Managing Forms

Introduction

This guide covers how to include forms and associate them with a scan.

This document applies to the following applications		
ADFPRO Mobile & Computer Triage	DEI Digital Evidence Investigator	MDI Mobile Device Investigator

What is a Form?

The ADF application allows HTML forms to be displayed and filled out before conducting a scan. For example, a consent form can be presented and completed within the application. Once a form is submitted, it is converted to a PDF.

Creating HTML Forms

Only HTML-format forms can be displayed within the application. Several third-party tools, such as Jotform or even ChatGPT, are available for creating these HTML forms.

Adding HTML Forms

By default, the Forms folder is located at C:\ProgramData\ADF Solutions Inc\v4\forms. However, this location can be modified using the folder browser dialog button in the Settings page (see more details in the “Data Paths” section of the Configuring the ADF Application guide). All created HTML forms should be stored in the designated Forms folder path.

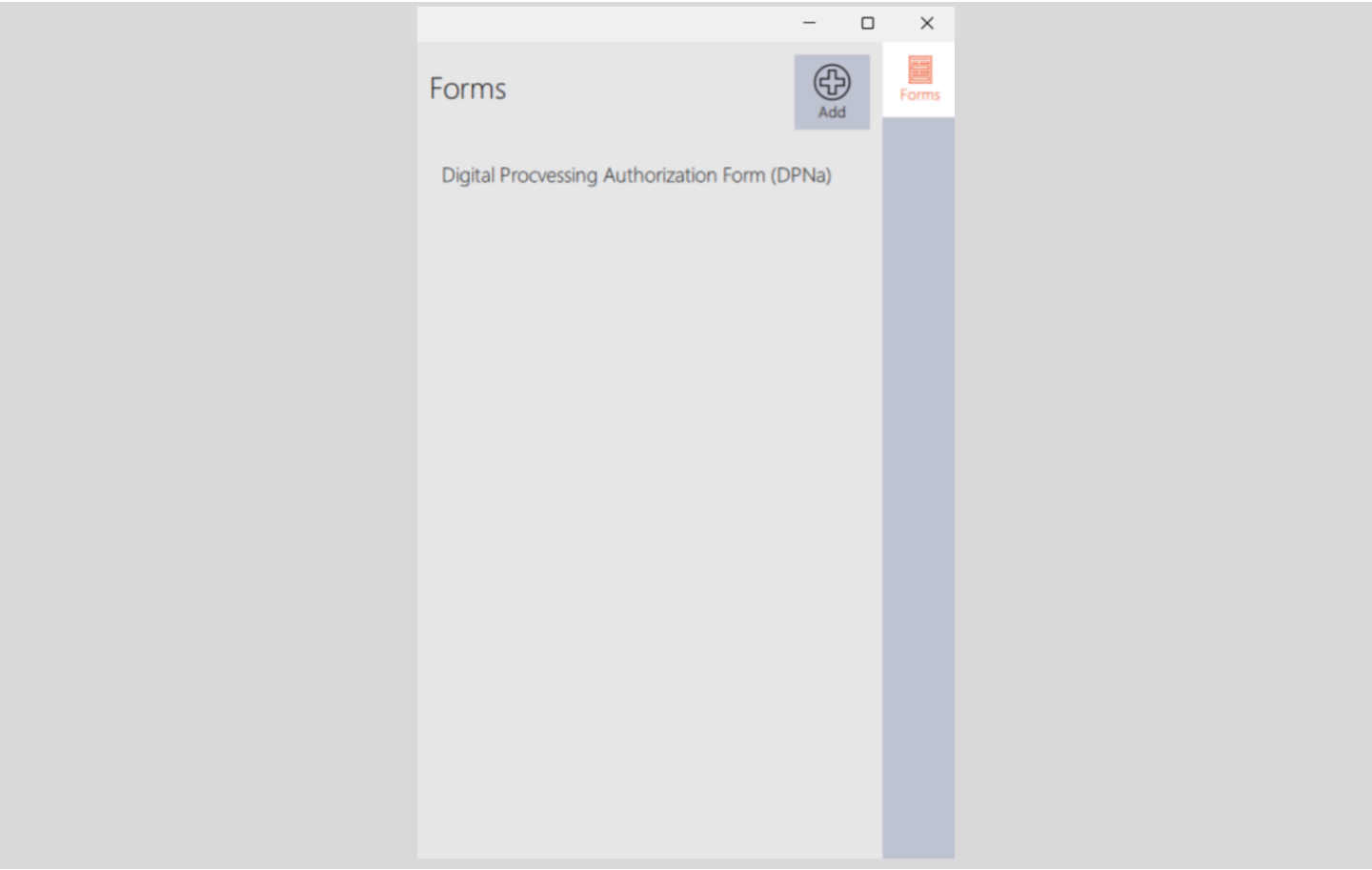
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Forms Panel

