UNDERSTANDING PROPERTIES

Welcome to the Understanding Properties Training Plan. We have recommended some training and support content below to help build knowledge in this area of Formpak.

KEY CONTENT

Introduction Manual - (Pages 35 - 39)
The Formpak Introduction Manual offers an excellent introduction to properties in Formpak, including summaries of the different types of properties, options to view and report properties and methods of keeping them updated.

CLICK TO VIEW THE INTRODUCTION MANUAL

Adding Properties to Raw Materials
This PowerPoint presentation explores the links between raw materials and properties. It includes tutorial videos on 'Using manual and calculated properties' and 'Adding GHS Hazards to a raw material'.

CLICK TO DOWNLOAD PRESENTATION

Managing Properties
This PowerPoint presentation explains the attributes and logic inside a property and shows how to search and organise your properties. It contains video tutorials on how to add manual and calculated properties.

CLICK TO DOWNLOAD PRESENTATION

SUPPORTING CONTENT

Properties Overview
This support article provides a general overview of properties in Formpak, including using properties and examples of property types.

CLICK TO VIEW THE ARTICLE

Using Property Groups & Types
This support article explains property groups and types and how to use them to manage your properties in Formpak. It also contains processes for adding new property groups and property types.

CLICK TO VIEW THE ARTICLE

Adding a New Property
This quick start guide is a step-by-step guide for the process of adding a new property.

CLICK TO VIEW AND DOWNLOAD QUICK START GUIDE

Turning off a property
This support article explains the process for turning off a property. It also offers examples of when this might be required.

CLICK TO VIEW THE ARTICLE

Guide to Calculation Methods
This support article provides a general guide to calculation methods in Formpak. Including examples of commonly used calculation methods and logic behind them.

CLICK TO VIEW THE ARTICLE

Page 1 of 2
Version: 2
Date: April 2021

www.formpak-software.com
+44(0) 1235 250 020
support@formpak-software.com

SUPPORTING CONTENT Continued…

FMI - Search Using Properties
This video demonstrates how to include properties in the search criteria when using Find Matching Items.

CLICK TO VIEW VIDEO

CLICK TO DOWNLOAD VIDEO

Print Item Property Report
This support article explains how to print a report showing properties of an item or multiple items.

CLICK TO VIEW THE ARTICLE

LINKS TO RELATED TRAINING PLANS

Compliance Management and Understanding Suitability
This training plan includes content on compliance management, suitability, item analysis and item analysis reports.

CLICK TO VIEW THE TRAINING PLAN

Generating and Managing Documents and Labels
This training plan includes an overview of documents and labels and how to author, print and automatically revise them. It also looks at advanced document management tools in Formpak.

CLICK TO VIEW THE TRAINING PLAN