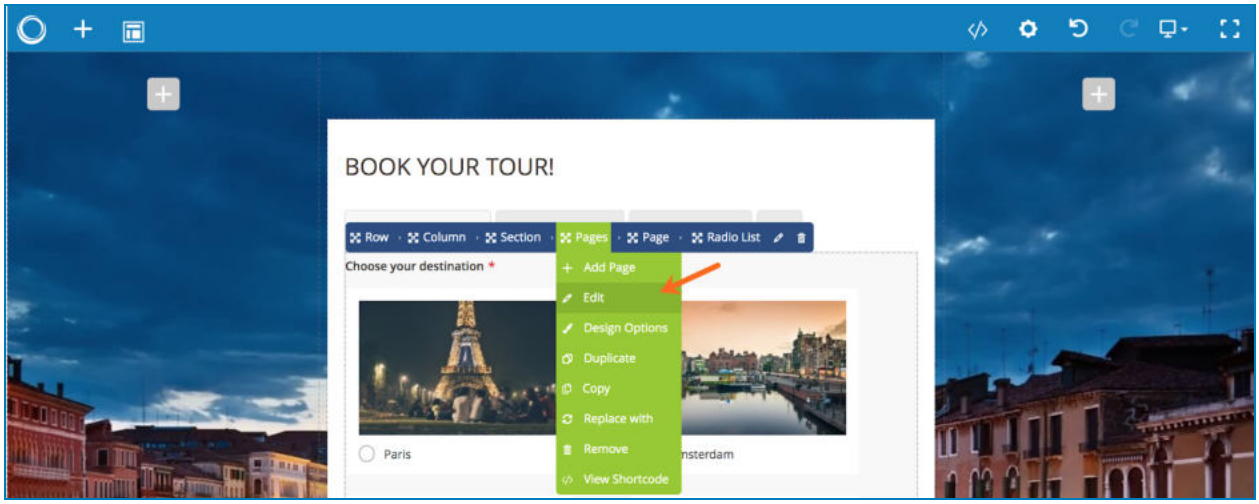


4.4.2 Pages

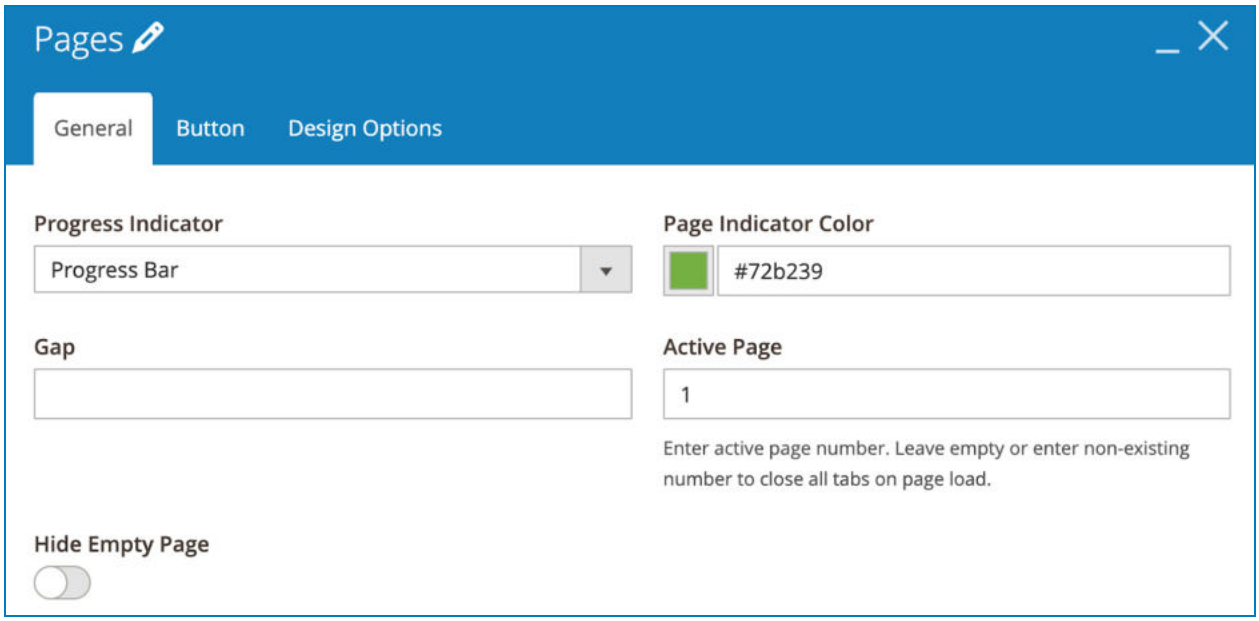
This element allows you to create multi-page forms.

a. Customize general settings for multi-page form

After adding this element to the form, hover over it, then move the mouse to **Pages** in the bar and click **Edit** to open general settings for the multi-page form.

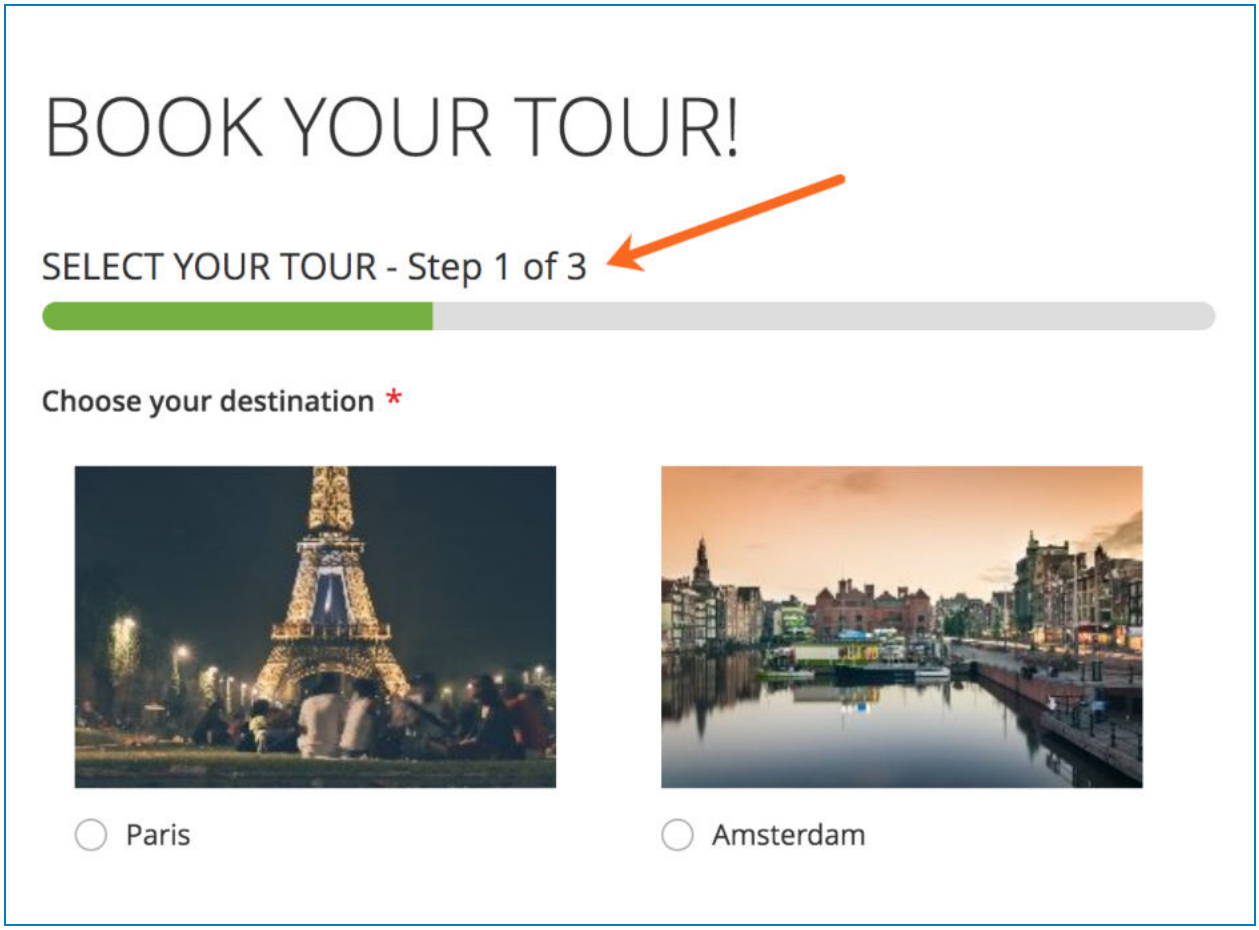


The settings look like this:

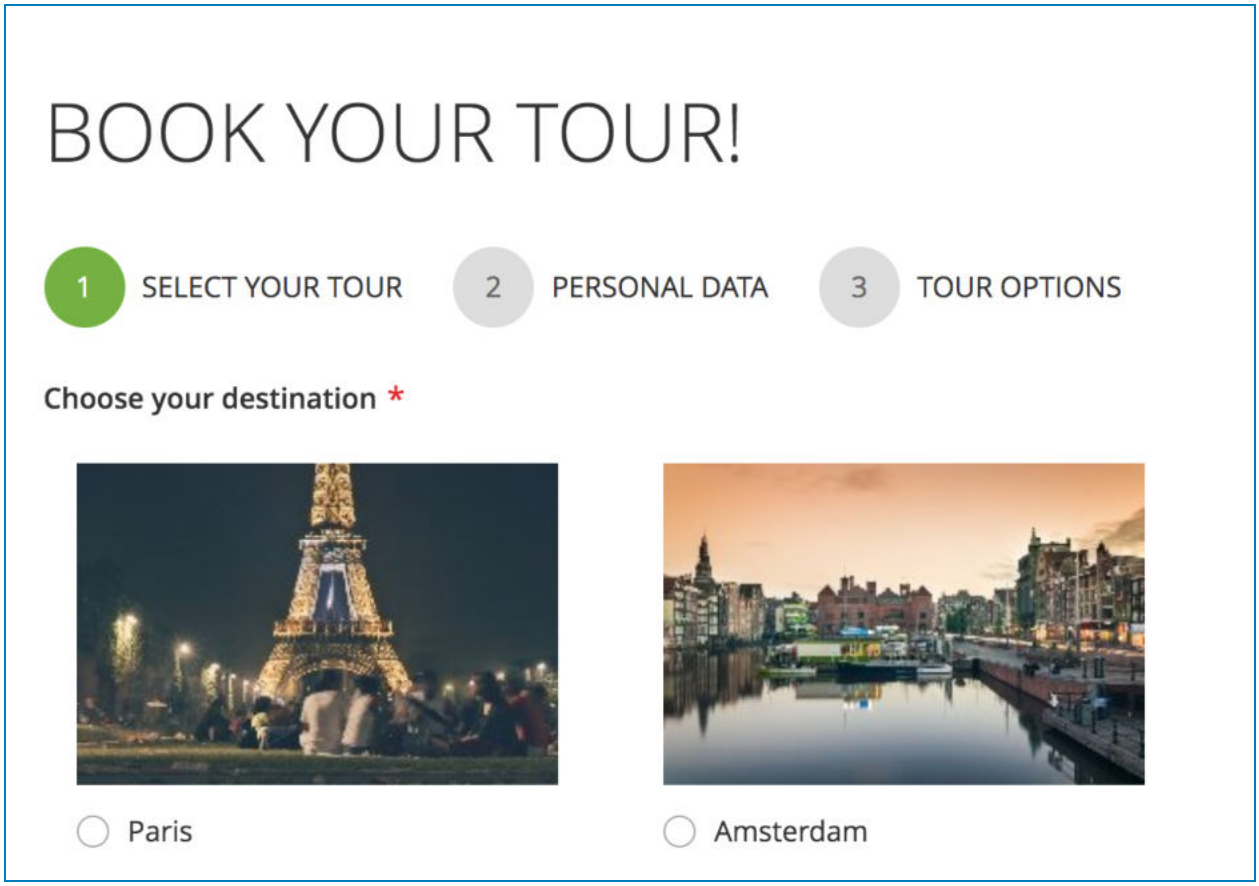


- **Progress Indicator**: choose from 4 types for title bar including: Progress Bar, Circles, Connector and Tabs.

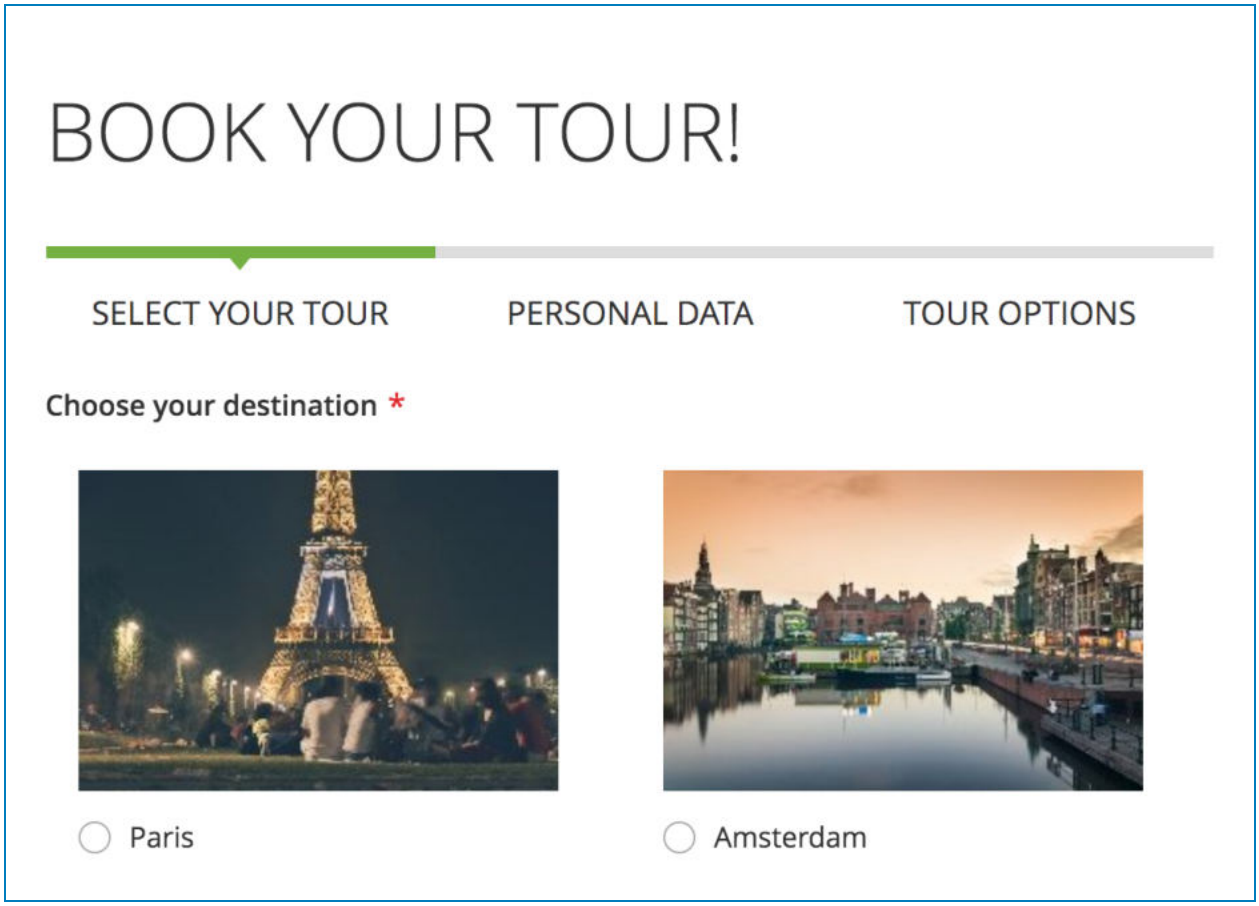
- Progress Bar



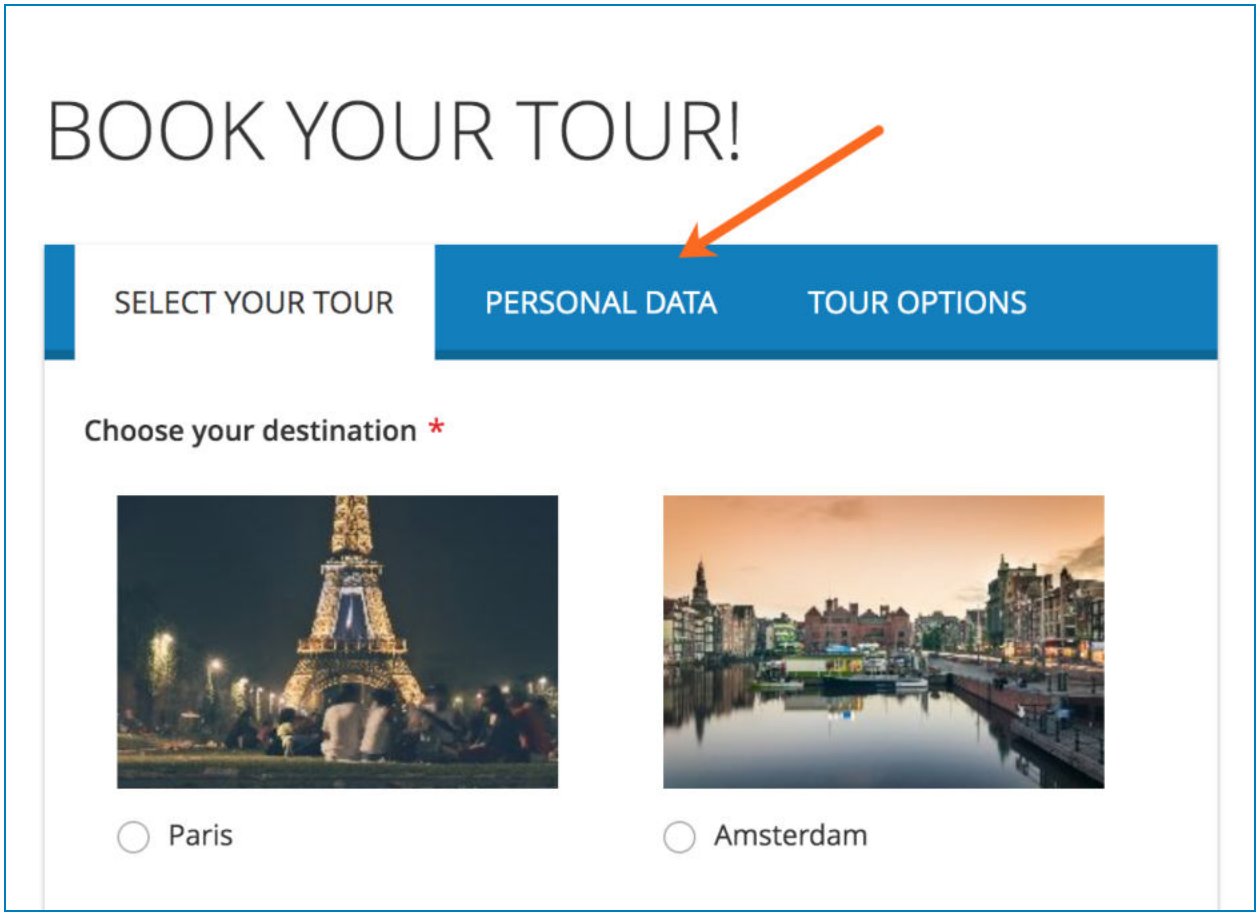
- Circles


BOOK YOUR TOUR!
1 SELECT YOUR TOUR
2 PERSONAL DATA
3 TOUR OPTIONS
Choose your destination *
Paris
Amsterdam

- Connector


BOOK YOUR TOUR!
SELECT YOUR TOUR
PERSONAL DATA
TOUR OPTIONS
Choose your destination *
Paris
Amsterdam

- Tabs

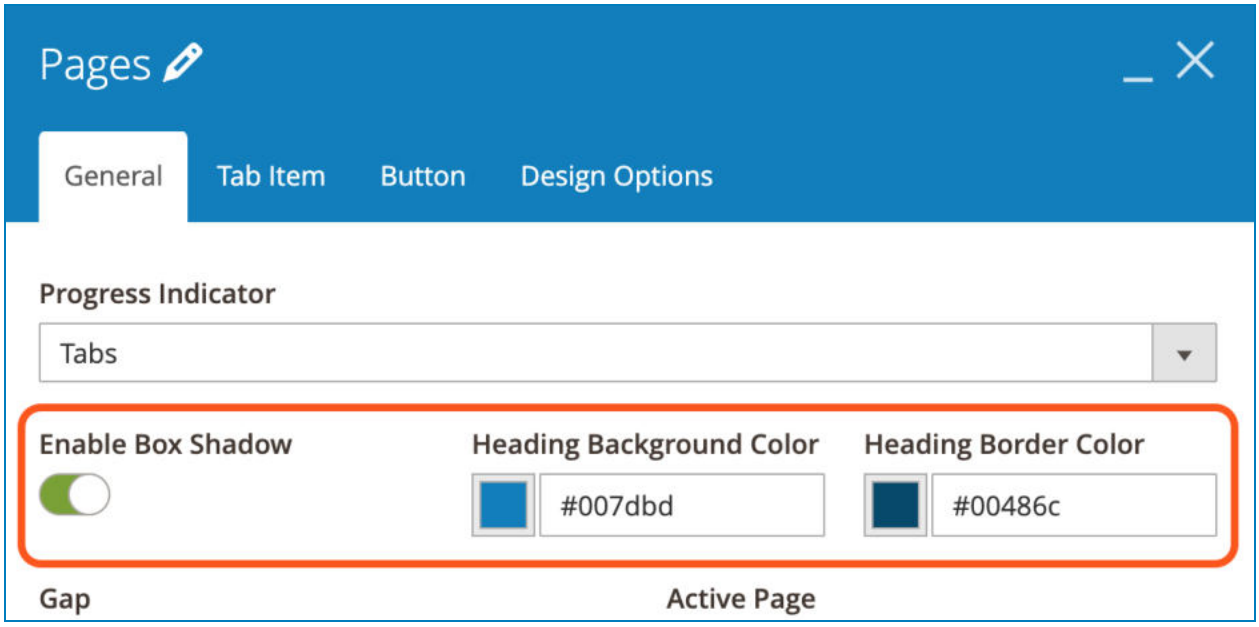


- **Gap**: space (px) between title bar and the main content.

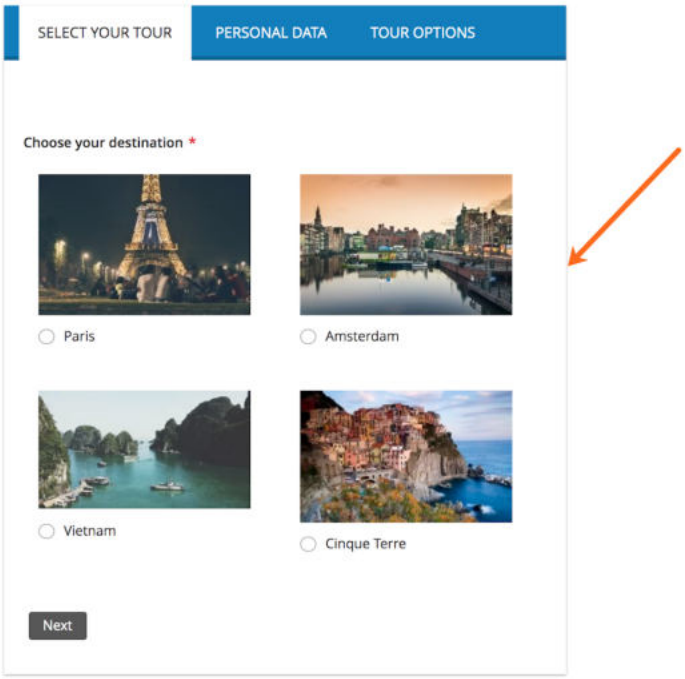
- **Active Tab**: enter ordinal number of the page that you want to be opened on page load.

- If you choose Progress Bar, Circles or Connector, you can choose color for the bar in **Page Indicator Color**.

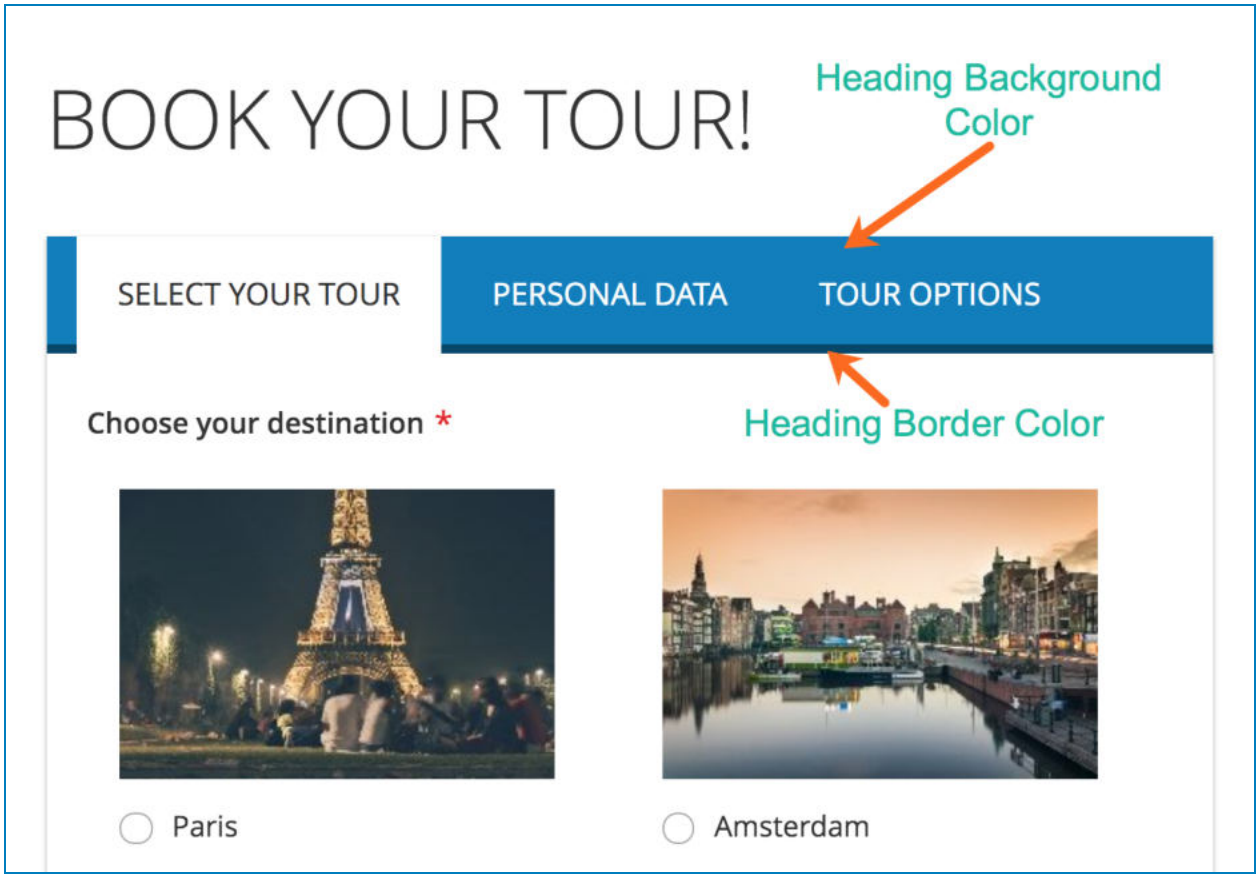
- If you choose Tabs, you can customize these options:



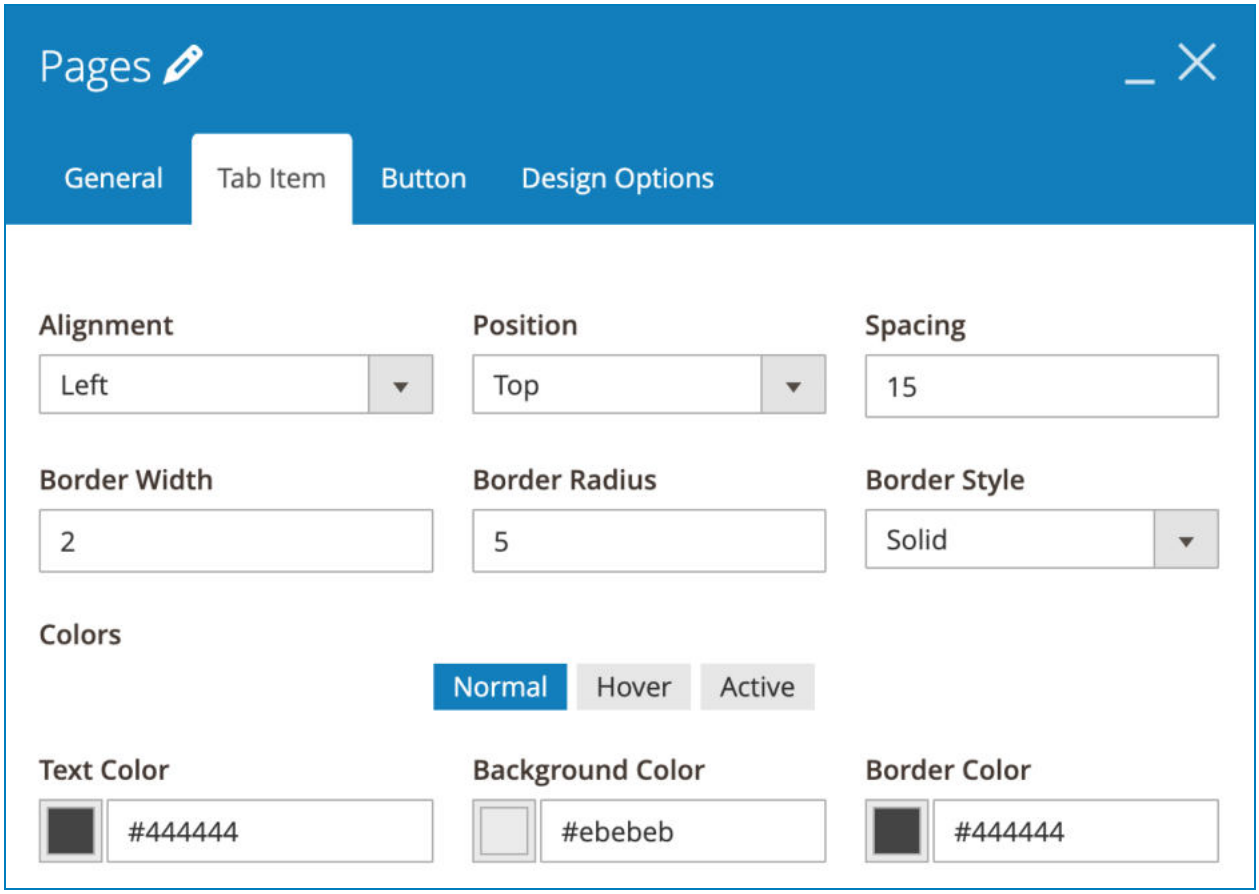
- **Enable Box Shadow**: if enabled, there will be a shadow around the element like this:



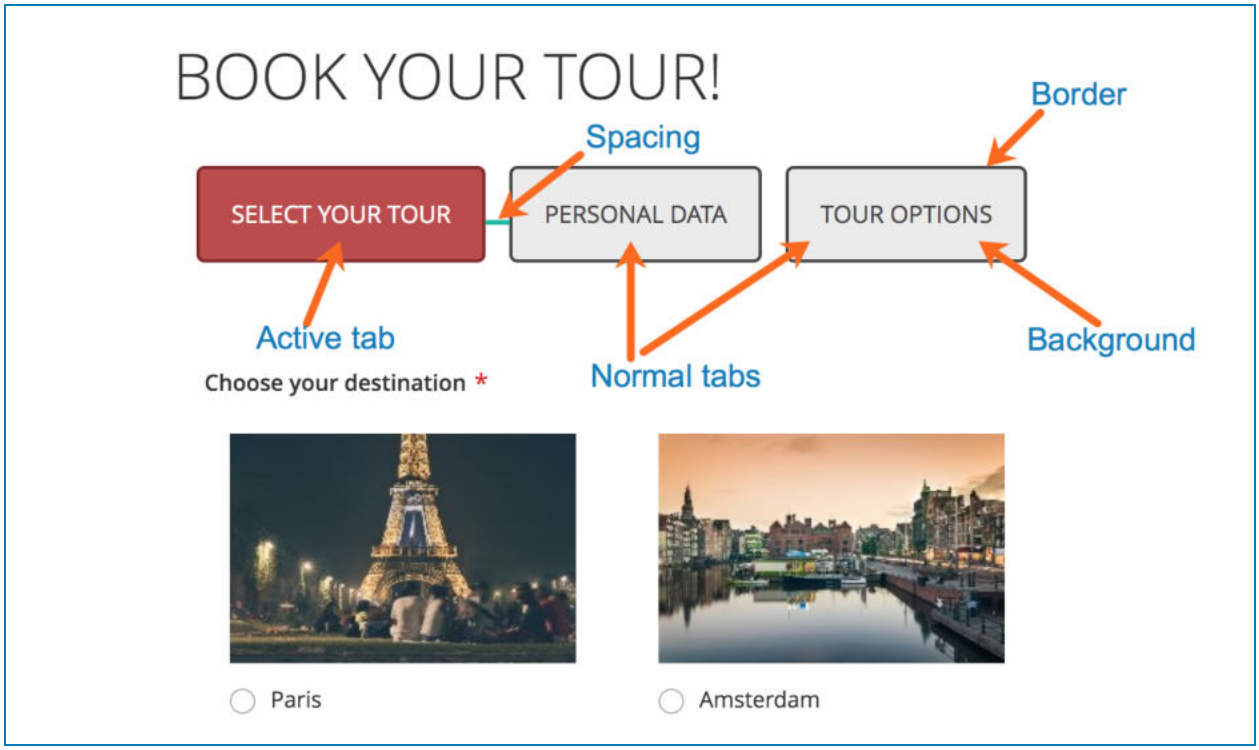
- **Heading Background Color**: choose color for title bar background.
- **Heading Border Color**: choose color for the line that separates title bar and the main content.



