

O que são os formulários personalizados? – Central de Ajuda

 help.fracttal.com/hc/pt-br/articles/25230165717133-O-que-são-os-formulários-personalizados

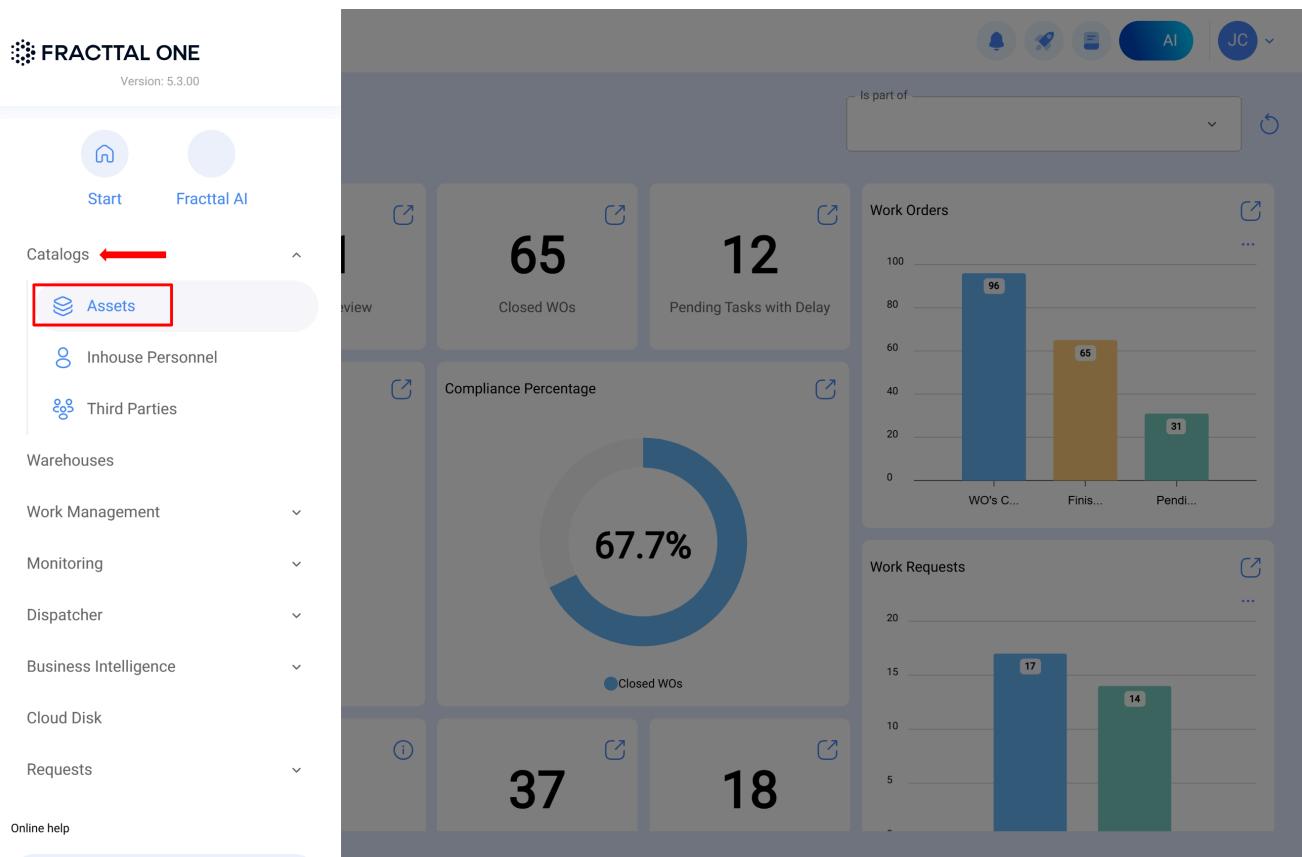
Os formulários personalizados permitem organizar os ativos em grupos, atribuindo campos ou etiquetas específicos a cada um. Esses campos podem ser criados e ajustados conforme as necessidades do usuário ou do projeto, proporcionando uma estrutura mais eficiente para a coleta de dados.

Principais Características:

- **Campos personalizáveis:** a personalização dos campos é essencial para garantir que as informações coletadas sejam precisas e relevantes para o negócio. Os usuários podem definir campos adaptados às suas necessidades específicas, permitindo a coleta de dados que são específicos e úteis para cada processo.
- **Flexibilidade nas etiquetas:** as etiquetas personalizadas são essenciais para organizar e filtrar dados de forma eficaz. Os formulários personalizados permitem a criação e atribuição flexível de etiquetas, o que melhora a busca e análise das informações dentro dos formulários.
- **Adaptabilidade aos processos de negócios:** ao personalizar os formulários, as empresas podem alinhar a estrutura dos dados aos seus processos específicos, garantindo uma coleta e análise de dados consistentes, que apoiam uma tomada de decisão mais eficiente.

