	Application:	Microsoft SharePoint
	Platform:	Windows
	Version:	2010, 2013
	Activity:	InfoPath Forms

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Issue Details:

Application	Version	Description of issue
SharePoint server	2010 2013	InfoPath forms can replace any of the default SharePoint list forms. This provides much more flexibility and control over how you/users can edit and display data. This tech note will show you how to accomplish that.

Solution:

Creating an InfoPath Form for a SharePoint List

With SharePoint, you can use **InfoPath** to create rich and powerful electronic forms that can **replace** the default forms used for SharePoint lists. They can be also used as custom forms to provide users with the interface to business rules that are required to run some custom business process. When you create a list, SharePoint automatically creates default **Edit**, **Display**, and **New** forms for that list. If you have **SharePoint Server Enterprise Edition** installed, you can replace these forms with InfoPath forms in order to have many more options to create and control editing and displaying data in the list.

1. Navigate to your SharePoint Site and select any list from the **Quick Launch menu**.
2. Select the **List tab** on the ribbon and click on the **Customize Form** icon.
3. **InfoPath Form Designer** will open, displaying an auto-generated InfoPath form for the selected list.
4. Select the File tab in the ribbon and click the **Quick Publish** button as shown in Exhibit 1.
5. The InfoPath form is now published and it **replaces the default form** on the SharePoint list.

Note: Using InfoPath, your forms can contain data that users don't even see. This data could come from a secondary data source or be updated by a workflow that runs on the form after the user submits it.

Remove columns

If you have columns in a list that you don't want your user to fill in, it is easy to delete them using InfoPath forms. Open the form, right-click on the field you want to delete (Exhibit 2) and republish your form.

Note: You are only removing columns from the form, but not from the underlying list itself. If you add a new column to your list after the form customization, that column will not be automatically added to the form.

Add images and tooltips

If you use customized InfoPath forms, you can start **formatting text** as you want. You can change colors and fonts, add images, customized text and tooltips.

Tip: To add an image to your form, click on the Picture button on the Insert tab of the ribbon as shown in Exhibit 3. If you want to add screentips or tooltips to your controls, simply right-click the control and open Properties. Go to the Advanced tab and add Screentip text you want to add.
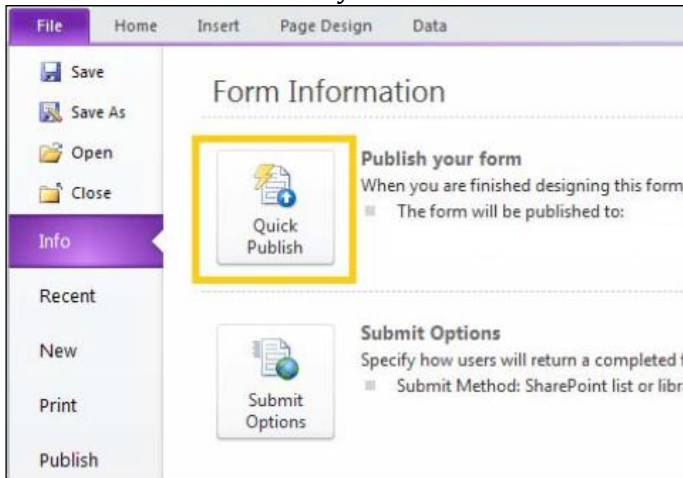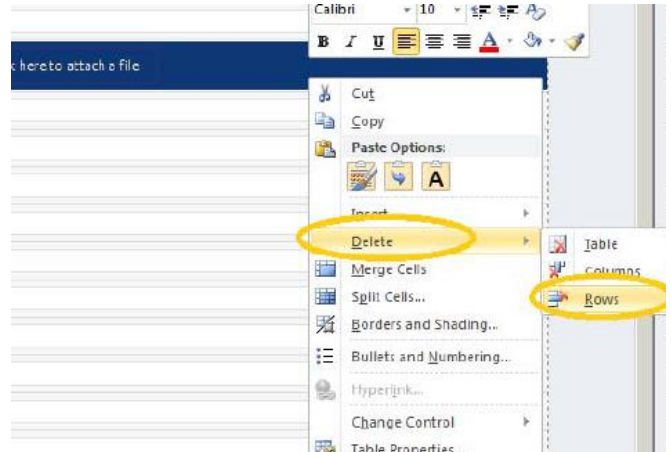
Illustration:

Exhibit 1: Publish your InfoPath form

Exhibit 2: Delete a column from a form

Exhibit 3: Add image to your form