Tab Item section also appears when you choose Tabs type.

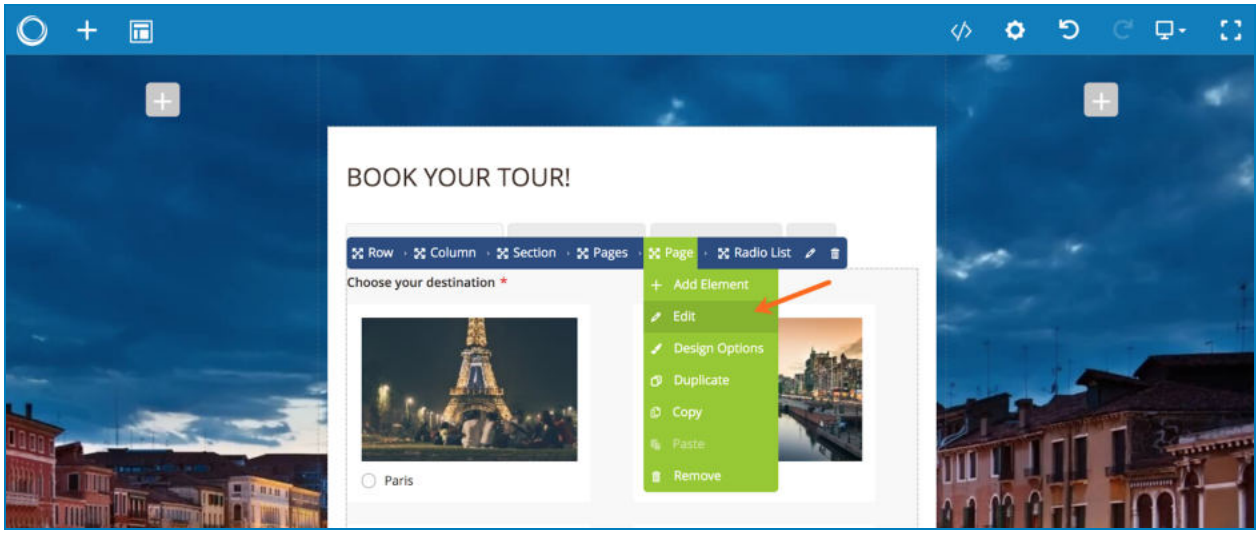


- **Alignment**: set alignment of title tabs to Left, Center or Right.
- **Position**: set title tabs to be at the Top or Bottom.
- Set **Spacing** between title tabs.
- Set **Border Width**, **Border Radius** and **Border Style** for the border of title tabs.
- Set **Text Color**, **Background Color** and **Border Color** for title tabs when they are normal, on hover or active.

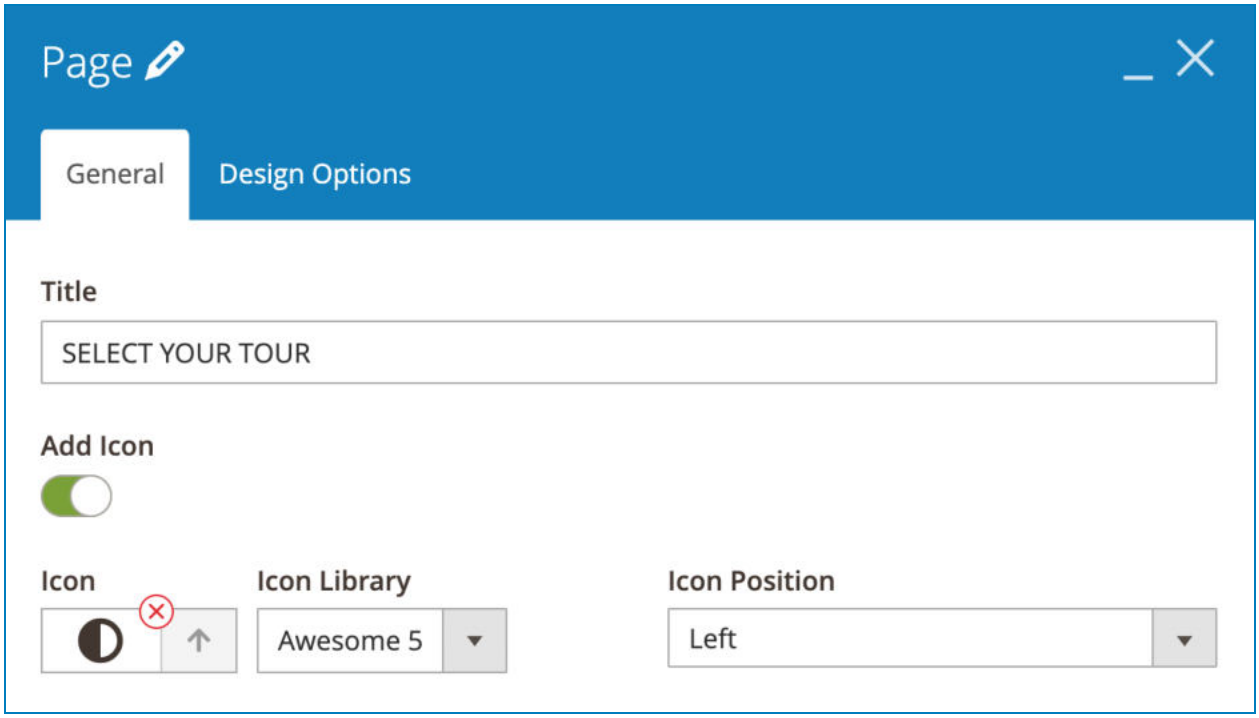

BOOK YOUR TOUR!
Border
Spacing
SELECT YOUR TOUR
PERSONAL DATA
TOUR OPTIONS
Active tab
Normal tabs
Background
Choose your destination *
Paris
Amsterdam

b. Customize each page

Make sure that you open the page you want to customize. Then hover over the element, move the mouse to **Page** on the bar and click **Edit** to open settings for the page.



The settings look like this:



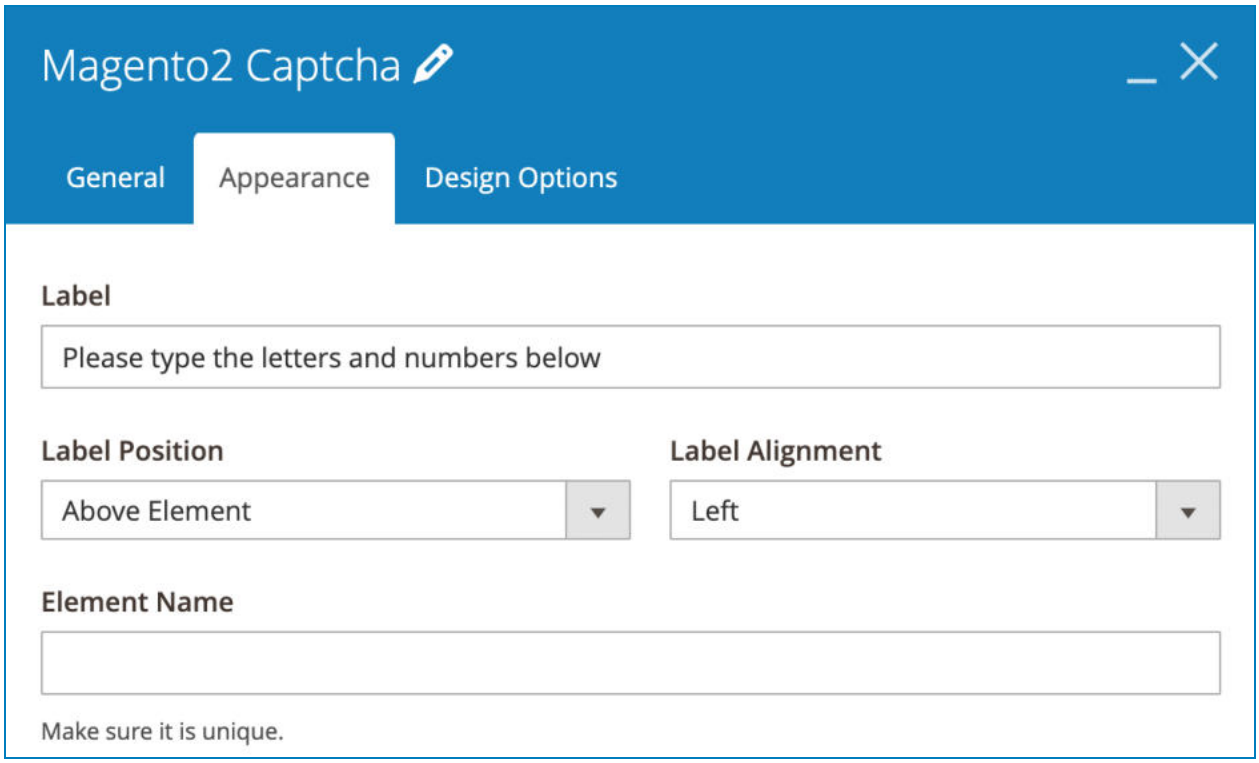
- Enter **Title** for the page.
- You can also **Add Icon** next to the title.
- Choose **Icon** from **Icon Library** (Awesome 5 and Open Iconic). Set **Icon Position** to be on the Left or Right of the title.

4.5 Security & Other Elements

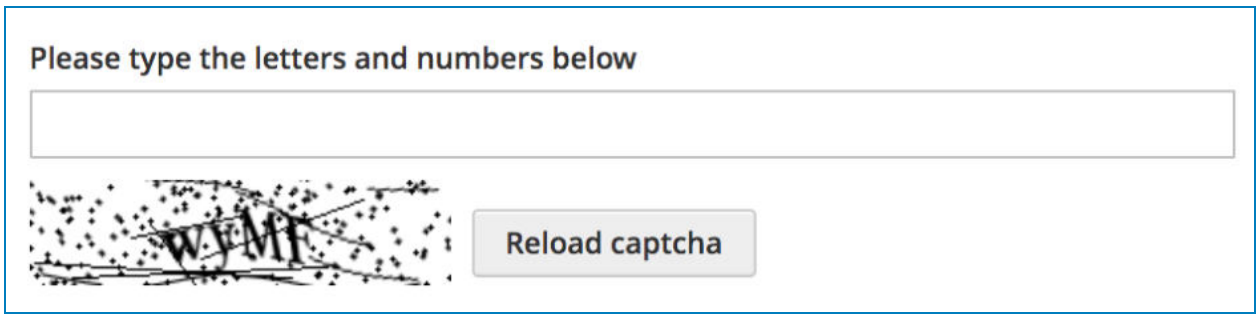
This kind of element includes those for security and other elements.

4.5.1 Magento 2 Captcha

This element allows you to add Magento 2 Captcha.

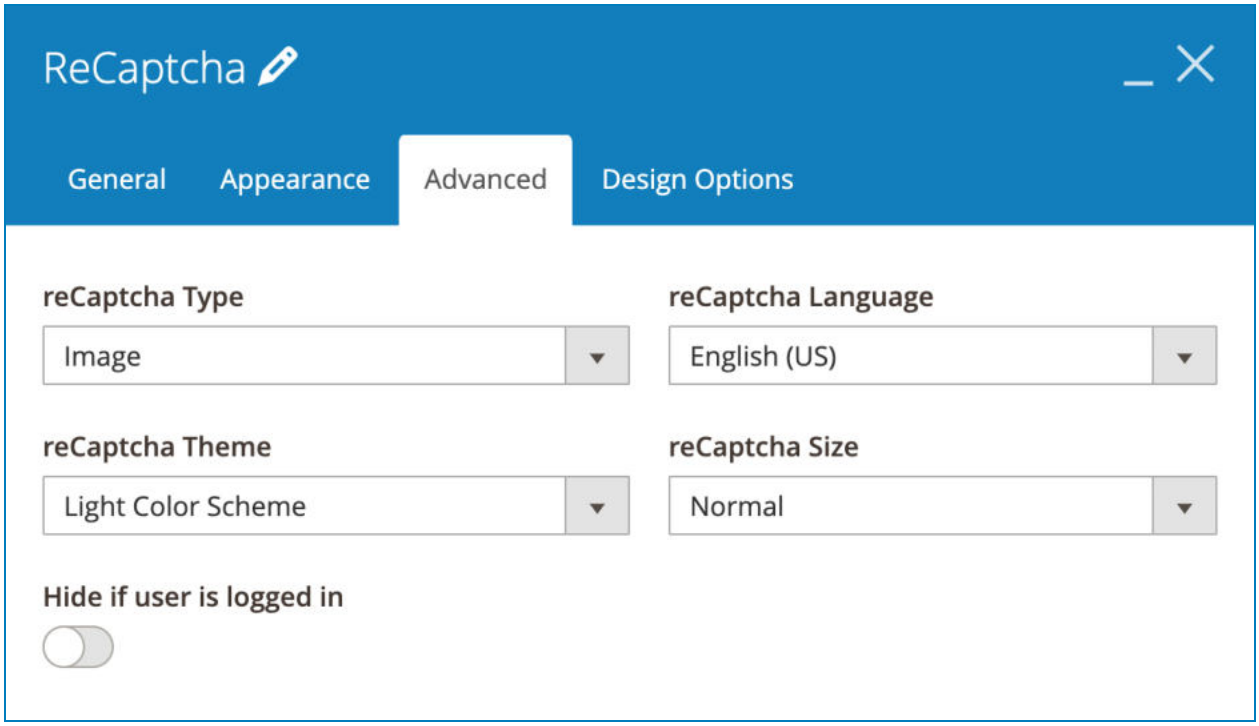


>> Magento 2 Captcha element on frontend:



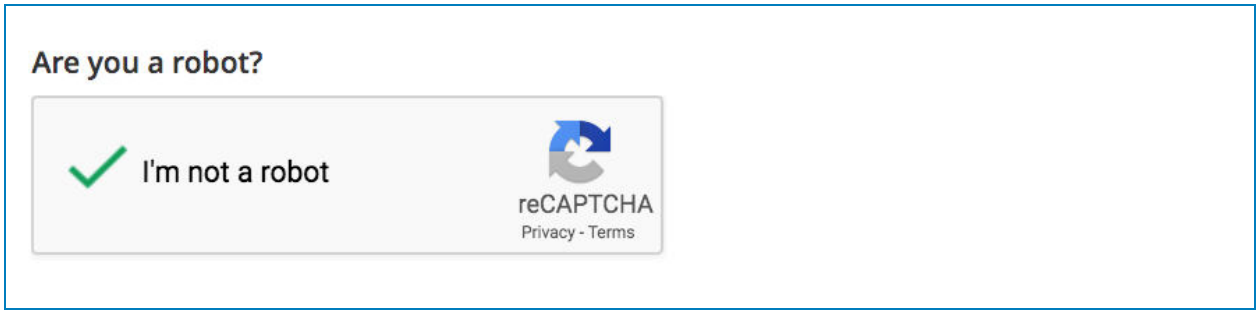
4.5.2 ReCaptcha

This element lets you add Google reCaptcha to a form. To activate this element so that it works on the frontend, make sure that you enter the site key and secret key (for reCaptcha v2 here and reCaptcha v3 here).



- **reCaptcha Type**: choose from Image or Audio.
- **reCaptcha Language**: choose display language for the Captcha.
- **reCaptcha Theme**: include Light/Dark color scheme.
- **reCaptcha Size**: choose from Normal or Compact.
- Turn on **Hide if user is logged in** if you want to hide reCaptcha from logged in customers.

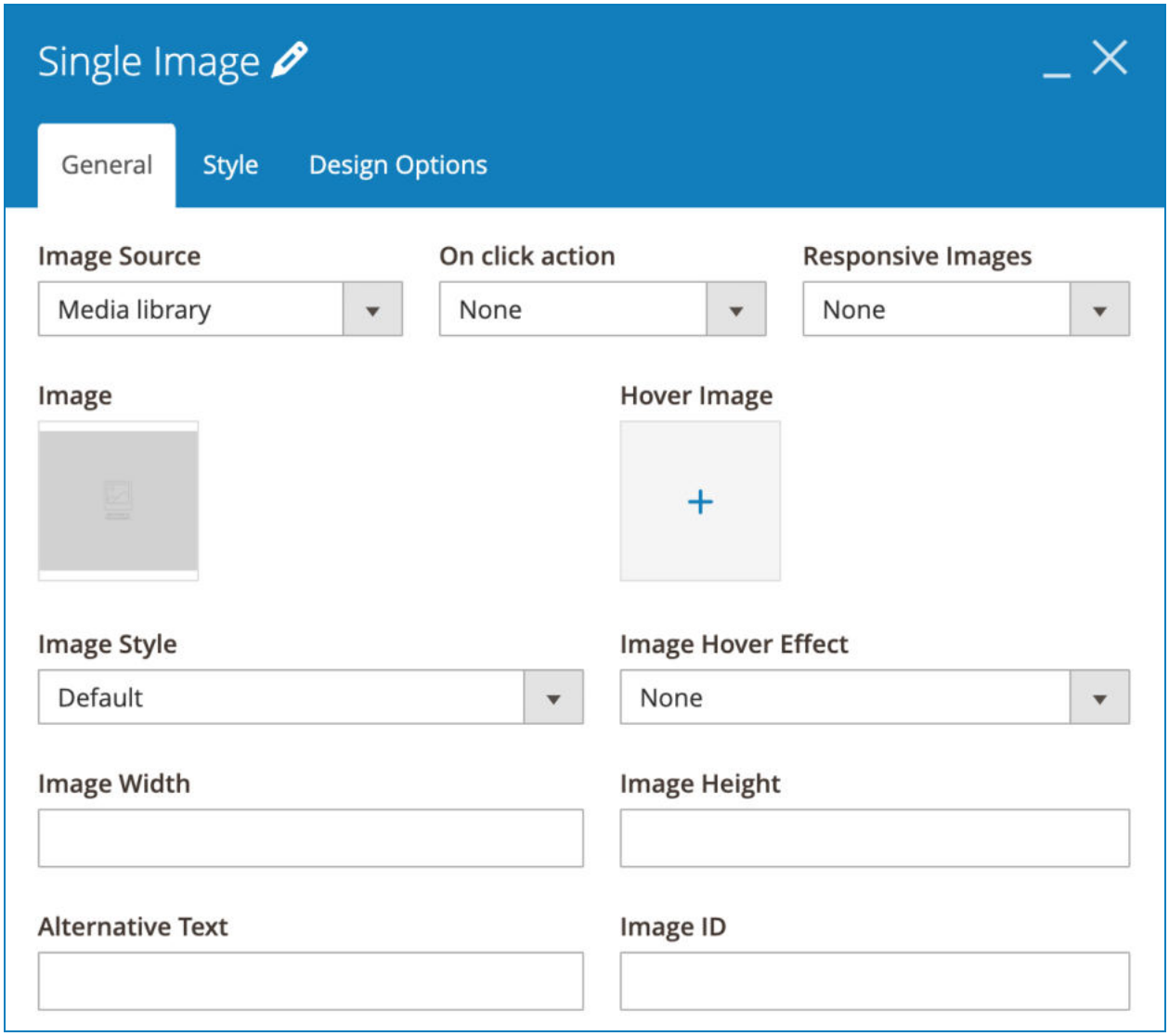
>> ReCaptcha element on frontend:



4.5.3 Single Image

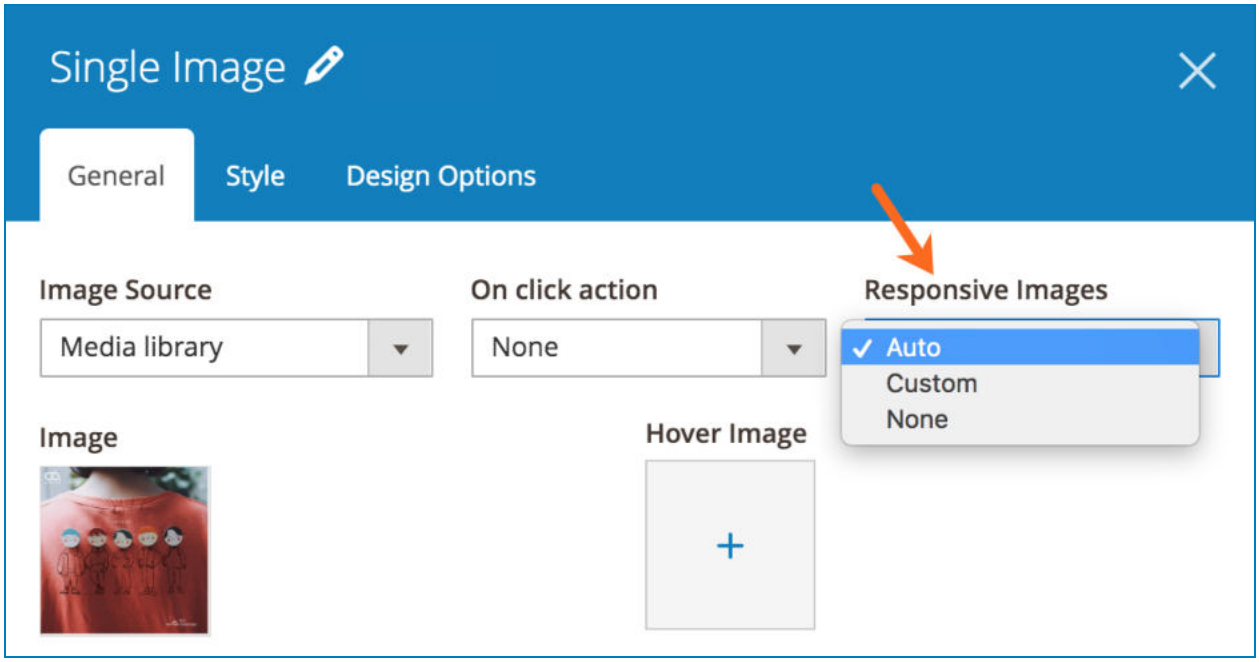
Single Image element allows you to insert an image into your forms.

a. **General** tab



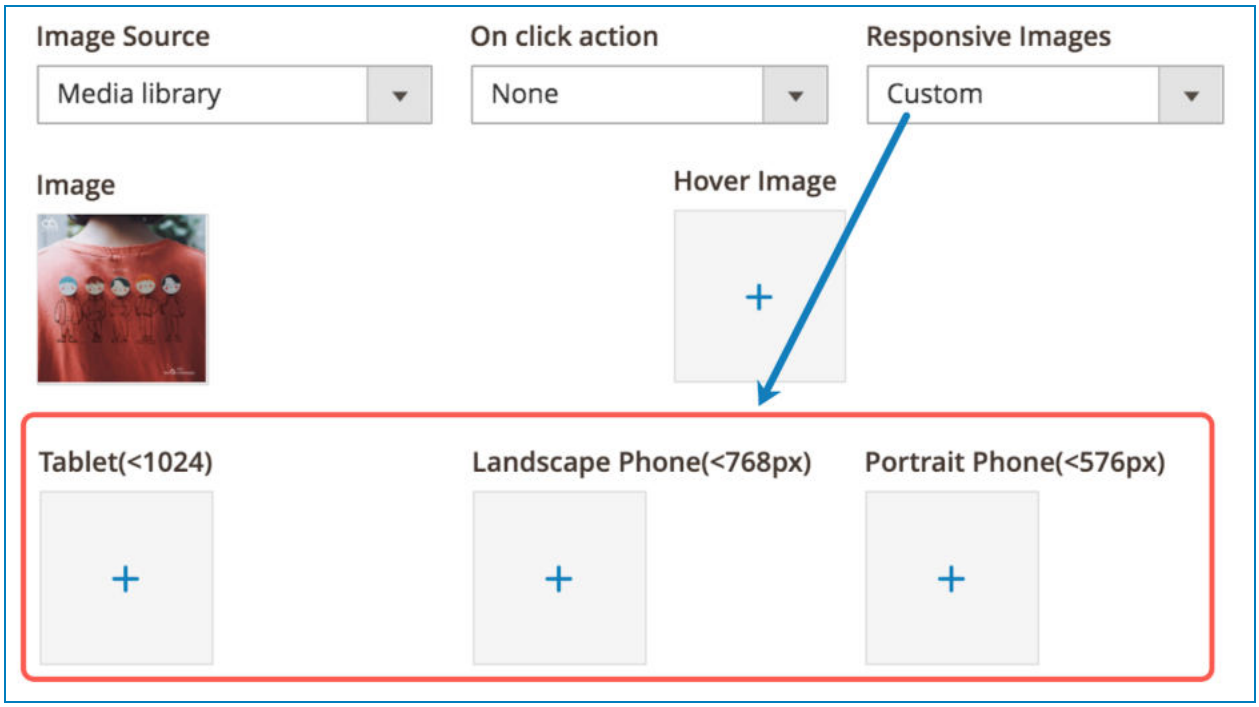
- **Image Source**: you can upload an image from either Media library or External link.

  - If you choose Media library, please upload your image in **Image**. In **Responsive Images**, you'll find options that allow adapting the image to different screen sizes.

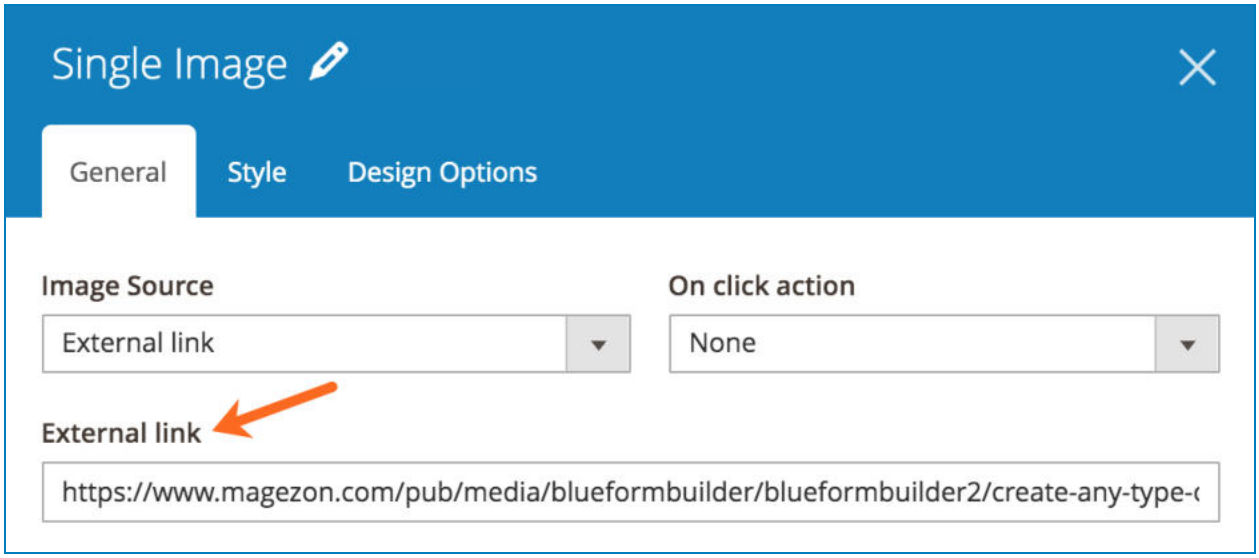


If you choose Auto, then the image will be auto adapted to different screen sizes.

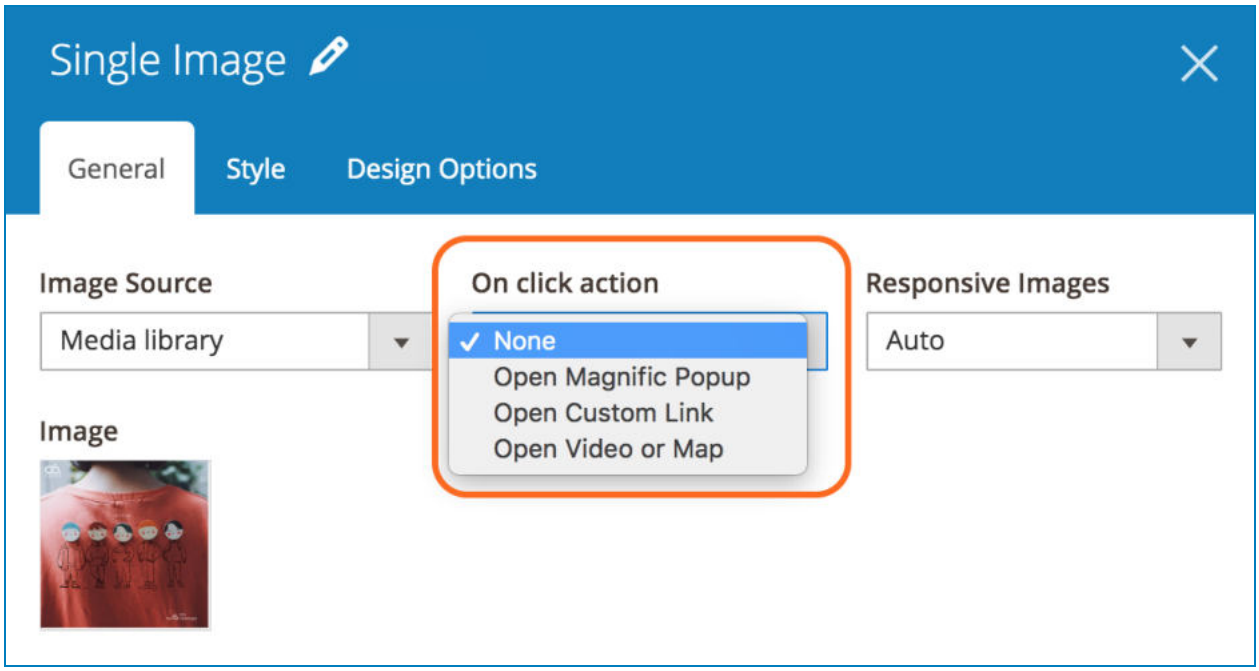
If you choose Custom, you can upload different images for Tablet, Landscape Phone and Portrait Phone as well.



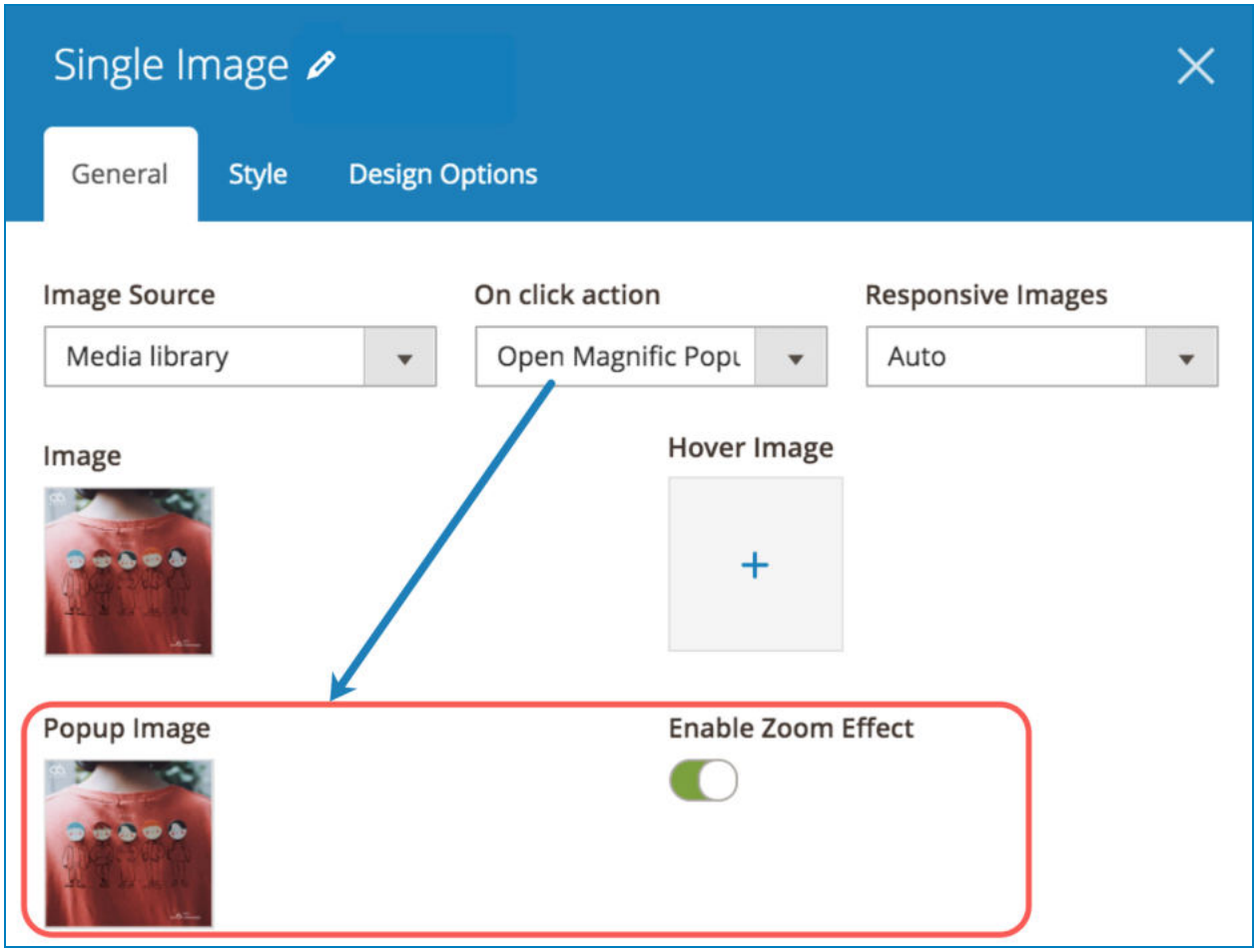
- If you choose External link, please enter image address in **External link** field.



