Zapier

Blue Form Builder plugin

User Guide

Version 1.0

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I) Introduction

Zapier plugin is a perfect solution for connecting Blue Form Builder forms with 2000+ web apps. No manual tasks are required. Zapier plugin will automatically send form submission data to any apps you've connected.

- Connect Any Forms With 2000+ Apps
- Streamline Your Workflows

Note: **Zapier** is a plugin of Blue Form Builder extension. Please pre-install Blue Form Builder. After that, install Zapier plugin and it will be integrated with existing Blue Form Builder on your website.

II) Where To Find Plugin

- After installing the plugin, navigate to **Stores > Settings > Configuration**:
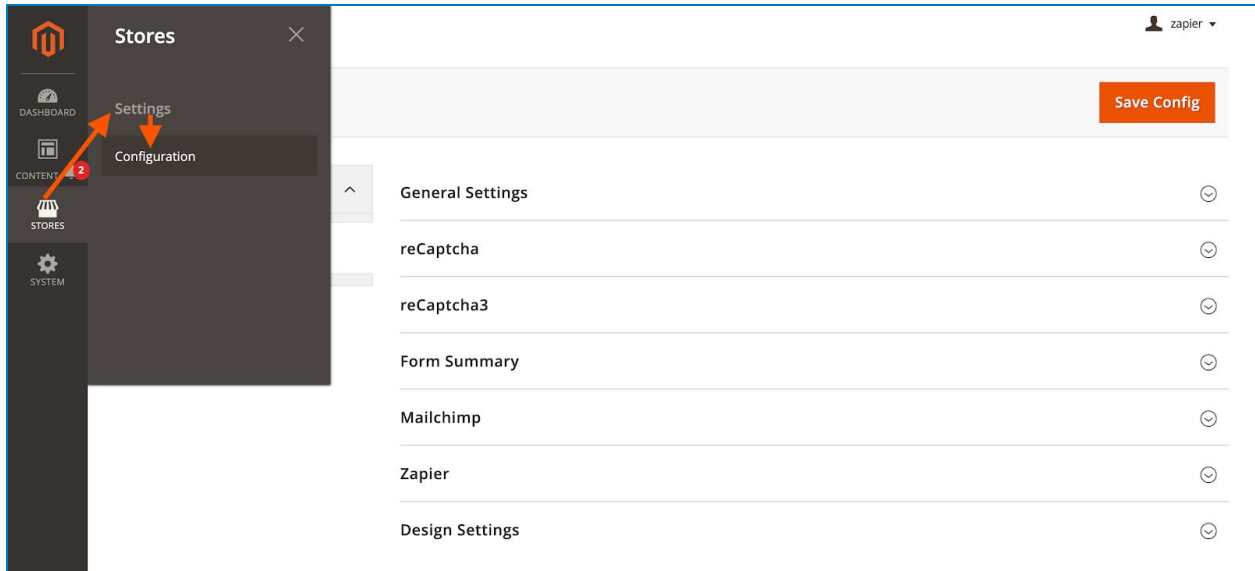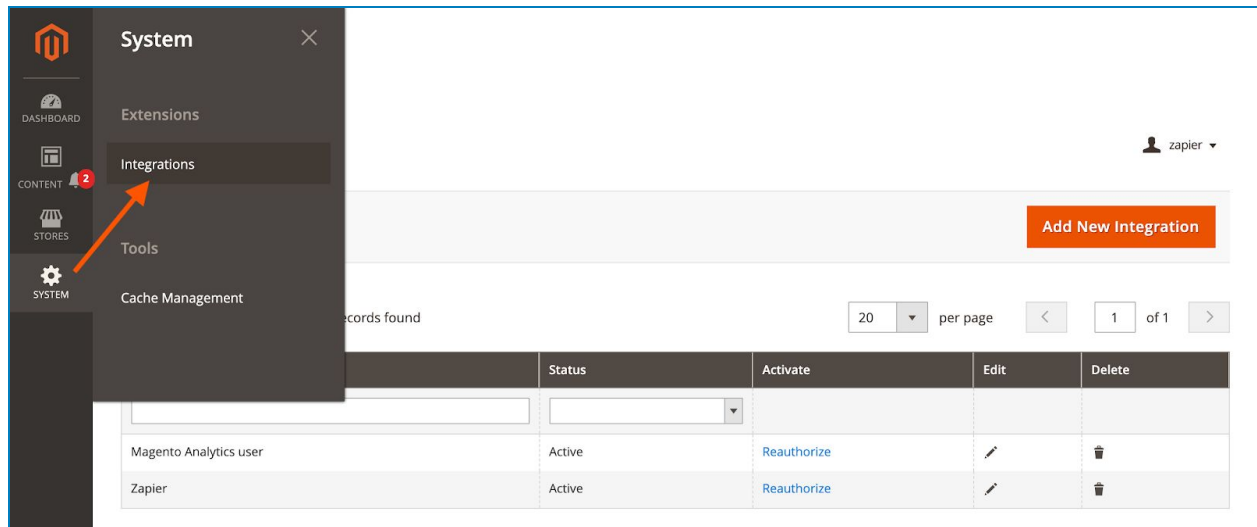