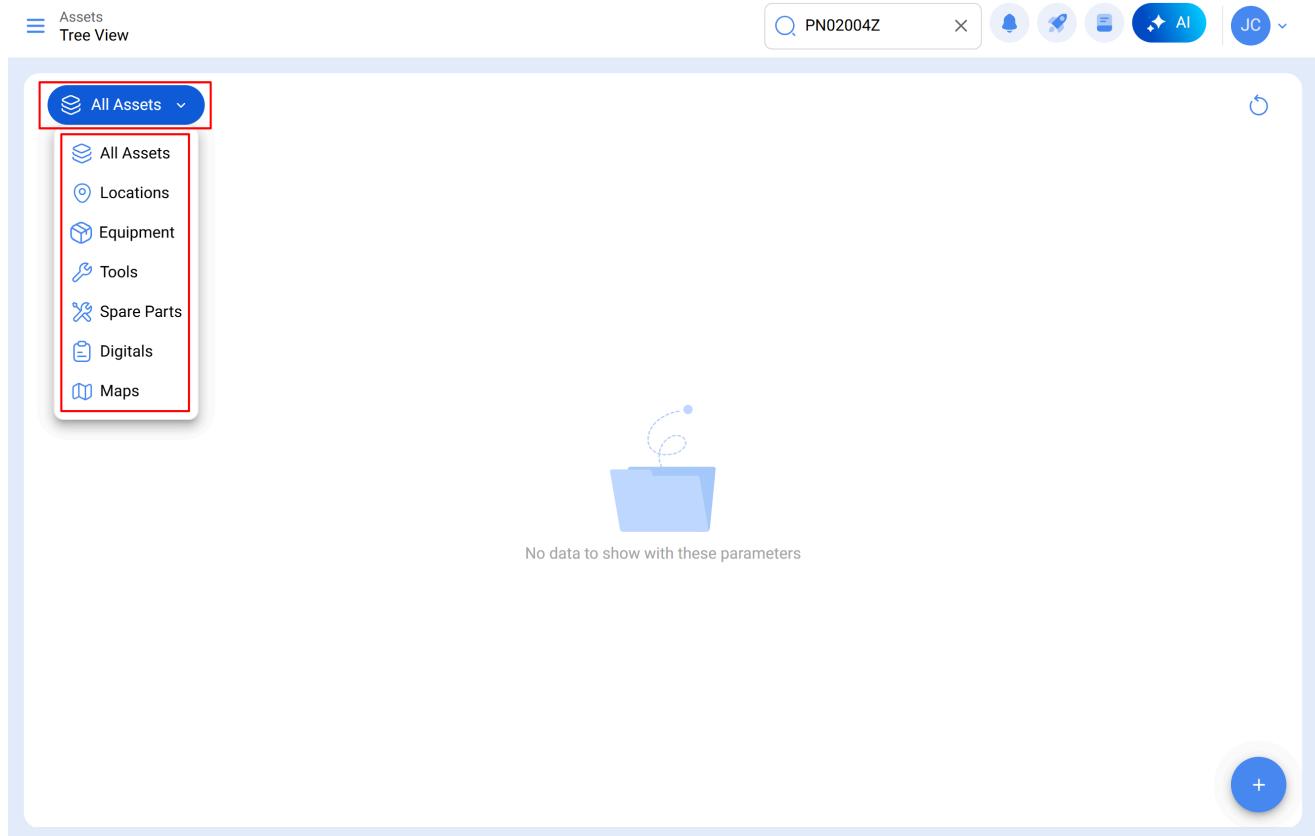
Como criar um formulário personalizado para um ativo

1. No menu principal, selecione o módulo "**Catálogos**", depois clique em "**Ativos**".

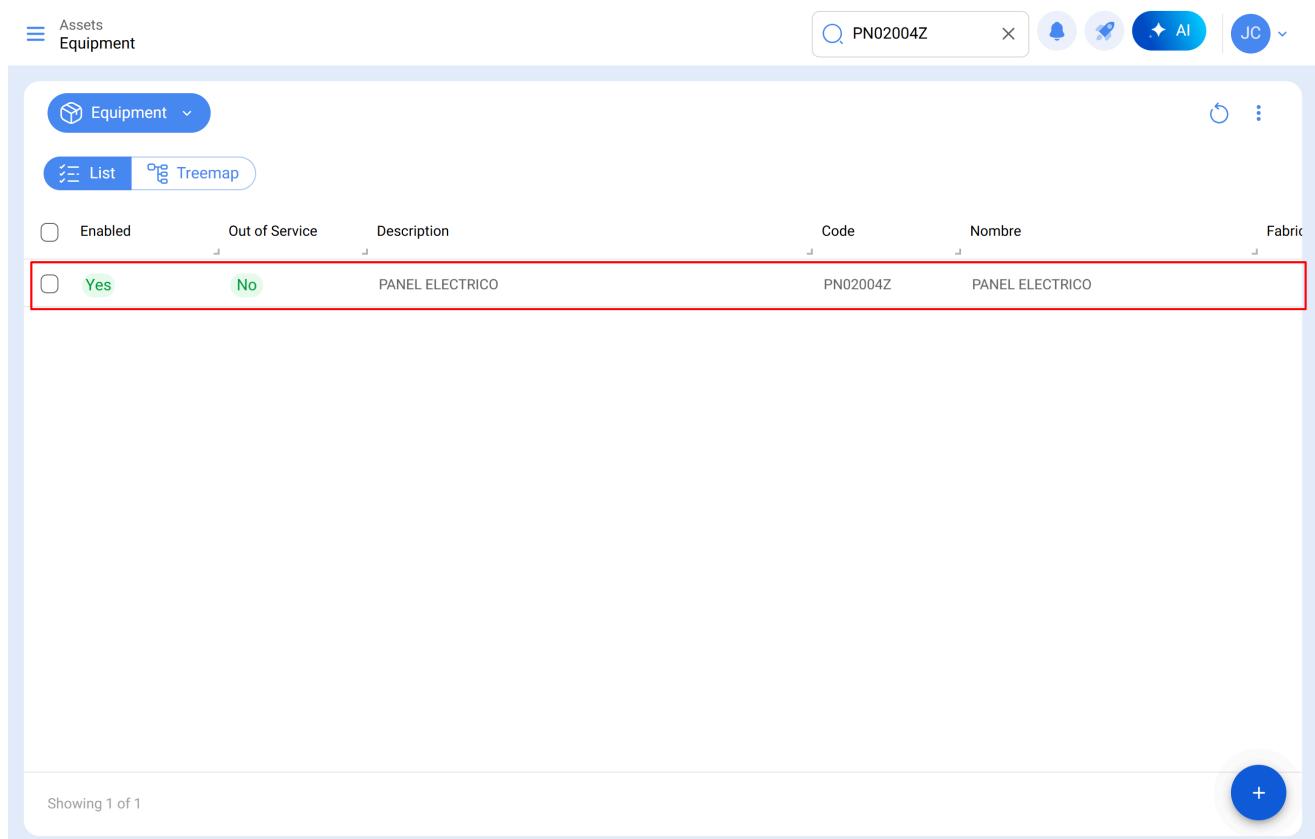


The screenshot shows the Fracttal ONE software interface. On the left, a sidebar menu is open with a red arrow pointing to the "Catalogs" section. Under "Catalogs", the "Assets" option is highlighted with a red box. The main dashboard area displays various metrics and charts. At the top, there are three large numbers: 65 (Closed WOs), 12 (Pending Tasks with Delay), and 37 (Work Requests). Below these are two charts: a donut chart showing a 67.7% compliance percentage for "Closed WOs" and a bar chart for "Work Orders" with values 96, 65, and 81. The bottom section shows a bar chart for "Work Requests" with values 17 and 14.