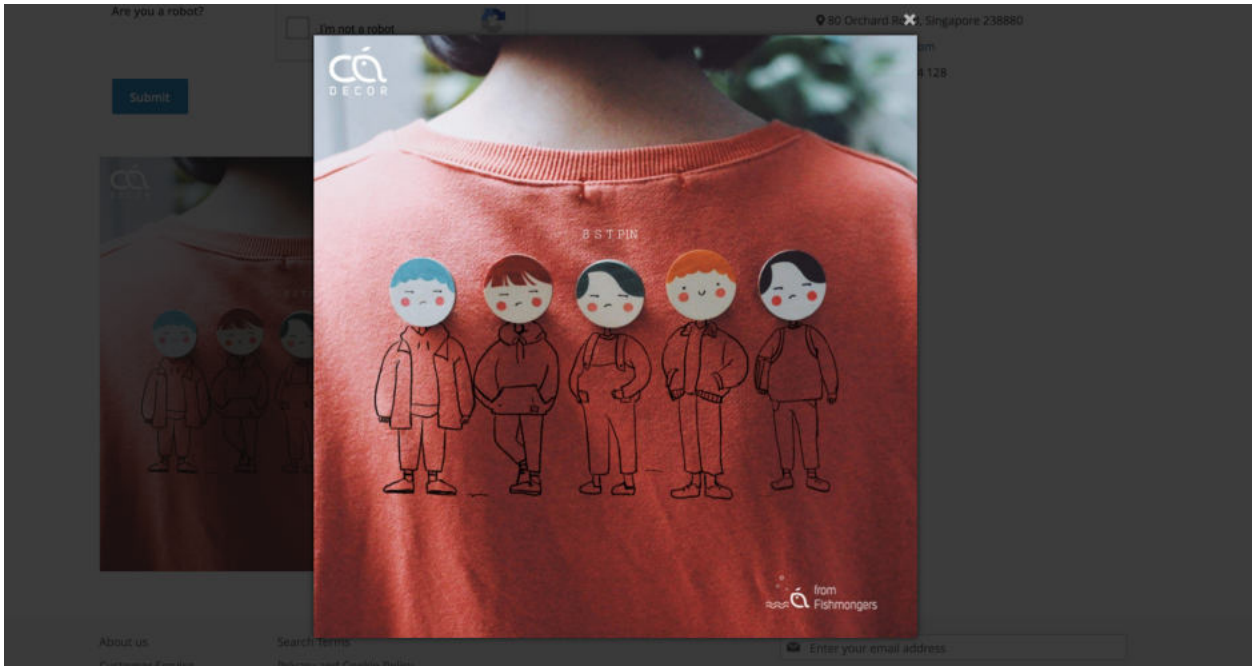
- **On click action**: specify what happens when users click on the image.



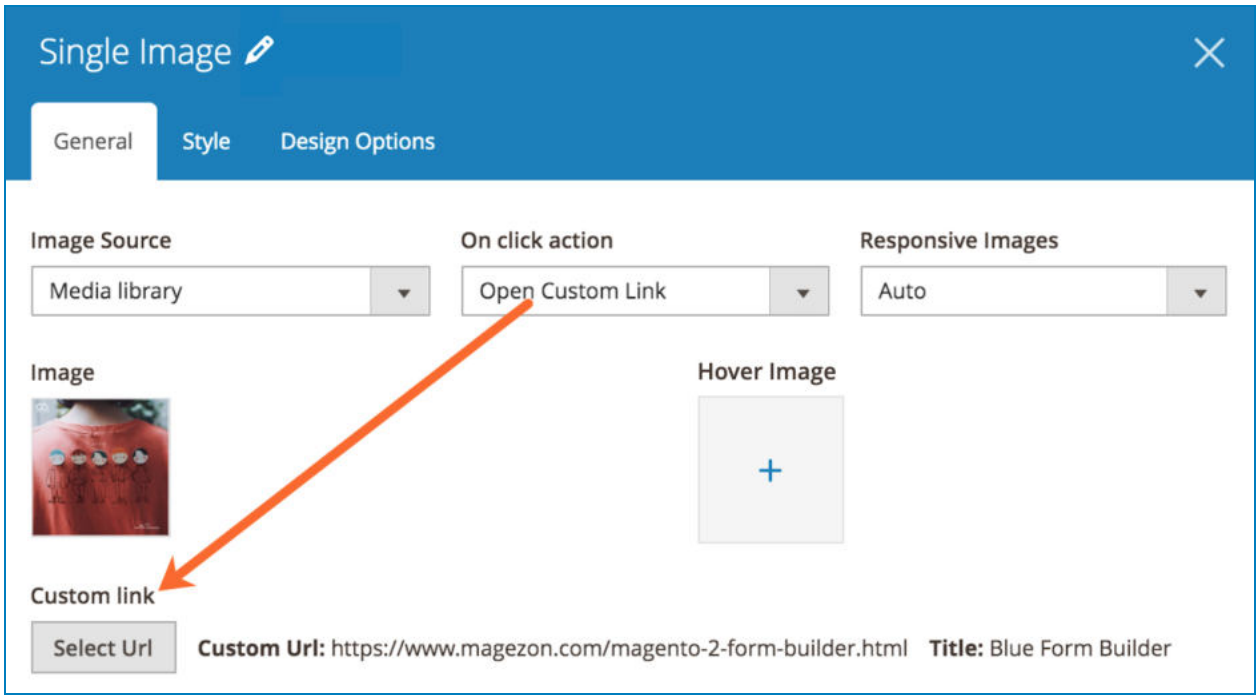
- Open Magnific Popup: open the image in a popup. If you choose this option, you can upload a different image that is displayed in the popup. Also, you can **Enable Zoom Effect** (open image in the popup with zoom effect).



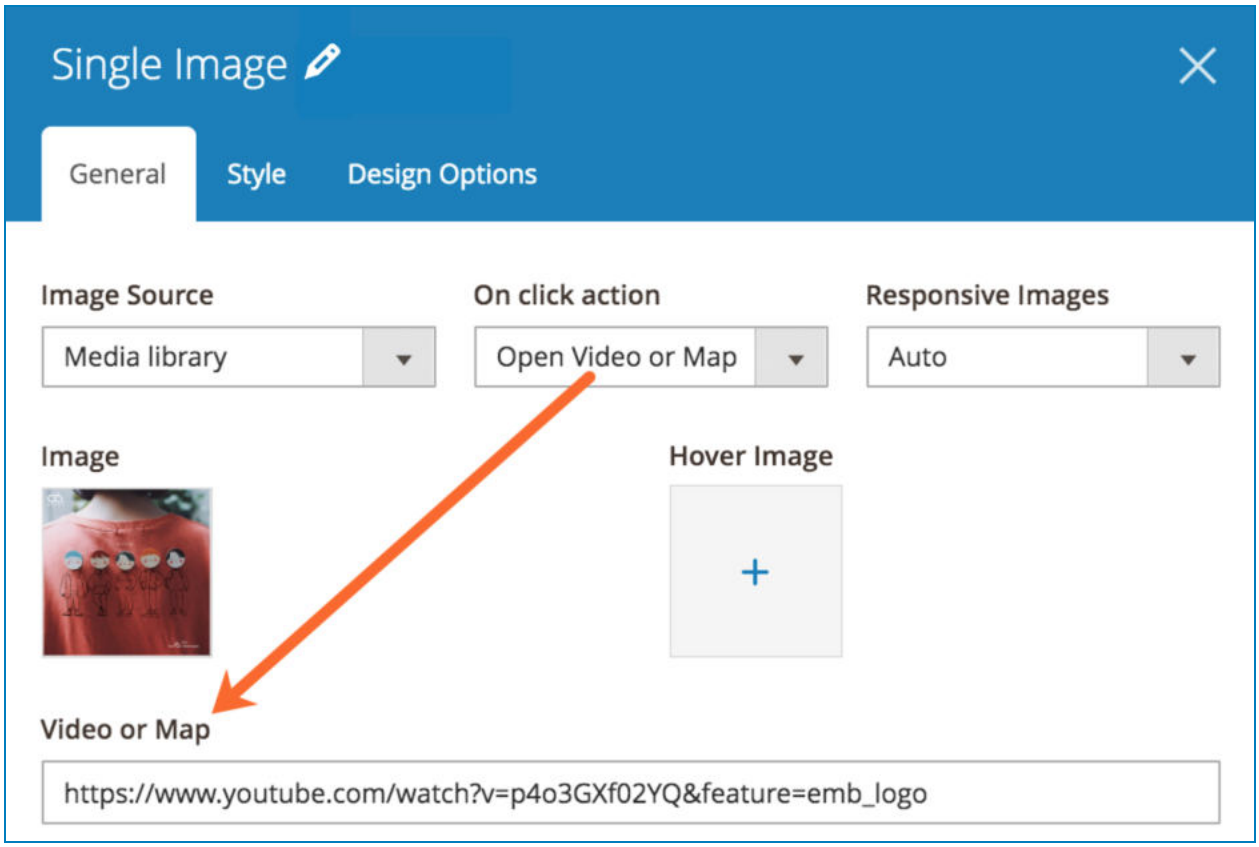
On frontend, the image opened in a magnify popup looks like this:



- Open Custom Link: click on the image to open a link. Use the **Custom link** builder to specify the link you want to open.

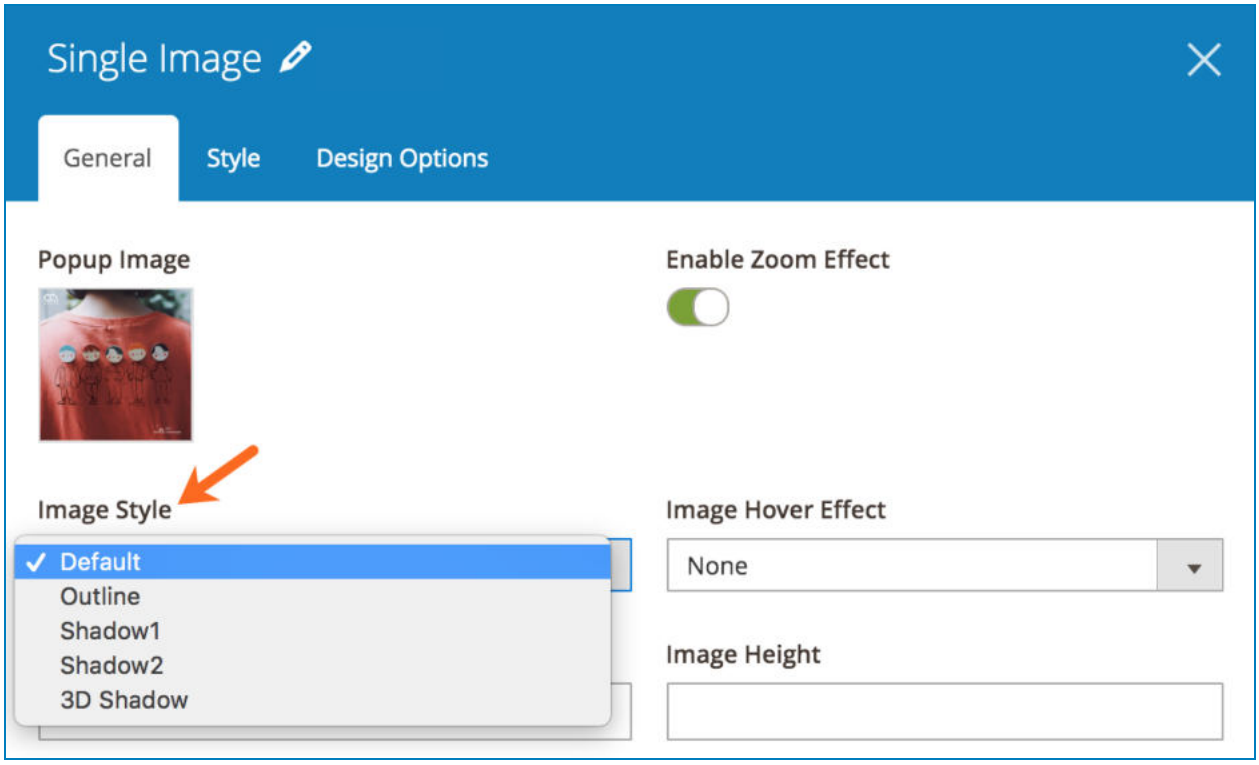


- Open Video or Map: click on the image to open a video or map. Enter the link of video/map in **Video or Map** field.



- **Hover Image**: the image that appears when you hover over the main image.

- **Image Style**: choose from 5 styles for the image.


Single Image
General
Style
Design Options
Popup Image
Enable Zoom Effect
Image Style
Default
Outline
Shadow1
Shadow2
3D Shadow
Image Hover Effect
None
Image Height

- Default:

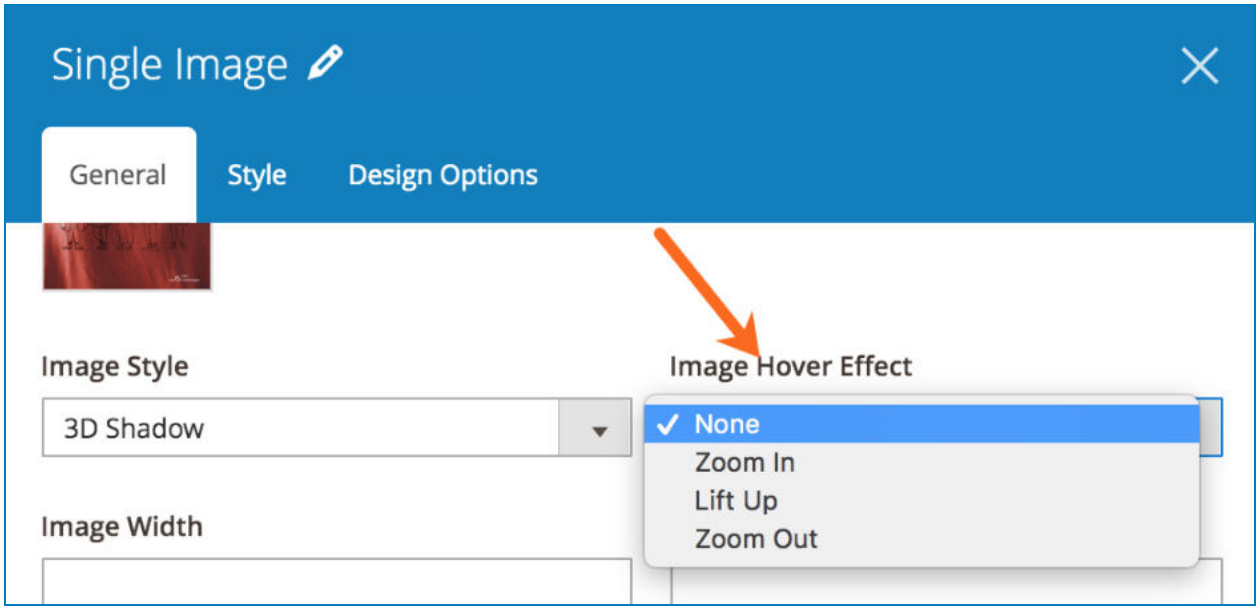
- Outline:

- Shadow1:

- Shadow2:

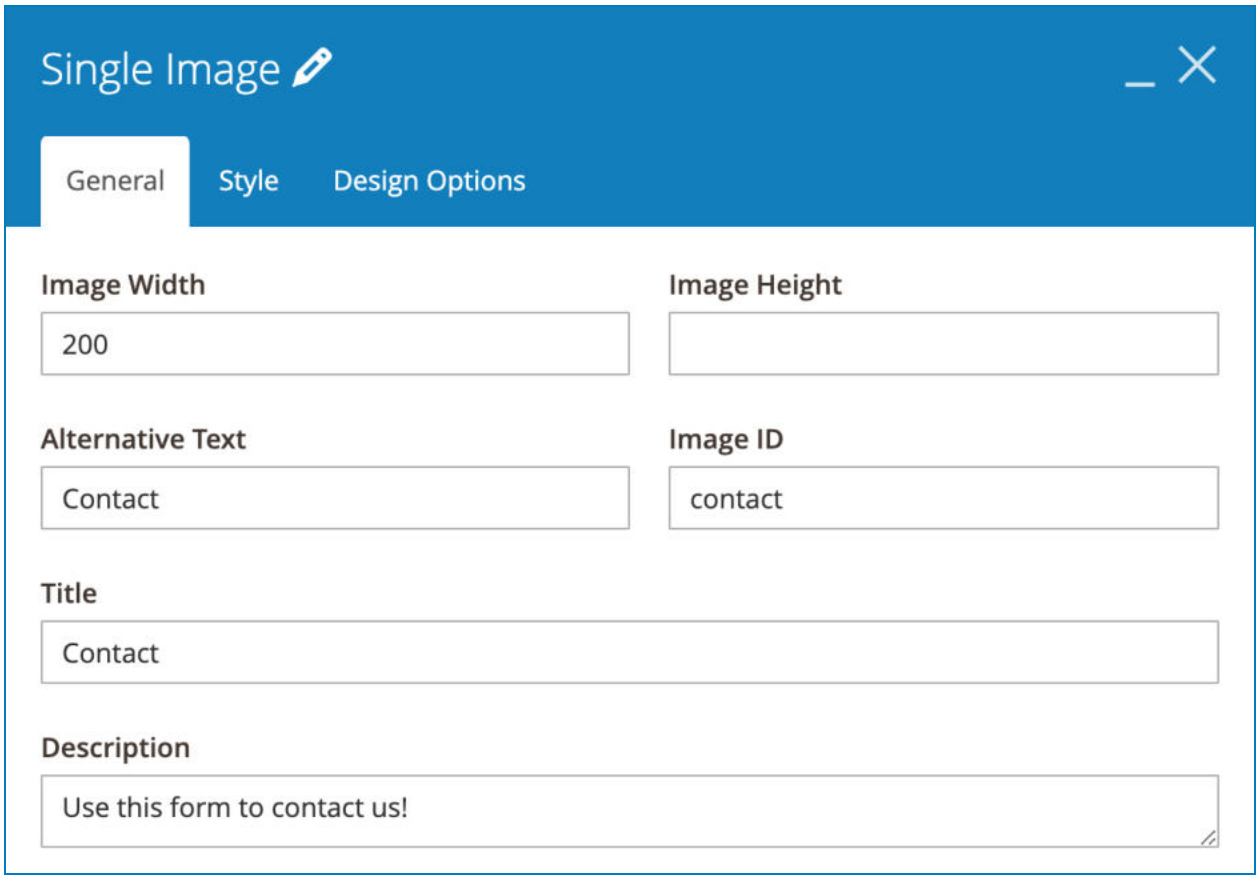
- 3D Shadow:

- **Image Hover Effect**: choose effect when users hover over the image.



- Enter **Image Width / Image Height** to resize the image.

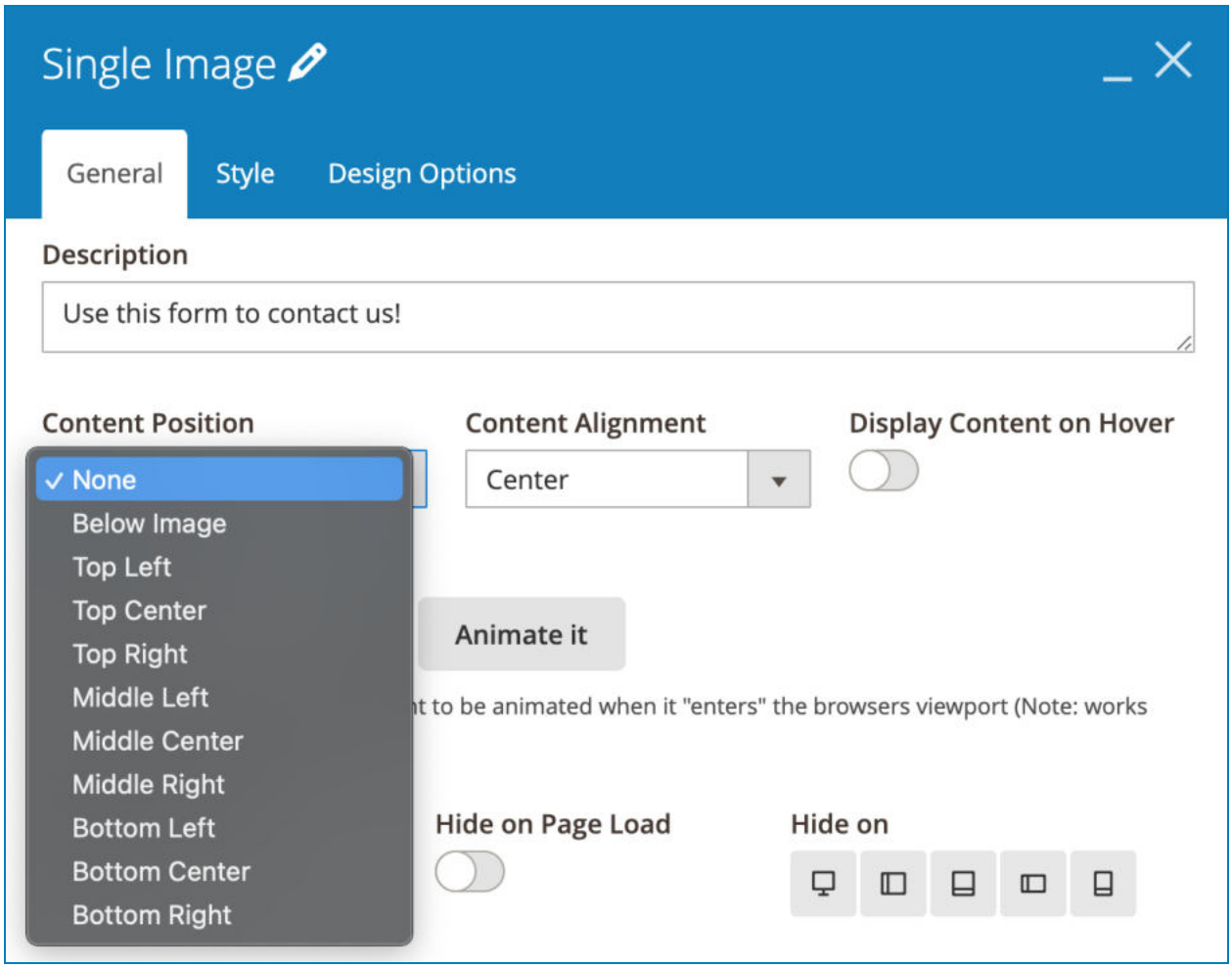
- Enter **Alternative Text, Image ID, Title** and **Description**.



- **Content Position**: choose position for image content (image content includes **Title** and **Description)**.

- **Content Alignment**: choose alignment for image content.

- **Display Content on Hover**: show image content when hovering over the image.



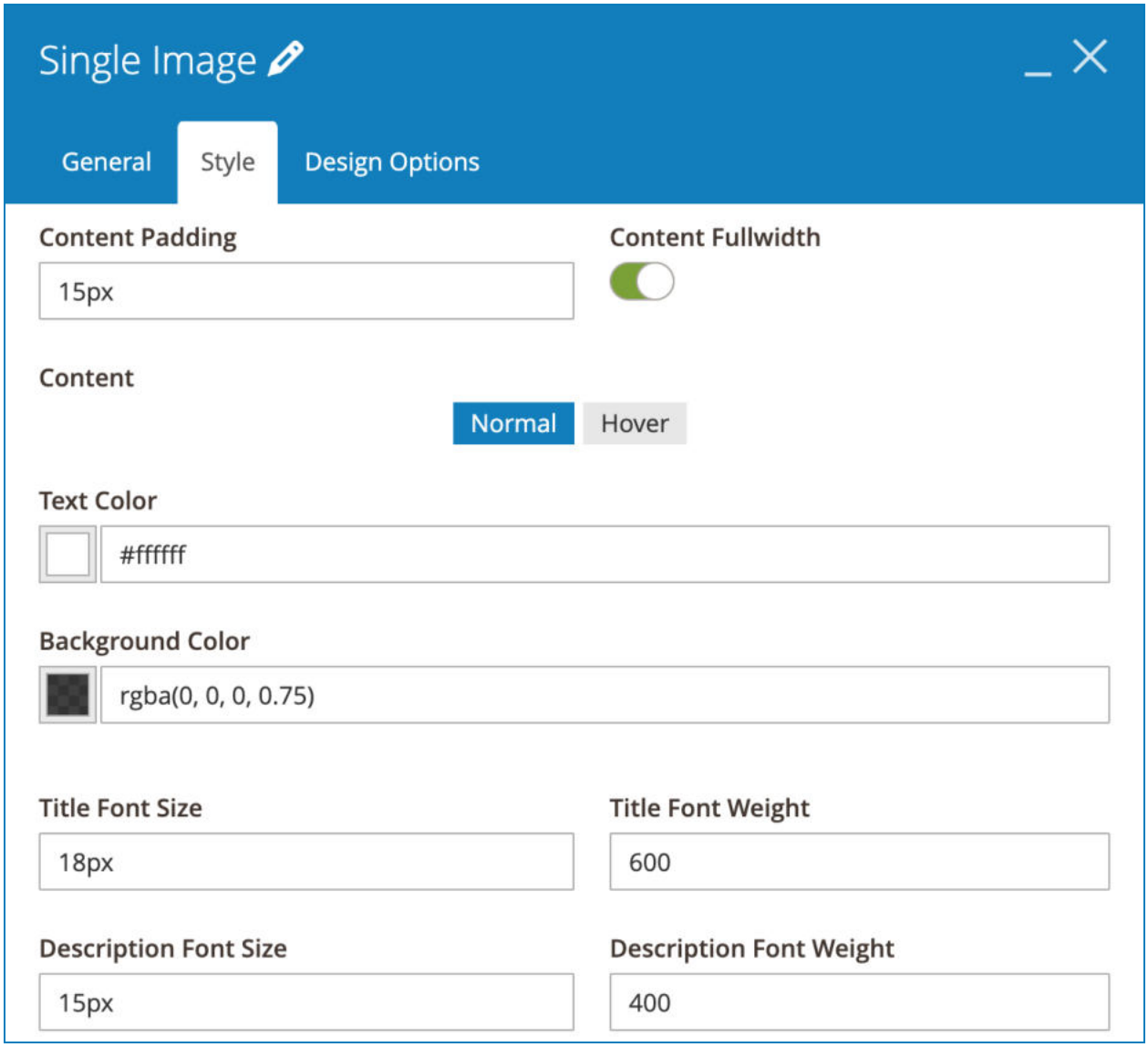
For example, if you set **Content Position** as Below Image and **Content Alignment** as Center, it will be like this on frontend:

Contact

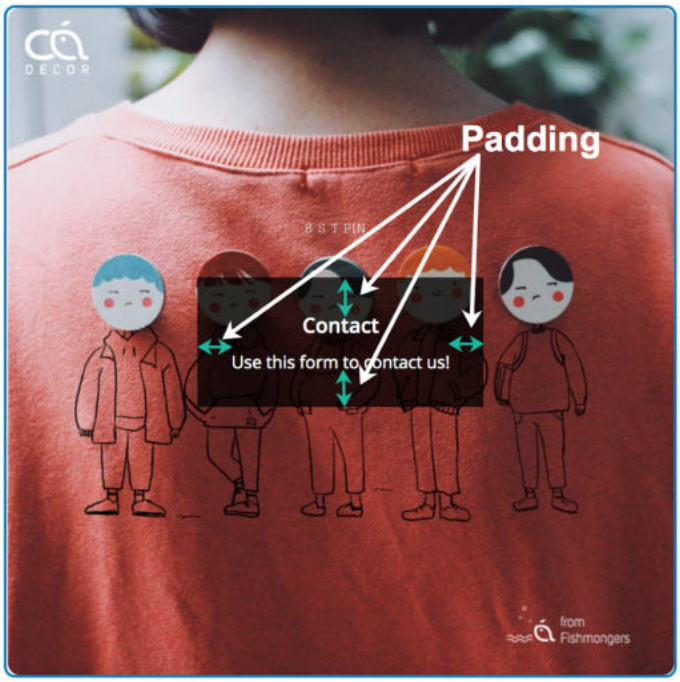
Use this form to contact us!

b. **Style** tab

This tab allows you to customize image style.



- **Content Padding**: specify space (px) between image content (title and description) and the border that surrounds the content container.

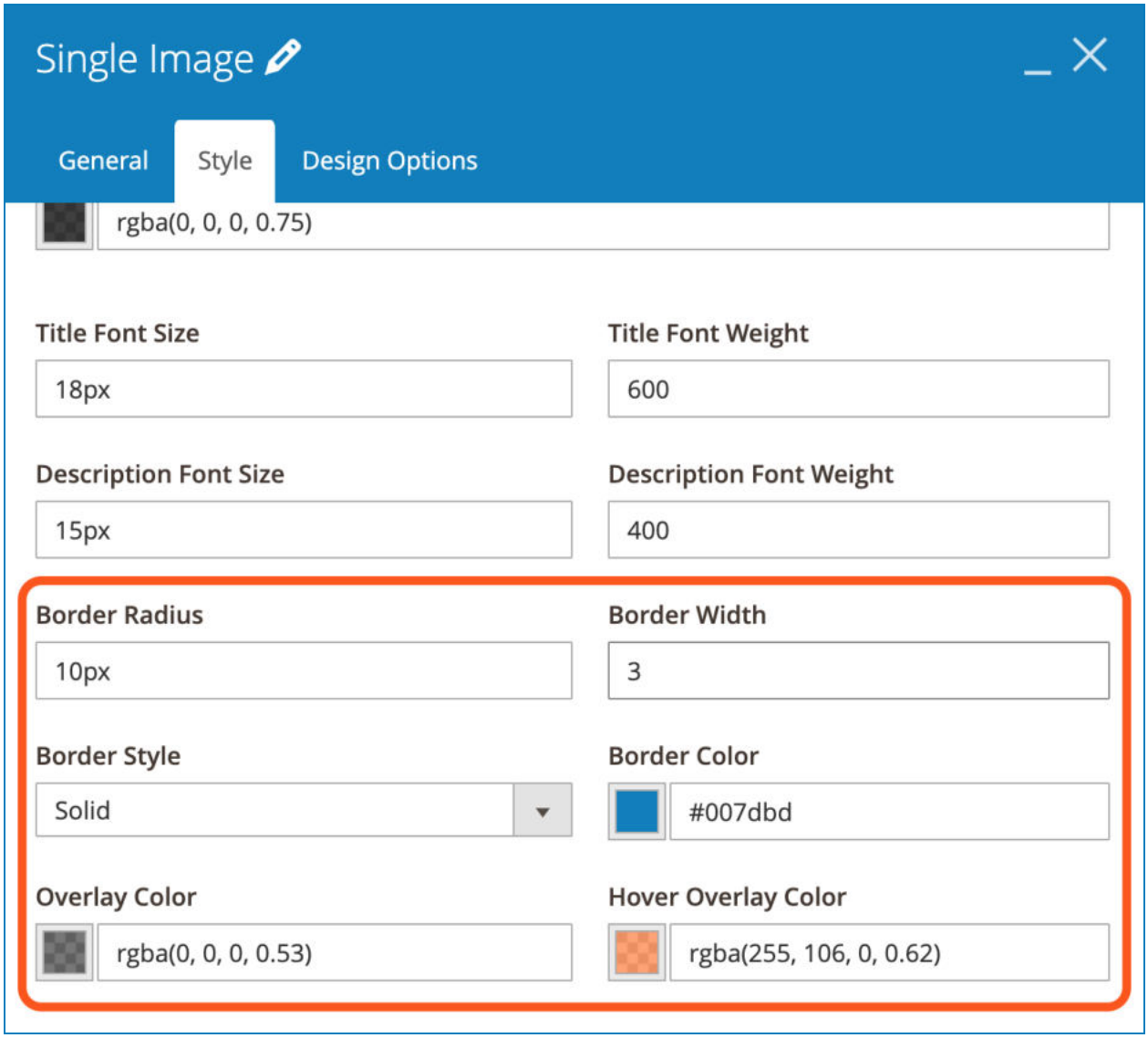


- **Content Fullwidth**: set the content to cover the full width of the image.
    - When **Content Fullwidth** is disabled:

- When **Content Fullwidth** is enabled:

- Decide **Text Color** and **Background Color** for the content when normal or on hover.