In the left panel, span **MAGEZON EXTENSIONS** and click on **Blue Form Builder.** In the right section, open the **Zapier** tab where you can enable/disable the plugin:
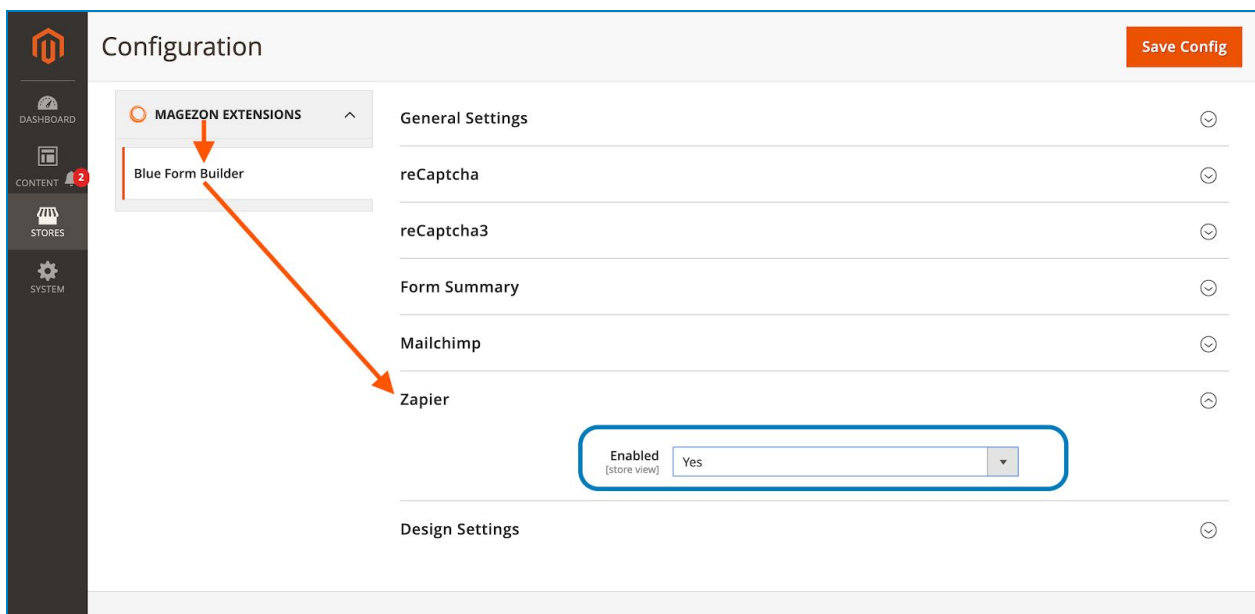
III) Create Zapier API Key

First, you need to create the Zapier API key which is used to connect your Zapier account and your Blue Form Builder forms.
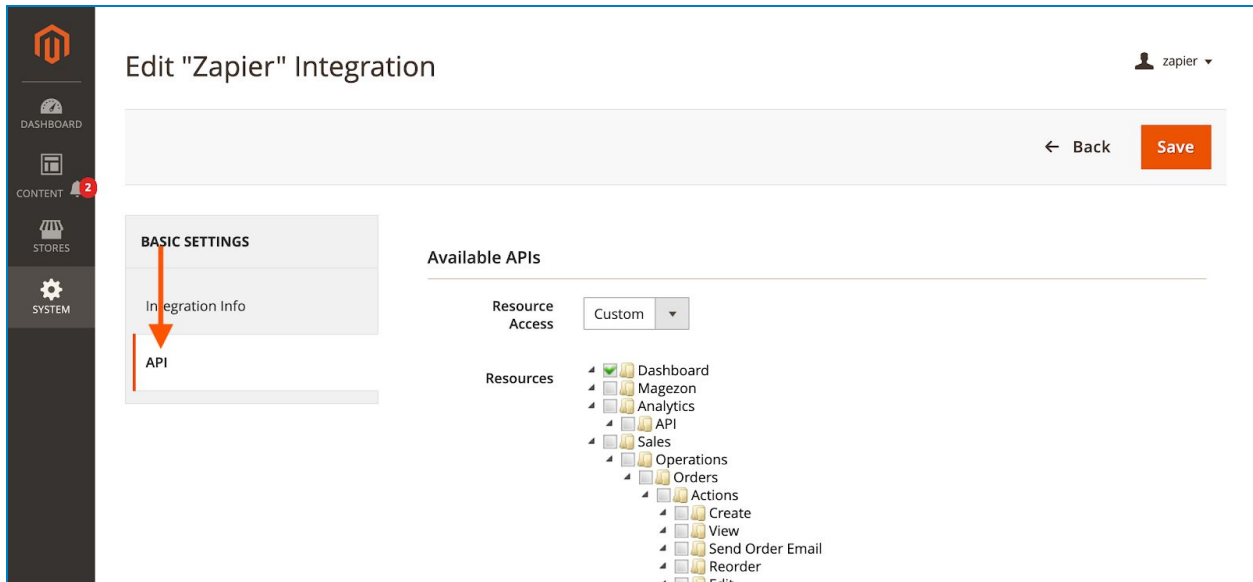
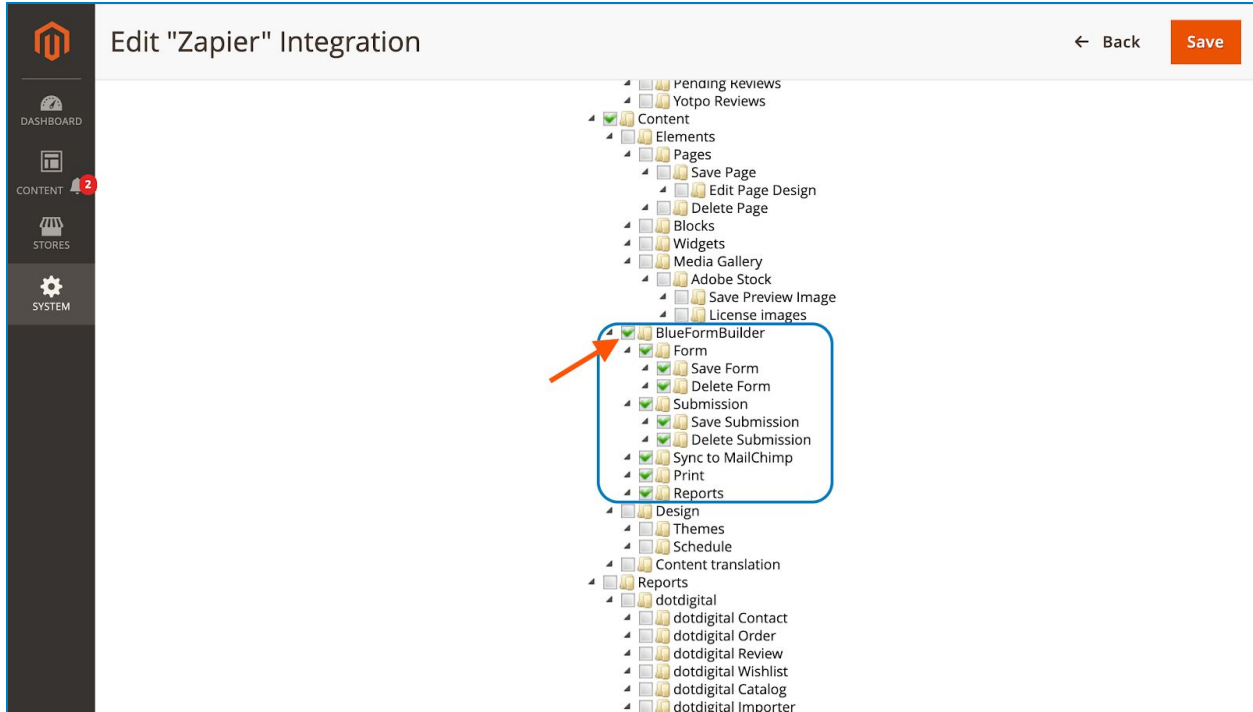- Go to **System > Extensions > Integrations:**

- You can either edit an existing integration by clicking on the edit icon in the **Edit** column of the grid…

...or create a new integration by clicking on the **Add New Integration** in the upper right corner:

- In the **BASIC SETTINGS** panel on the left, open **API** tab:

- Tick **BlueFormBuilder**:

- After that, open **Integration Info** tab and you should see a new section called **Integration Details** with **Access Token** field that contains the Zapier API key.

