

# **Painless Registrations: Using One-Step for quick and easy travel registrations**

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# How do I build a OneStep Form?

1. Create Program
2. Enable OneStep
3. Build a Question Item
4. Build Questionnaire
5. Check Application Cycle



# Demo



# Which Program Types allow OneStep forms?

- Risk Management
- Program Enrollment
- Travel Registration
- Outgoing with SideTrip and OneStep



# Does the Program Type impact how the OneStep form looks?

- Risk Management program type allows for the registrant to provide the dates and locations of their trip.
- Program Enrollment strictly gathers information. Does not have an itinerary record.
- Travel Registration uses itinerary records and can gather more information

# Demo