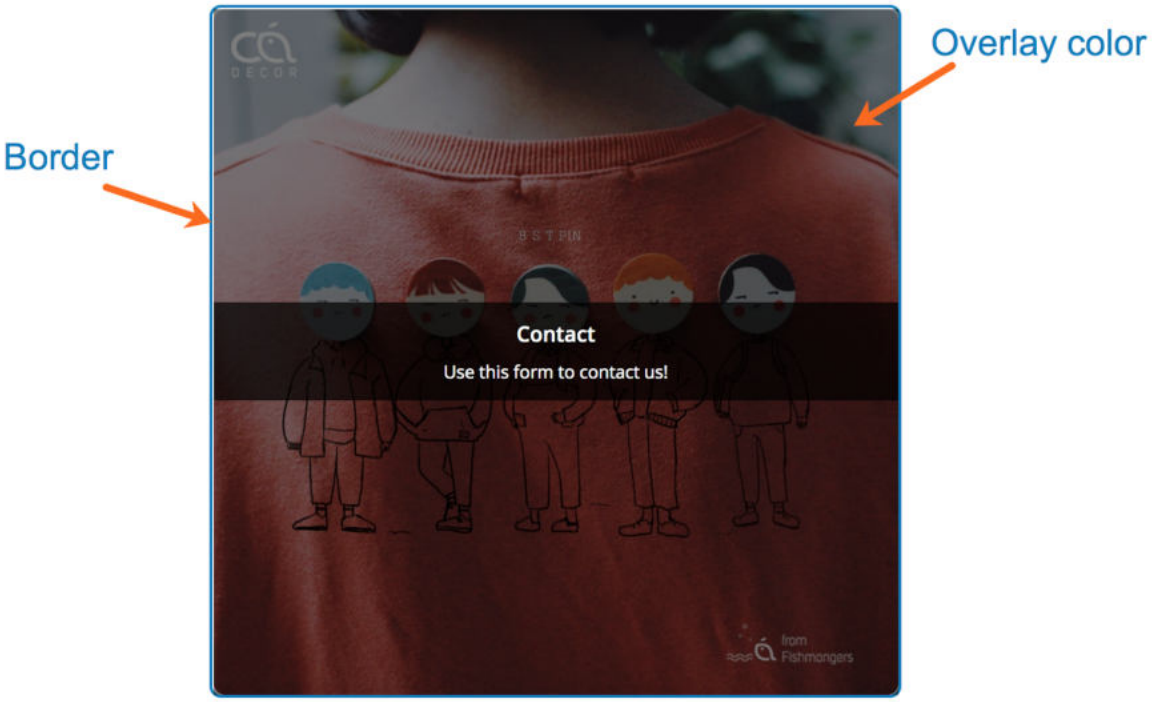
- Specify **Title Font Size**, **Title Font Weight**, **Description Font Size** and **Description Font Weight**.



- Set **Border Radius**, **Border Width**, **Border Style** and **Border Color** for the image.

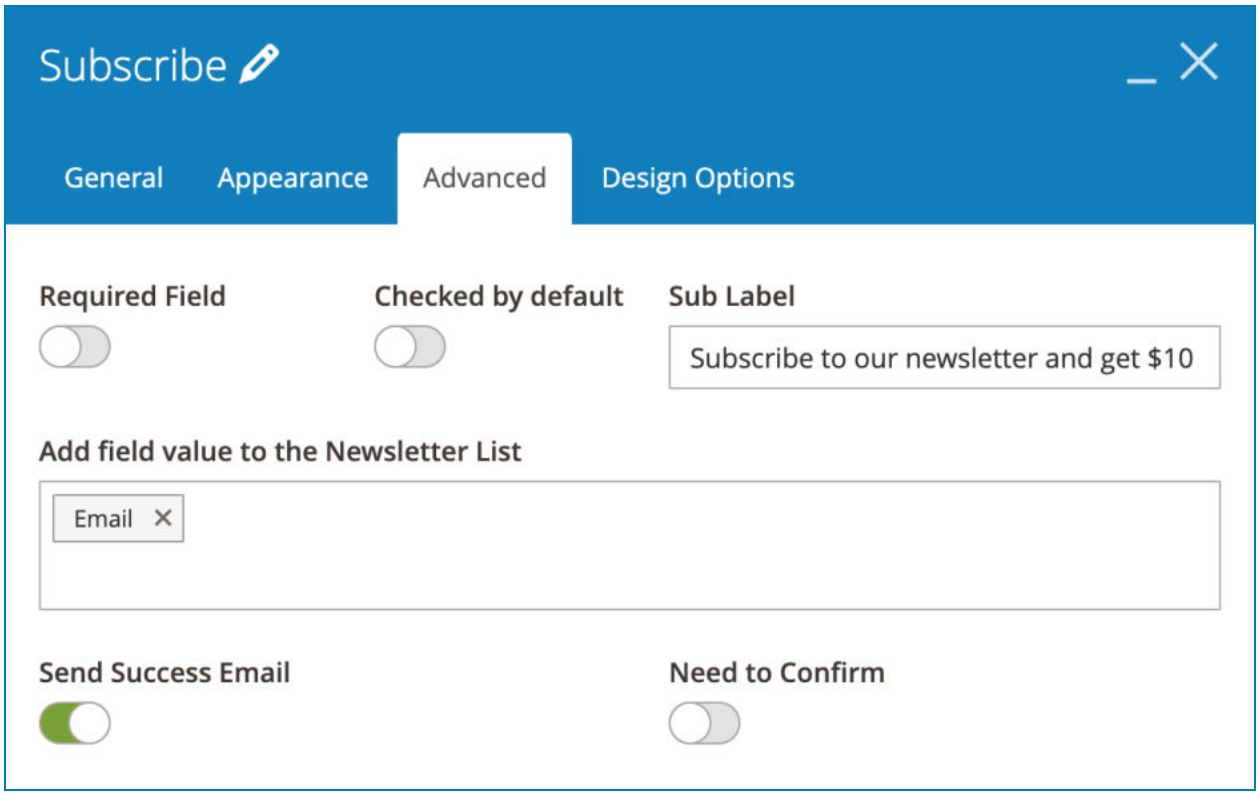
- **Overlay Color**: choose color that overlays the whole image.

- **Hover Overlay Color**: choose color that overlays the whole image on hover (please note that you must choose **Overlay Color** so that this one can work).


Overlay color
Border
Contact
Use this form to contact us!

4.5.4 Subscribe

- By ticking the checkbox of Subscribe element, your customers agree to receive newsletters from your website.



- **Checked by default**: allow the checkbox to be checked by default on page load.

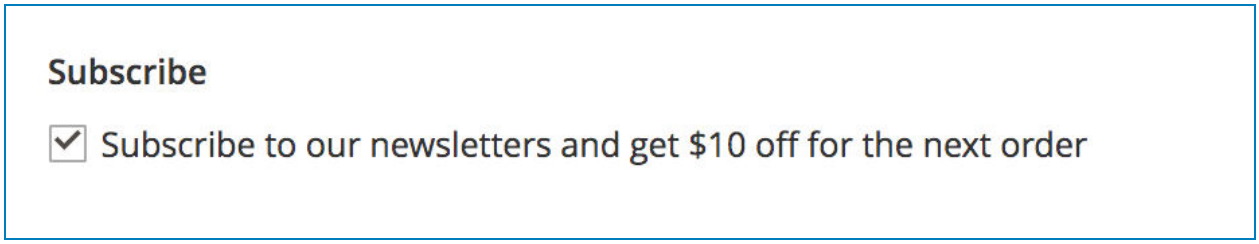
- **Sub Label**: enter additional information that is placed on the right of the checkbox.

- **Add field value to the Newsletter List:** when filling the form, if your customers tick the subscribe checkbox to agree to receive newsletters from your website, then the newsletters will be sent to them through the values filled in the form fields you have chosen. You can add multiple fields but remember that these fields must use the Email element.

- **Send Success Email**: send an email to notify customers of their successful subscription.

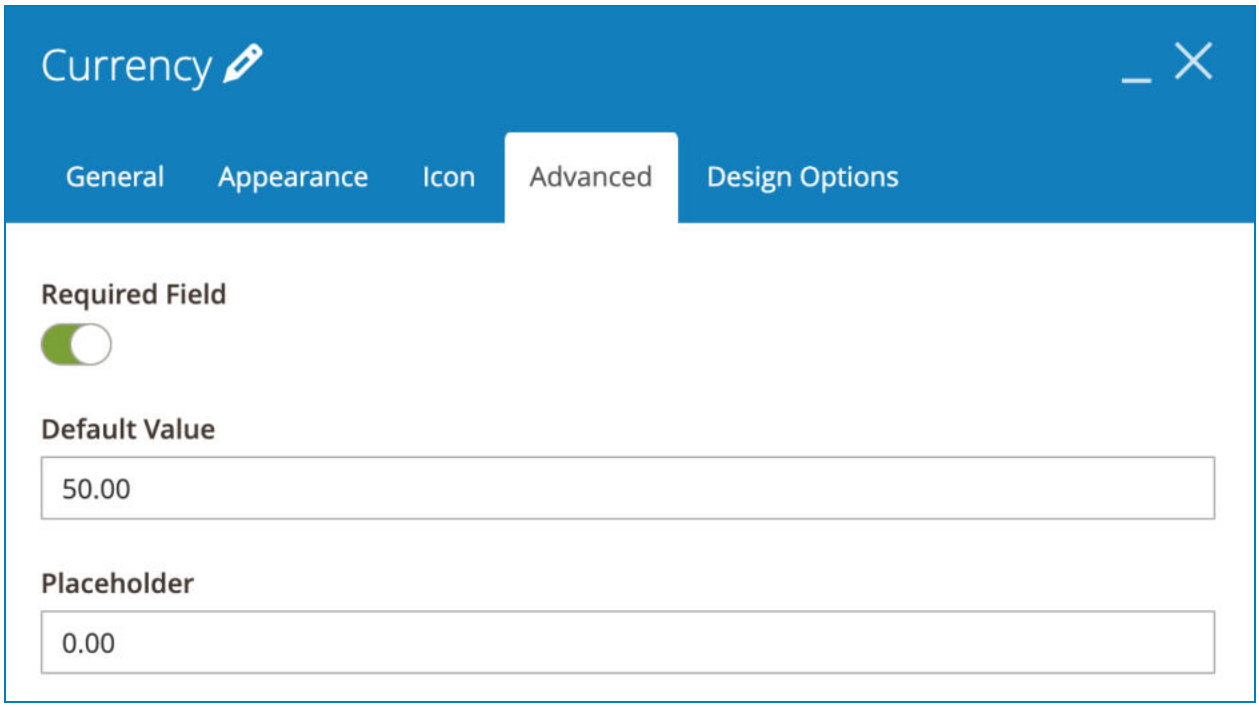
- **Need to Confirm**: send an email to customers for confirmation.

>> Subscribe element on frontend:



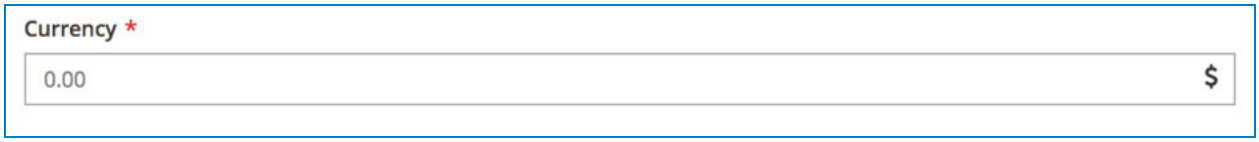
4.5.5 Currency

Currency element is used for currency input.



Set **Default Value** that is auto filled in the **Currency** form field on page load.

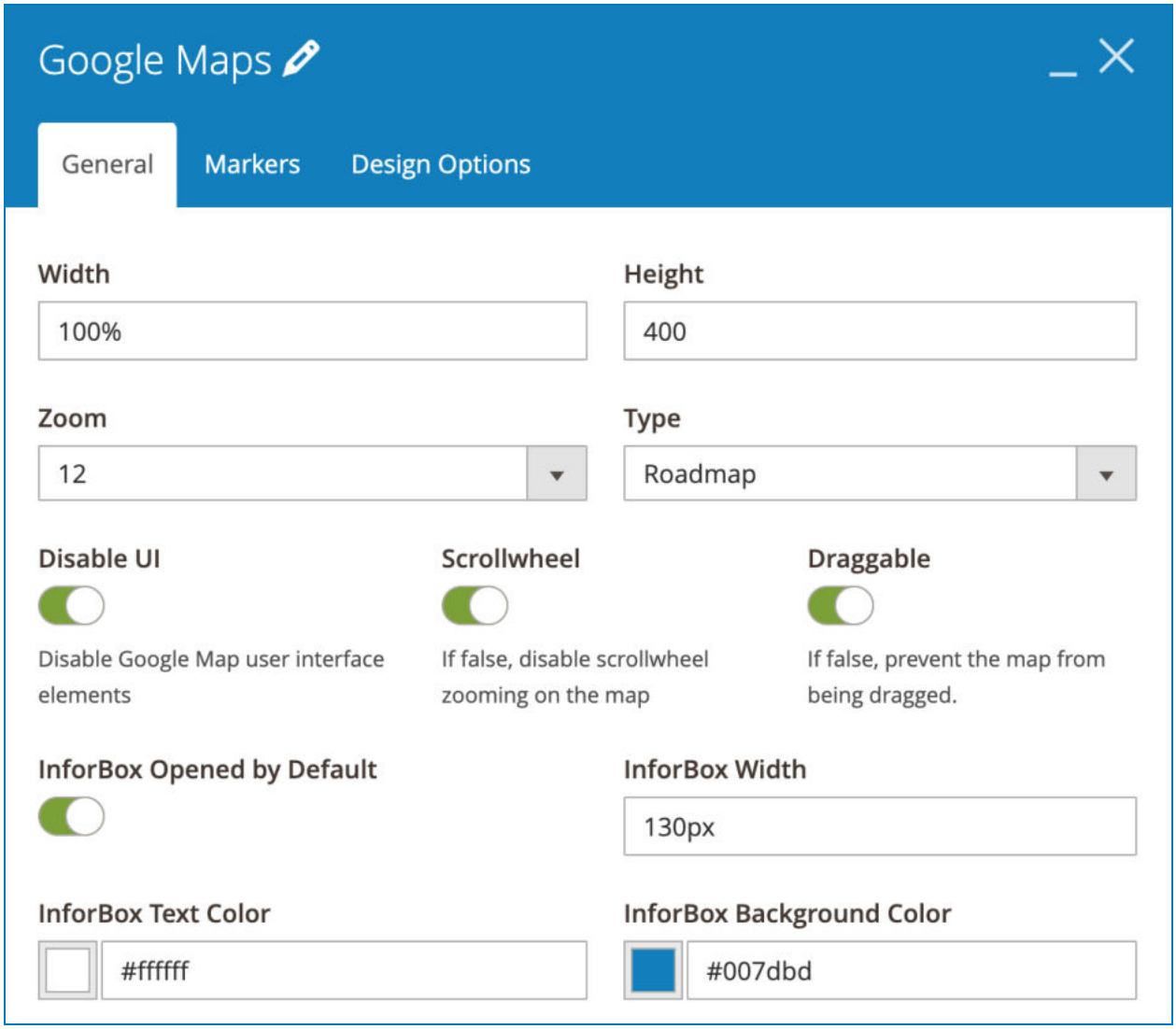
>> Currency element on frontend:



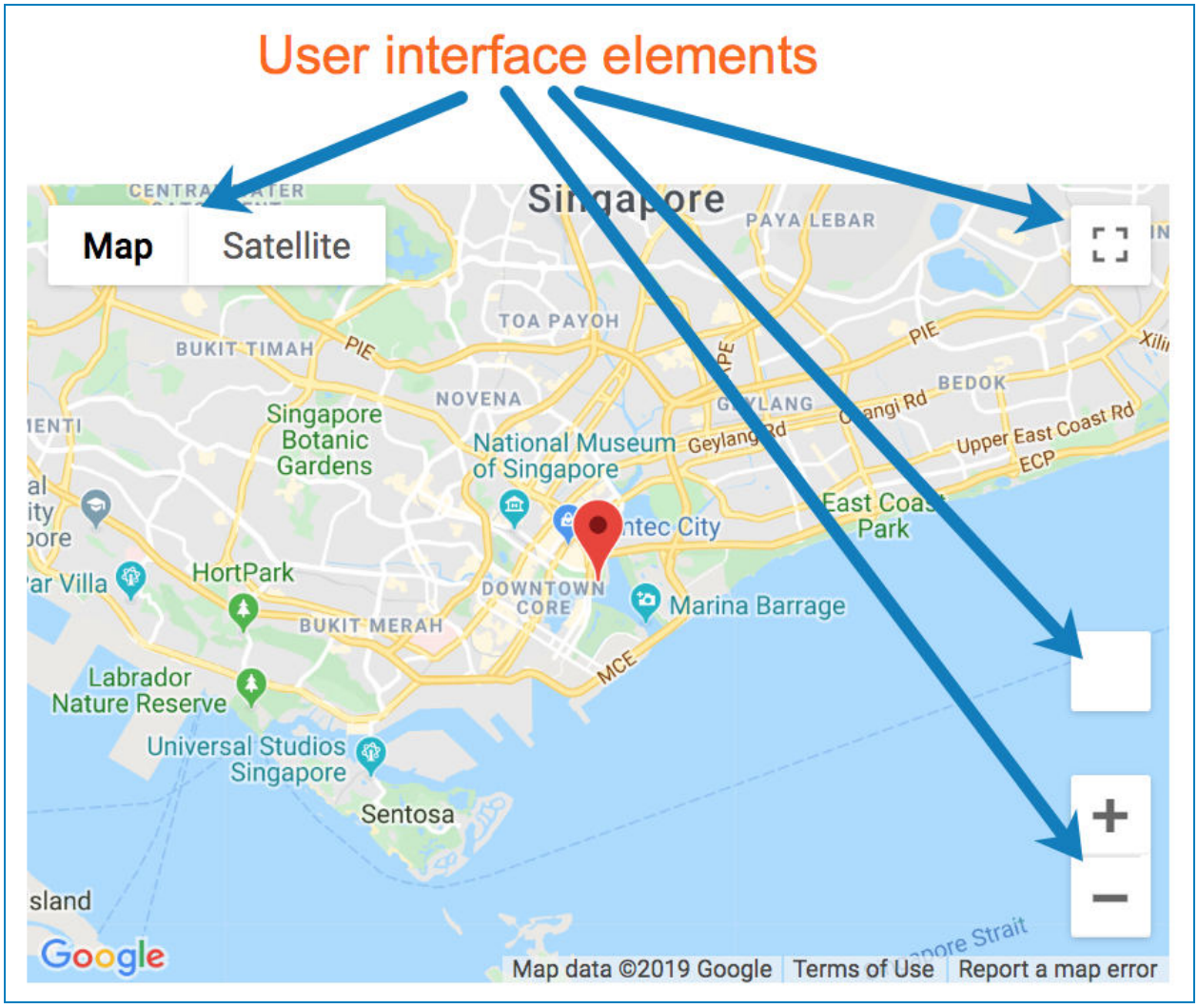
4.5.6 Google Maps

Allow you to insert Google Maps into a form for showing locations.

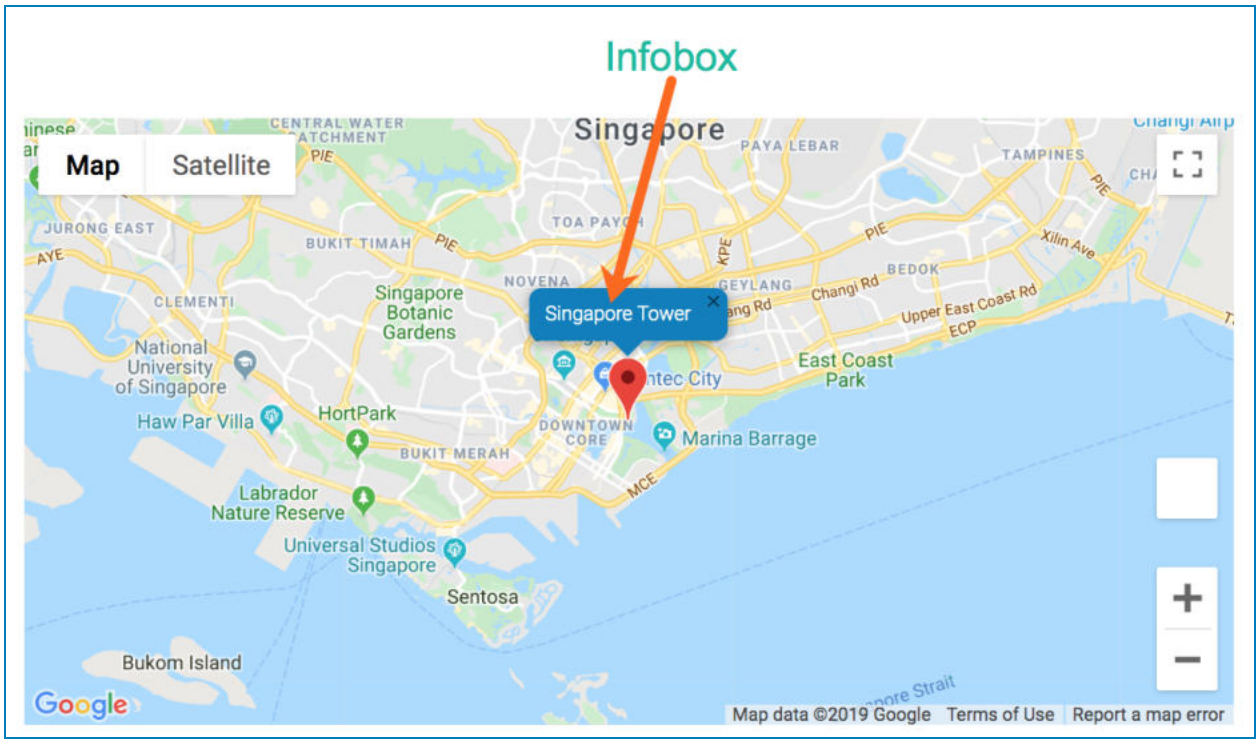
a. **General** tab



- **Width** and **Height** fields specify the width and height of Google Maps.
- **Zoom** field specifies the zoom level for the map.
- **Type** field specifies the map type you want to display. There are 4 types including: Roadmap, Satellite, Hybrid and Terrain.
- **Disable UI**: turn on the button to disable Google Maps user interface elements.

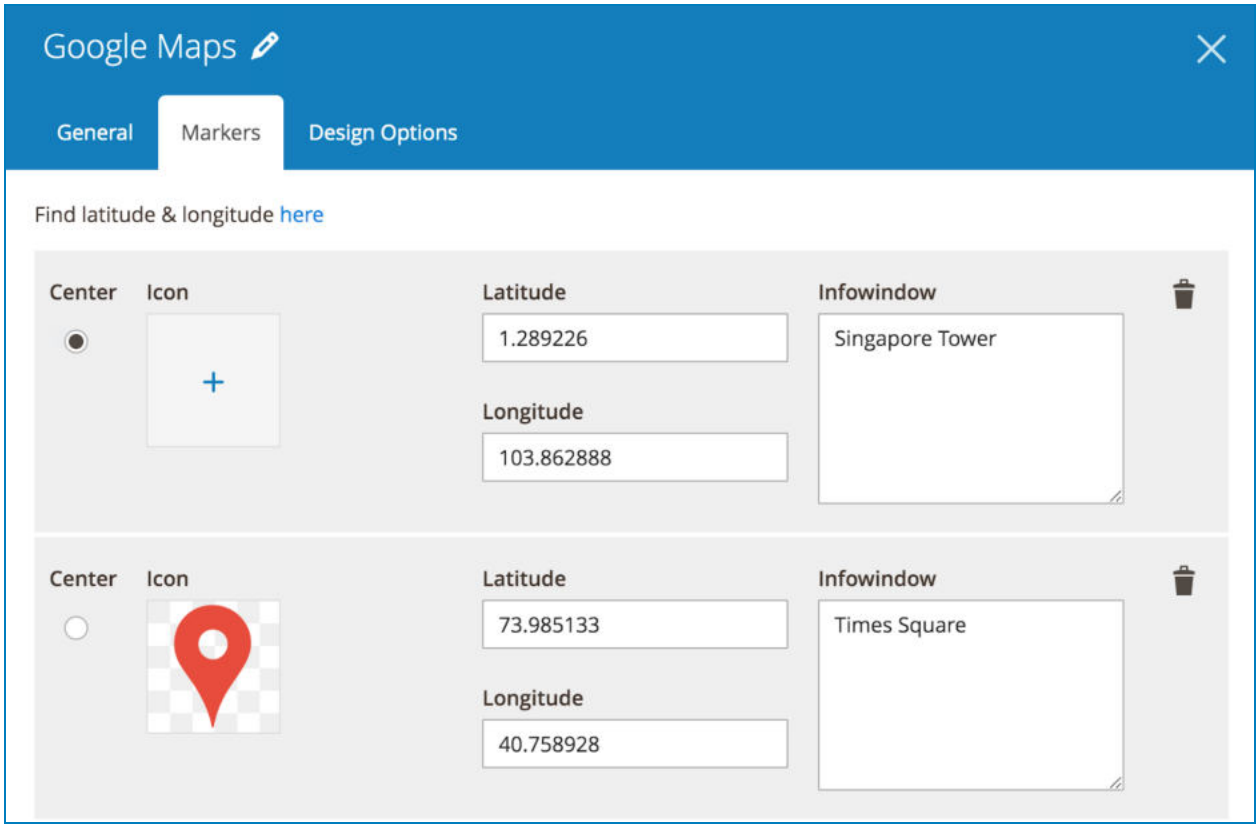


- **Scrollwheel**: if yes, you can zoom the map with the mouse scroll wheel.
- **Draggable**: if yes, the map can be dragged.
- **InfoBox Opened by Default**: open the infobox by default on page load.
- Specify **Infobox Width**, **InfoBox Text Color** and **InfoBox Background Color**.



b. **Markers** tab

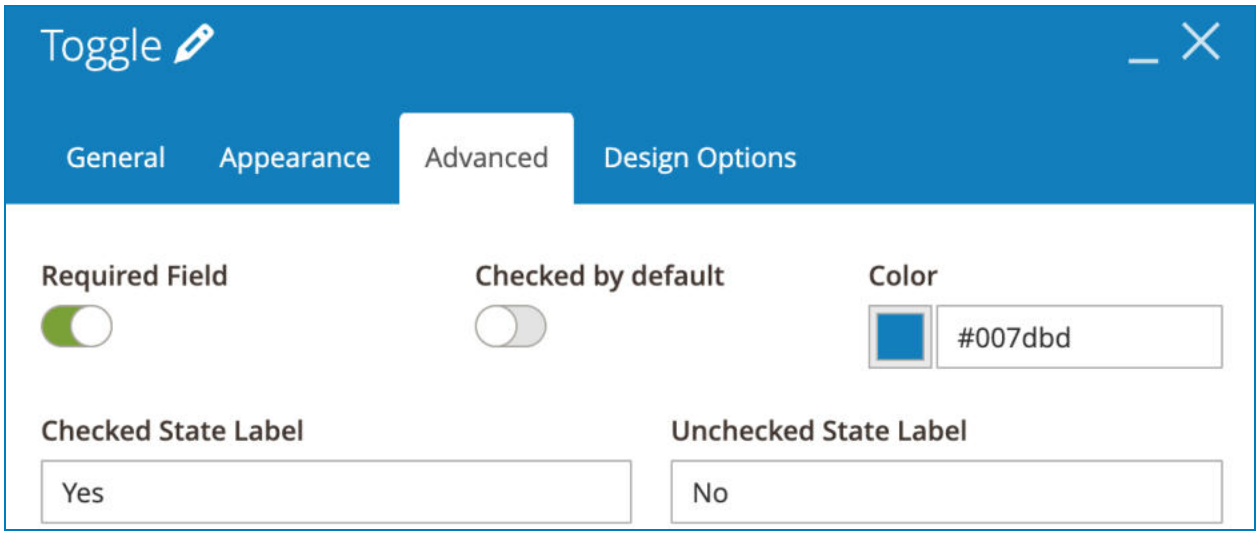
This tab allows you to show various locations of your company on Google Maps.



- **Center**: choose which location is the main location and it will be displayed as the center on Google Maps.
- **Icon**: upload an image used as the icon for each location.
- Add some information for each location in the **Infowindow** field that will appear in the infobox of that location.
- Delete location using recycle bin icon.
- Add another location using the **Add** button.

4.5.7 Toggle

Toggle is a button that is pressed to turn a feature on and off.



- **Checked by default**: turn on the toggle by default on page load.
- Choose **Color** for the toggle when it's turned on.
- **Checked State Label** / **Unchecked State Label**: enter the values for on/off toggle that will be displayed in email notifications.

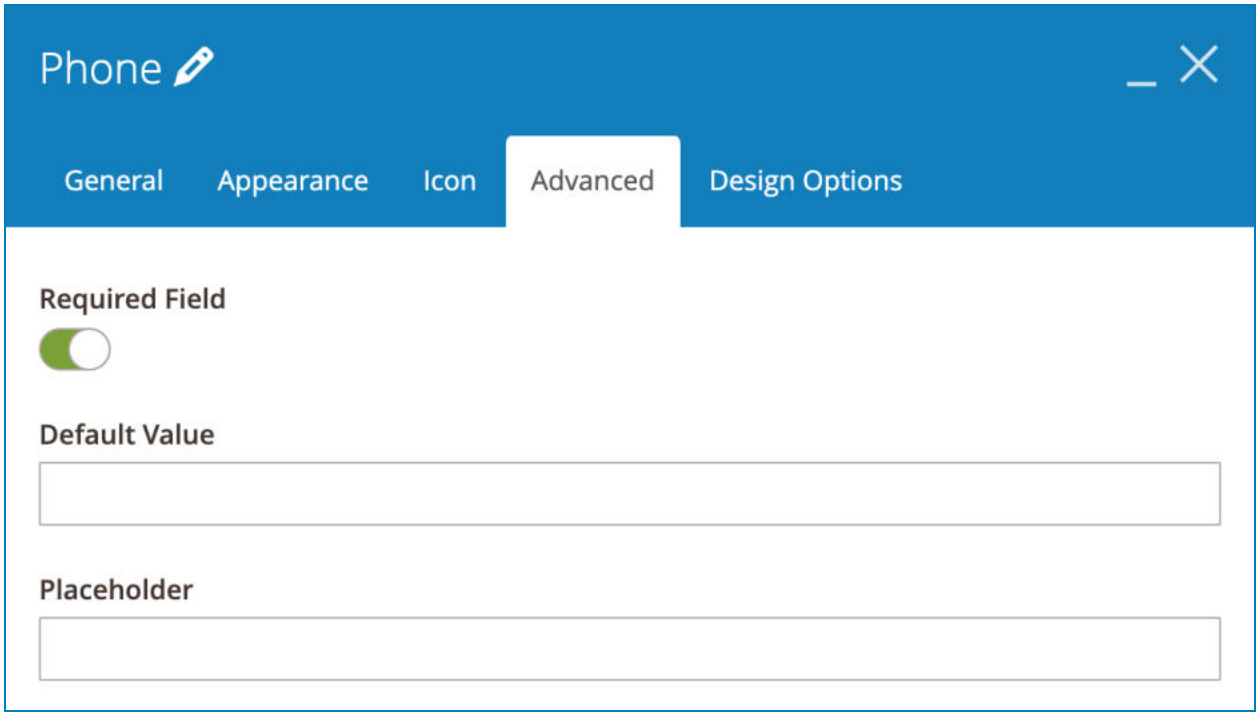
  For example, as you can see in the above image, we fill the **Checked State Label** with Yes, **Unchecked State Label** with No.

  So if customers turn the toggle on, then in email notifications, the value for this form field will be Yes. If customers turn the toggle off, then in email notifications, the value for this form field will be No.

>> Toggle element on frontend:

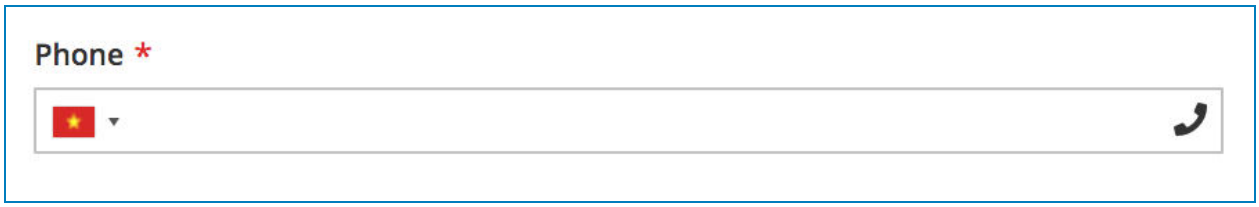
4.5.8 Phone

Phone element allows customers to enter their phone numbers.



Enter **Default Value** that is auto filled in the Phone field on page load.

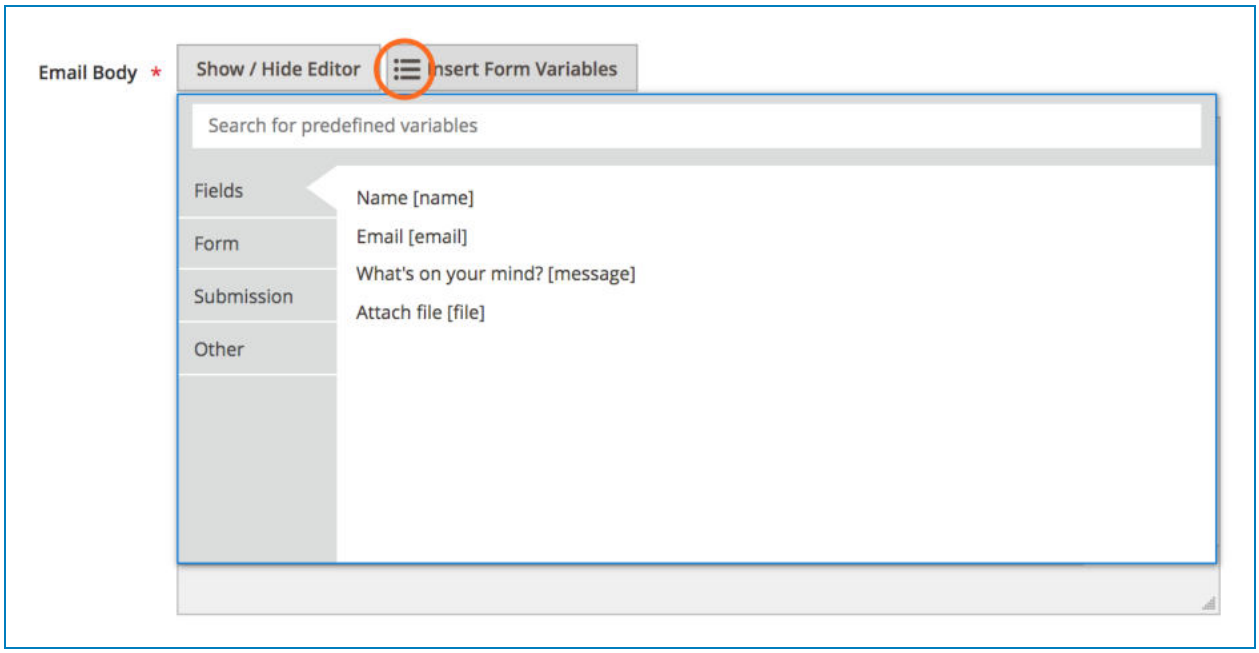
>> Phone element on frontend:



5) Variables

You can insert variables in email notifications and success messages for dynamic content. Then in the email notifications and success messages that are sent and displayed to admins and customers, these variables will be replaced with relevant submitted data.