From the **Scan** screen or the **Preview**, **Screen Capture, Collect Files** and **Acquire "**Enter Information" screens, use the **Forms** panel to add a new form or delete and view completed pdf forms.

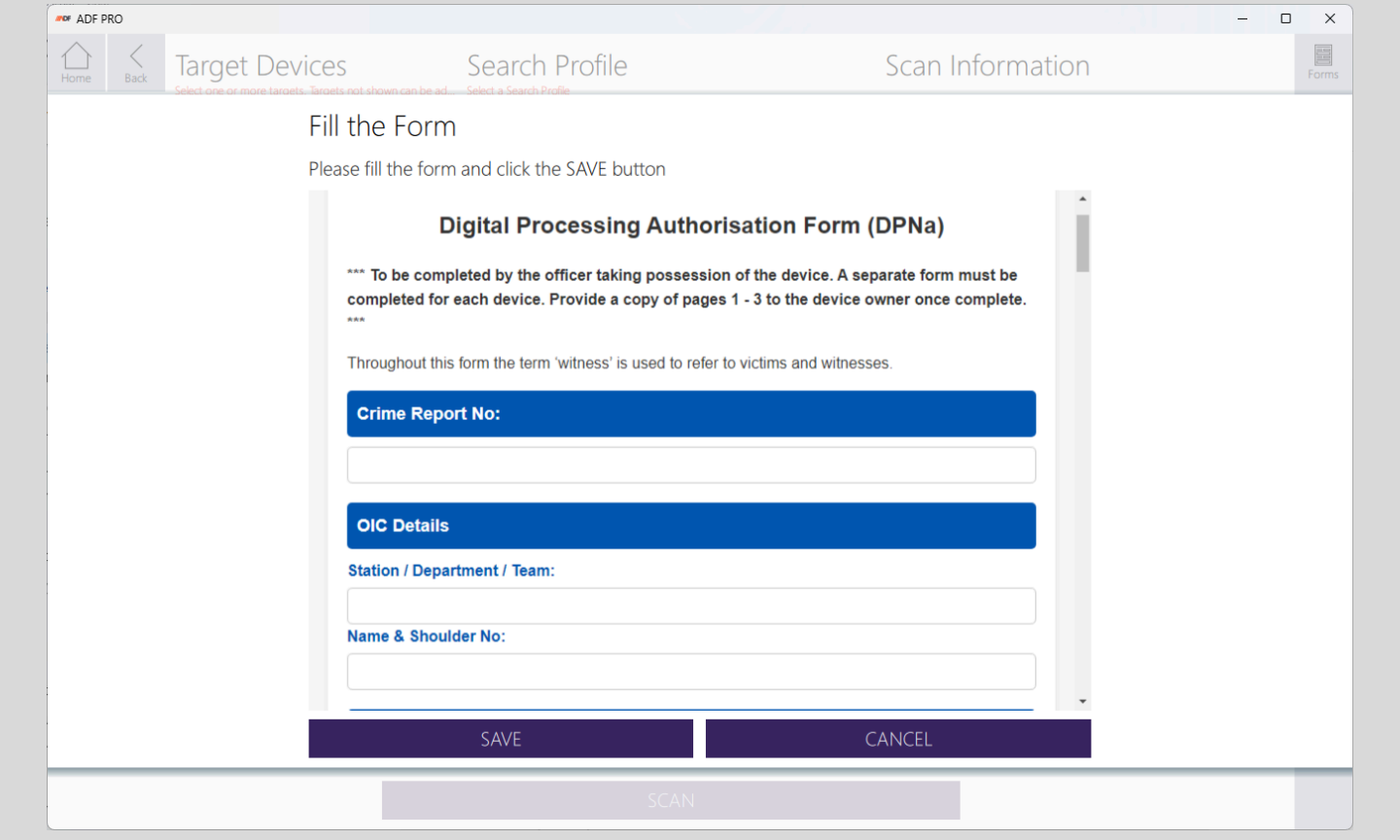
Use the forms button, located in the right side toolbar to open the **Forms** panel:

 Forms	To display the Forms panel



Within the Forms panel, select the "Add" button to select an HTML form stored with the Forms folder. The selected form will be displayed ready for completion.

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Once the form is completed, click the "SAVE" button to save it as a PDF. Alternatively, you can select the "CANCEL" button to discard the form and return to the Scan screen. All completed forms will be displayed in the Forms panel, providing the following options:

 Delete	To delete the completed form
 View	To view the completed form using the default pdf viewer



Navigating away from any screen with the **Forms** button before conducting a scan, device acquisition or screencasting capture will result in the deletion of all completed forms on that screen.

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Forms Button Locations

Preview “Enter Information” Screen

The Forms button is available on the **Preview** “Enter Information” screen. Once a form is completed, it is converted to a PDF and saved. The saved PDF will be accessible when viewing the scan result.

Screen Capture "Enter Information" Screen

The Forms button is also available on the **Screen Capture** "Enter Information" screen. Once a form is completed, it is converted to PDF and saved only within the Screencasting data container folder. By default, this folder is located at C:\ProgramData\ADF Solutions Inc\v4\Acquisitions

Collect Files "Enter Information" Screen

The Forms button is also available on the **Collect Files** "Enter Information" screen. Once a form is completed, it is converted to PDF and saved only within the Acquisition data container folder. By default, this folder is located at C:\ProgramData\ADF Solutions Inc\v4\Acquisitions

Acquire "Enter Information" Screen

The Forms button is available on the **Acquire** "Enter Information" screen. Completed forms are converted to PDFs and saved only within the acquisition data container folder, which is, by default, located at C:\ProgramData\ADF Solutions Inc\v4\Acquisitions