2. Escolha o tipo de ativo onde deseja criar o formulário personalizado.



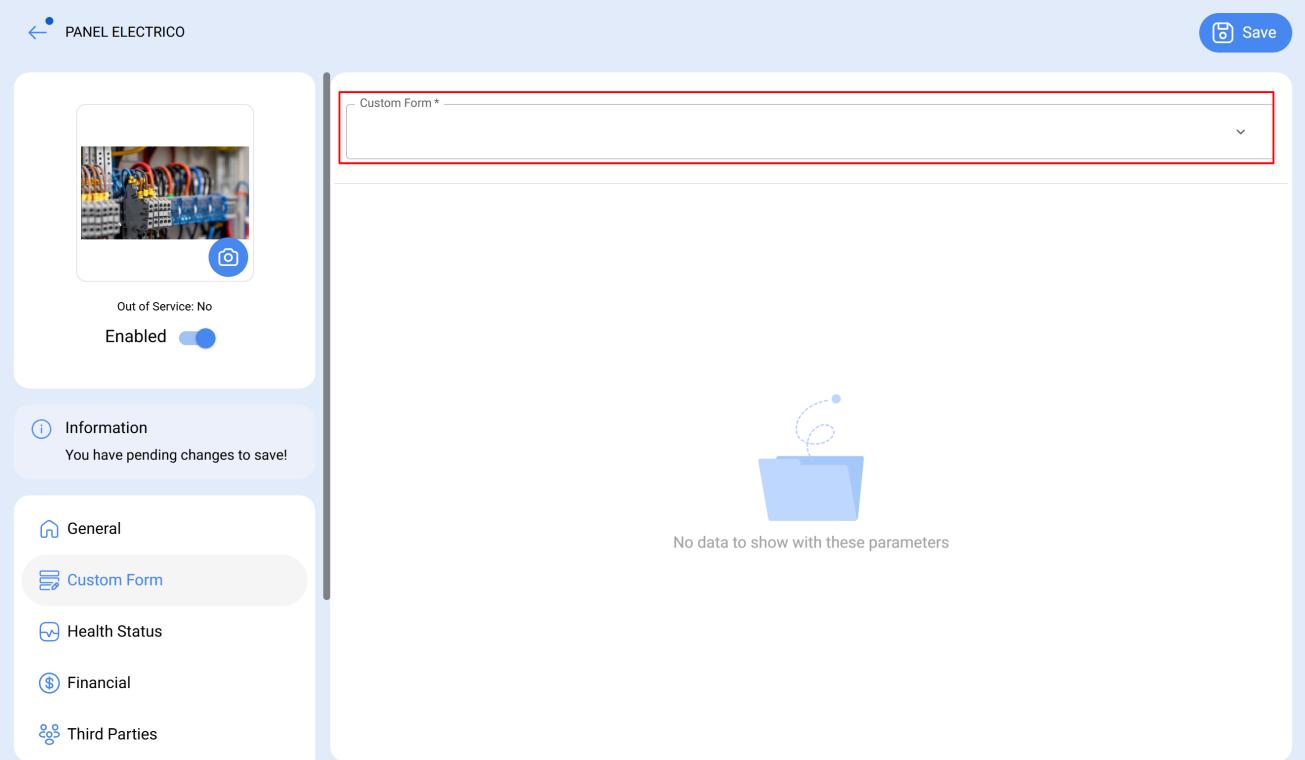
3. Acesse o ativo específico onde deseja configurar o formulário personalizado.



4. Dentro do ativo selecionado, no menu lateral esquerdo, clique em "**Formulário Personalizado**".

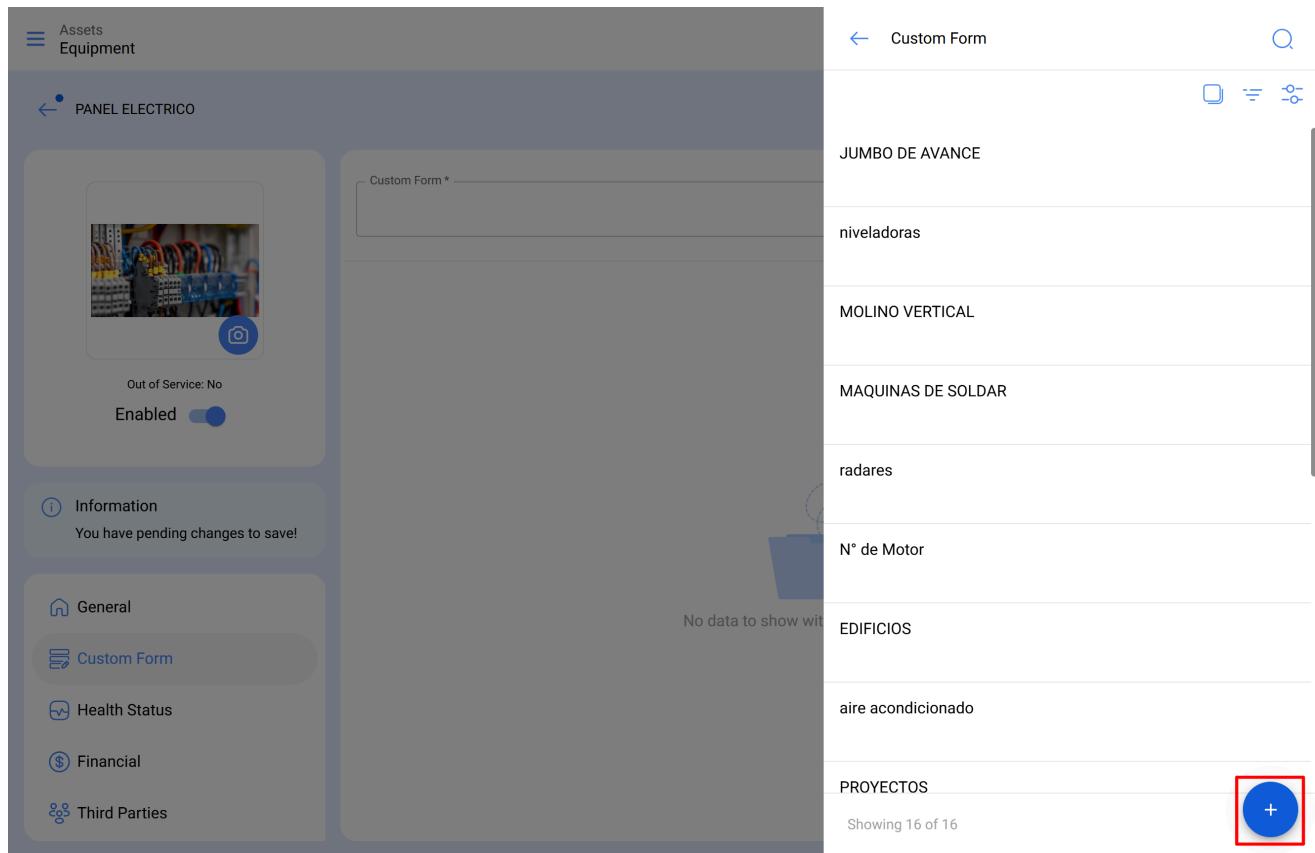
The screenshot shows the software interface for managing assets. At the top, there are navigation icons for 'Assets Equipment', a bell, a rocket, 'AI', and 'JC'. Below the header, the title 'PANEL ELECTRICO' is displayed, along with a QR code and the identifier 'PN02004Z'. The main area contains various input fields for asset details, such as 'Fabricante' (Manufacturer), 'Modelo' (Model), 'NUMERO DE SERIE' (Serial Number), 'Otro 1', 'Otro 2', 'Barcode', 'Priority', 'Type', 'Group 1', 'Group 2', 'Supplier', 'Purchase date', 'Hours of average daily use' (set to 24:00), and 'Planned Maintenance'. A checkbox for 'Visible to all' is also present. On the left, a sidebar menu includes 'General' (selected), 'Custom Form' (highlighted with a red box), 'Health Status', 'Financial', and 'Third Parties'. A message in the sidebar states 'You have pending changes to save!'. The status 'Out of Service: No' and 'Enabled' (with a toggle switch) are also visible.