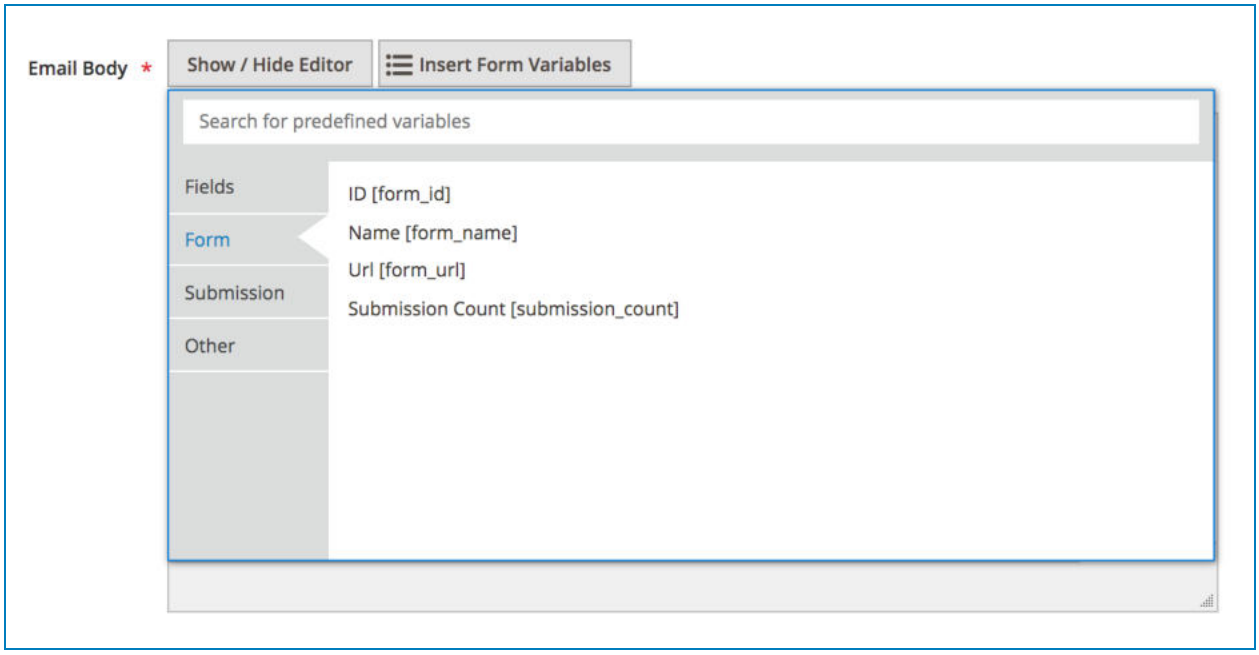
When customizing email notifications and success message, if you see the icon in orange circles (below image), click it and a drop-down menu containing variables will show up:



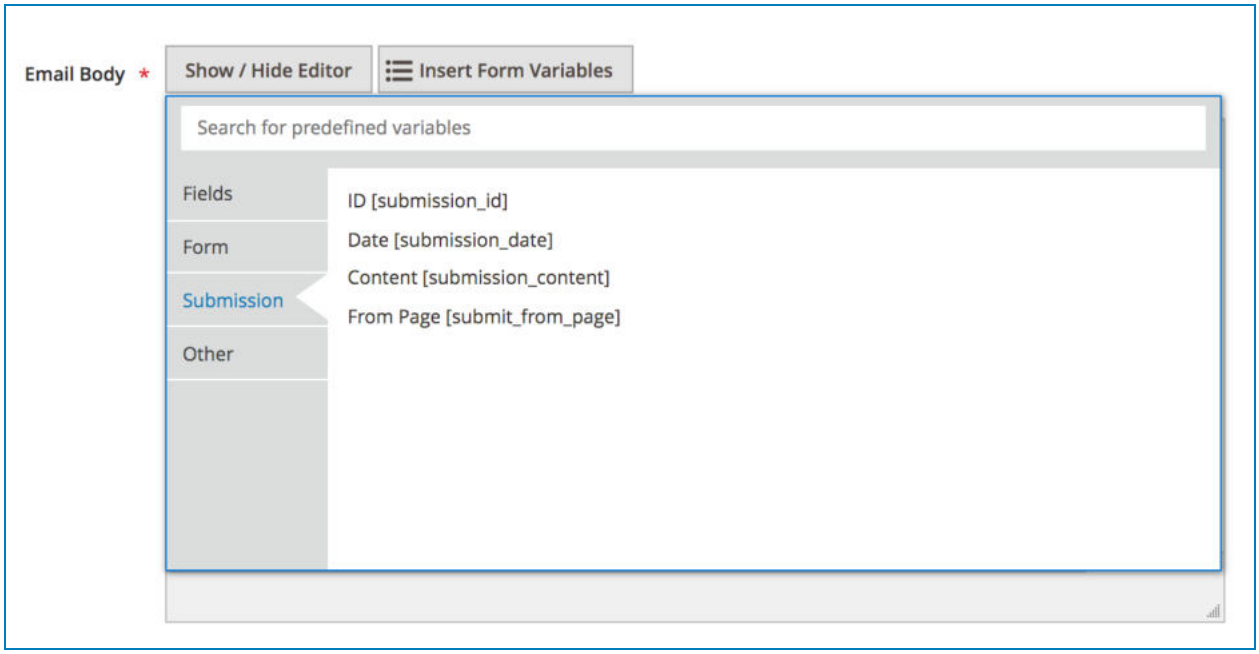
As you can see in the above image, there are 4 types of variables:

- **Fields**: This kind of variable is auto created for each field in the form. For example, your contact form has the **Email** field, so the variable for this form field is [email] (see the above image). The variables of this kind will be different from form to form depending on the fields of each form.

- **Form**: include variables for form ID, name, URL and submission count. These variables are the same for every form.

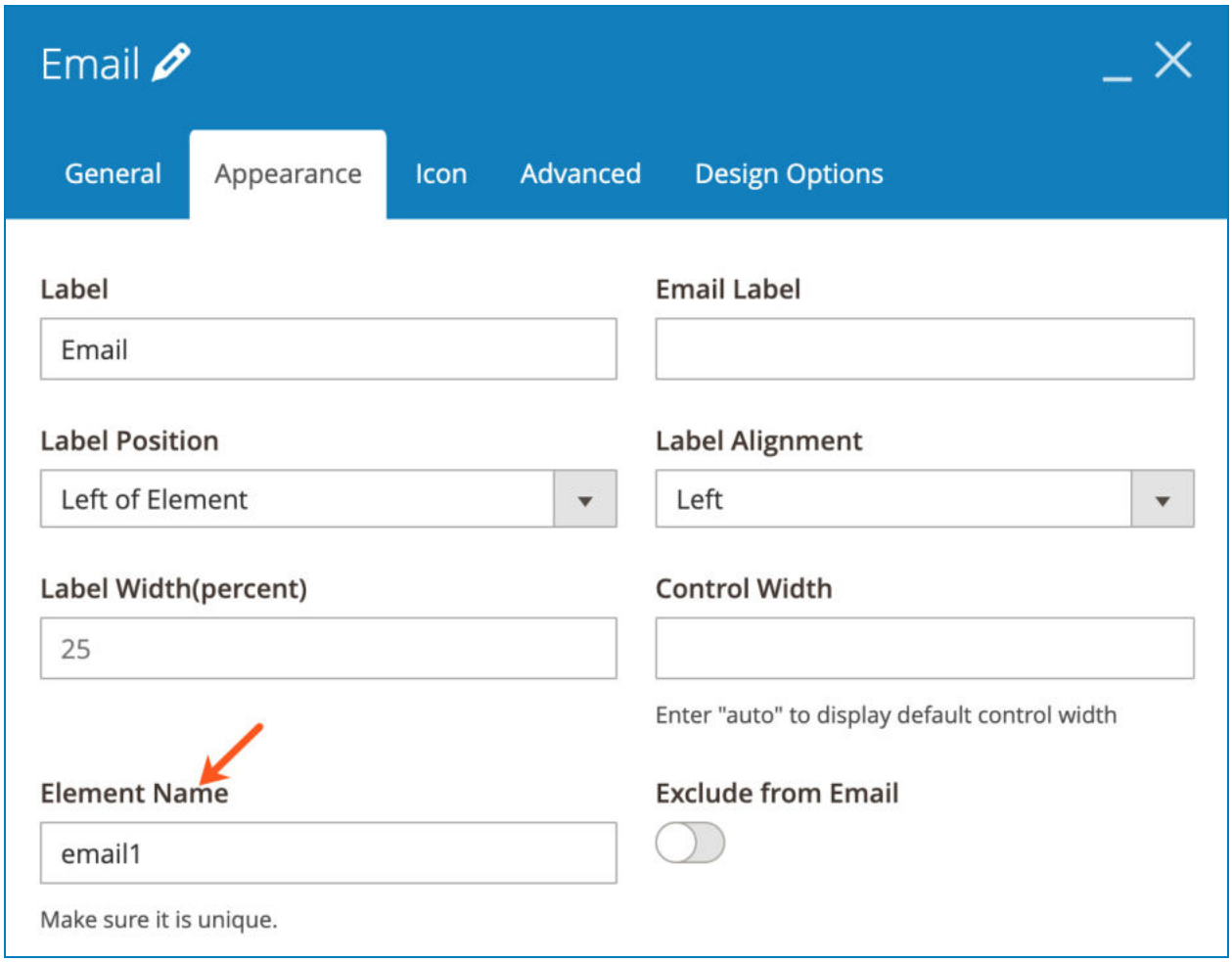


- **Submission**: include variables related to form submission. These variables are the same for every form.

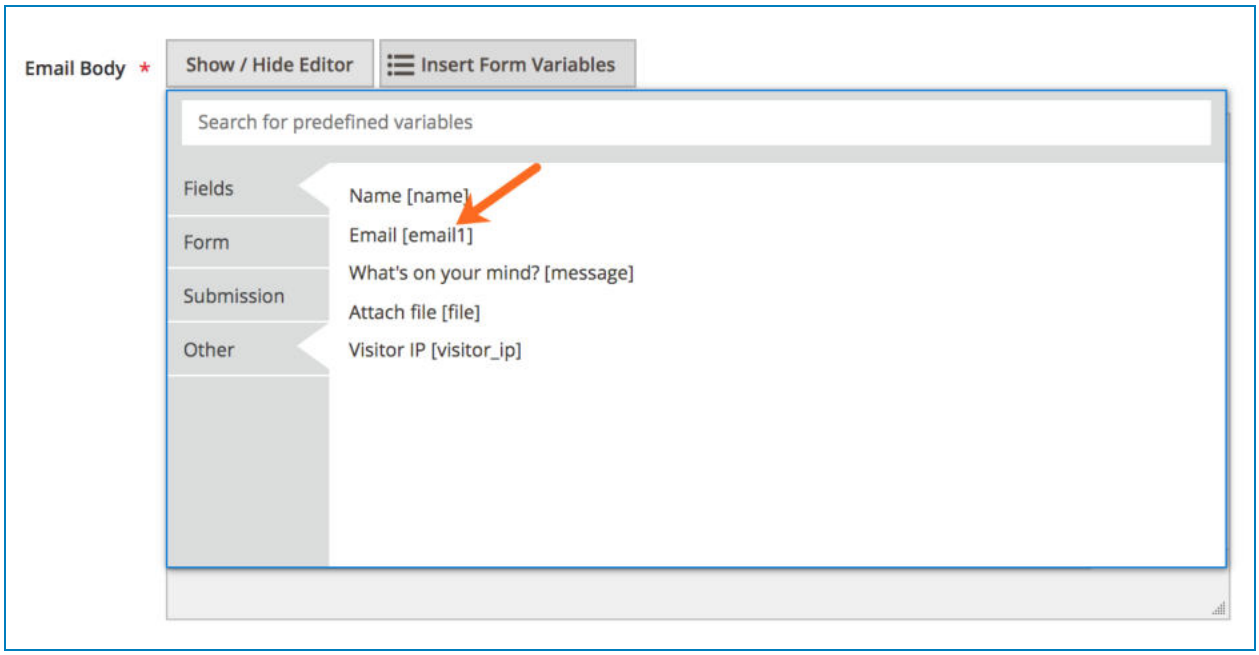


- **Other**: include variable for visitor IP.

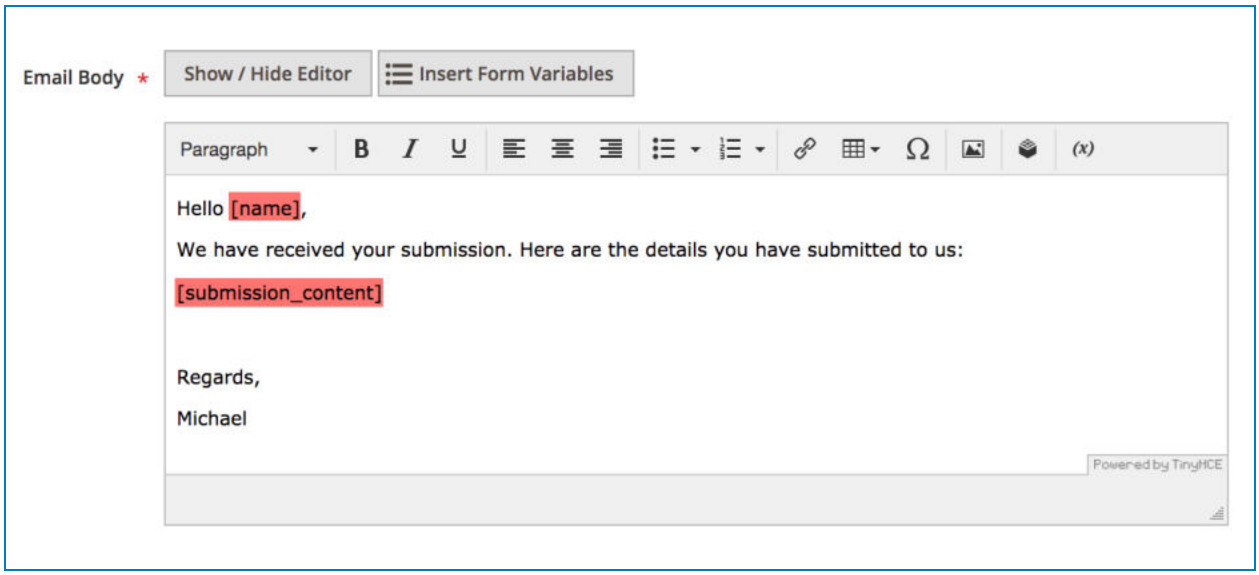
NOTE: You can also change variable names for form fields in case you don't want to use default ones. To do this, open settings of an element. In the **Appearance** tab, find the **Element Name** field and change the text as you want.



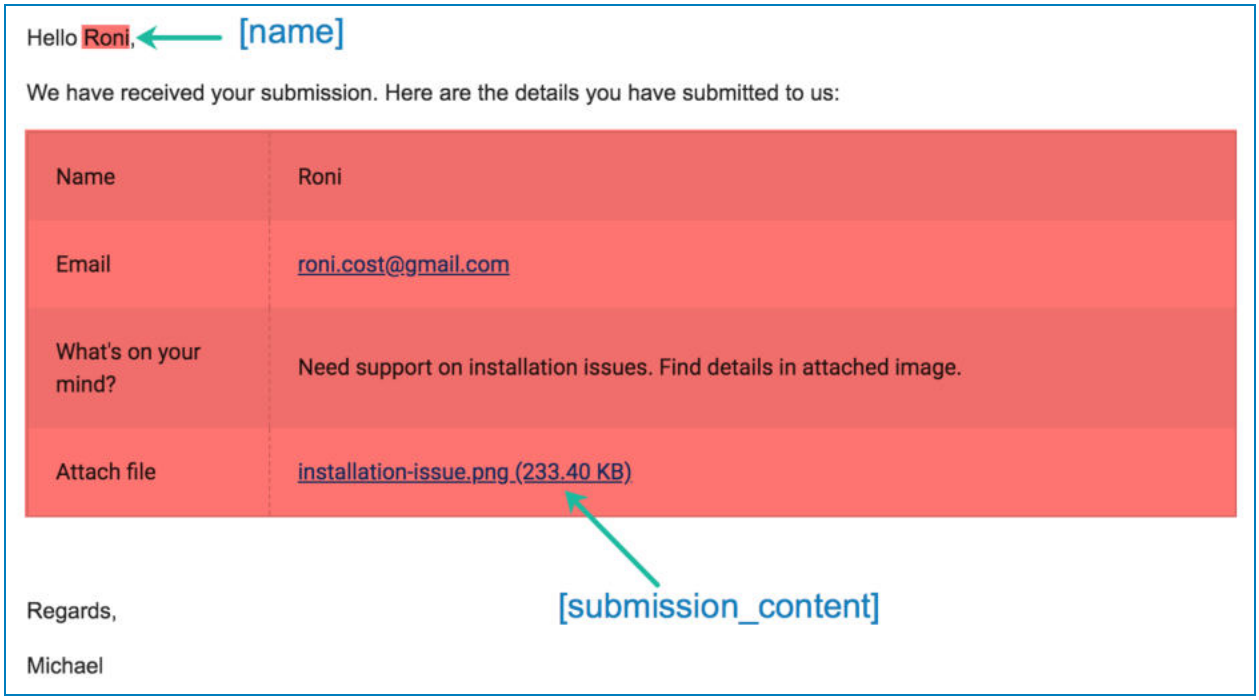
And the variable in the drop-down list will be auto updated with your change.



Let's look at this example. Here is the email body for customers with variables:

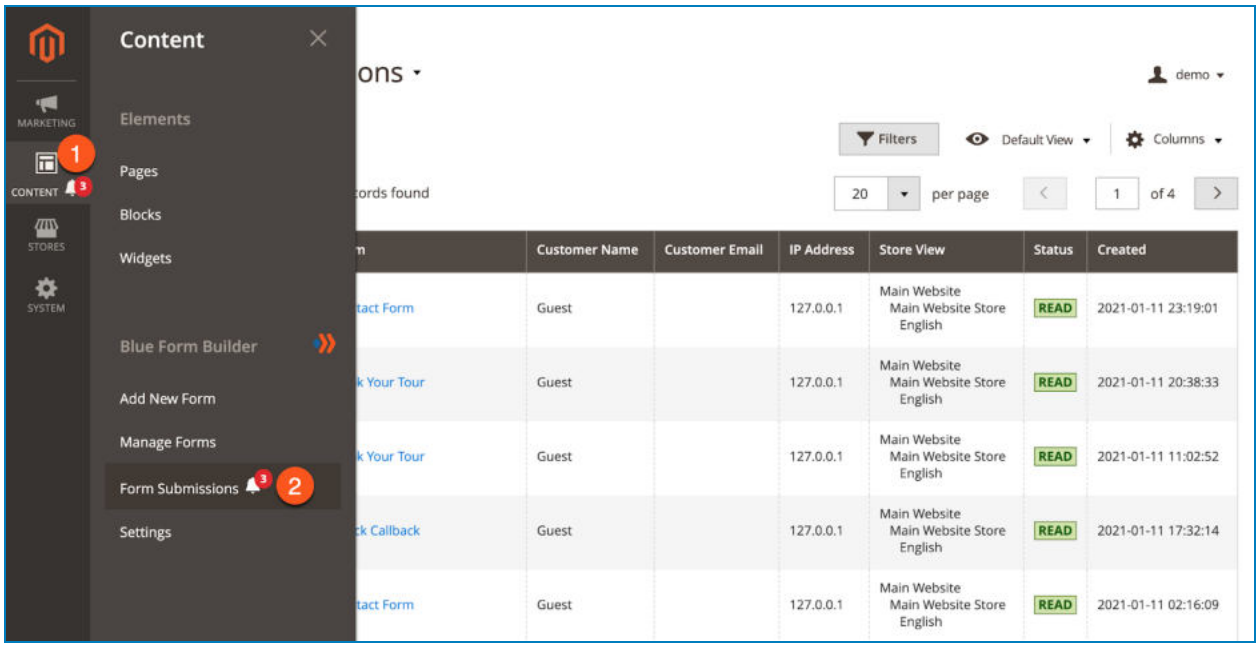


Here is the email body that customers will receive:



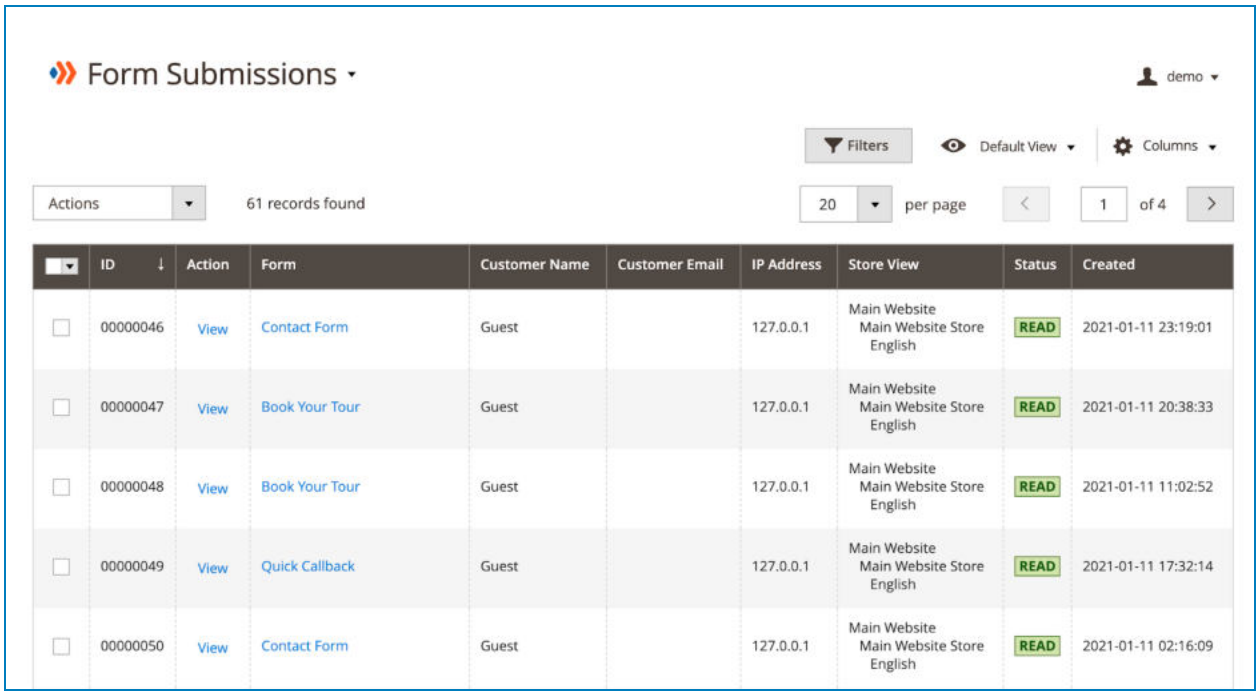
IV) Manage Submissions

To view all submissions, click **Content > Blue Form Builder > Form Submissions:**

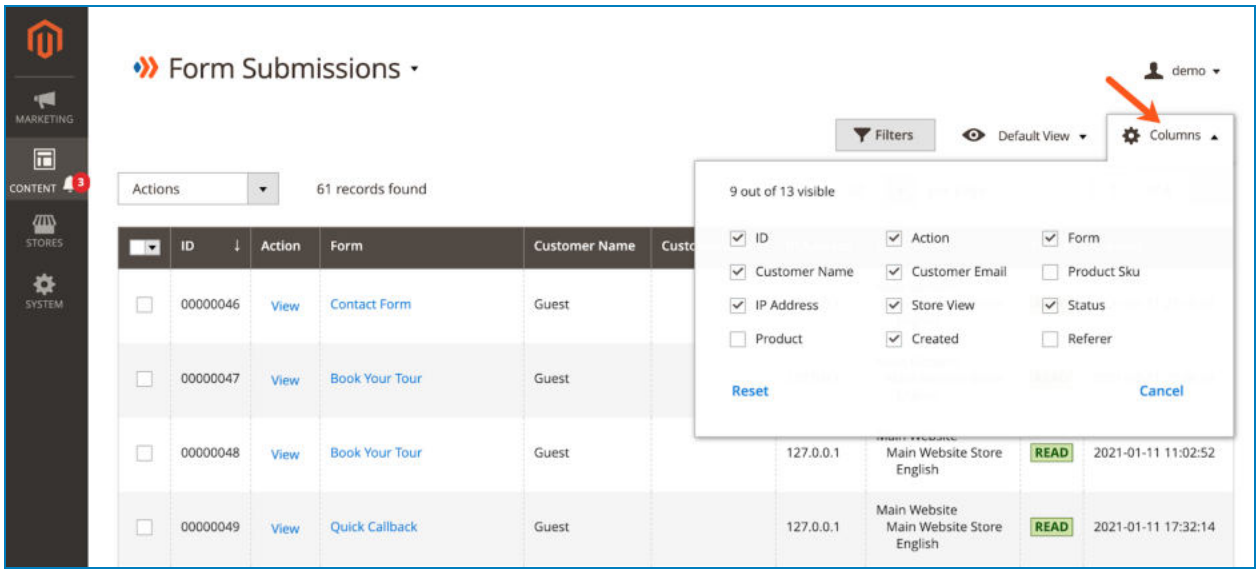


- There is a grid containing all existing landing pages:

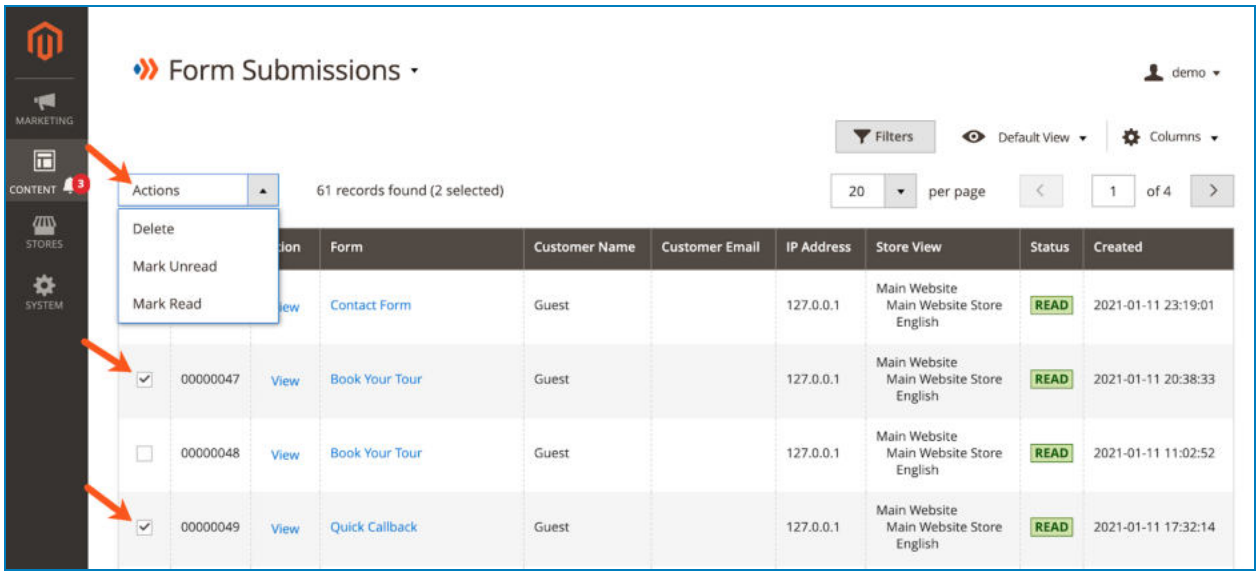
- **ID**: identifier of the submission.
- **Action**: view the submission in detail.
- **Form**: the form that the submission belongs to. Click on the form name and you will be redirected to the form edit page.
- **Customer Name** / **Customer Email**: name and email address (that customers registered on your site) of customers who submit the form. With not logged in customers, Customer Name will be Guest and Customer Email will be empty.
- **IP Address**: show IP address of the device that a customer uses to submit a form.
- **Store View**: stores from which the submission is created.
- **Status**: whether the submission is read or unread.
- **Created** time: when the submission is created.



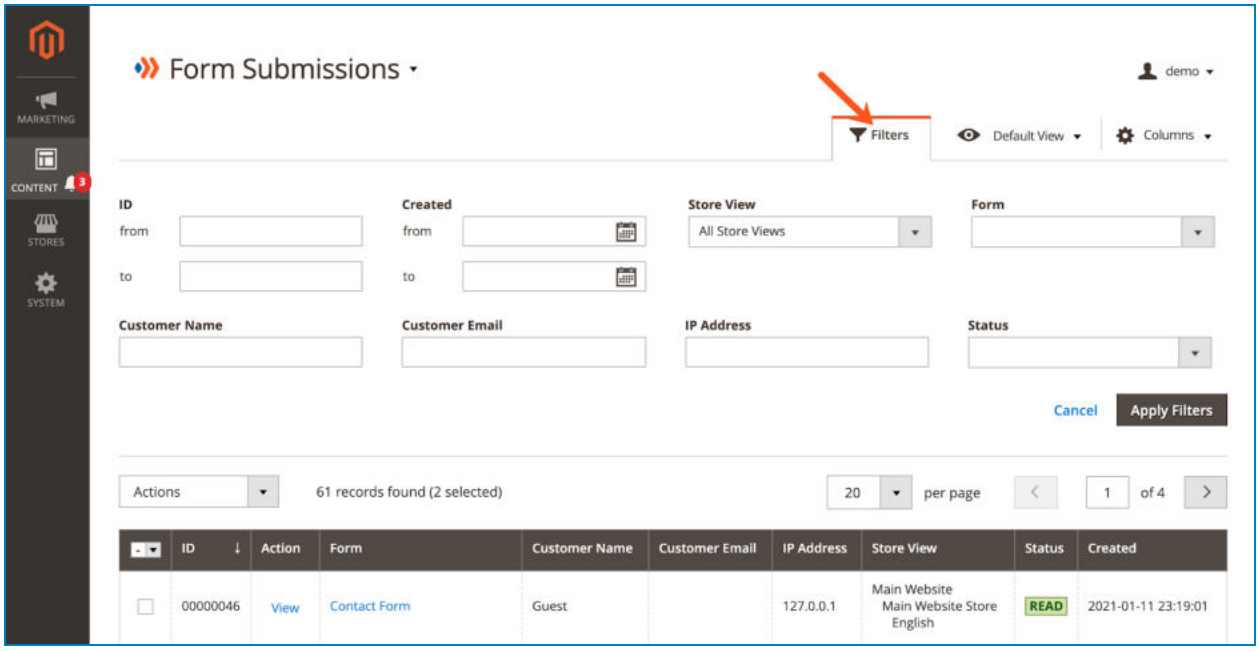
- To view all columns of the grid, click **Columns** drop-down above the grid. Tick the checkboxes of columns that you want to be visible in the grid. Untick the checkboxes of columns that you want to be invisible in the grid:



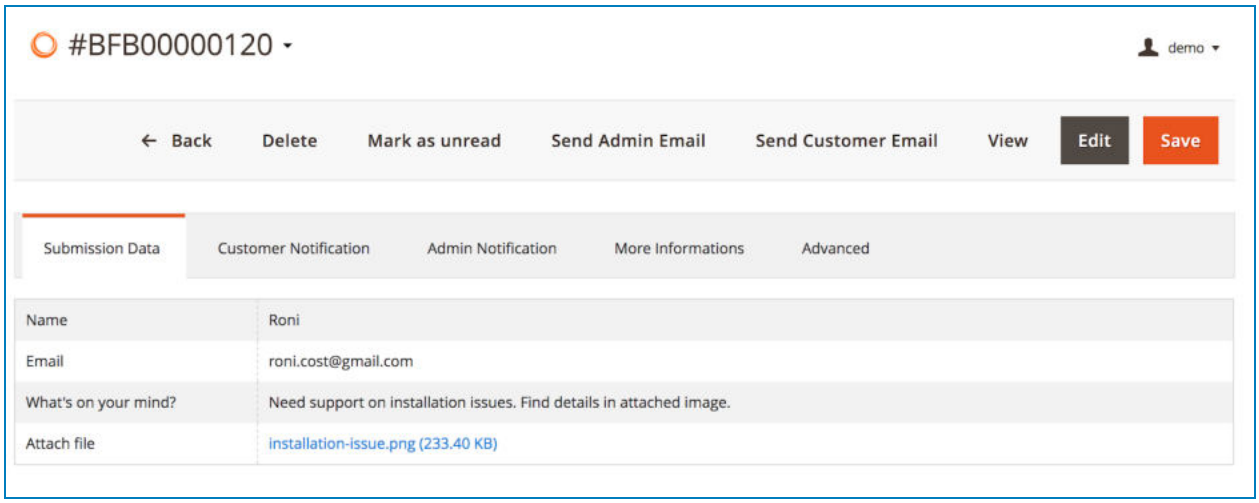
- Tick the checkboxes of corresponding submissions in the first column, then click **Actions** drop-down above the grid to Delete, Mark submission as Unread or Read.



