



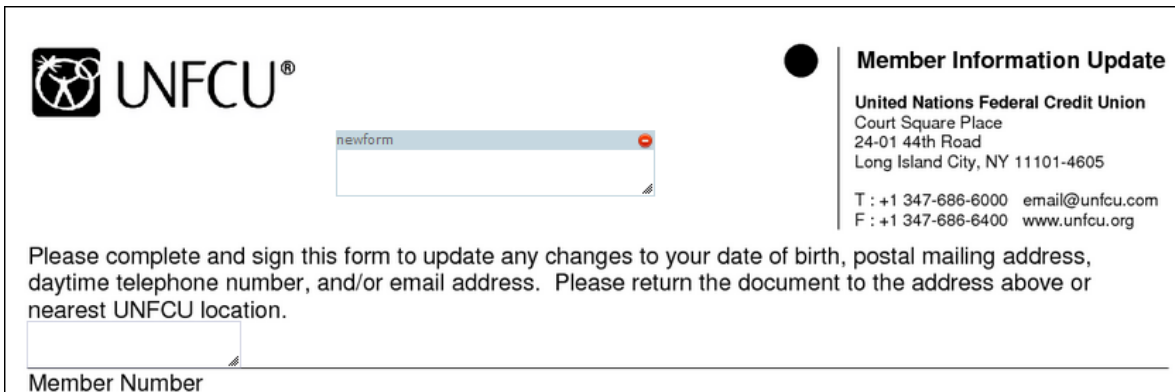
# PDF SHARE FORMS

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Ensuring required fields  
in newly created form

This guide describes the steps to prevent the form from being submitted when required fields are empty.

**Step 1.** Add a text field to a form template.  
 As an example, here it is called “newform”.



UNFCU®

newform

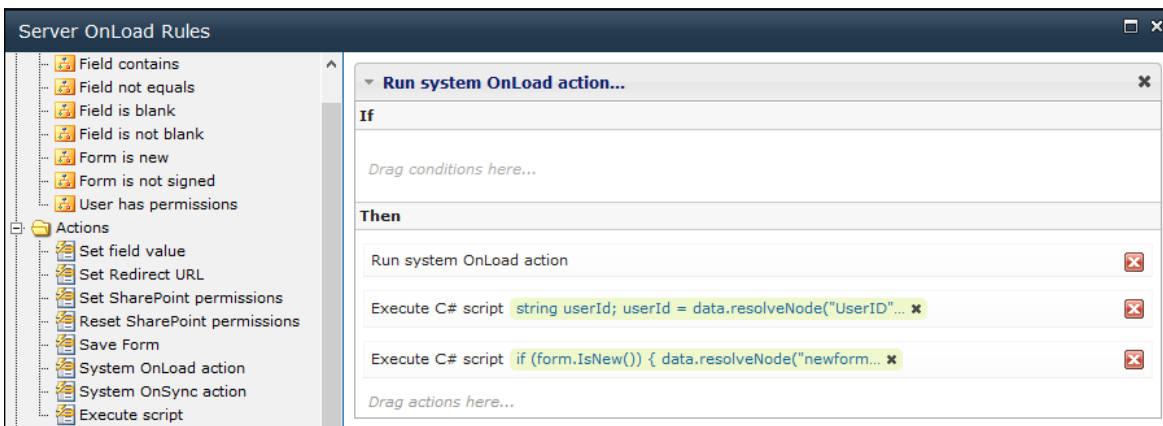
**Member Information Update**  
 United Nations Federal Credit Union  
 Court Square Place  
 24-01 44th Road  
 Long Island City, NY 11101-4605  
 T : +1 347-686-6000 email@unfcu.com  
 F : +1 347-686-6400 www.unfcu.org

Please complete and sign this form to update any changes to your date of birth, postal mailing address, daytime telephone number, and/or email address. Please return the document to the address above or nearest UNFCU location.

Member Number

This field will store information about the form whether it is new or not; “newform” field must be hidden.