5. Clique no retângulo abaixo do título "Formulário Personalizado" para começar a configurar o formulário.

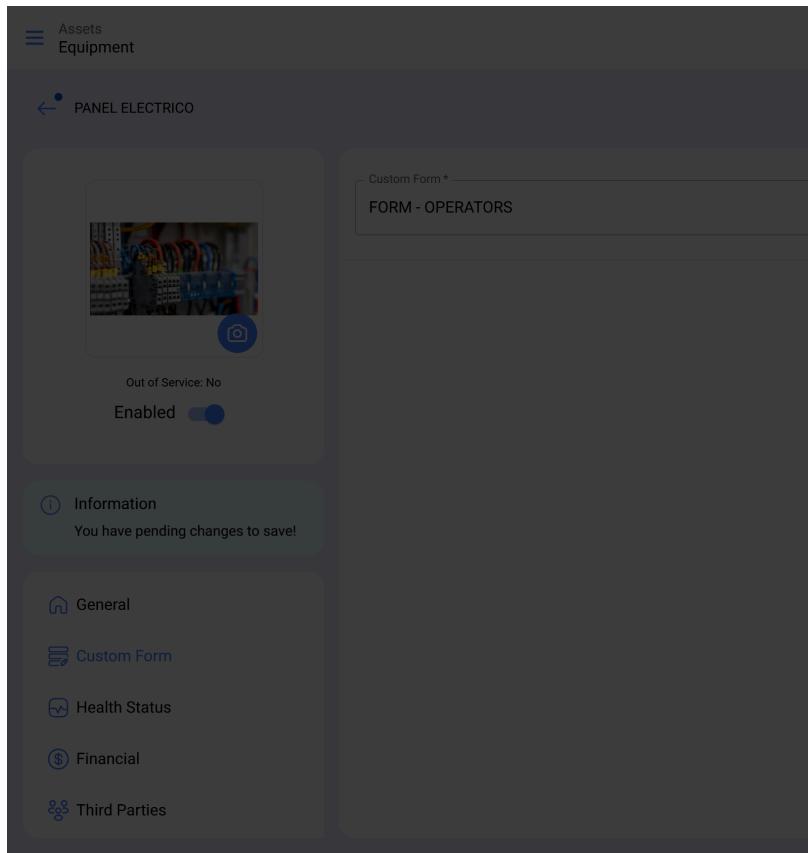


The screenshot shows a software interface for managing assets. At the top, there are navigation icons for 'Assets' and 'Equipment', and a toolbar with icons for notifications, AI, and user profile. The main title is 'PANEL ELECTRICO'. On the left, there is a card for the asset, showing a photo of electrical components, a camera icon, and status indicators: 'Out of Service: No' and 'Enabled' (with a blue toggle switch). Below this card is a sidebar with sections: 'Information' (warning: 'You have pending changes to save!'), 'General', 'Custom Form' (which is currently selected and highlighted with a red box), 'Health Status', 'Financial', and 'Third Parties'. The main content area on the right shows a blue folder icon with a document and a gear, and the text 'No data to show with these parameters'. A 'Save' button is located in the top right corner of the main content area.

6. Clique no botão "+" no canto inferior direito da caixa.



7. No campo de descrição, insira um título que reflita o propósito do formulário e depois clique em **"Salvar"**.



The screenshot shows a mobile application interface. On the left, a dark sidebar lists categories: Assets, Equipment, General, Custom Form, Health Status, Financial, and Third Parties. The main area displays a card for 'PANEL ELECTRICO' with a thumbnail image of an electrical panel, a camera icon, and a toggle switch labeled 'Enabled'. A message bubble indicates pending changes. On the right, a modal window titled 'Entrada de Texto' (Text Input) is open, showing a text field labeled 'TITLE' with the word 'TITLE' typed into it. A red box highlights the text field. Below the field is a toggle switch labeled 'Required'.