- You can filter submissions by ID, Created time, Store View, Form, Customer Name, Customer Email, IP Address and and Status:



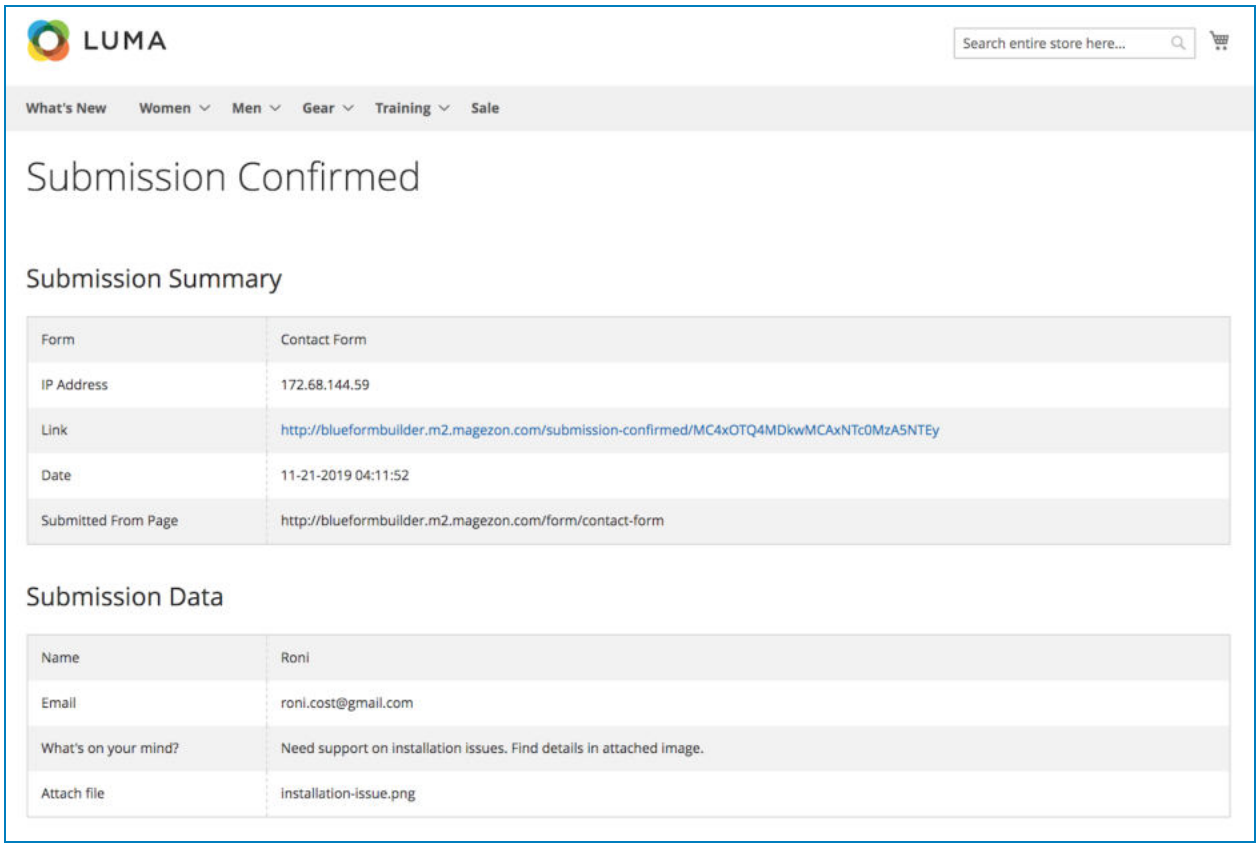
- When clicking **View** in the **Action** column, you can view a form submission with more information as follows:



- On the top bar, you can delete the submission or mark it as unread.

- Click **Send Admin Email** and **Send Customer Email** to send email notifications of this submission to admin and customer.

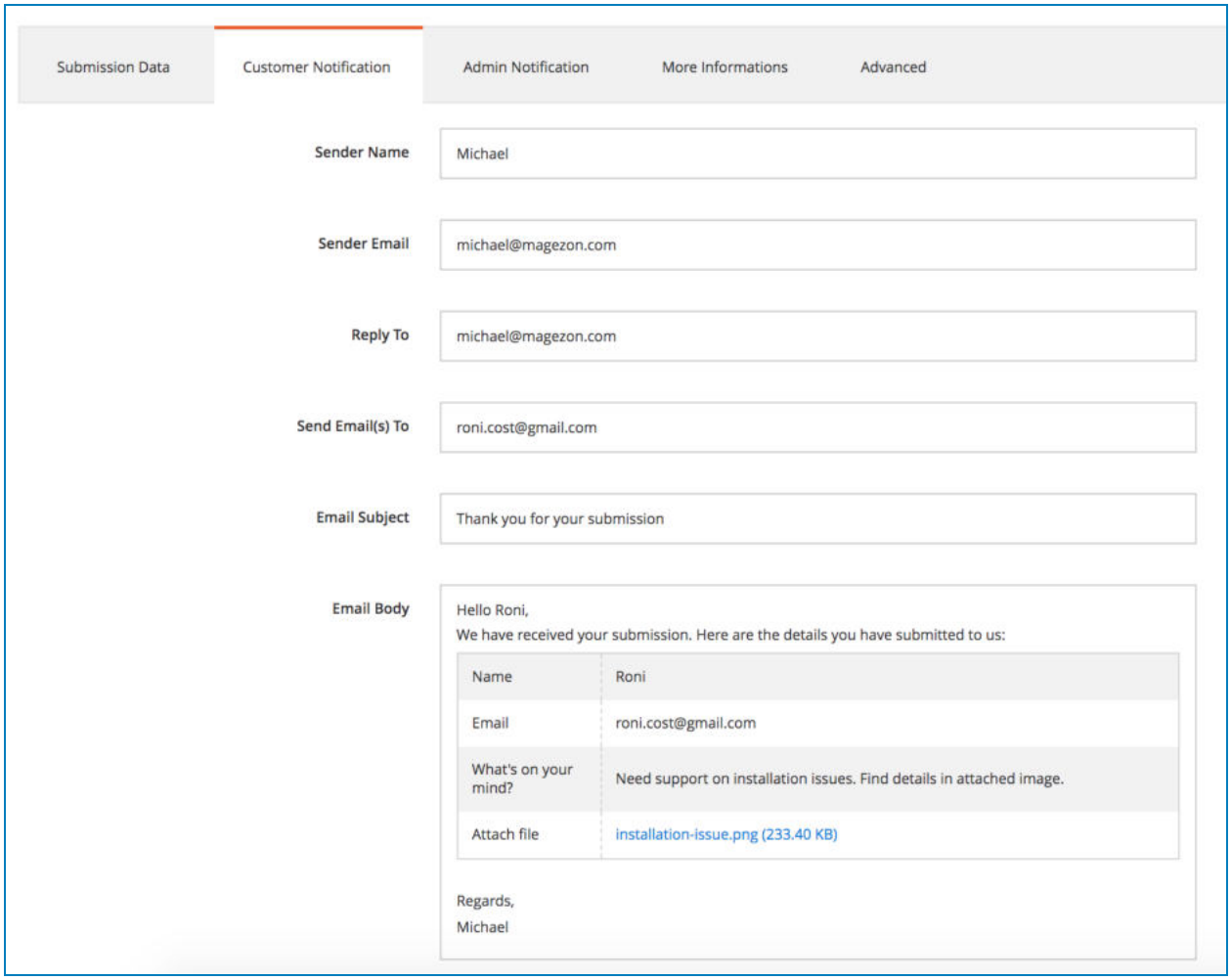
- Click **View** to view the form submission on frontend, like this:



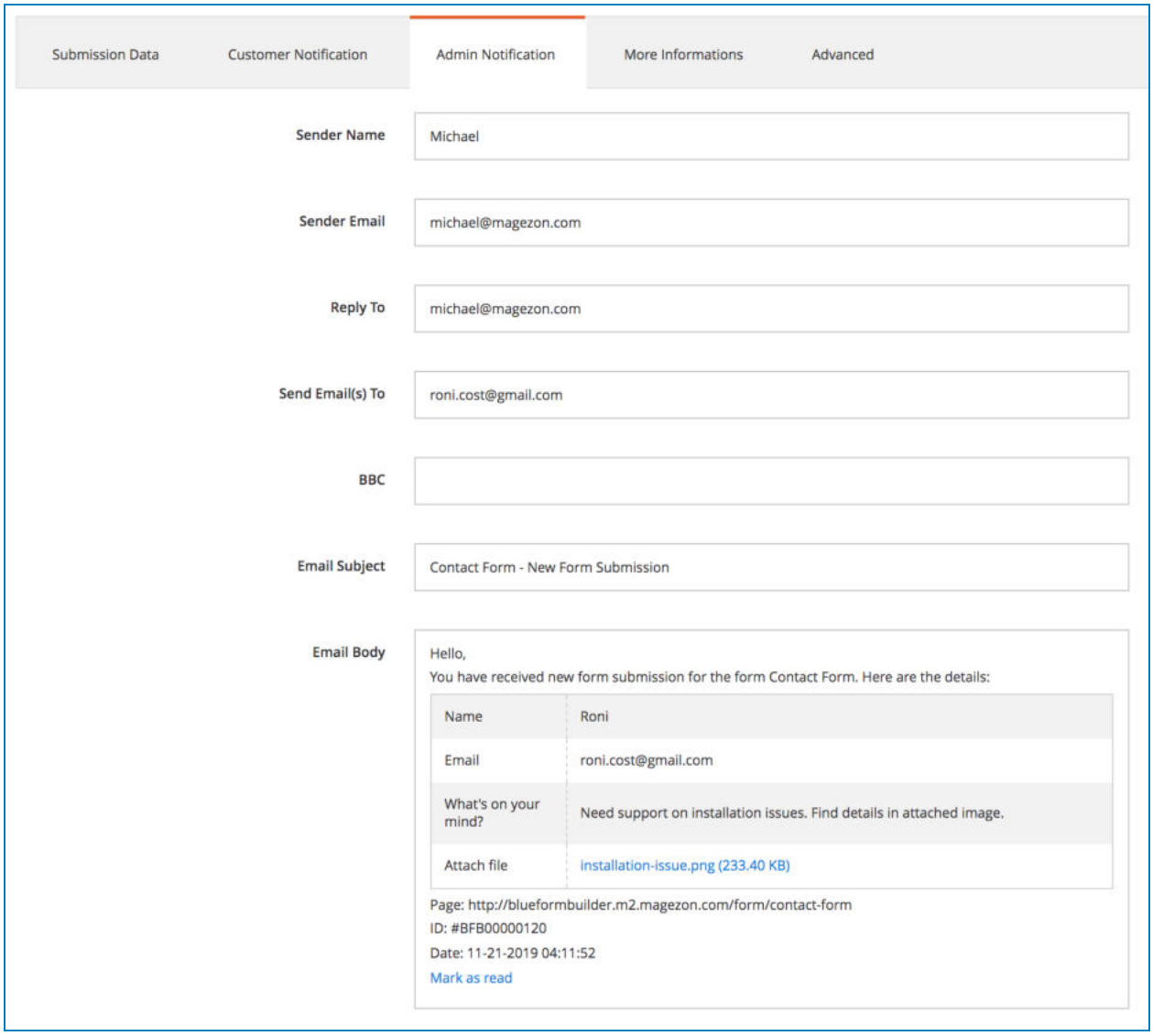
- Click **Edit** to edit submitted data and resubmit the form.

  - **Submission data**: include all submitted data.

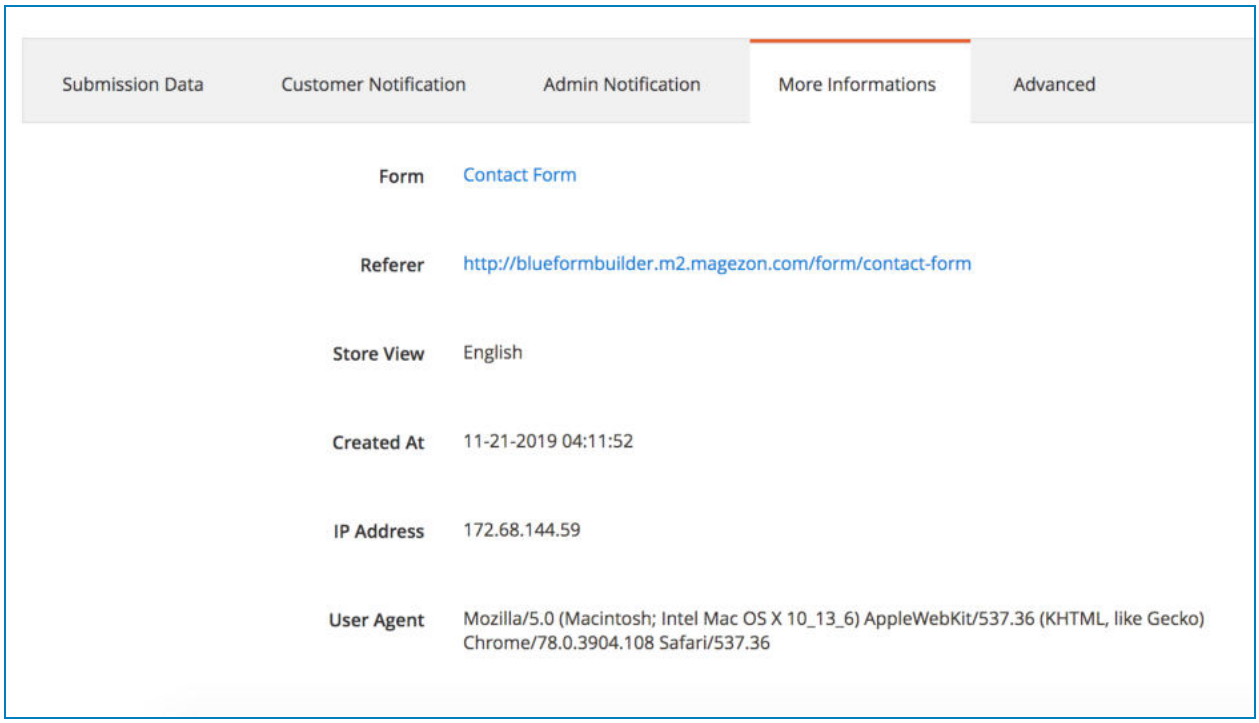
  - **Customer Notification**: the email notification sent to customers.


Submission Data
Customer Notification
Admin Notification
More Informations
Advanced
Sender Name
Michael
Sender Email
michael@magezon.com
Reply To
michael@magezon.com
Send Email(s) To
roni.cost@gmail.com
Email Subject
Thank you for your submission
Email Body
Hello Roni,
We have received your submission. Here are the details you have submitted to us:
Name
Roni
Email
roni.cost@gmail.com
What's on your mind?
Need support on installation issues. Find details in attached image.
Attach file
installation-issue.png (233.40 KB)
Regards,
Michael

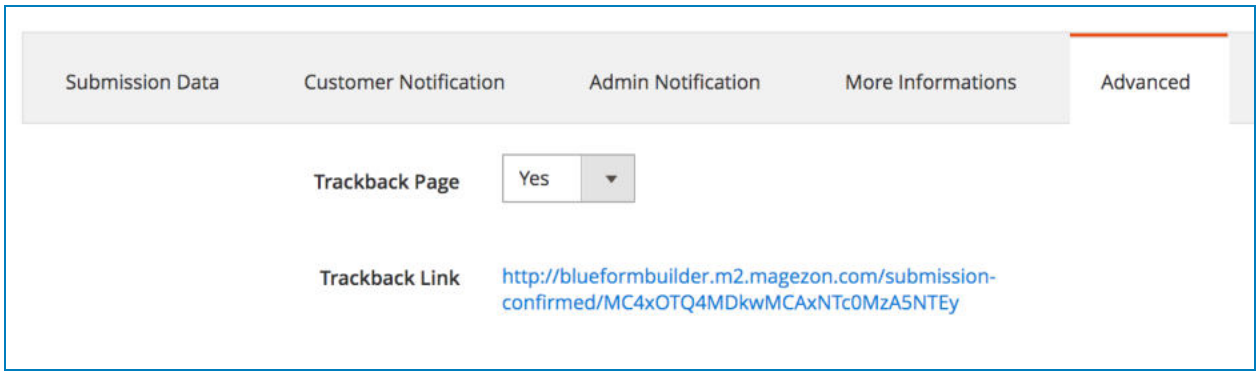
- **Admin Notification**: the email notification sent to admin.



- **More Informations**: including form name, store view, submitted date, IP address etc.



- **Advanced**: this tab contains extended features of Blue Form Builder. Currently, you can find these following features in this tab:

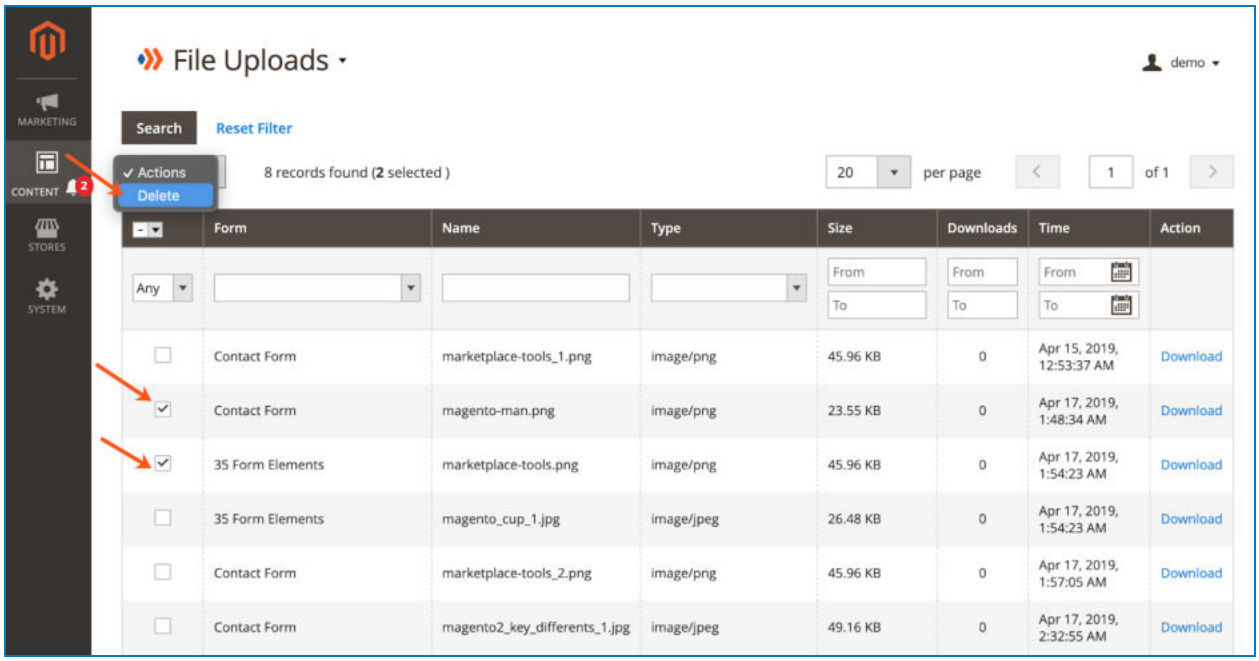


- **Trackback Link**: comes with a link by clicking on which, the submission can be viewed online on the frontend. This link is created after the form is submitted and users can view this link in the success message (see [track_link]).
- **Trackback Page**: allow you to enable/disable the submission page on frontend.

In the future, if we develop other plugins for Blue Form Builder, then some other options will be included in this tab.

V) File Uploads

Where you can view all uploaded files of customers in a grid:



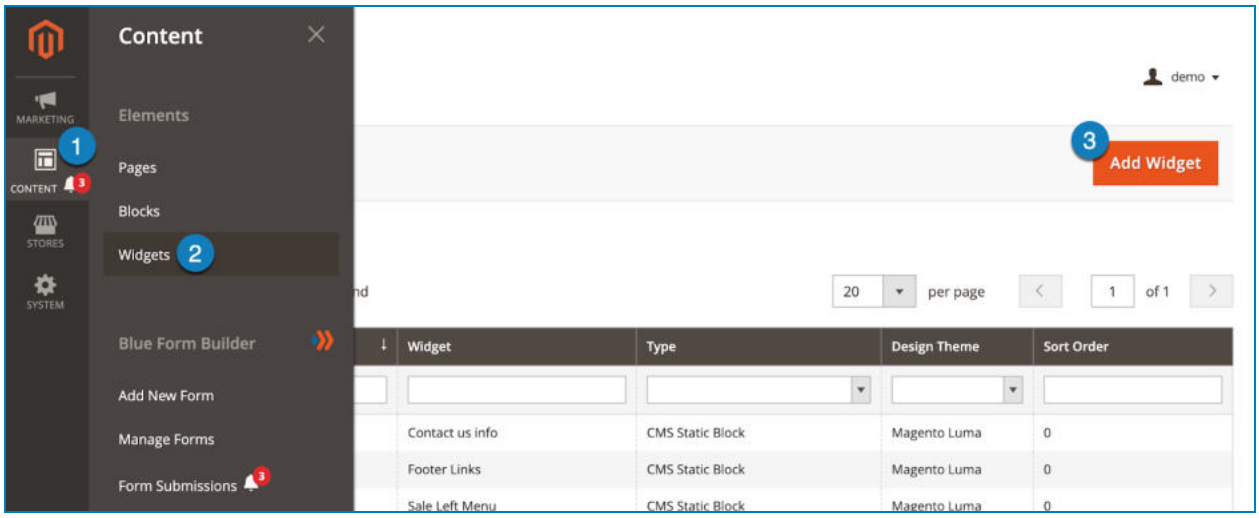
- The grid contains such information as:

- **Form**: form through which the file is uploaded.
- **Name**: file name.
- **Type**: type of the uploaded file.
- **Size**: uploaded file size.
- **Downloads**: number of file downloads.
- **Time**: when the file is uploaded.
- **Action**: download the file.

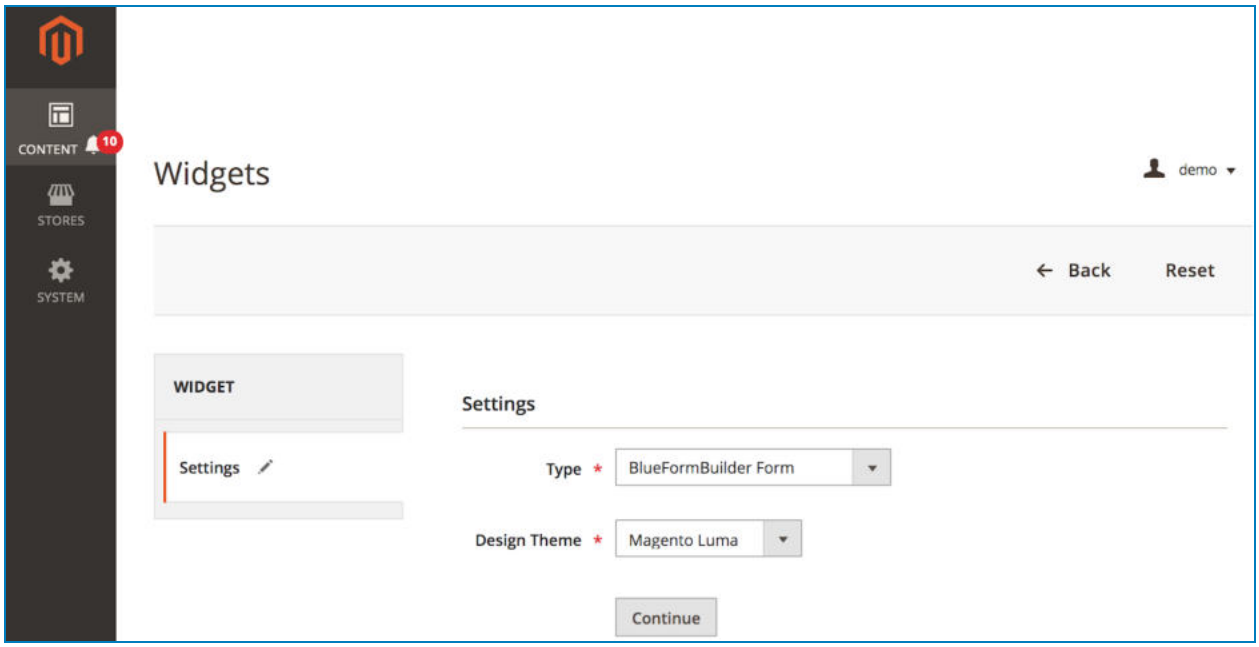
- Tick the checkboxes of corresponding uploaded files, then click Actions dropdown above the grid to delete these files.

VI) Form Widgets

You can use form widget to embed form anywhere on your website. To add a new widget, first go to **Content > Elements > Widgets**. On the upper right corner, click **Add Widget** button:



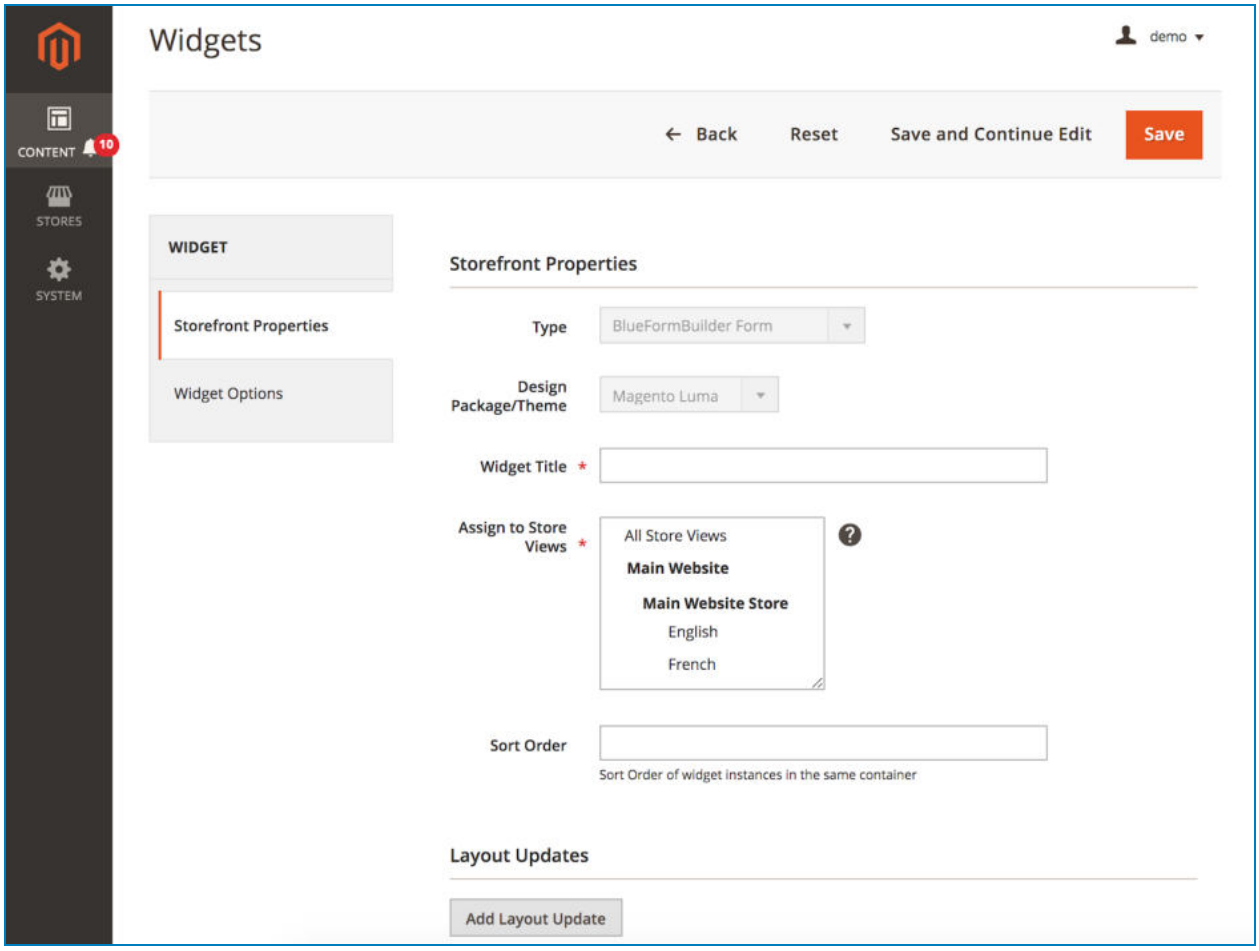
Then you will go to this page:



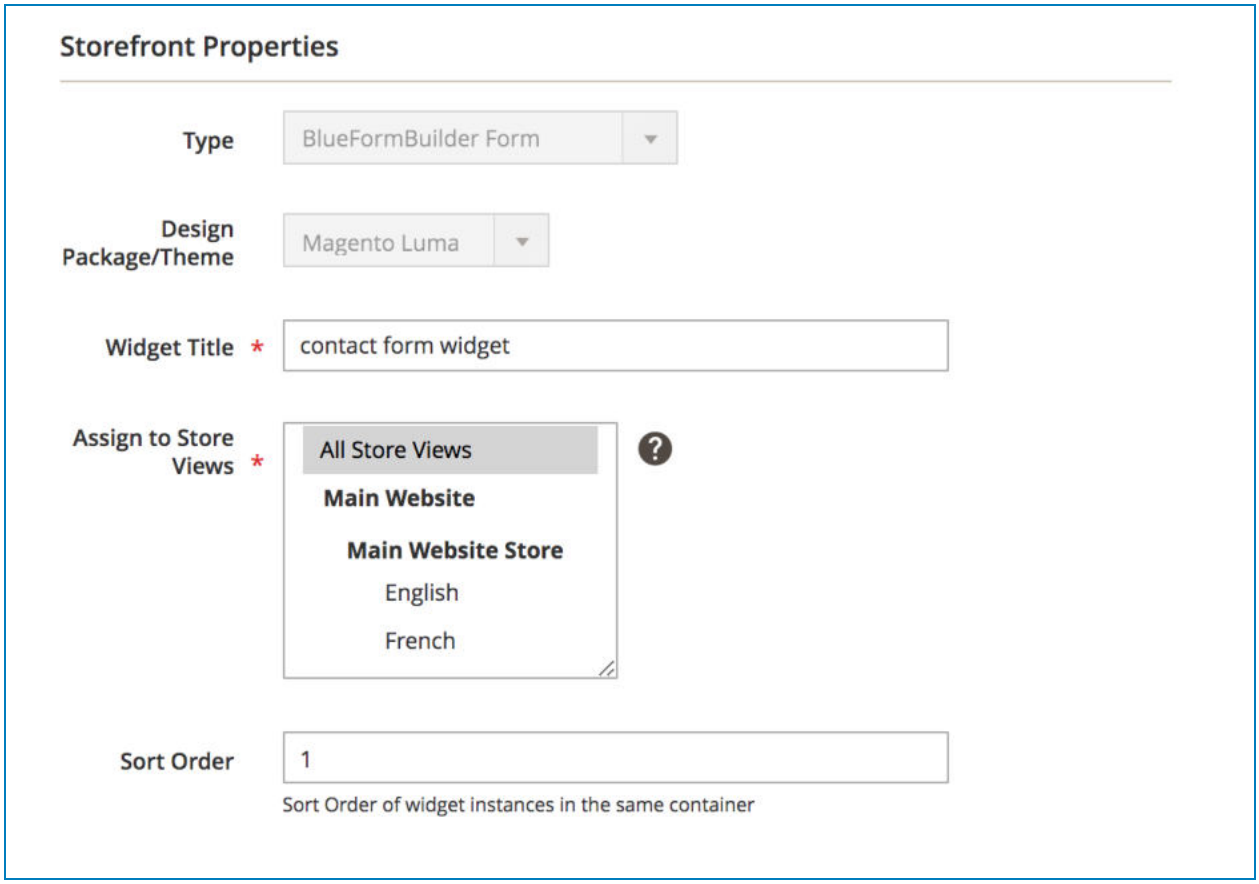
- In **Type** field, select “BlueFormBuilder Form”.

- In **Design Theme**, choose the current theme of your website.

- Click **Continue** to continue. You will then go to the page with a panel on the left containing 2 sections: **Storefront Properties** and **Widget Options**.

