

# Form Column

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## Introduction

**Form Column** is the placeholder to hold Form Elements. Each section has one column in it by default. At the section level, you may add more columns to it.

## Get Started

The easiest way to see how the Form Column works is to use the existing built-in App Expenses Claims. Here are the steps:

1. Start the **Joget Server** and open the **App Center**.
2. Log in as **admin** and click on the pencil icon on the **Expenses Claim** to open the Design App. (see Figure 1)

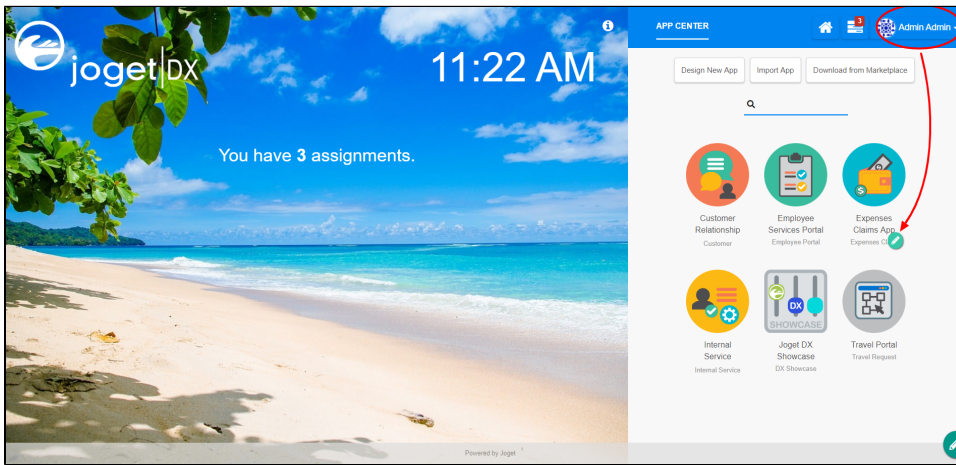


Figure 1

3. Click on **Expense Claim New** and you will be directed to the **Form Builder**.
4. **Hover** the mouse over to the top right corner below the section and click **Edit Column** to open up Edit Column Properties (see Figure 2).

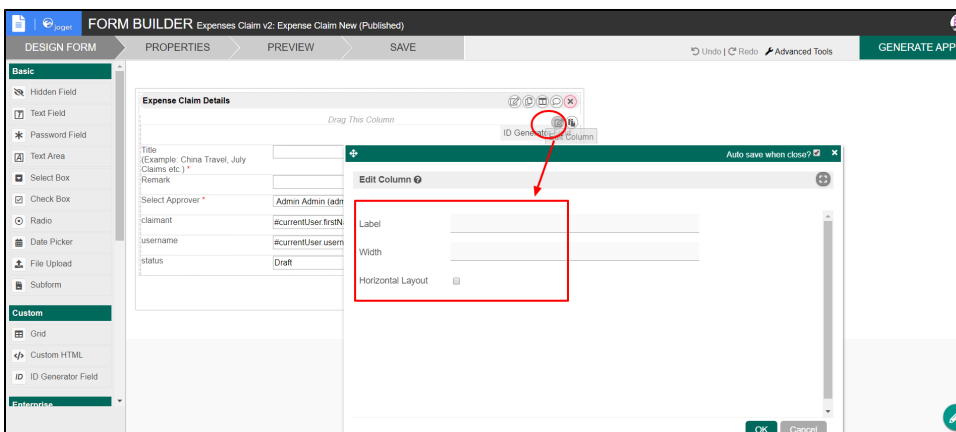


Figure 2

5. To add new columns, hover over the section and click on the **Add Column** button (see Figure 3)

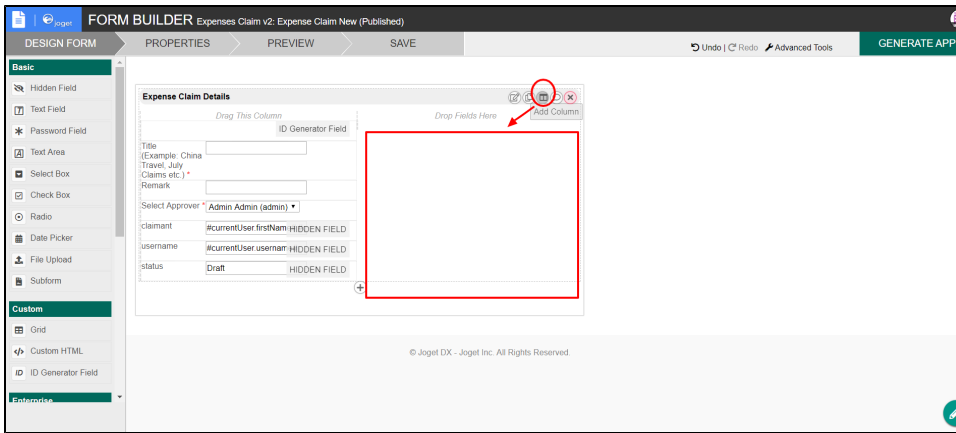


Figure 3

6. To edit specific column, hover over to the top right corner within the specific column (see Figure 4)

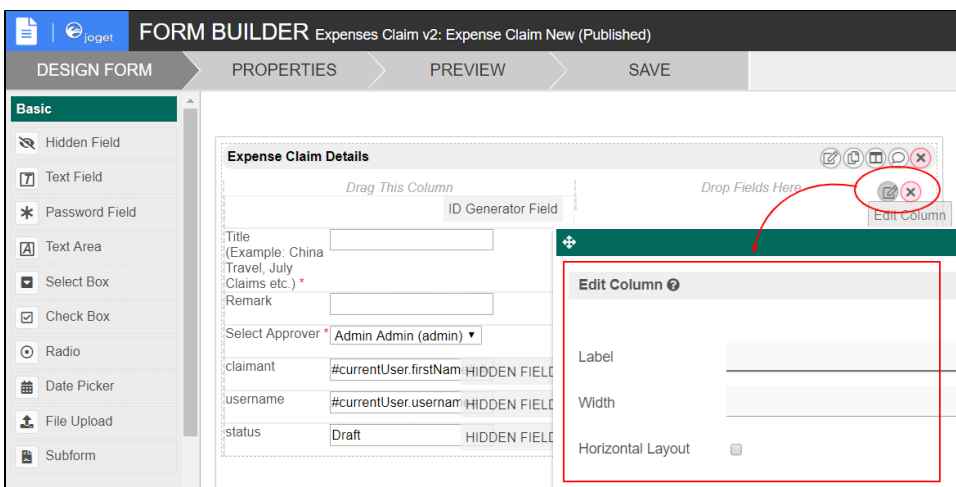


Figure 4

## Column Properties

Auto save when close? ☒

Edit Column ?

Label

Width

Horizontal Layout

☐

OK

Cancel

Name	Description
Label	Column label. Blank by default.
Width	<div>Width of the element.</div> <div><div>Example</div><div>30% 120px</div></div>
Horizontal Layout	Horizontal Layout in the arrangement of elements contained.