

# Create a New Standard Form

Last Modified on 04/19/2022 10:55 am EDT

Once a standard form is created, you can configure its [title](#), set the form's [priority](#), create [sections](#), and add [elements](#).



When creating forms for use in a repeatable form, note that only forms with supported elements will be displayed. See the [Add Repeatable Forms to a Report](#) for a list of unsupported elements.

## To create a new standard form:

1. Click the  icon in the top bar > **Configurable Forms** in the **Views** section.
2. Click **Create Form**.
3. Enter the name of the form in the **Name** field.
4. **Optional:** Enter a brief description of the form in the **Description** field, which will appear below the form's name while editing the form and on the **Configurable Forms** landing page.
5. Select **Standard Form** from the **Form Type** dropdown menu. See the [Navigation Forms](#) section for information and instructions on creating navigation forms.
6. Select an object type from the **Object Type** dropdown menu.

A screenshot of a web application interface titled "Admin: Create Form". The page contains four main input fields: "Name" with the text "Business Unit - Create", "Description" which is an empty text area, "Form Type" with a dropdown menu showing "Standard Form", and "Object Type" with a dropdown menu showing "Business Unit". At the bottom right, there are two buttons: "CANCEL" and "CREATE" (with a checkmark icon).

*The Create Form page.*

7. Click **Create** to display the **Edit Configurable Form** page. From here, you can edit the standard form's [title](#), select a [priority](#), and add [sections](#) and [elements](#).

Admin: **Edit Configurable Form**

**Business Unit - Create** 🔗 ✎

Object Type: [Business Unit](#)

**Form Layout** 🗑

 **1 COLUMN**

 **LEFT SIDEBAR**

 **RIGHT SIDEBAR**

**Object Name** ⋮ ✎

*Drag and Drop Cards*

+ CARD

🗑 ✓ DONE

**FORM ELEMENTS** ×

- Properties +
- Fields +
- Relationships +
- References +
- State Triggers +
- Formulas +