Note: Make sure that your integration has been activated. If not, click **Activate** in the **Activate** column in the grid:

IV) Create A Zap In Zapier

In Zapier, a zap is an automated workflow that connects your apps and services together.

- To create a zap, you'll need to log into your Zapier account. If you don't have an account yet, you can create one at zapier.com. You can choose the free plan or paid tiers based on how many zaps you'll be using.
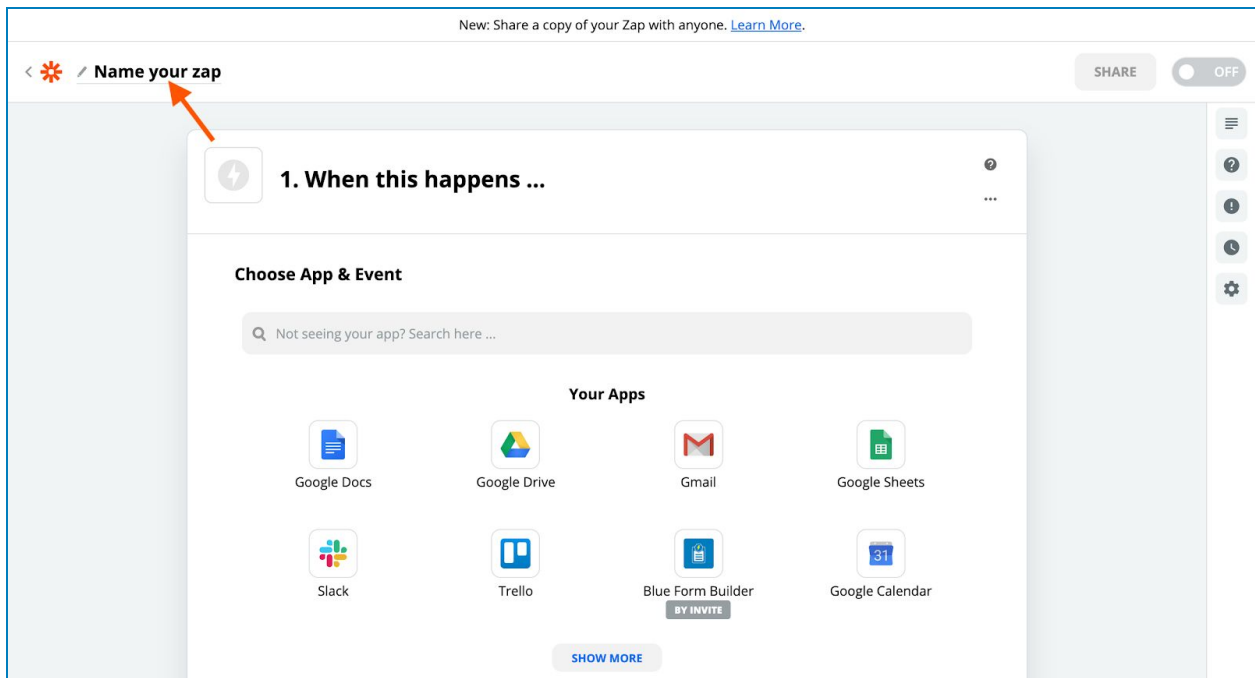
- After you've accessed your Zapier account, click **MAKE A ZAP** black button in the upper left corner to create a zap…
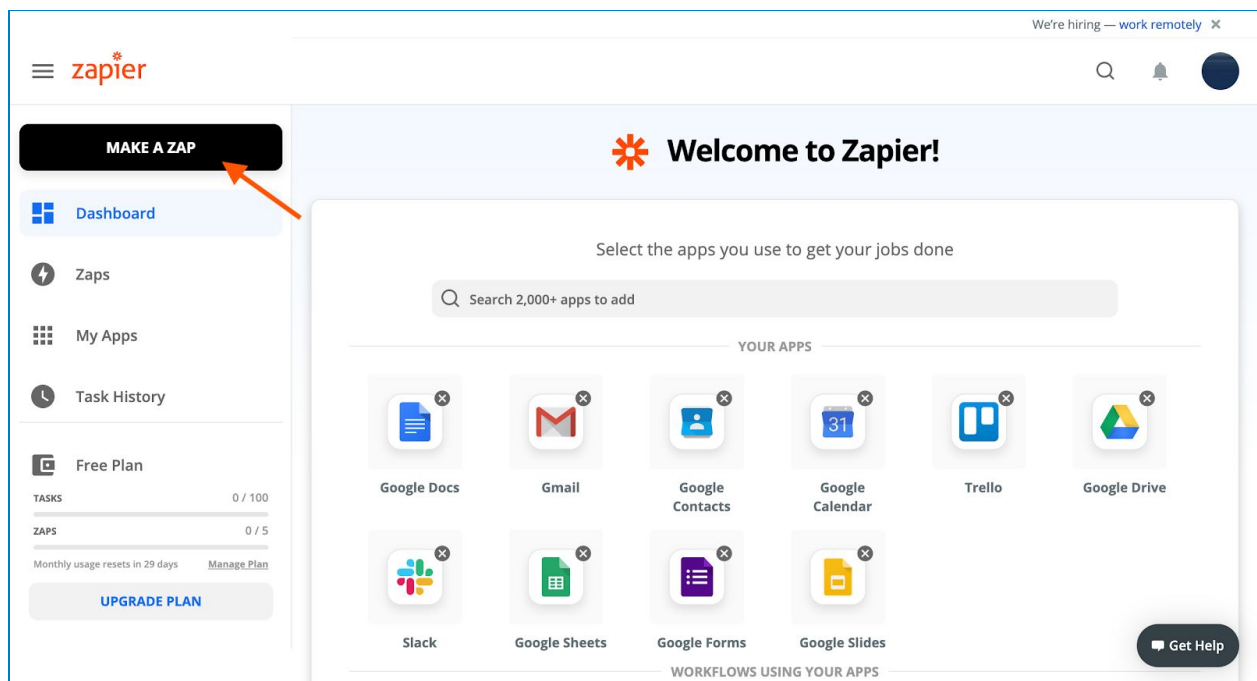
...and you'll navigate to the setup page of the new zap:
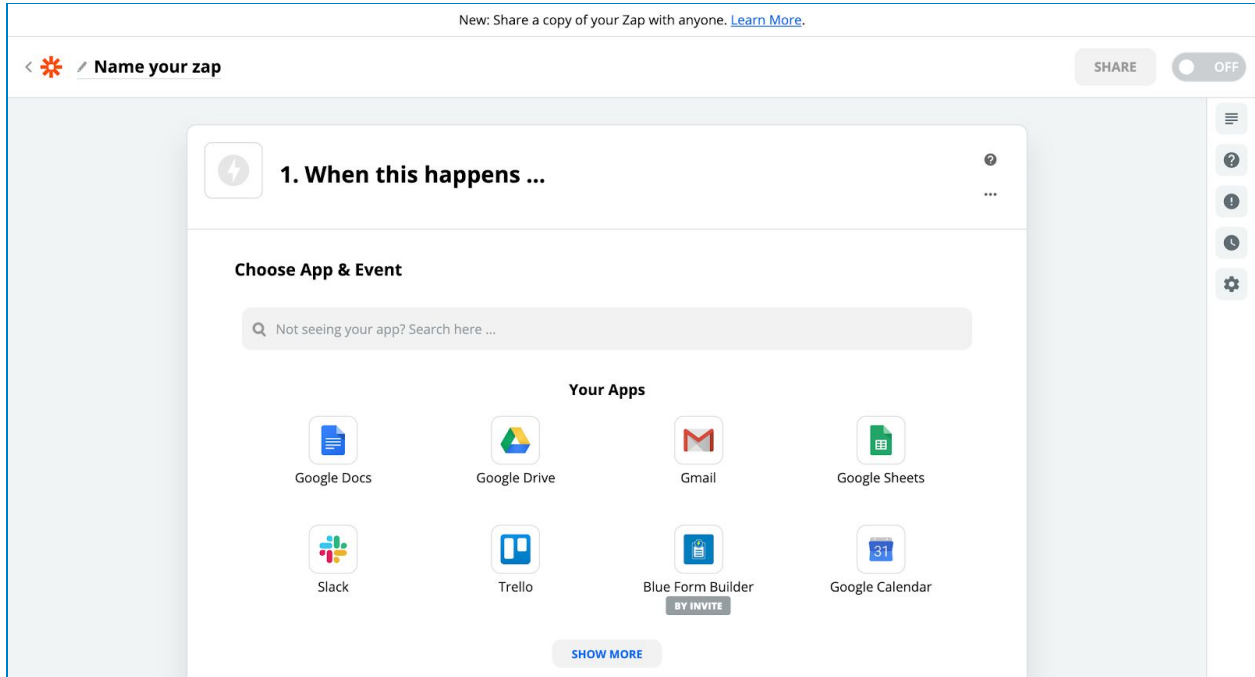
- Click **Name your zap** in the upper left corner to rename your zap:

Step 1: Set Up Trigger

Trigger is an event that starts a Zap. You'll set up the trigger in the **1. When this happens** section.

- Select trigger app: The trigger app that needs to be selected here is Blue Form Builder. In the **Choose App & Event** search box, type Blue Form Builder and click Blue Form Builder from the result list.
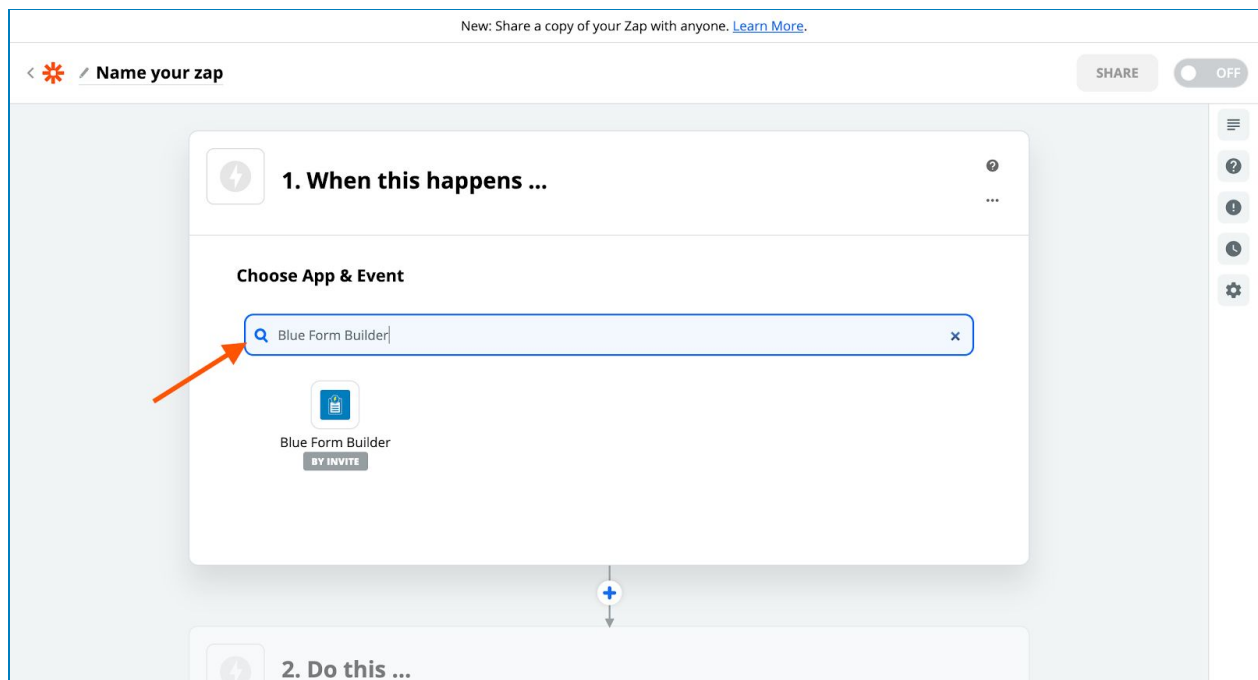
- Select trigger event: Once you choose the trigger app, then you can **Choose Trigger Event**. Blue Form Builder only has 1 trigger (New Submission Entity) and it's automatically selected.
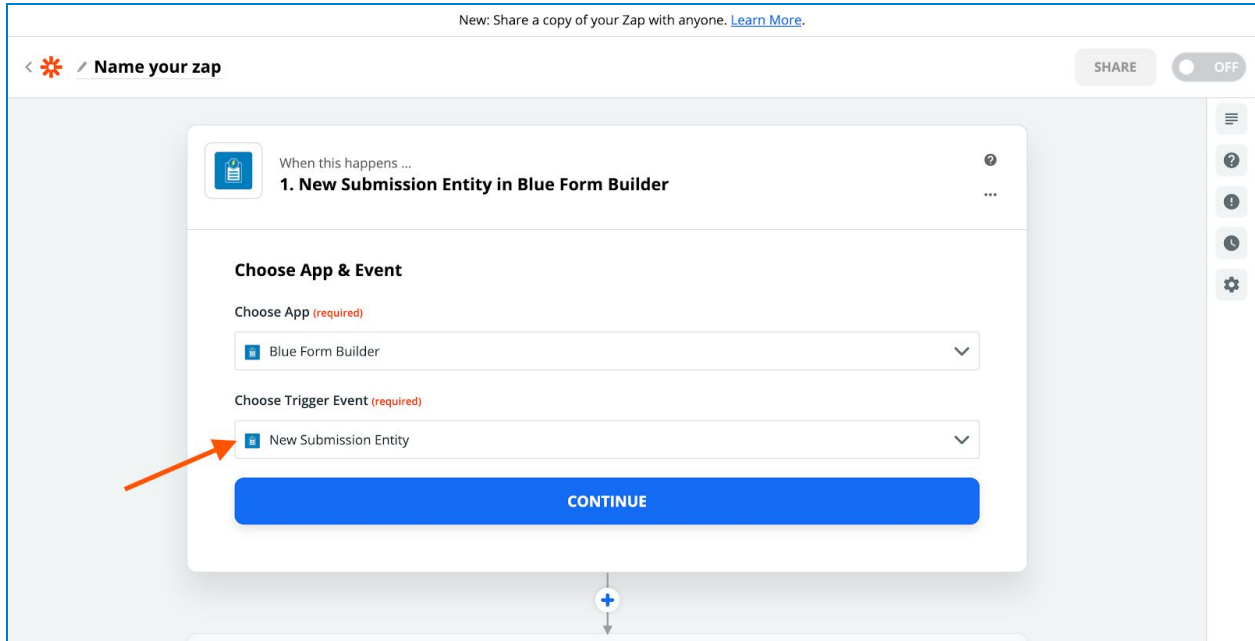
- Select app account: connect Zapier to Blue Form Builder on your website by clicking on the **Sign in to Blue Form Builder** button:
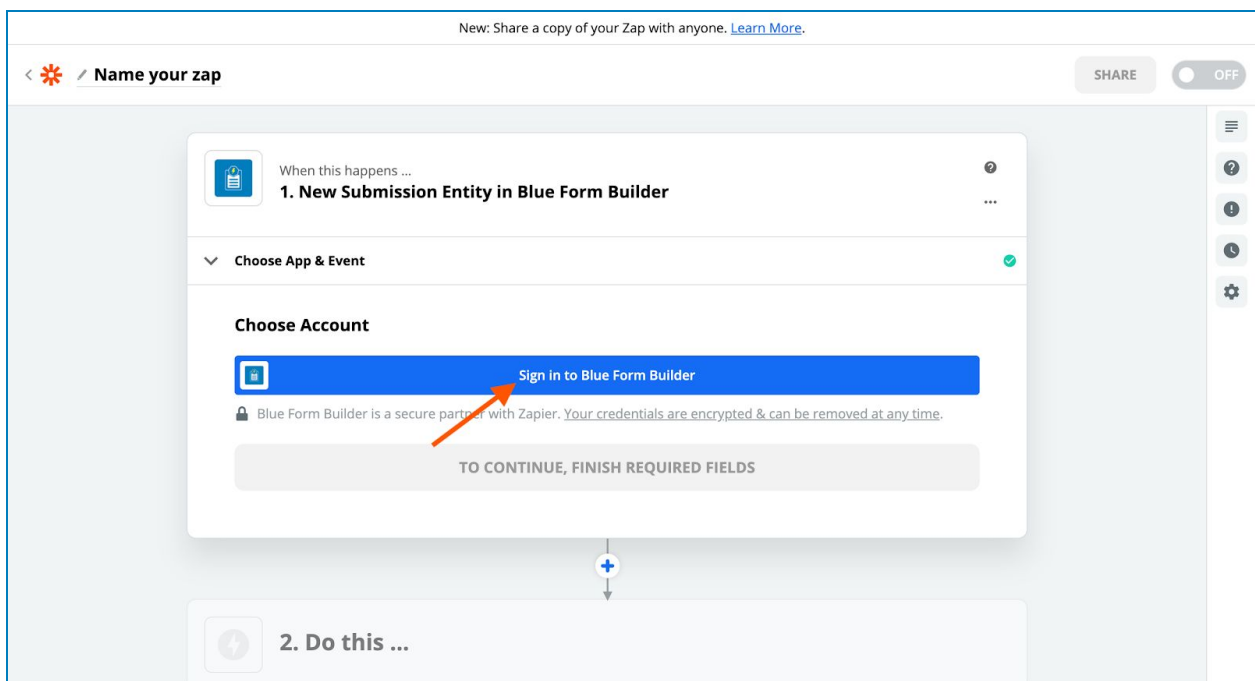
A new window will appear:

- **Domain**: enter the full URL of the domain in which Blue Form Builder is installed.

- **Admin username**: enter admin username.