Assets
Equipment

PANEL ELECTRICO

Custom Form *
FORM - OPERATORS

Label*
TITLE

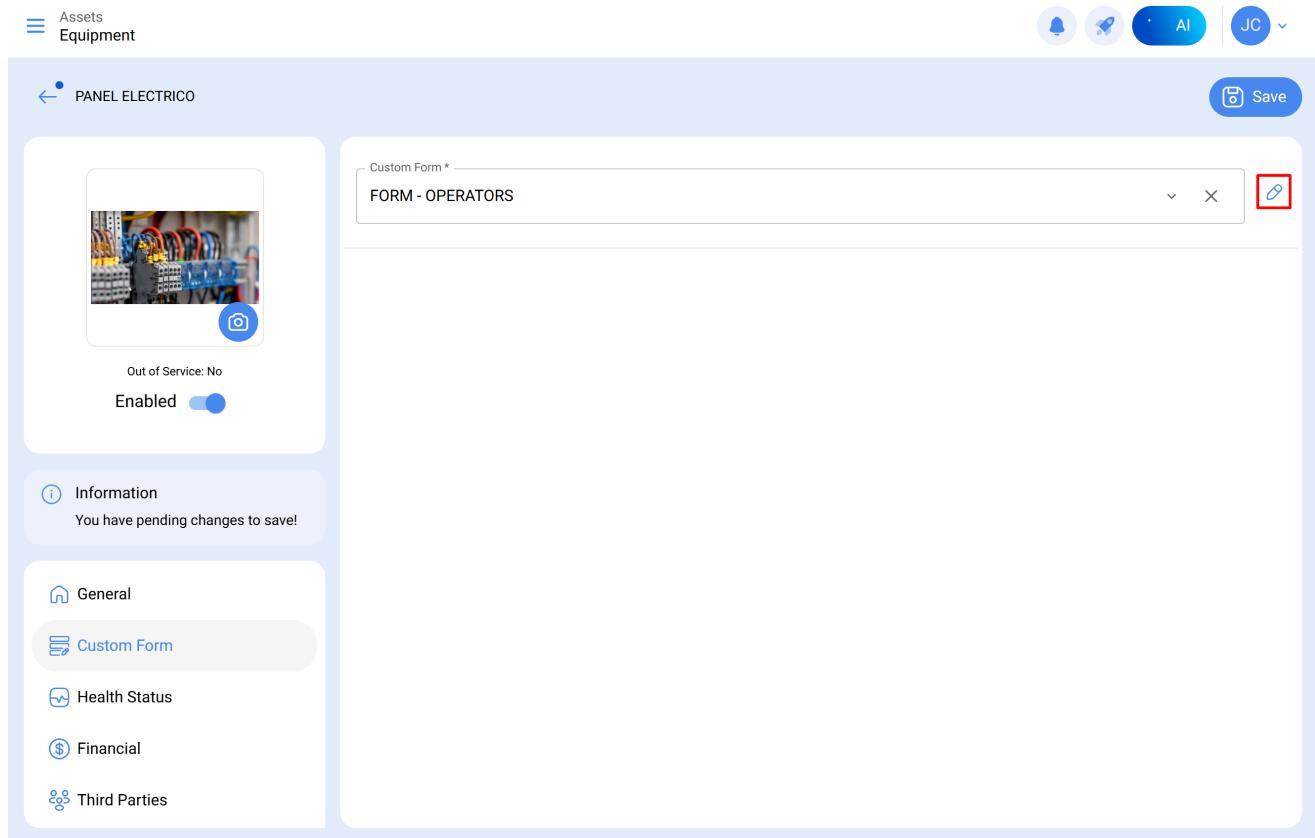
Required

Out of Service: No
Enabled

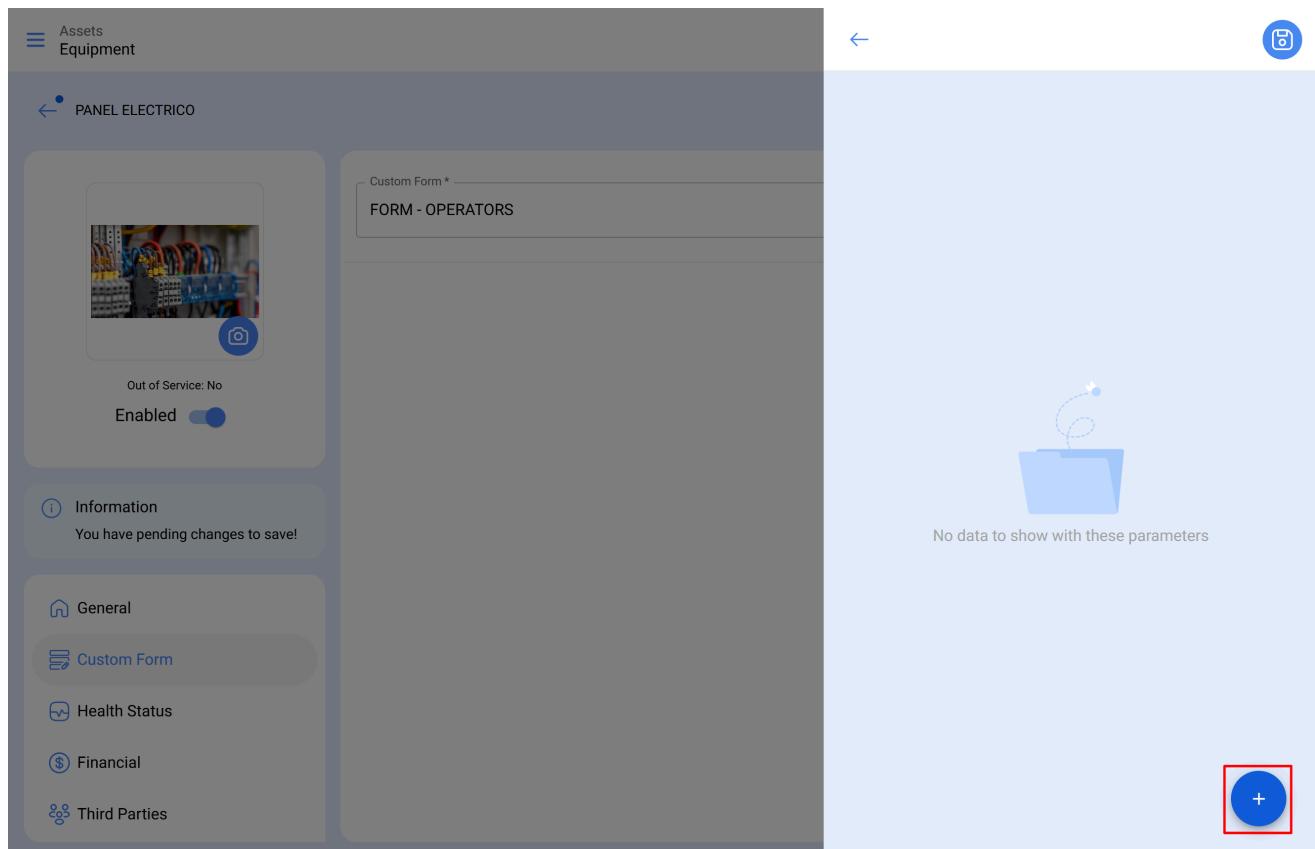
Information
You have pending changes to save!