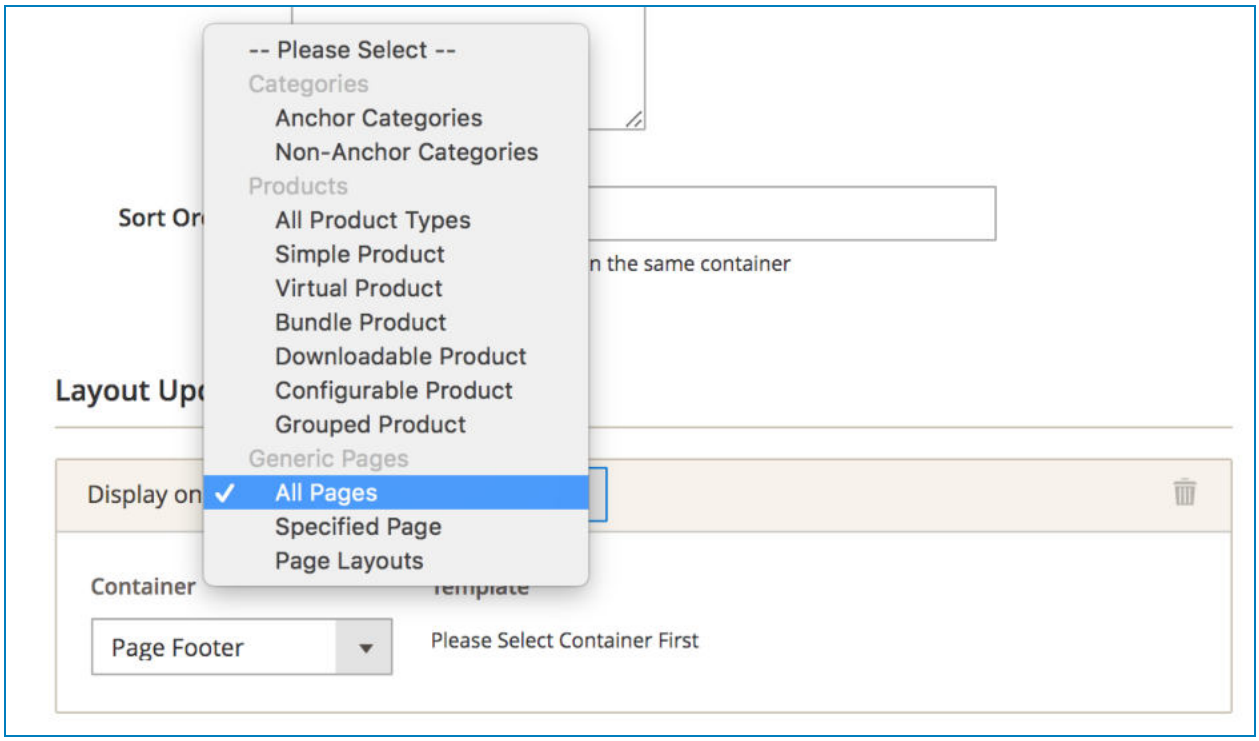


a. Storefront Properties

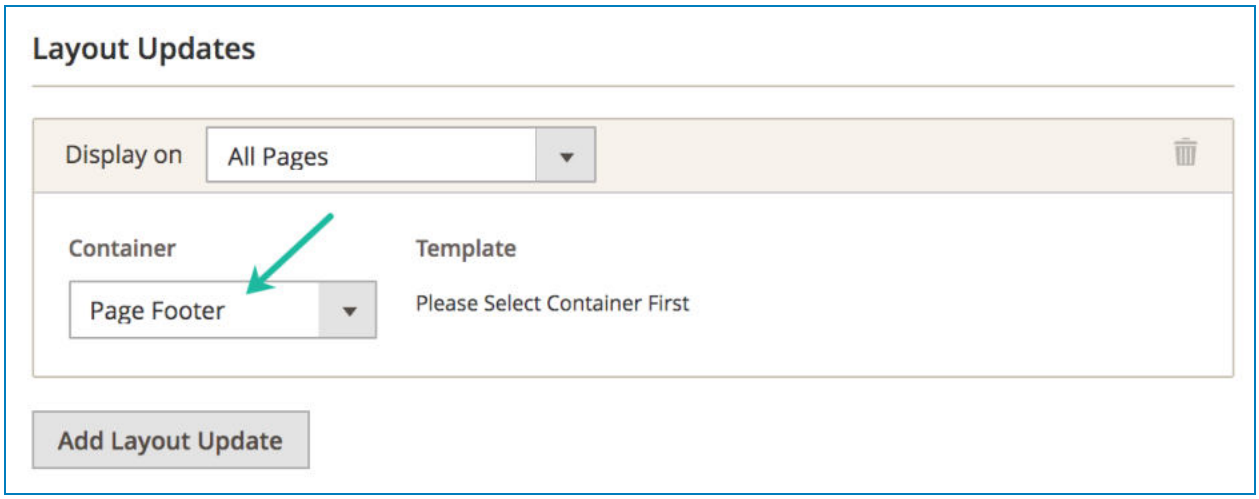


- **Widget Title**: enter widget title.
- **Assign to Store Views**: choose store views to add widget.
- **Sort Order**: enter a number here to set priority level for the widget. This is useful in case you add more than 1 widget in the same position, then the widget with a smaller number will be prioritized to come first.
- **Layout Updates**: allow you to choose where to add widget by clicking **Add Layout Update** button.

  Choose where to add widget from a drop-down list in **Display on** field.

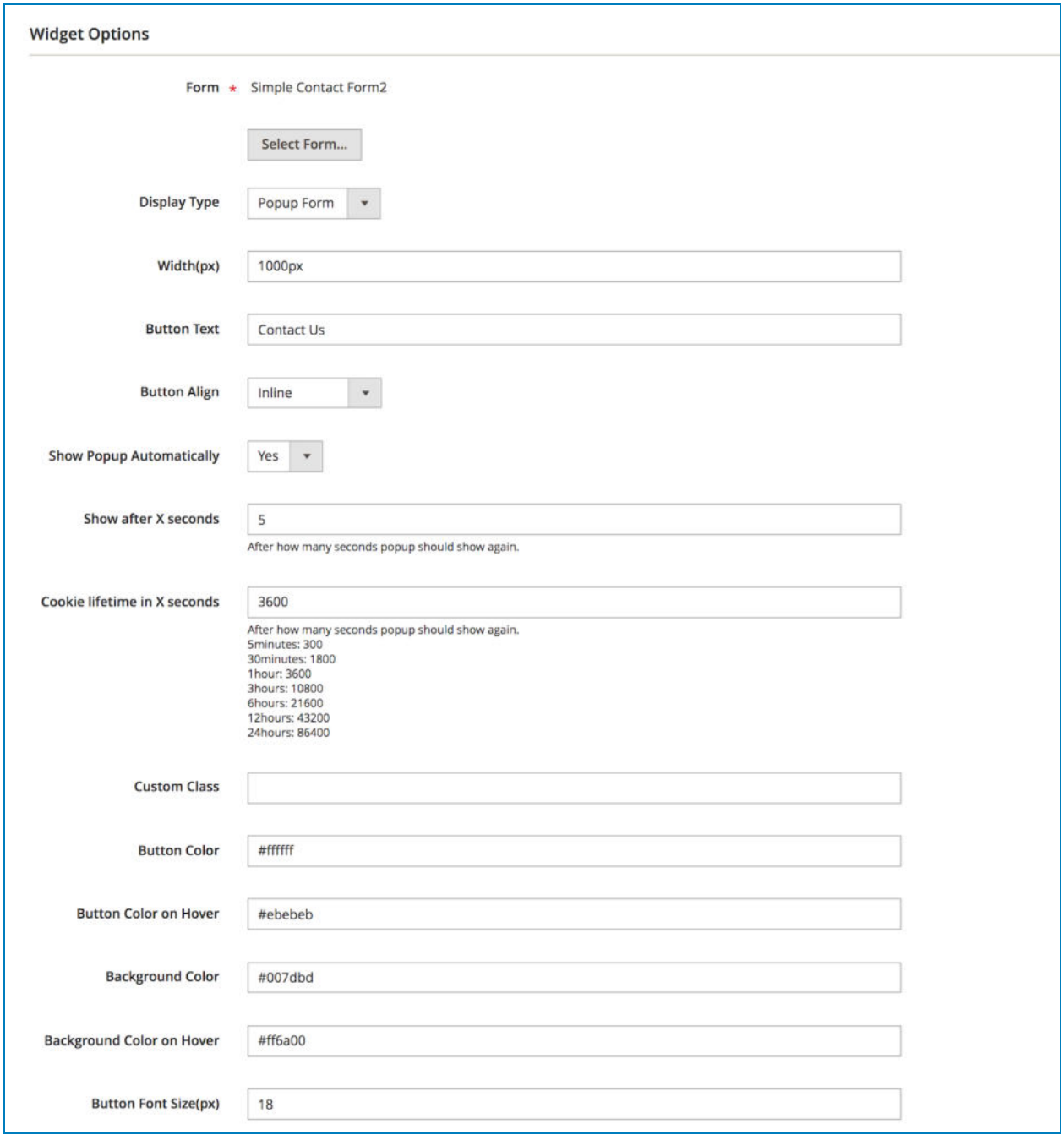


Then in **Container**, you can choose the exact position to add the widget.



b. Widget Options

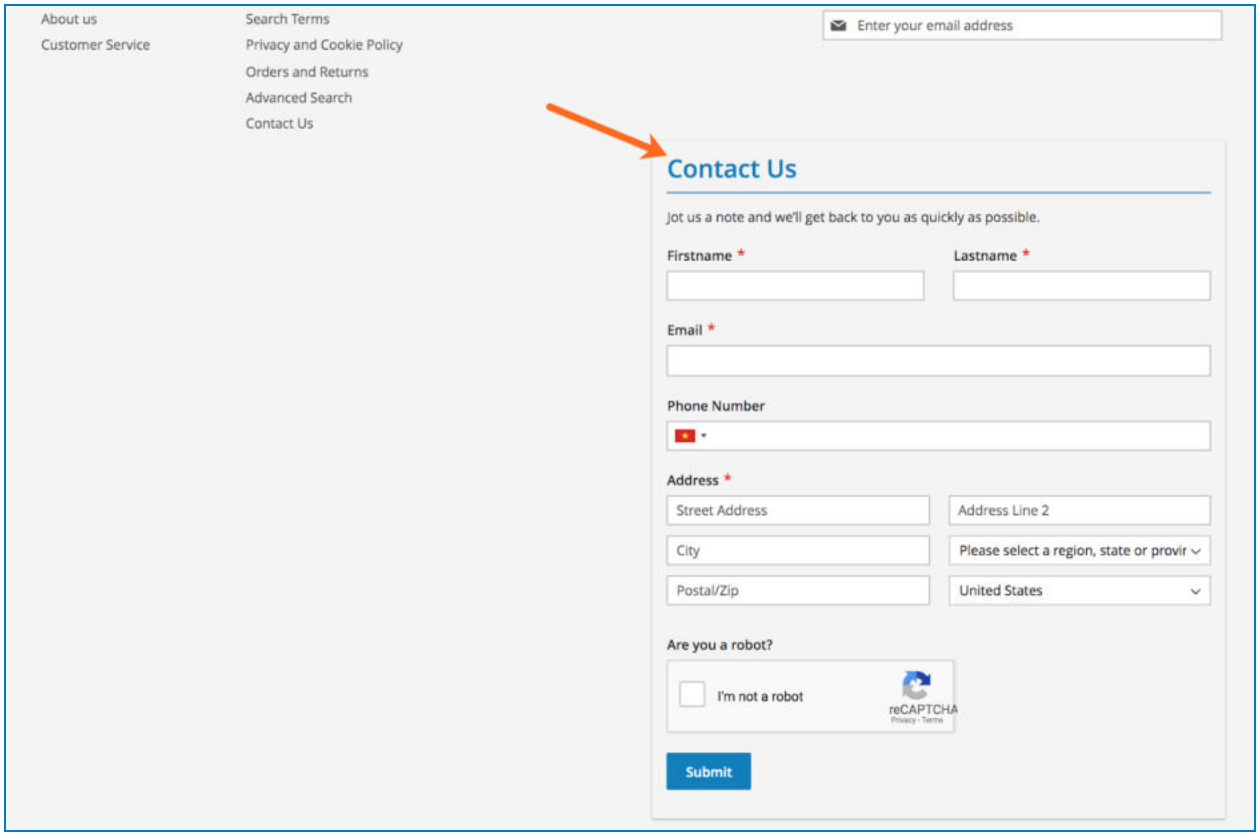
Where you choose and customize the form to which you want to apply the widget.



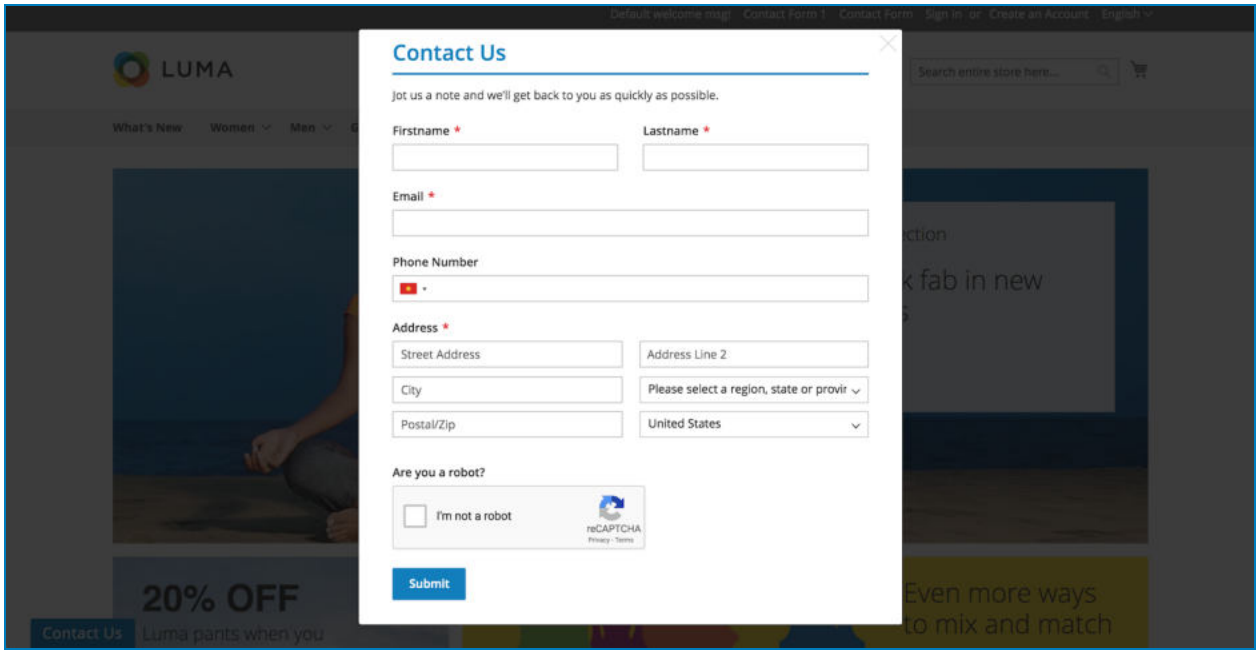
- Click **Select Form** to select your wanted form.
- **Display Type**: choose the form type with 4 options: inline form, popup form, slide in form and link form.
- **Width**: specify the form width.
- **Button Text**: the text inside the button (for popup form and slide in form) or the link text (for link form).
- **Button Align** (only appear when you choose popup or slide in form): specify position of the button (5 options including Inline, Left, Bottom Left, Right, Bottom Right).
- **Show Popup Automatically**: If you turn on this button, the form will automatically pop up when customers open the page containing the form.
- **Show after X seconds**: after how many seconds the form will auto pop up.
- **Cookie lifetime in X seconds**: after how many seconds the form pops up again.
- **Custom Class**: this is for those who know coding to customize the form with advanced features.
- **Button Color**: color of the text inside the button (for popup and slide in form) / color of the link text (you have to enter color code here).
- **Button Color on Hover**: color of the text inside the button (for popup and slide in form) / color of the link text when users hover the mouse over (you have to enter color code here).
- **Background Color on Hover**: color of the button background (for popup and slide in form) / color of link text background (you have to enter color code here).
- **Background Color on Hover**: color of the button background (for popup and slide in form) / color of link text background when users hover the mouse over (you have to enter color code here).
- **Button Font Size(px)**: font size of the text inside the button (for popup and slide in form) / font size of the link text.

>> 4 form types:

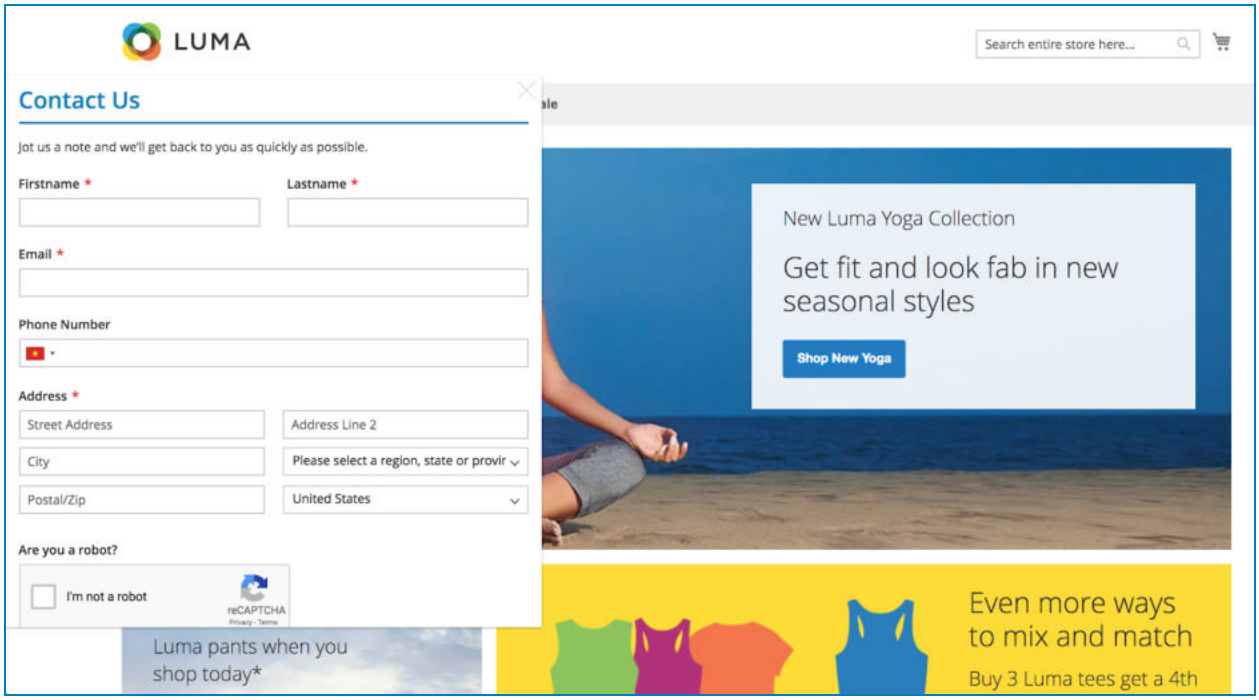
- Inline form



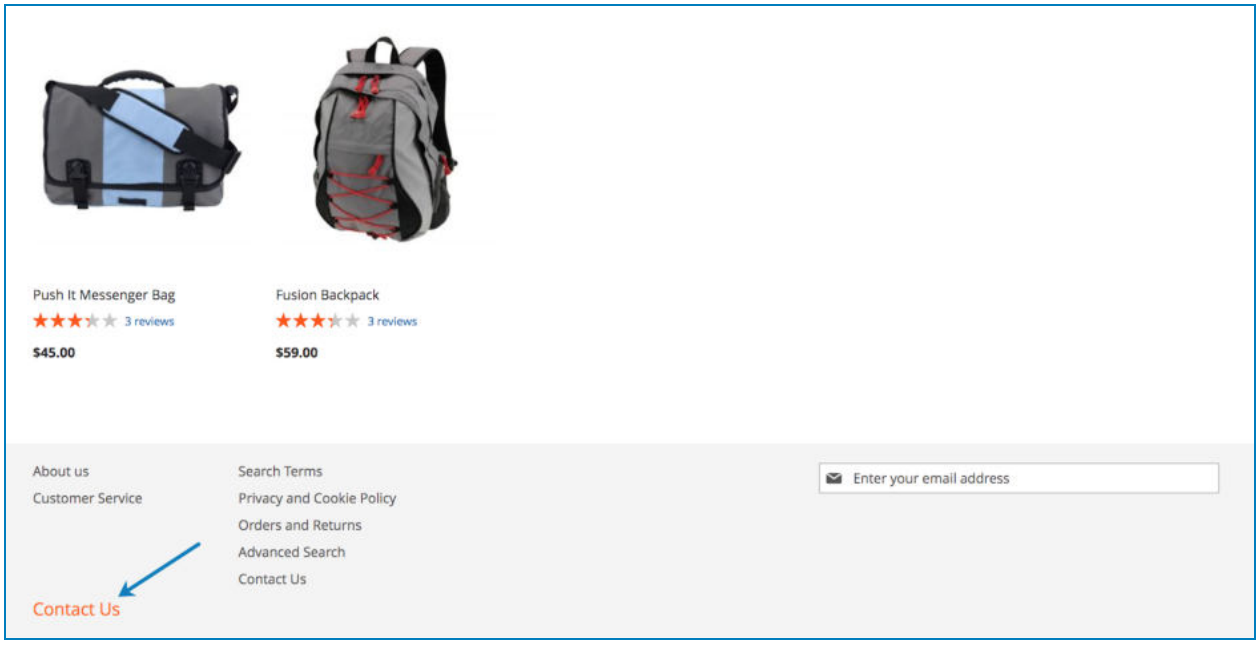
- Popup form



- Slide in form

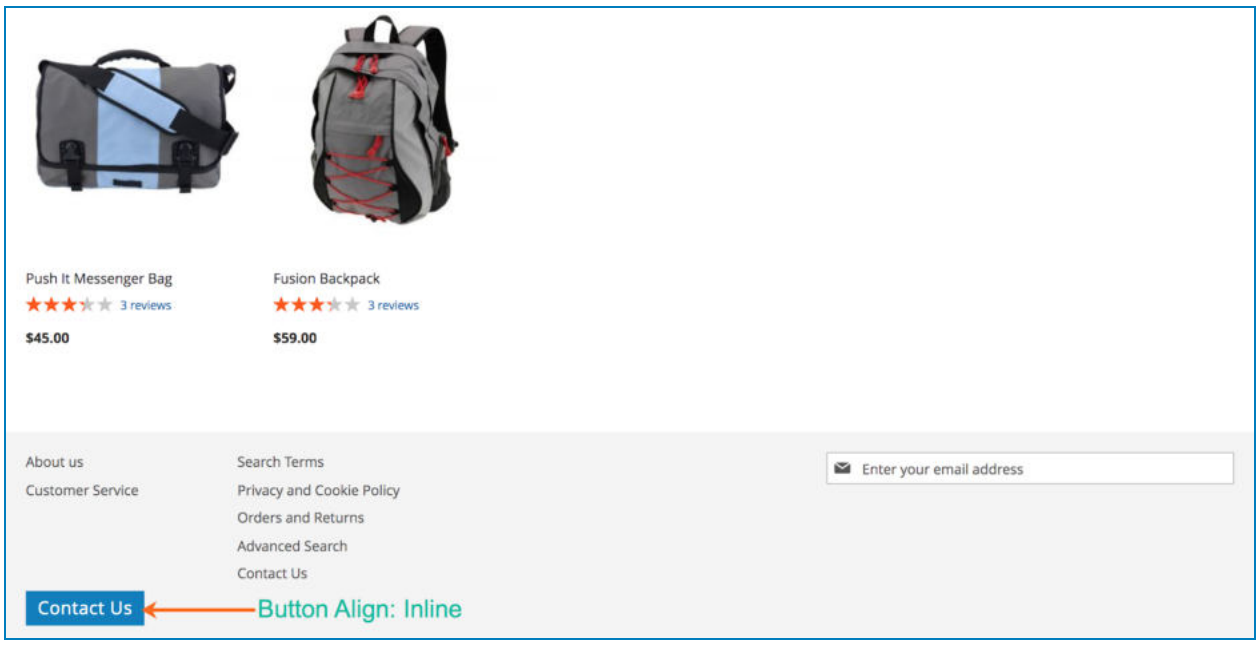


- Link form

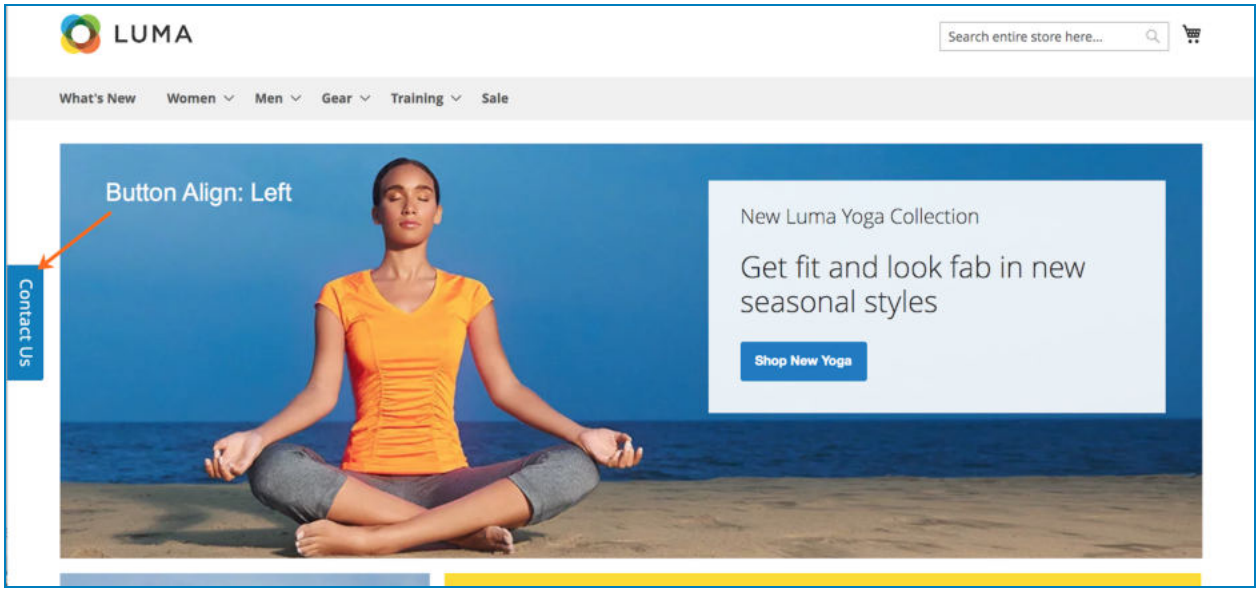


>> 5 button positions:

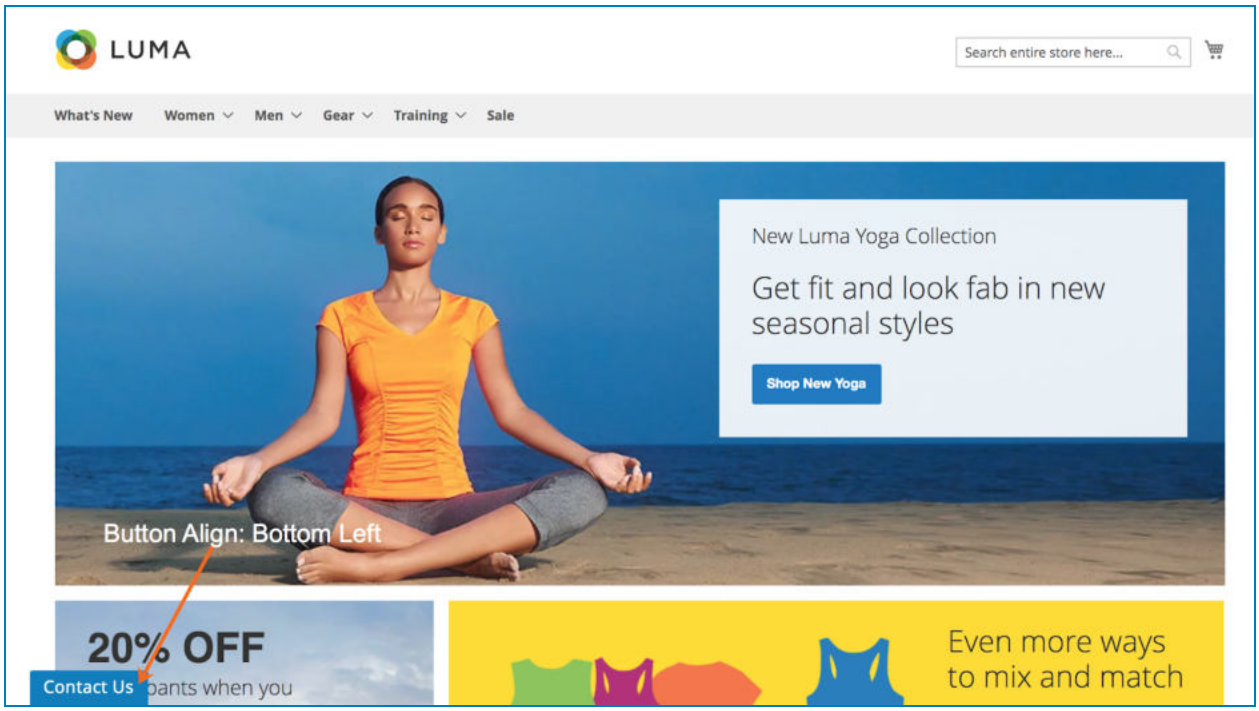
- Inline



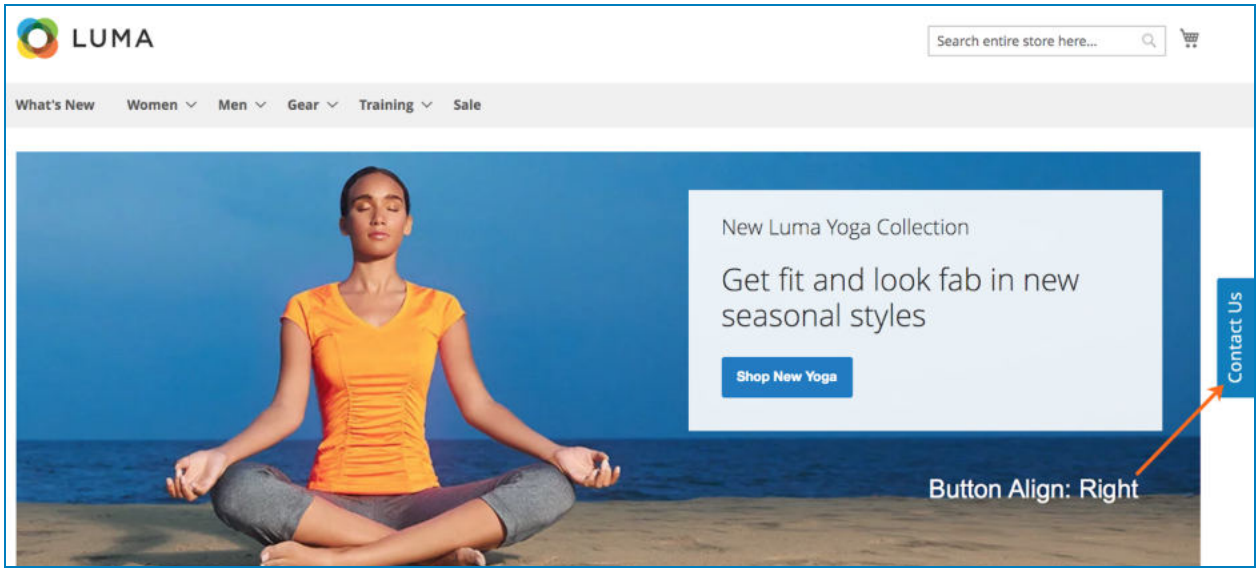
- Left



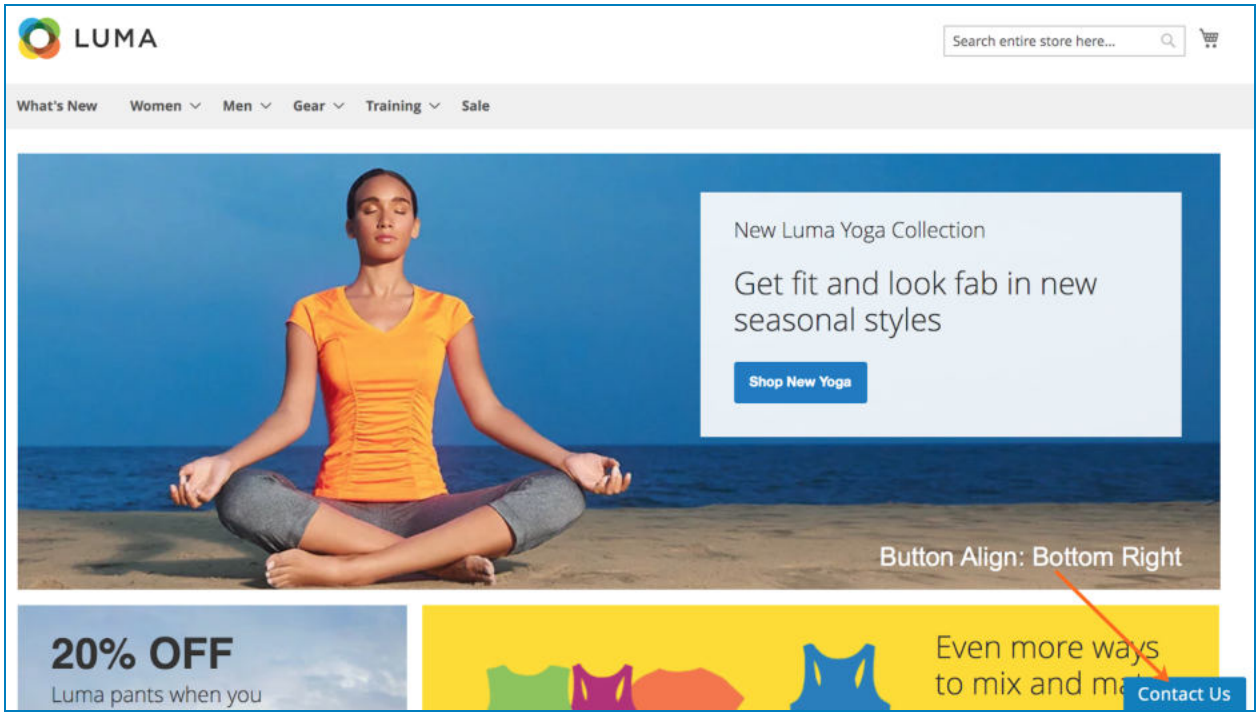
- Bottom Left



- Right



- Bottom Right



VII) Frontend Examples

1) Contact Form 1

Contact Us

Name *

Email *

Phone Number

What's on your mind? *

Attach file

Choose File

Max file size: 1024 KB | Allow file types: jpg, jpef, gif, png, pdf

Are you a robot?