- **Admin password**: enter admin password.
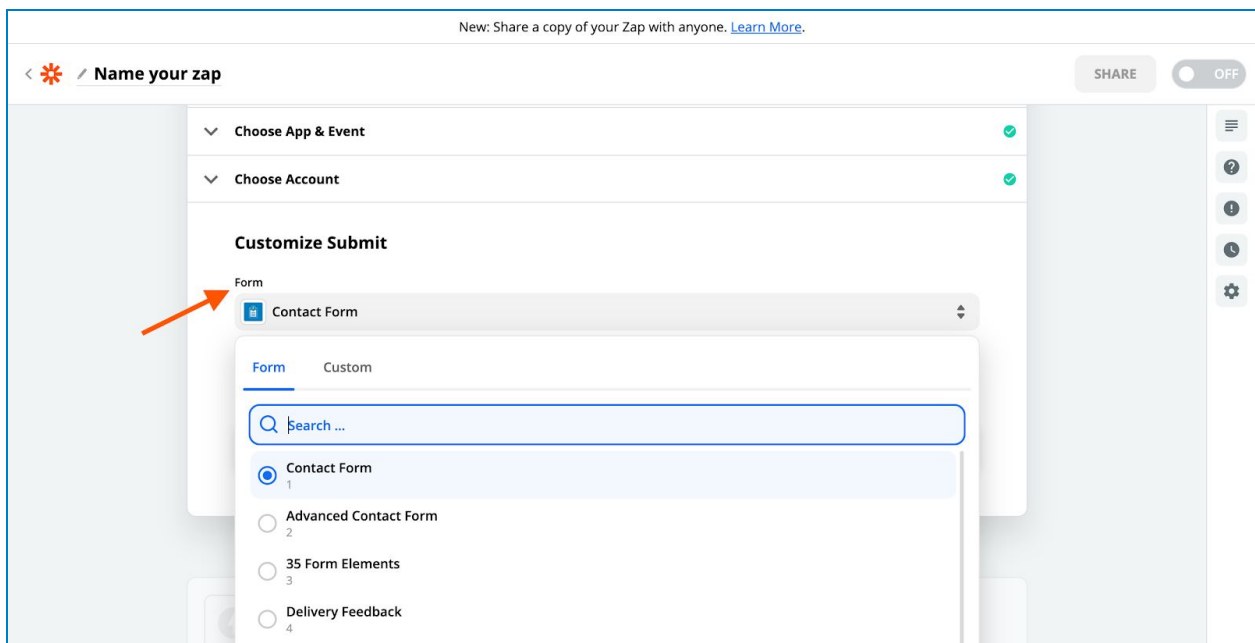
- **API**: enter the access token key here.

Then click **Yes, Continue** button to finish the connection.