General
Custom Form
Health Status
Financial
Third Parties

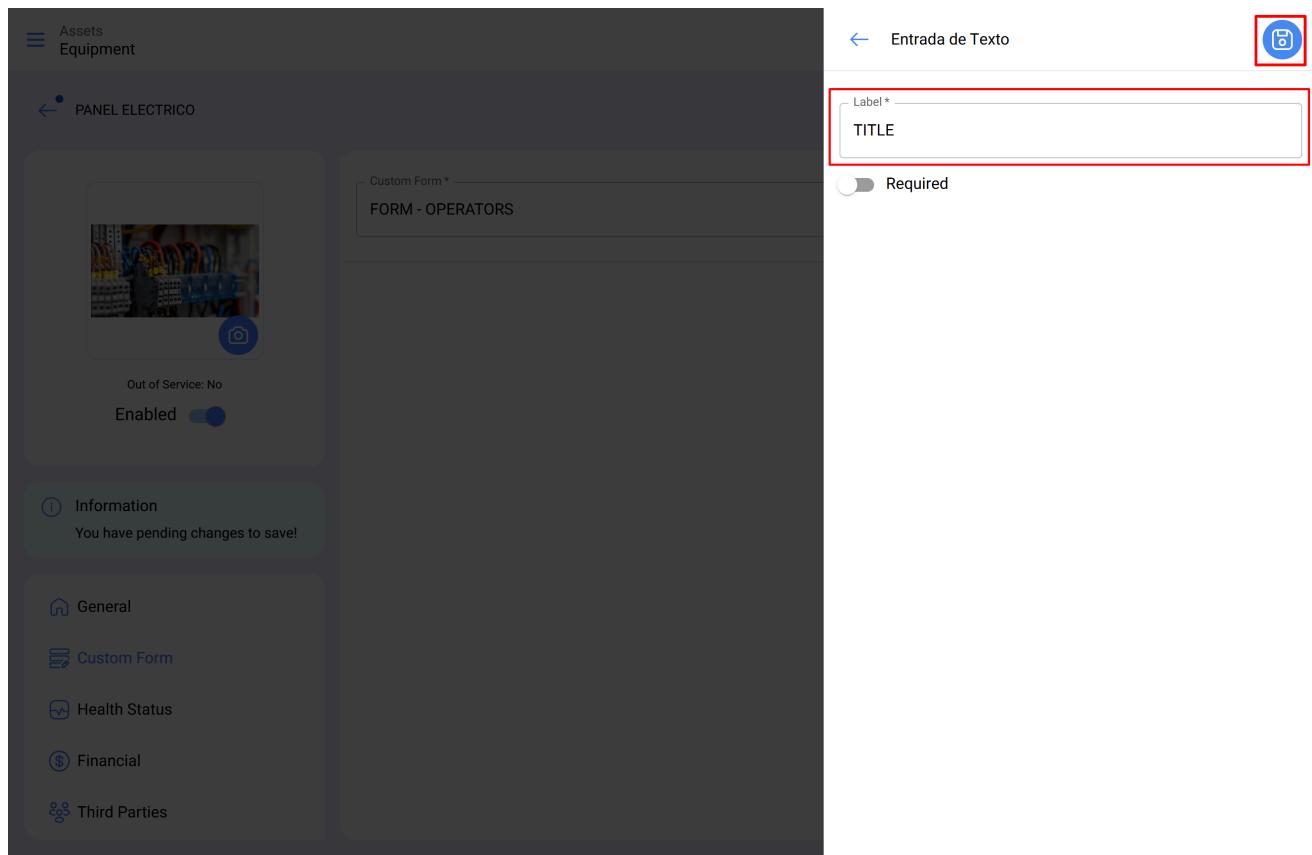
8. Para editar, clique no ícone de **lápis** sobre o formulário criado.



9. Clique no símbolo "+" no canto inferior direito da caixa para adicionar etiquetas.



10. Insira um título que represente os dados que você deseja capturar no formulário e clique em "Salvar".



Assets
Equipment

PANEL ELECTRICO

Custom Form *
FORM - OPERATORS

Label*
TITLE

Required

Out of Service: No

Enabled

Information
You have pending changes to save!

General

Custom Form

Health Status

Financial

Third Parties

11. Se desejar adicionar mais campos ao formulário, repita o passo anterior conforme necessário.

12. Por fim, clique em "**Salvar**" para registrar as alterações feitas no formulário.

Assets Equipment

PANEL ELECTRICO

Custom Form * FORM - OPERATORS

Save

Out of Service: No

Enabled

Information

You have pending changes to save!

General

Custom Form

Health Status

Financial

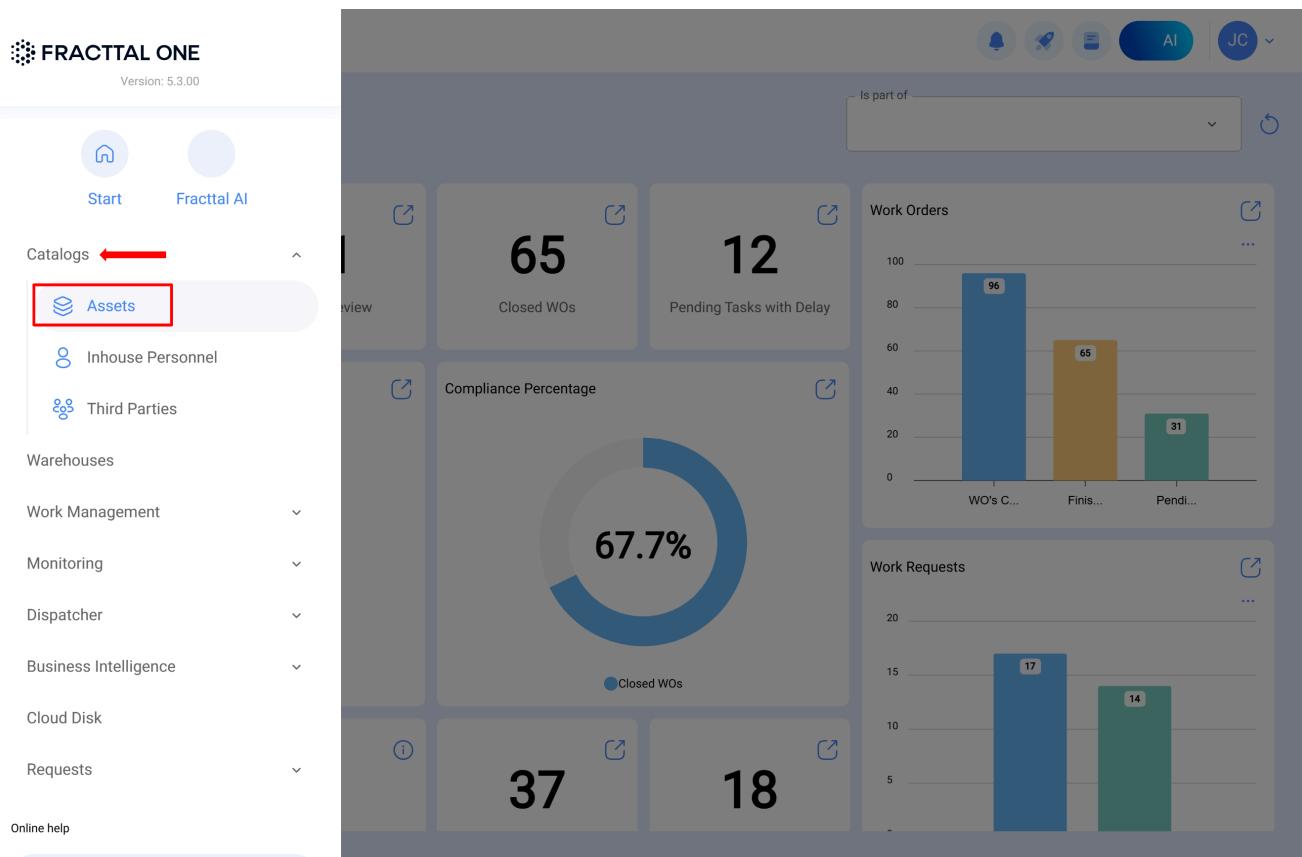
Third Parties

Após seguir essas etapas, você terá criado com sucesso seu formulário personalizado e registrado as informações correspondentes.