I'm not a robot

reCAPTCHA

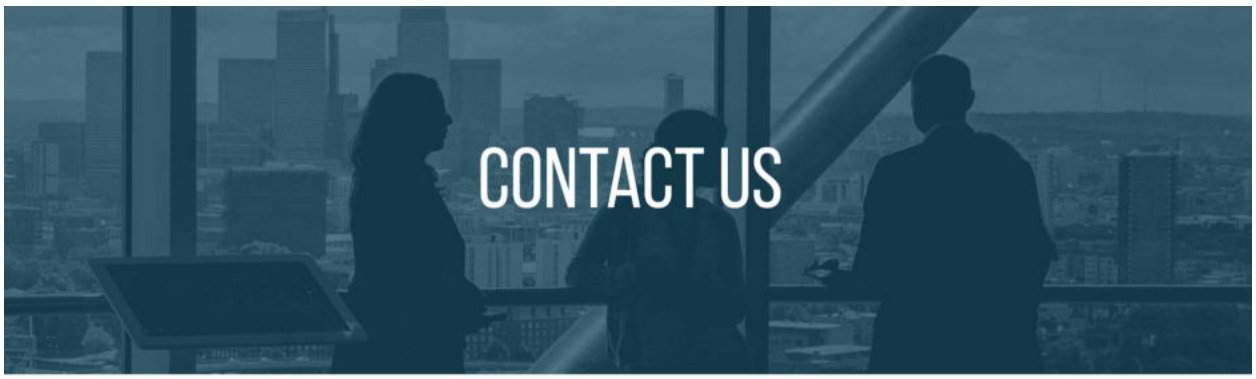
Submit

80 Orchard Road, Singapore 238880

info@example.com

(4584) 5689 0254 128

2) Contact Form 2



We would love to hear from you! Please fill out this form and we will get in touch with you shortly.

Fields with * are required.

What would you like to enquire about? *

Sales and Leasing | Service and Maintenance | Equipment Rental Solutions | Integrated Systems | Technical Support | General Enquiry

First Name *

Last Name *

Email *

Company

Contact me by: Email | Phone

Add your message *

300 of 300 Character(s) left

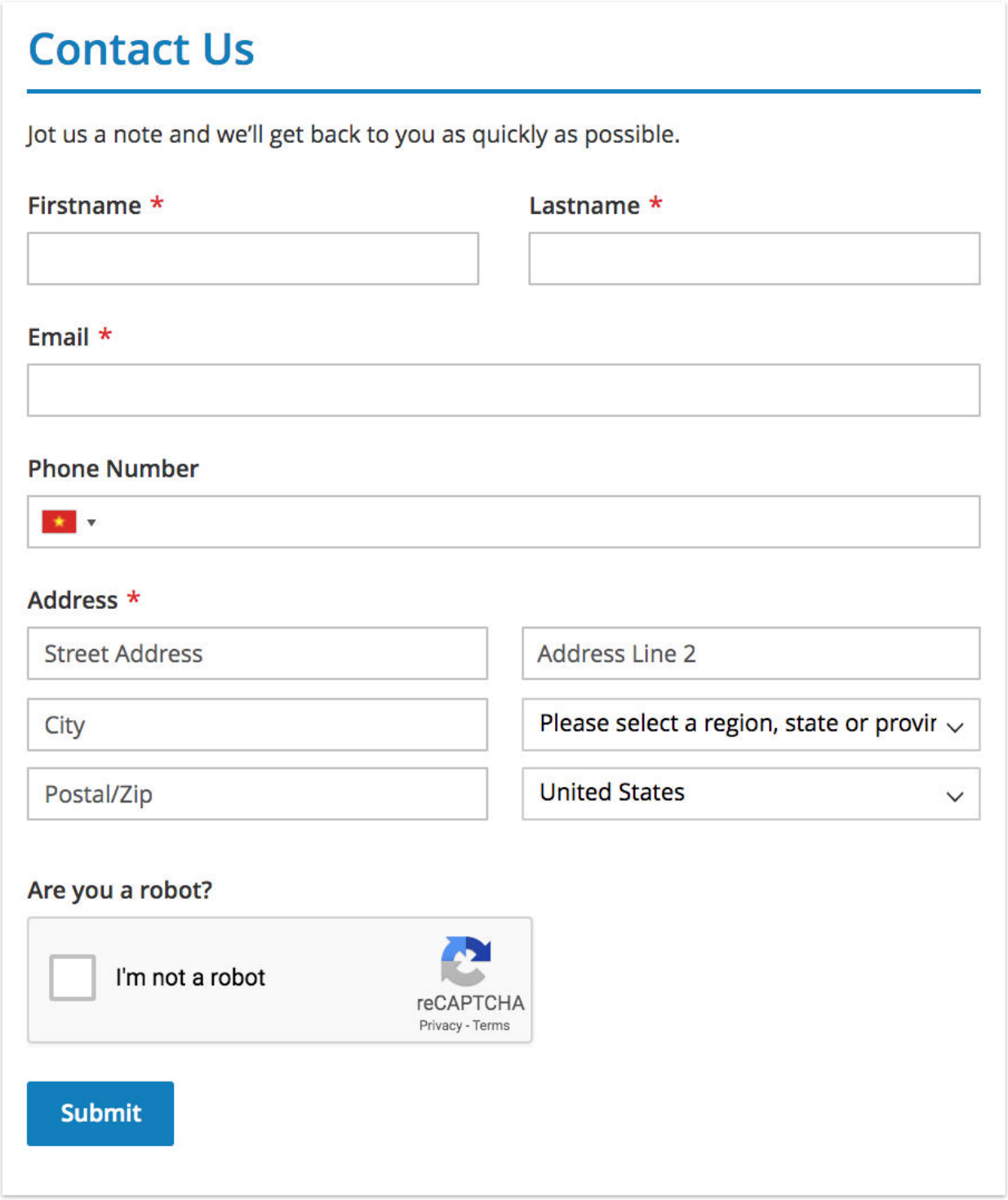
Are you a robot?

I'm not a robot

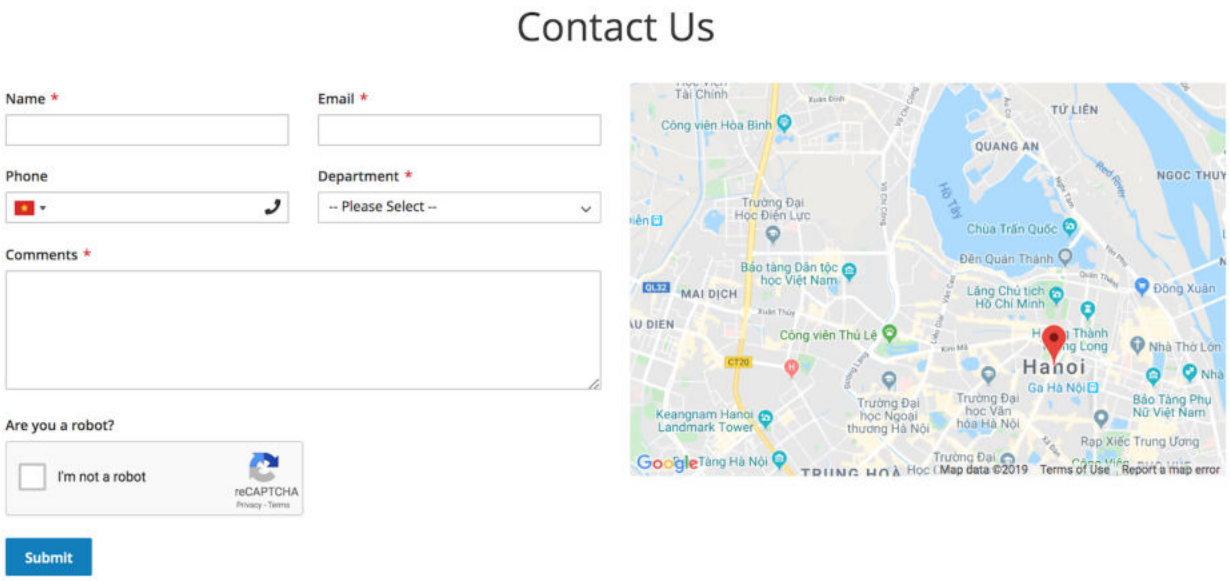
In submitting this information you acknowledge that you have read and agree with our Terms and Conditions and Privacy Policy.

Submit

3) Contact Form 3



4) Contact Form 4

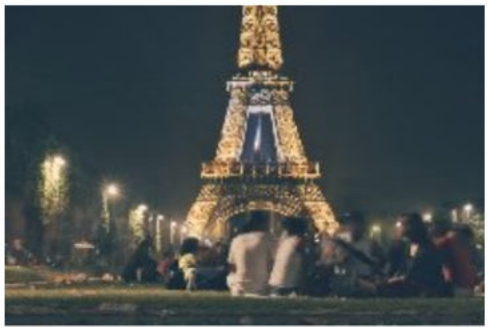


5) Book Your Tour

BOOK YOUR TOUR!

SELECT YOUR TOUR - Step 1 of 3

Choose your destination *



Paris

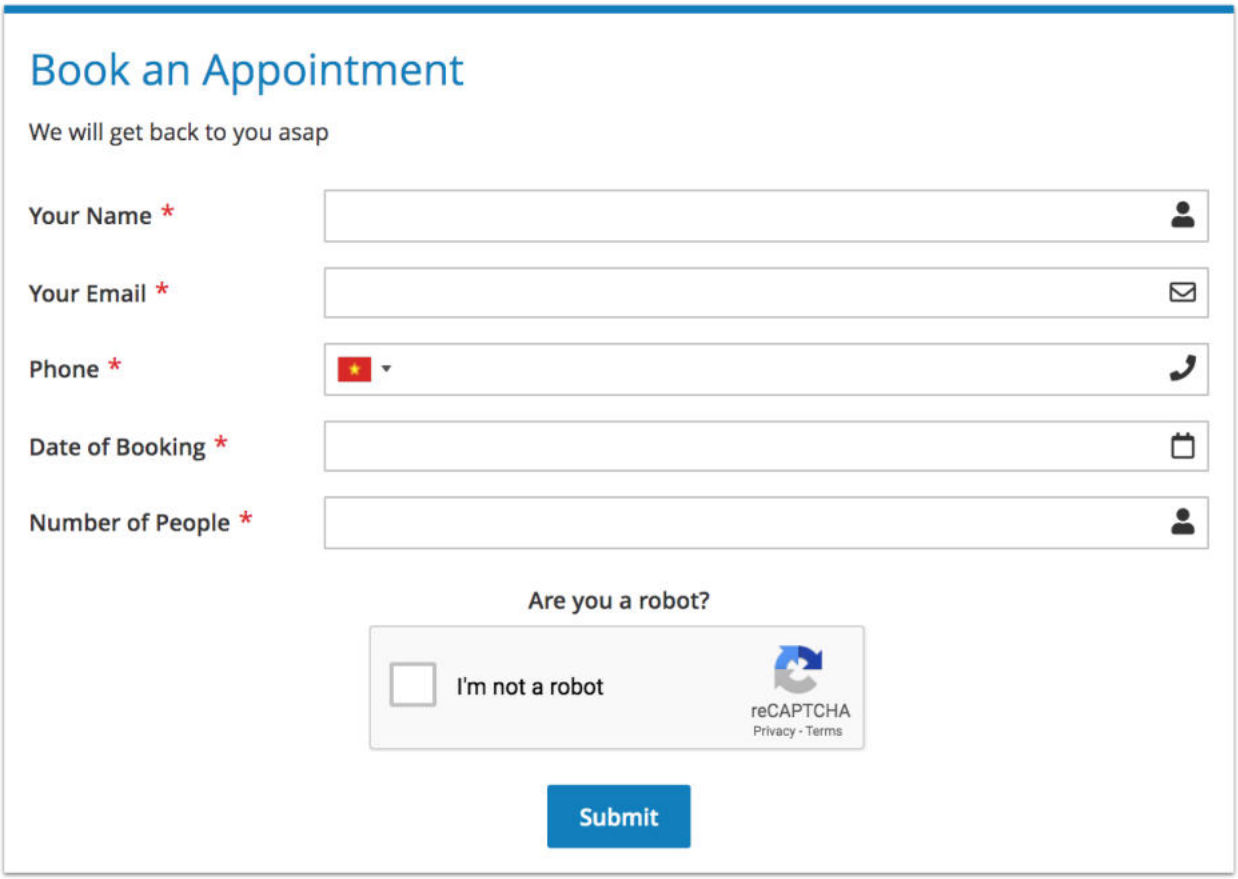
Amsterdam

Vietnam

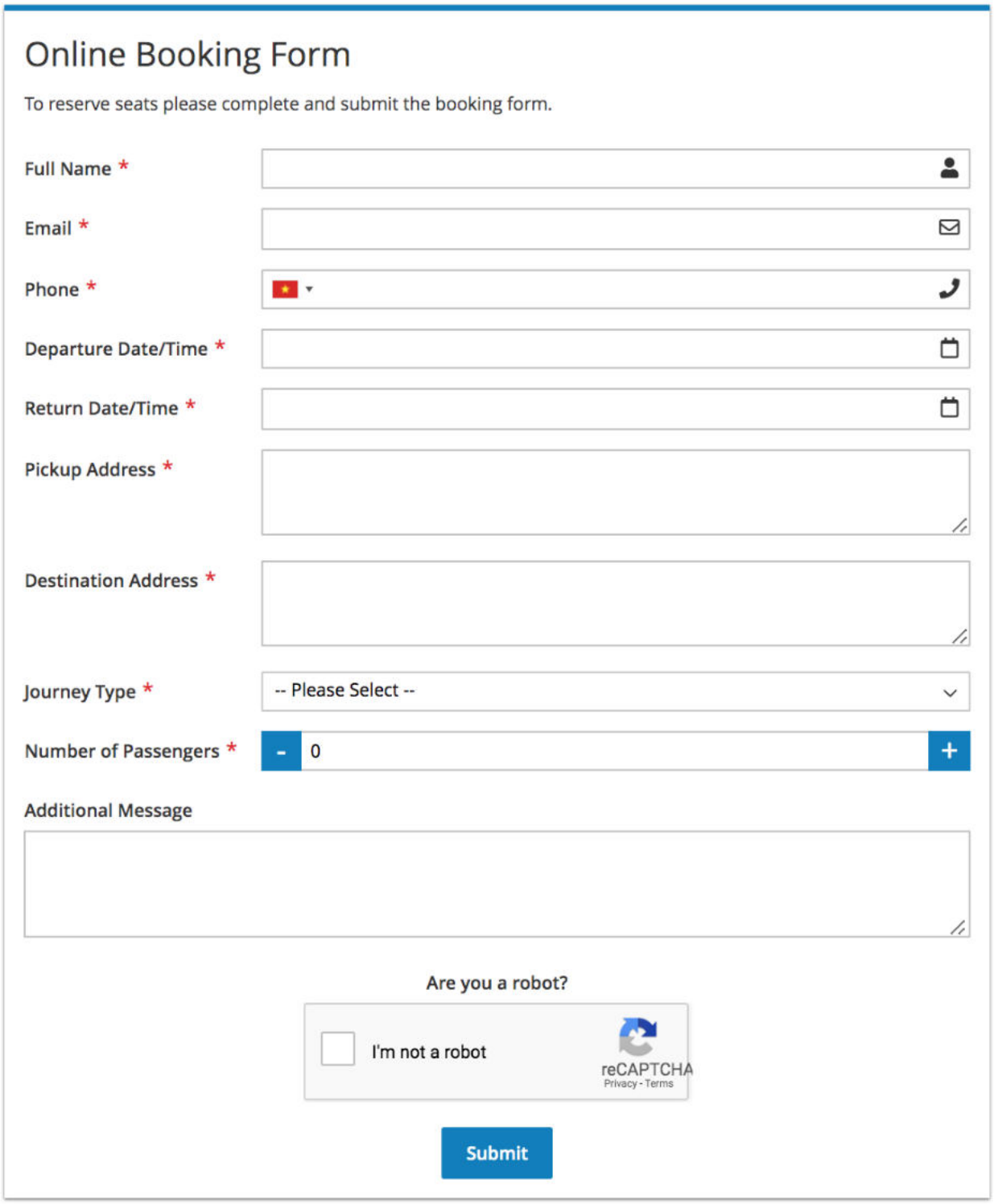
Cinque Terre

Next

6) Book an Appointment



7) Online Booking Form



8) Delivery Feedback

Delivery Feedback

Thanks for ordering with us. Please tell us about your experience.

Name *

Email

Where are you? *

Street Address

Address Line 2

City

Please select a region, state or province.

Postal/Zip

United States

Who delivered your parcel *

Please rate our drivers on the following *

	Very Satisfied	Somewhat Satisfied	Neutral	Somewhat Dissatisfied	Very Dissatisfied
Friendliness	○	○	○	○	○
Appearance	○	○	○	○	○
On-time deliveries	○	○	○	○	○
Accuracy of cargo	○	○	○	○	○

Please rate our customer service representatives on the following *

	Very Satisfied	Somewhat Satisfied	Neutral	Somewhat Dissatisfied	Very Dissatisfied
Placing delivery orders	○	○	○	○	○
On-hold time	○	○	○	○	○
Friendliness	○	○	○	○	○
Ability to answer questions	○	○	○	○	○

How would you rate our service? *

★ ★ ★ ★ ★

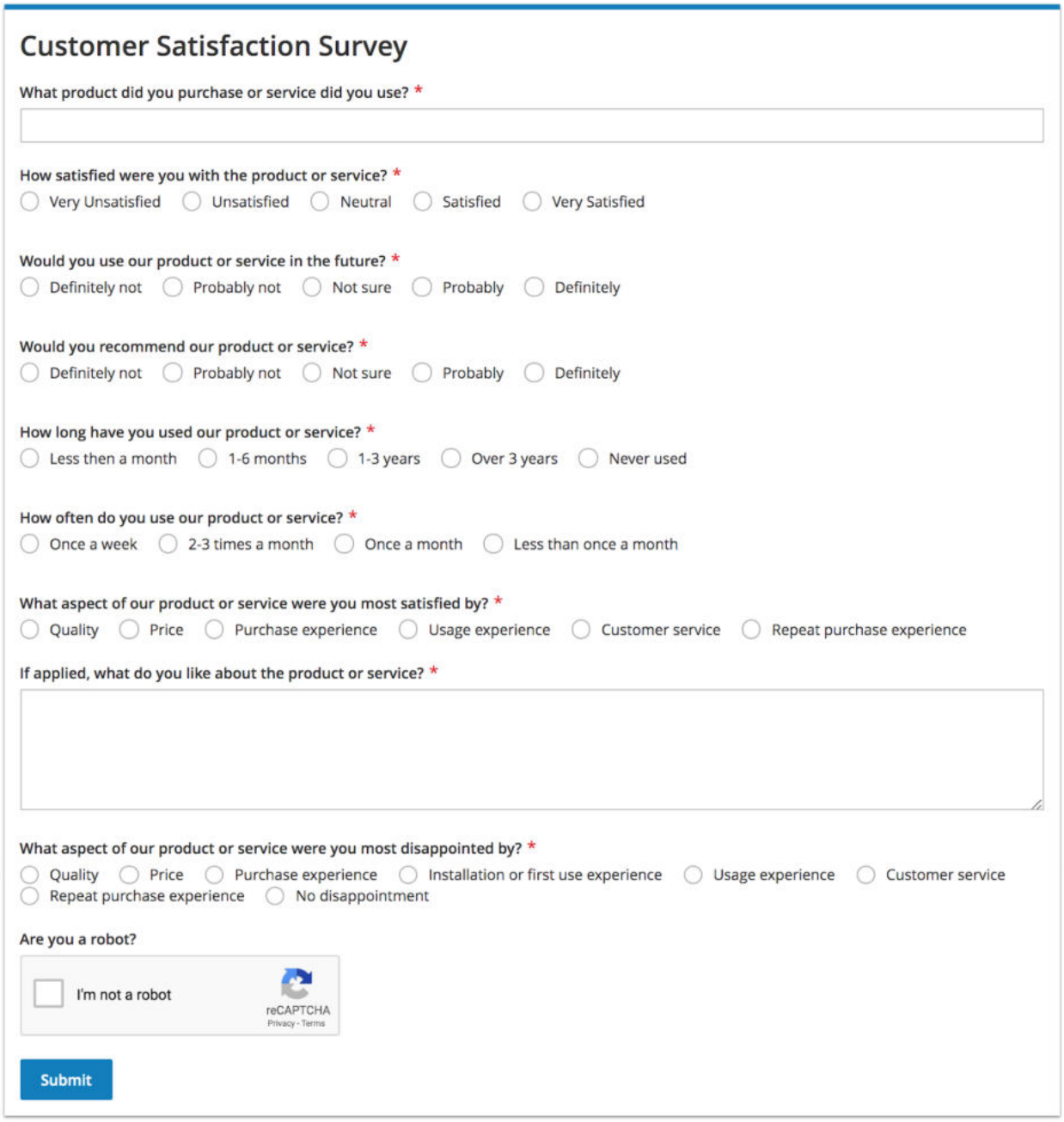
Would you use our customer service in the future? *

○ Yes ○ No ○ Maybe

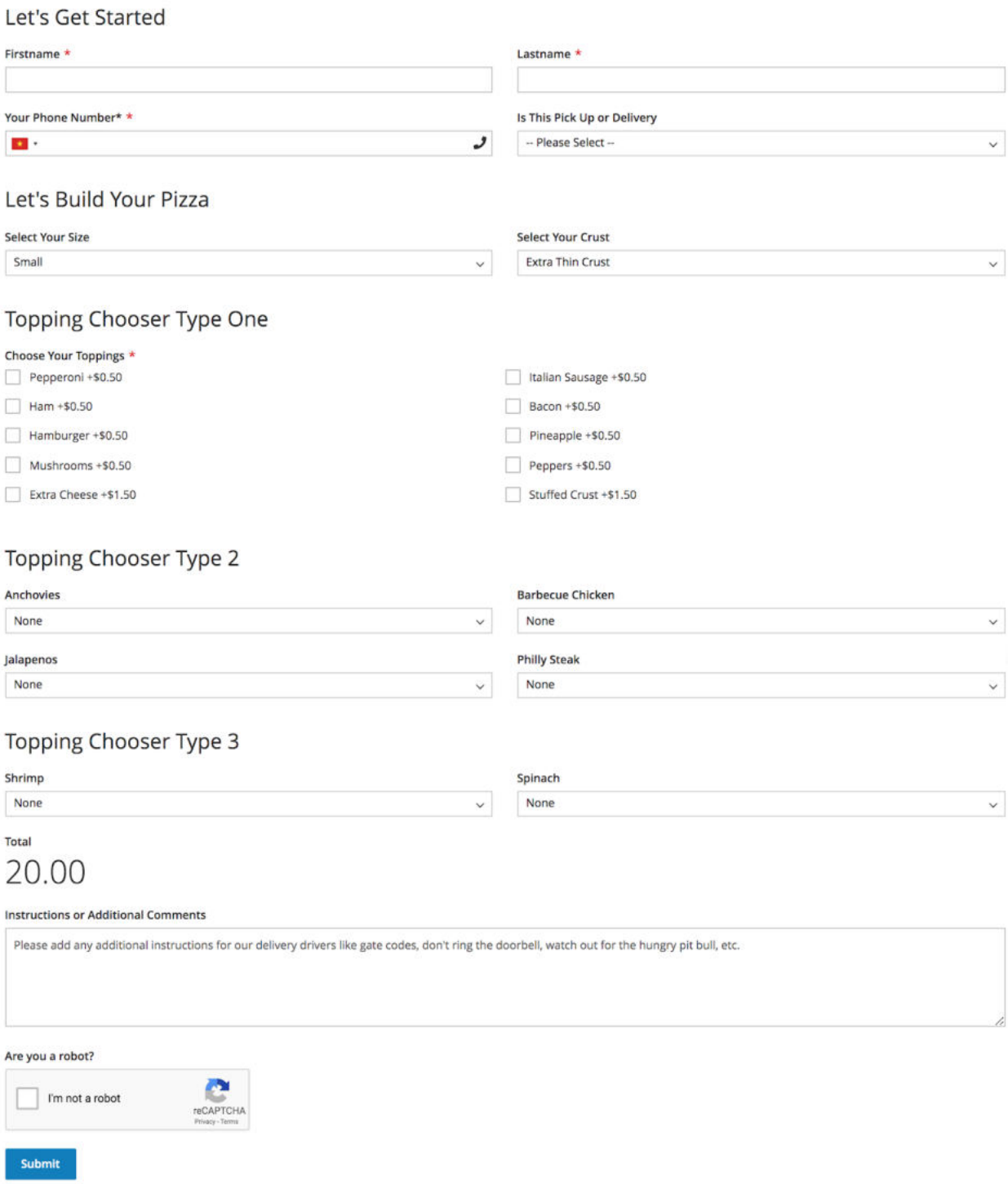
How can we improve our service?

Submit

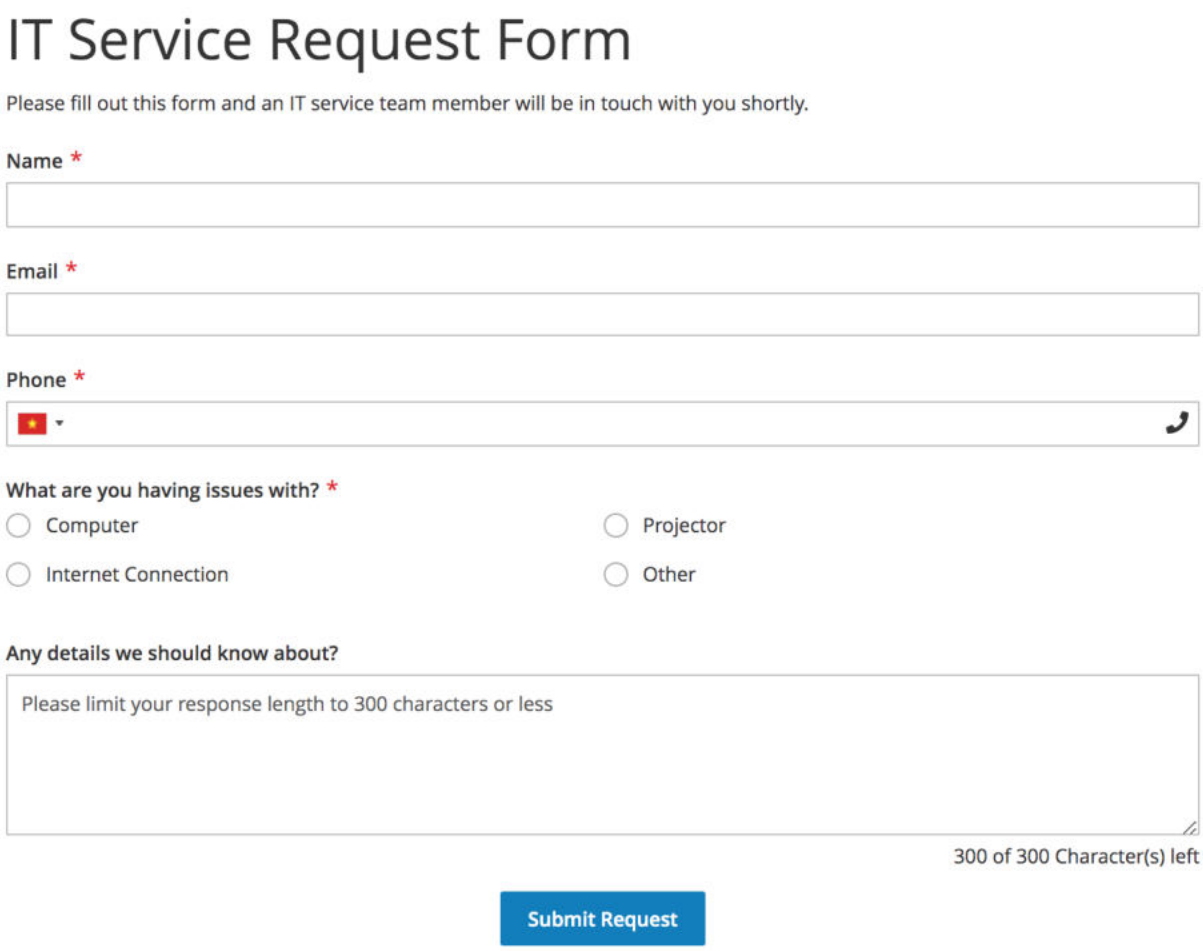
9) Customer Satisfaction Survey



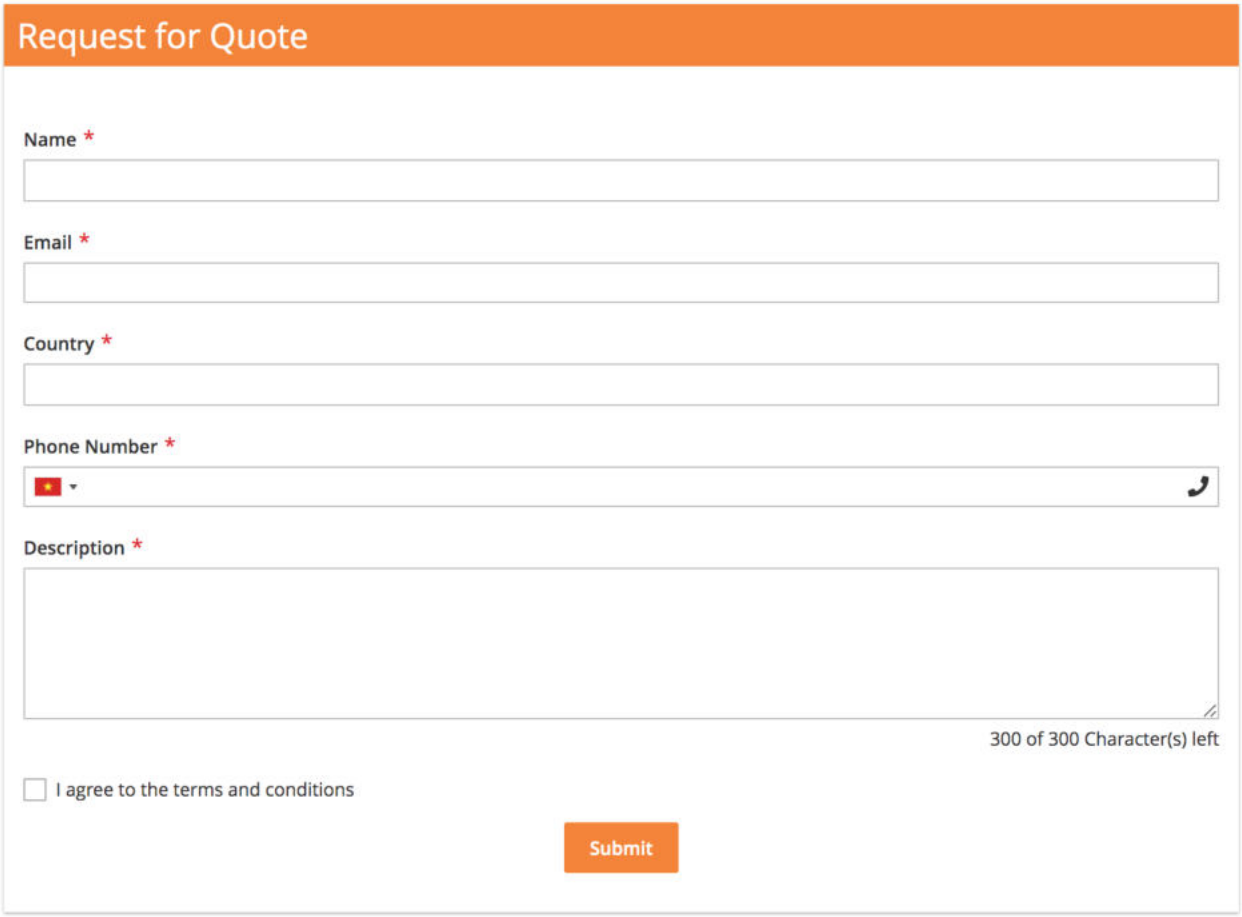
10) Build a Pizza



11) IT Service Request Form



12) Request For Quote



VIII) Support

If you have any questions or need any support, feel free to contact us via the following ways. We will get back to you within 24 hours since you submit your support request.

- Submit contact form.
- Email us at support@magezon.com.
- Submit a ticket.
- Contact us through Skype: support@magezon.com.
- Contact us via live chat on our website.