Please note that you can connect Zapier with multiple accounts by clicking **Add a New Account**:
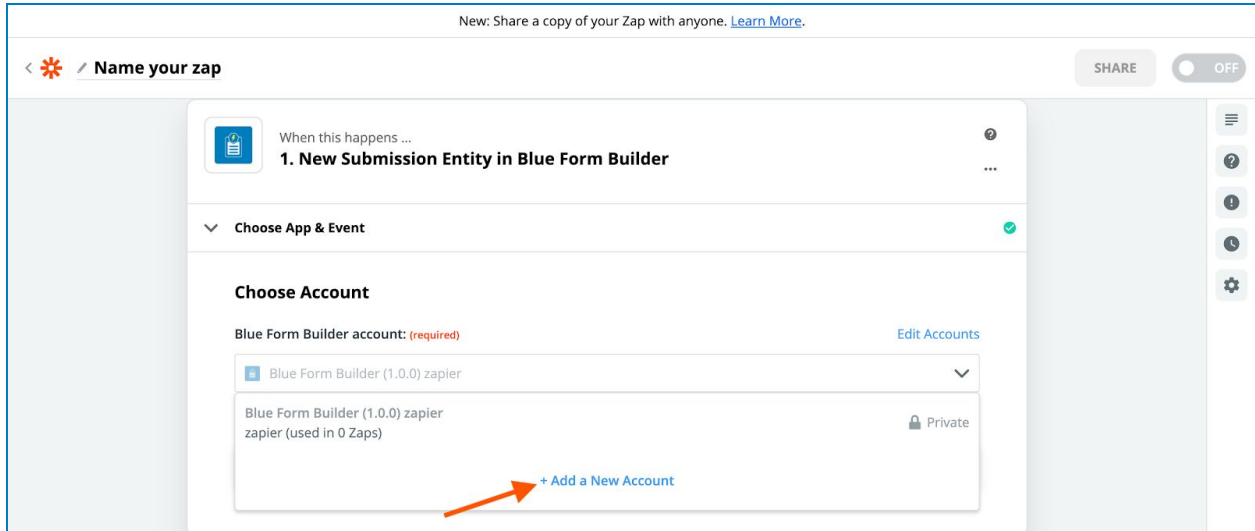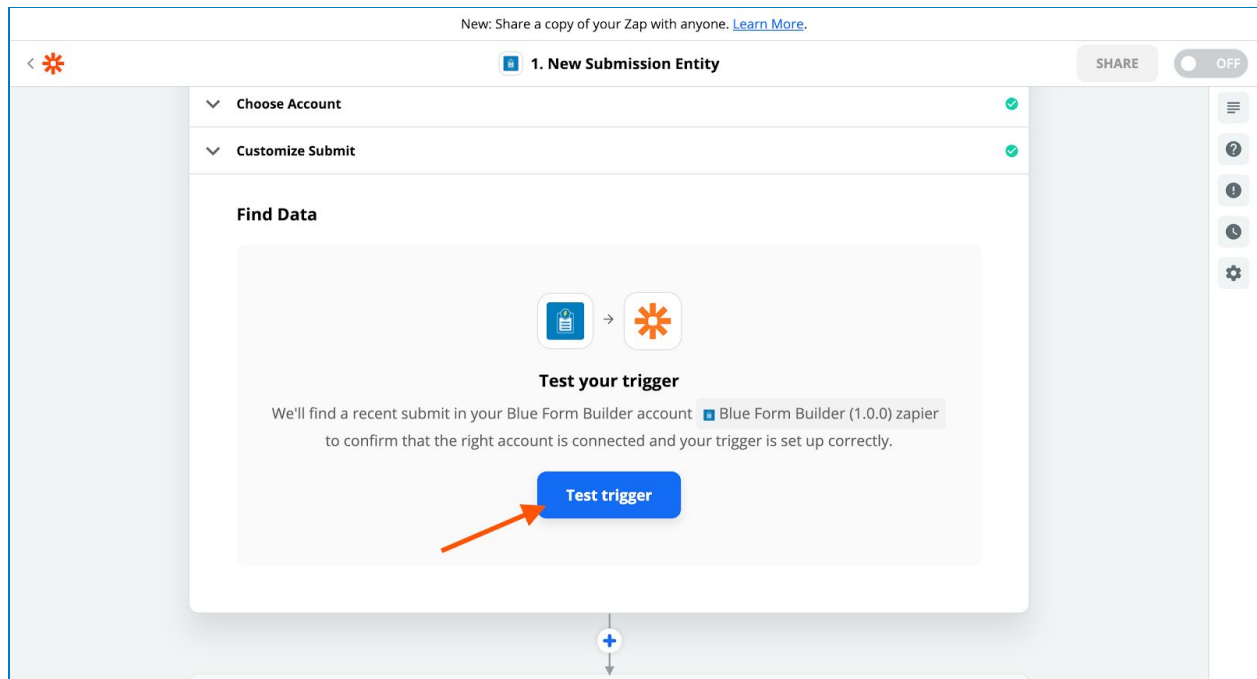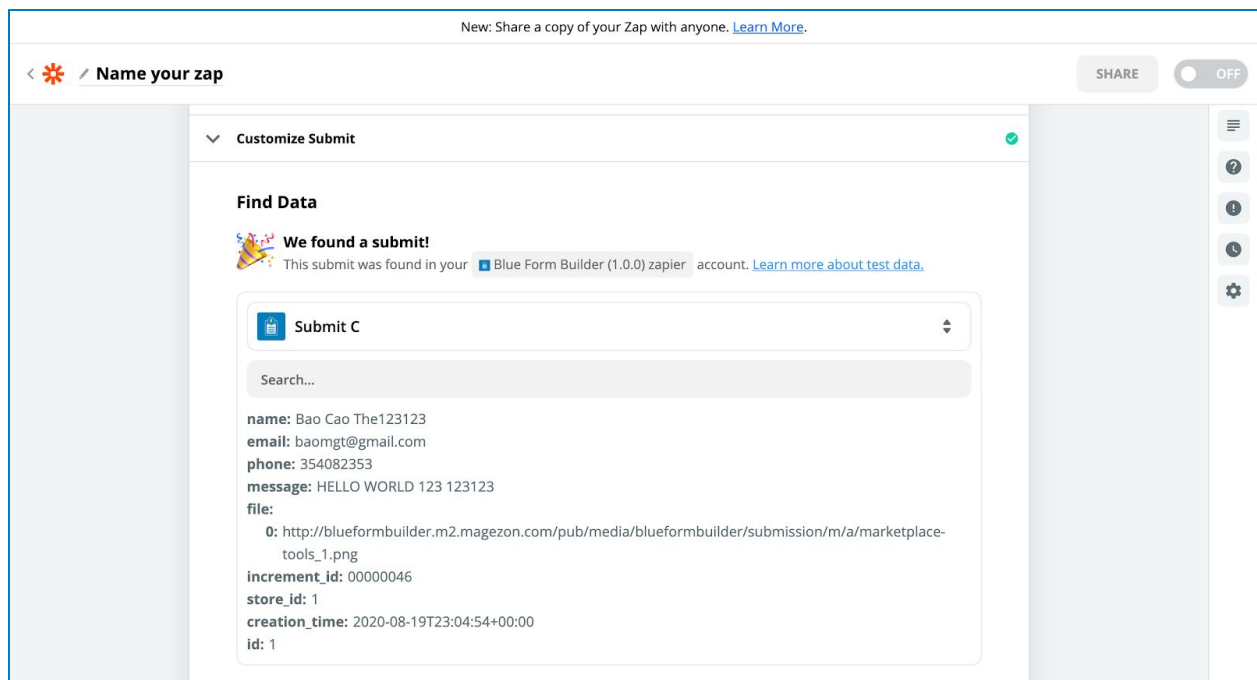
Click **Continue** to proceed.