Nota: As informações registradas no formulário personalizado podem ser usadas para filtrar e extrair dados conforme necessário.

Como filtrar um formulário personalizado existente

1. No menu principal, selecione o módulo "Catálogos", depois clique em "Ativos".



The screenshot shows the Fracttal ONE software interface. On the left, the main menu is visible with a red arrow pointing to the 'Catalogs' section. Within 'Catalogs', a red box highlights the 'Assets' option. The dashboard on the right displays various metrics and charts. A search bar at the top right says 'Is part of ...'. The 'Work Orders' section shows a bar chart with values 96, 65, and 31. The 'Work Requests' section shows a bar chart with values 17 and 14. A central circular chart shows a 'Compliance Percentage' of 67.7%.

2. Selecione a opção filtro.

Enabled	Out of Service	Description	Code	Nombre	Fabric
<input type="checkbox"/>	Yes	No	A/A ALMACEN GENERAL	A/A ALMACEN GENERAL	
<input type="checkbox"/>	Yes	No	A/A AUDITORIA INTERNA	A/A AUDITORIA INTERNA	
<input type="checkbox"/>	Yes	No	A/A BAÑOS COLABORADORES	A/A BAÑOS COLABORADORES	
<input type="checkbox"/>	Yes	No	A/A BAÑOS LOBBY	A/A BAÑOS LOBBY	
<input type="checkbox"/>	Yes	No	A/A BODEGA DE SECOS DE AZUL	A/A BODEGA DE SECOS DE AZUL	
<input type="checkbox"/>	Yes	No	A/A BODEGA DE VERDURAS (COMEDOR)	A/A BODEGA DE VERDURAS (COMEDOR)	
<input type="checkbox"/>	Yes	No	A/A BODEGA DE VINOS FRIDA Y LUCCA	A/A BODEGA DE VINOS FRIDA Y LUCCA	
<input type="checkbox"/>	Yes	No	A/A BODEGA DE VINOS SENLIN	A/A BODEGA DE VINOS SENLIN	
<input type="checkbox"/>	Yes	No	A/A BODEGA ELEVADORES CUERPO 3	A/A BODEGA ELEVADORES CUERPO 3	
<input type="checkbox"/>	Yes	No	A/A BODEGA ELEVADORES CUERPO 5	A/A BODEGA ELEVADORES CUERPO 5	
<input type="checkbox"/>	Yes	No	A/A BOUTIQUE	A/A BOUTIQUE	

Showing 200 of 516

3. Nas opções de filtro, role para baixo e marque a caixa "Formulário Personalizado".

Assets

Equipment

Equipment

List Treemap

Showing 200 of 516

Filter

Search...

Hours of average daily use

00:00

Visible to all

ALL	YES	NO
-----	-----	----

Planned Maintenance

Search...

Notes

Search...

Cost center

Search...

Budgets

Search...

Url QR Code

Search...

Custom Form

Clear Filters

4. Pesquise o nome do formulário personalizado que você criou.

Custom Form

EDIFICIOS

EXCAVADORAS

FORM - OPERATORS

FORM - OPERATORS

Generadores

JUMBO DE AVANCE

MAQUINAS DE SOLDAR

MODULOS FV

MOLINO VERTICAL

Enabled	Out of Service	Description
Yes	No	A/A ALMACEN GENERAL
Yes	No	A/A AUDITORIA INTERNA
Yes	No	A/A BAÑOS COLABORADORES
Yes	No	A/A BAÑOS LOBBY
Yes	No	A/A BODEGA DE SECOS DE AZUL
Yes	No	A/A BODEGA DE VERDURAS (COMEDOR)
Yes	No	A/A BODEGA DE VINOS FRIDA Y LUCCA
Yes	No	A/A BODEGA DE VINOS SENLIN
Yes	No	A/A BODEGA ELEVADORES CUERPO 3
Yes	No	A/A BODEGA ELEVADORES CUERPO 5
Yes	No	A/A BOUTIQUE

Showing 200 of 516

Showing 17 of 17

5. Clique em "Aplicar Filtros" para realizar a busca.

Filter

Search...

Hours of average daily use
00:00

Visible to all

ALL	YES	NO
-----	-----	----

Planned Maintenance

Search...

Notes

Search...

Cost center

Search...

Budgets

Search...

Url QR Code

Search...