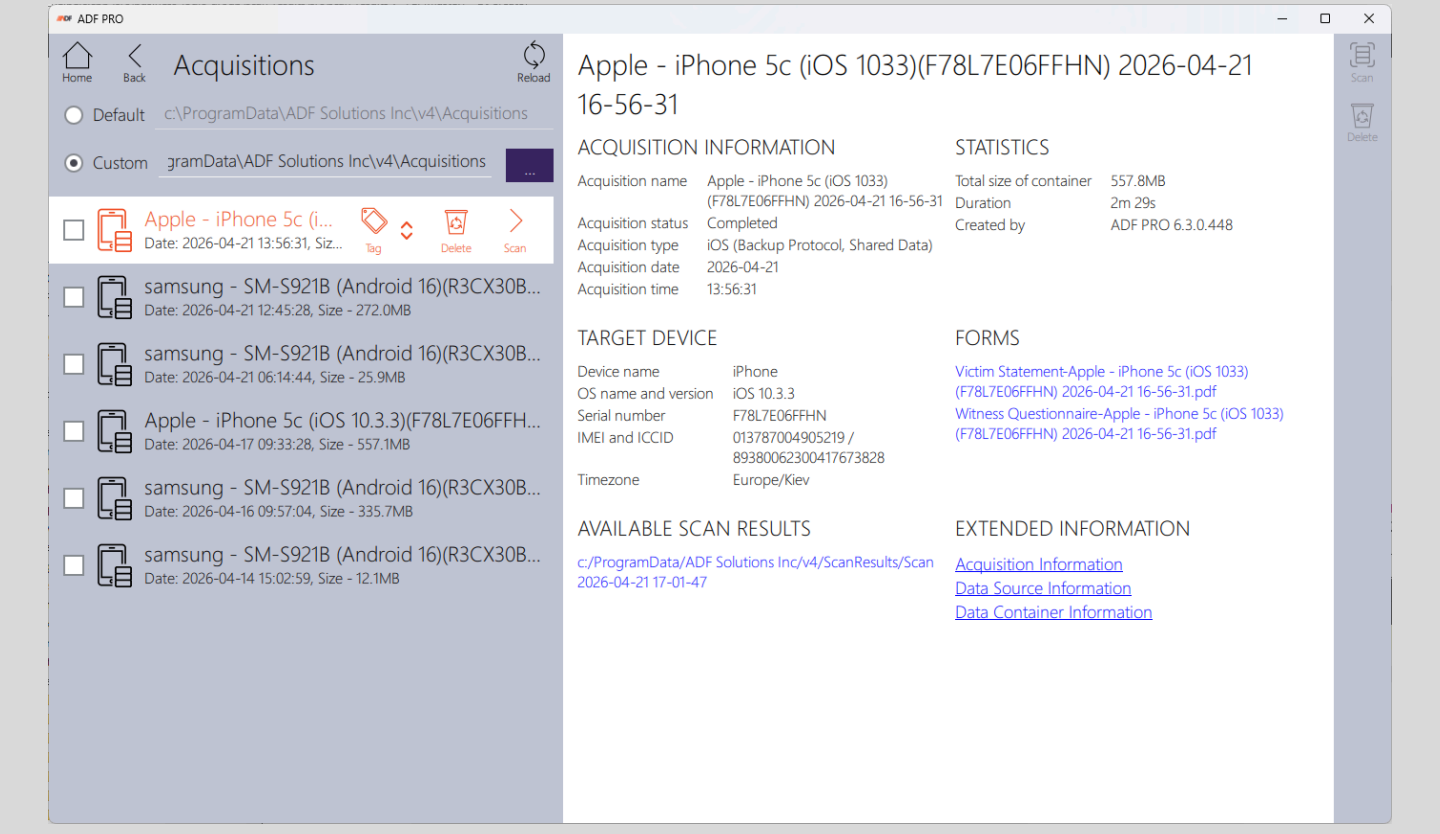
Accessing Completed Forms

Completed forms can be accessed in two ways, depending on where they were created:

Acquisitions Page

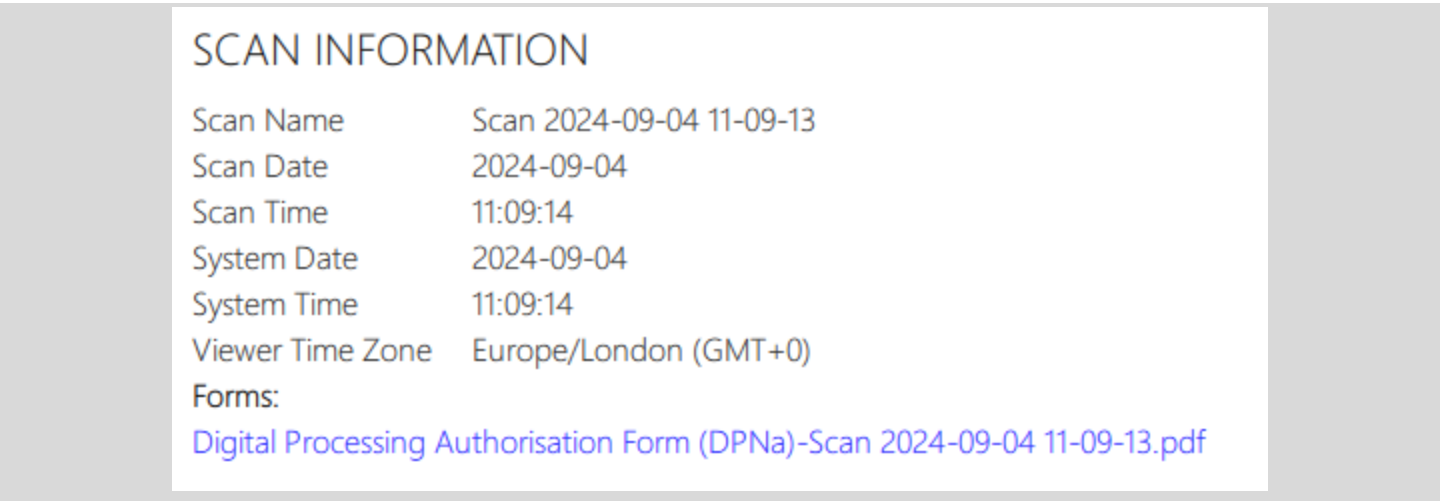
Forms completed during an Acquire, Collect Files, or Screen Capture session are saved within the associated data container folder. These forms are displayed on the Acquisitions page alongside the acquisition entry. From this page, users can view or download the completed PDF forms directly without needing to open the data container.