- Select form: Select the form you want to use in this zap, then click **Continue**.


- Test trigger: In this step, you are able to test your connection using sample submission data pulled in. Please make sure that the form you selected has at least one submission to test. After clicking the **Test Trigger** button, ...

...you should see a submission found with all related data:

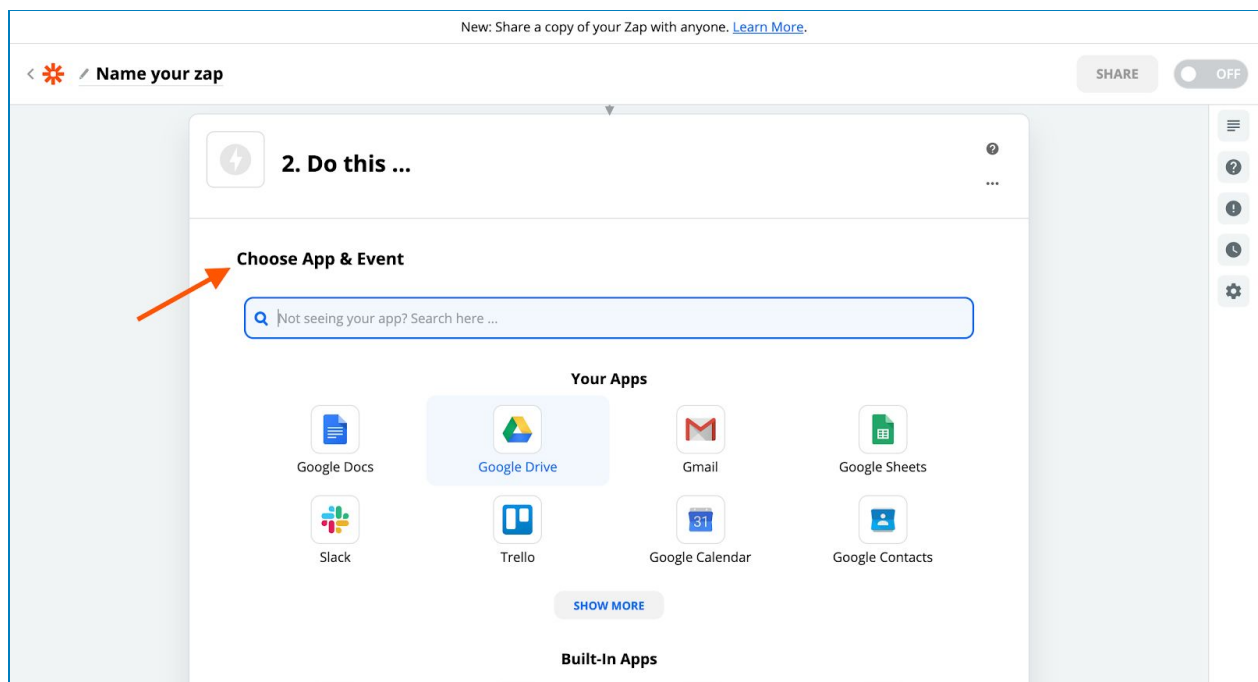You can choose another submission to test from the drop-down menu where latest submissions are listed:
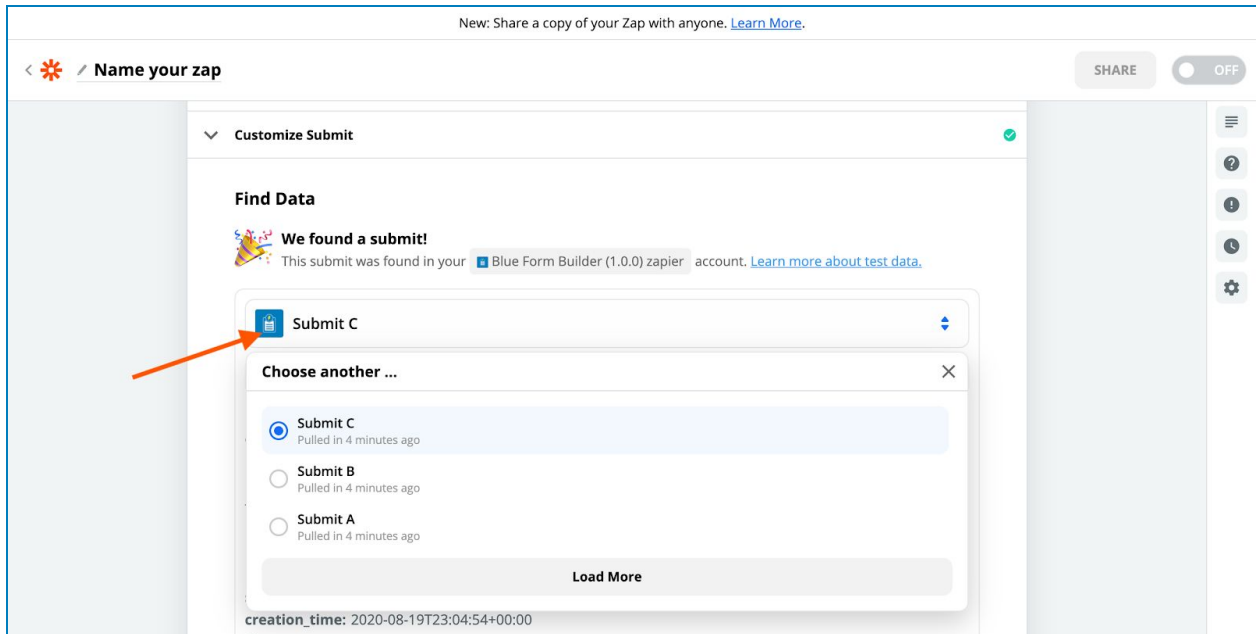
Click the **Continue** button to proceed.

Step 2: Set Up Action

An action is an event that a Zap performs after it is triggered. You will set up action in the **2. Do this…** section.