Custom Form

FORM - OPERATORS

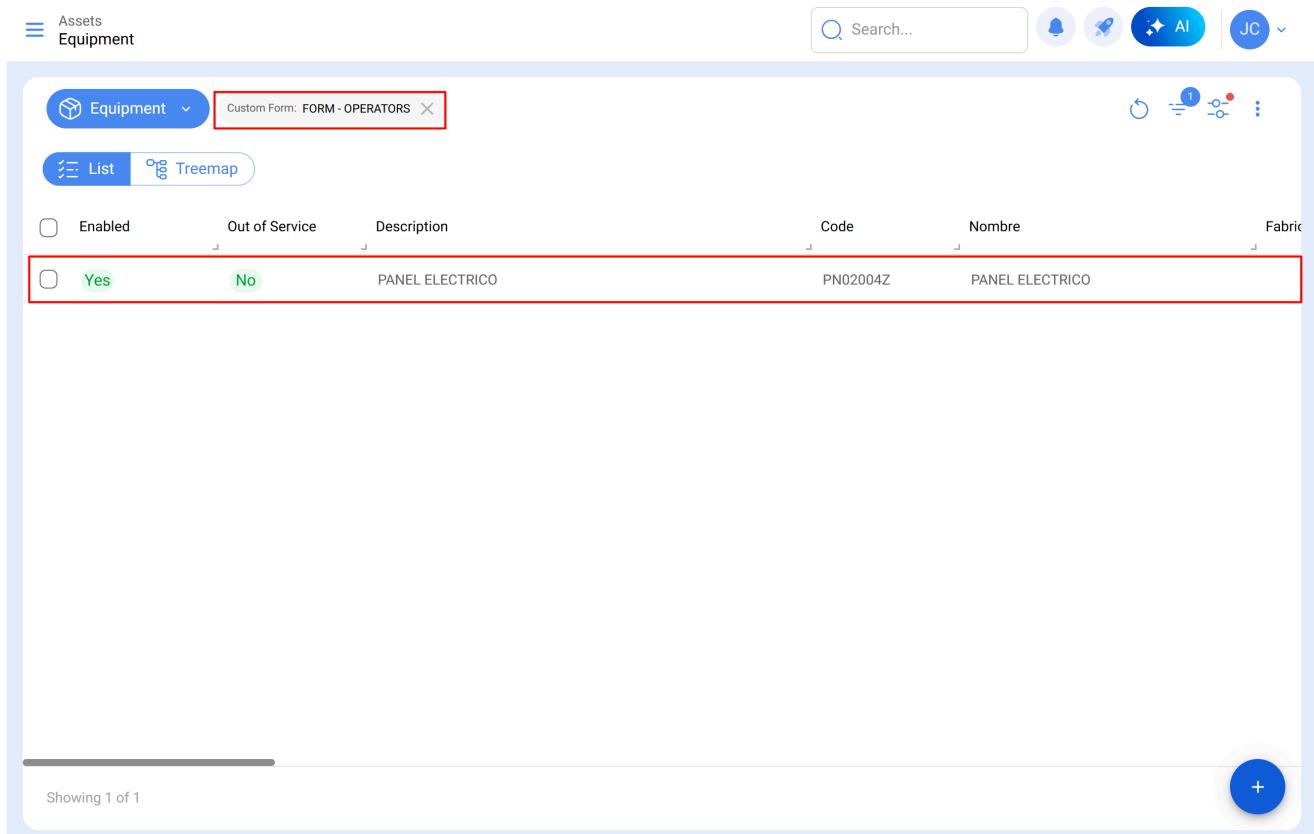
Clear Filters

Apply Filters

Enabled	Out of Service	Description
Yes	No	A/A ALMACEN GENERAL
Yes	No	A/A AUDITORIA INTERNA
Yes	No	A/A BAÑOS COLABORADORES
Yes	No	A/A BAÑOS LOBBY
Yes	No	A/A BODEGA DE SECOS DE AZUL
Yes	No	A/A BODEGA DE VERDURAS (COMEDOR)
Yes	No	A/A BODEGA DE VINOS FRIDA Y LUCCA
Yes	No	A/A BODEGA DE VINOS SENLIN
Yes	No	A/A BODEGA ELEVADORES CUERPO 3
Yes	No	A/A BODEGA ELEVADORES CUERPO 5
Yes	No	A/A BOUTIQUE

Showing 200 of 516

6. Role até o final da interface para visualizar os dados filtrados com base nos critérios estabelecidos.



Assets
Equipment

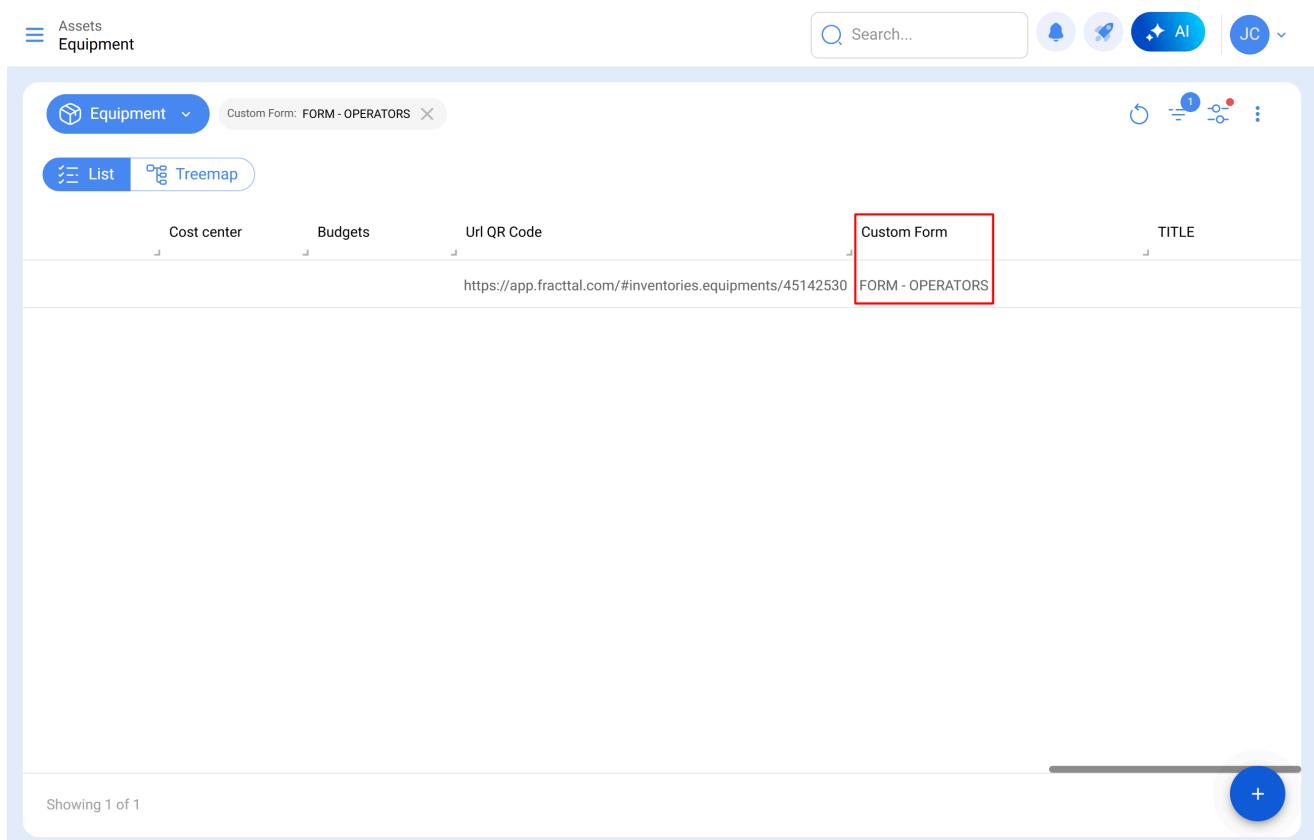
Custom Form: FORM - OPERATORS

Equipment

List Treemap

Enabled	Out of Service	Description	Code	Nombre	Fabric
<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	PANEL ELECTRICO	PN02004Z	PANEL ELECTRICO	

Showing 1 of 1



Assets
Equipment

Custom Form: FORM - OPERATORS

Equipment

List Treemap

Cost center	Budgets	Url QR Code	Custom Form	Title
		https://app.fracttal.com/#inventories.equipments/45142530	FORM - OPERATORS	

Showing 1 of 1