**Step 2.** Add server-side “Form Load” script action: *PDF Form Tools* → *Developer* → *Form Load*.



**Step 2.** Place “Execute script” action under “Run system OnLoad action”.

**Code:**

```

if (form.IsNew())
{
    data.resolveNode("newform").value = "yes";
}
else
{
    data.resolveNode("newform").value = "no";
}

```

This code will set “yes” to “newform” field if form is newly created; “no” if form is not.

**Step 3.** Add script to “Global JavaScript” event: *PDF Form Tools* → *Developer* → *Global JavaScript*.

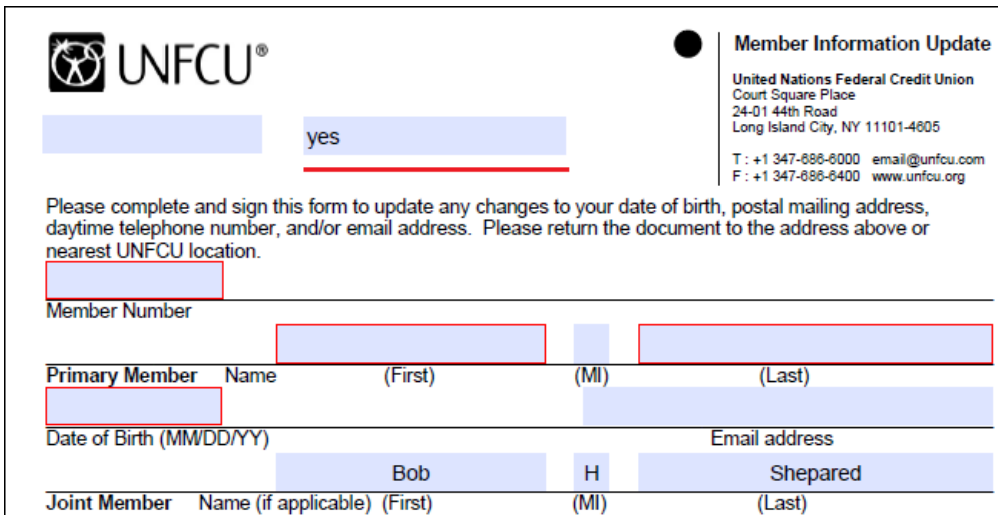
**Code:**

```
if (this.getField("newform").value == 'yes'){
  this.getField("FirstName").value = '';
  this.getField("LastName").value = '';
  this.getField("CustomerCode").value = '';
  this.getField("DOB").value = '';
}
```

This code will clear fields set to “required” if “newform” field value equals to “yes”.

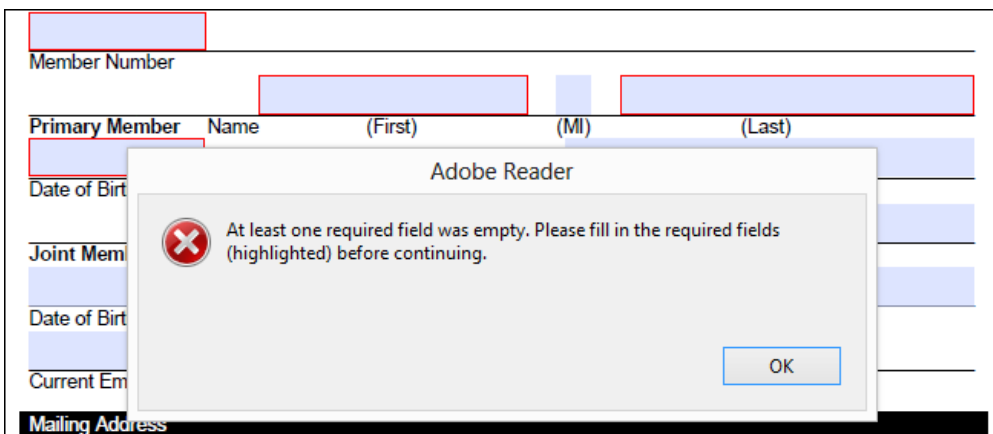
**Step 4.** Deploy the template and try the form out.

- Try to submit the form with empty “required” fields.



As can be seen, the form is new and “newform” field value is set to “yes”.

- Submit the form.



As can be seen, empty “required” fields are preventing the form from being submitted.