First, choose the app which you want to send your submission data to:

After that, you will select the action event, select the app account, customize the action and test the action to send submission data to your chosen app. The custom options in these steps vary depending on each app.

Step 3: Turn On Your Zap

After you finish customizing your app, you can turn it on by clicking to toggle the **switch** ON in the upper right corner. Once the zap is turned on, Zapier will run your action steps each time your trigger event occurs.
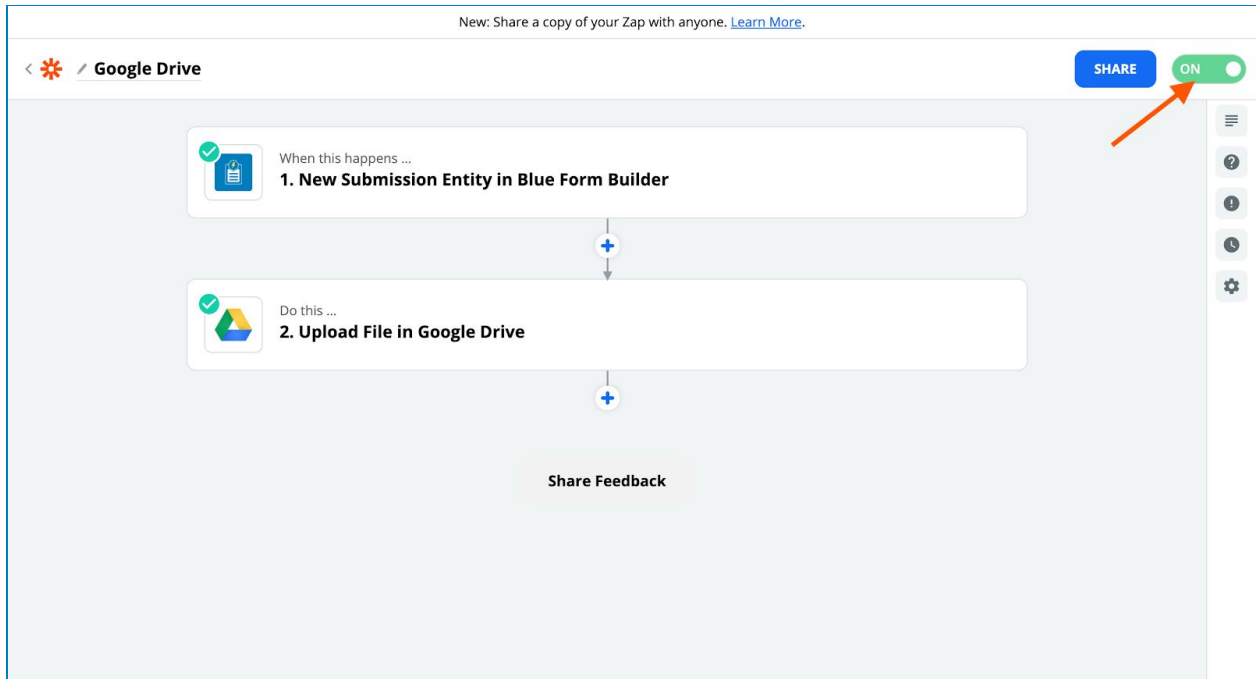
V) Support

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: magezon.com.