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Scan Result

Forms completed from the Preview “Enter Information” screen or the Scan screen are automatically saved alongside the corresponding scan results. In the Scan Summary screen, these forms are listed in the “Forms” section under Scan Information. Each form is shown as a hyperlink that opens the PDF in the system’s default PDF viewer.

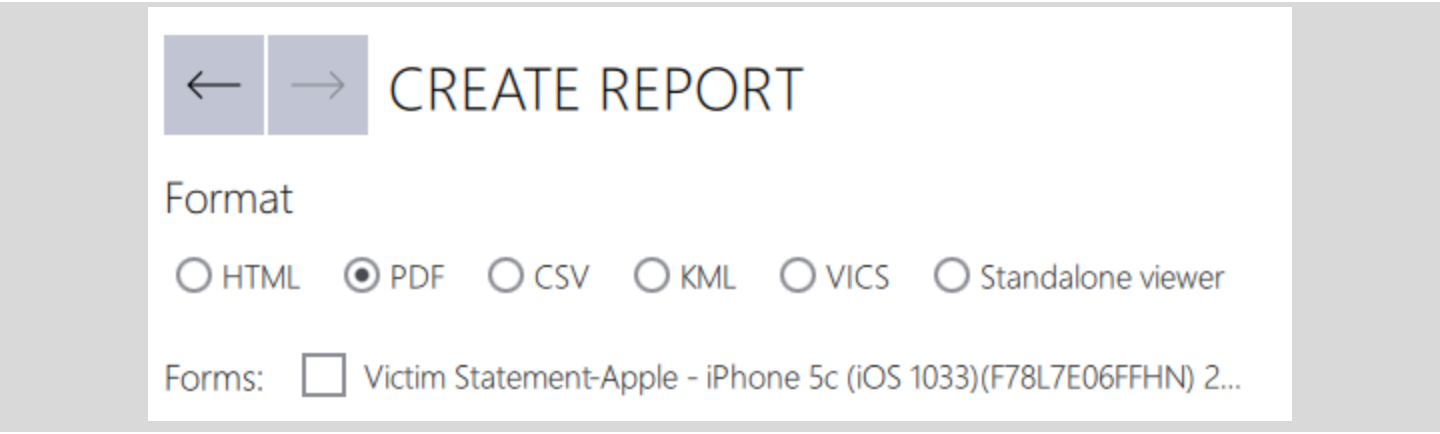


When a data container containing completed forms is later scanned, the forms are extracted and included in the resulting scan result, appearing in the same way as if they had been completed at the time of scan.

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Create Report

You can include completed forms when generating a report. On the **Create Report** screen, all completed forms will be listed with checkboxes. Before generating a report, check the boxes for the forms you want to include in the report.



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