Add multiple-file upload snippet to a form

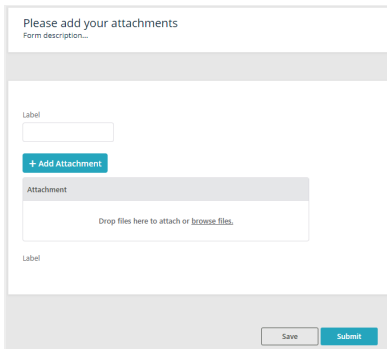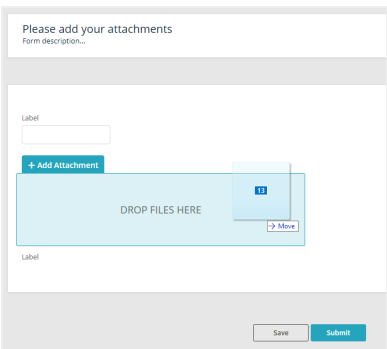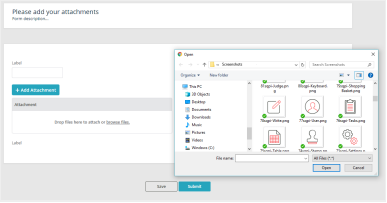Last Modified on 10/18/2022 11:51 am EDT

Overview

You can add a snippet that enables end-users to attach several files to a form.

The *FileUpload* snippet enables users to:

- Attach up to 10 files at once, but there is no limit to the total number of files attached to a form.
- View attached files.
- Delete attached files.

Functionality

To add attachments, users can drag files directly to the attachment area on the form, or select files from File Explorer.

Sample form	Drag to attach	Select from File Explorer

Parameters

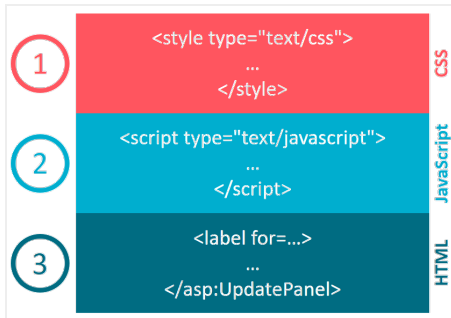| Parameter	Description	Default value
MaxFileSize	Determines the maximum size of an attachment. Location: HTML markup	60 MB
AllowedFileExtensions	Determines the types of files that can be attached. The markup should include only file extensions that are allowed in the system and have been configured in the `MimeTypes.config` file. Location: HTML markup	PDF **Note**: You can add any of the supported extension values. Separate multiple values with a comma.
MaxFileDropLimit	Determines the amount of files that can be uploaded at once. Location: JavaScript code	10

All of the parameters are configurable.

Limitations

- You can add new files while a previous batch is uploading, but not during saving.
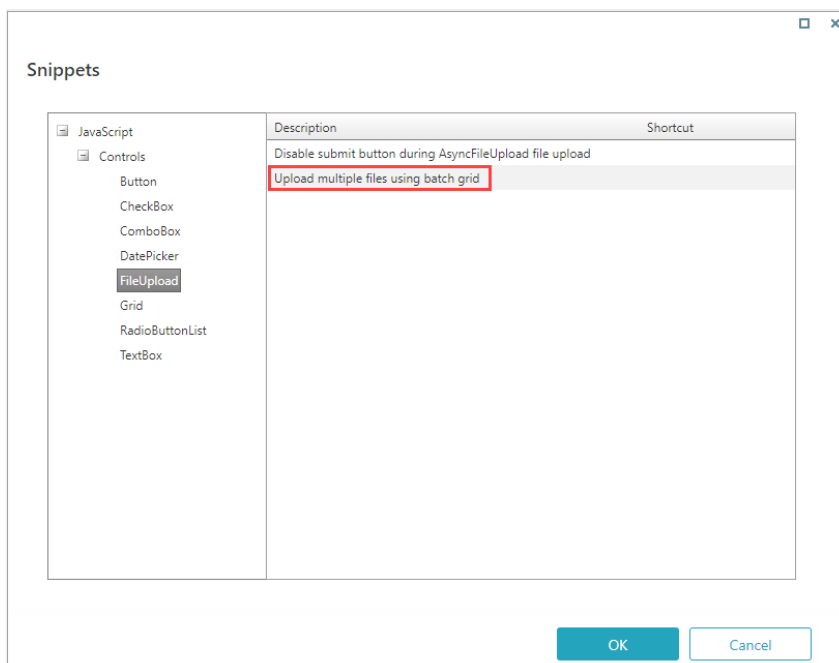
Adding the FileUpload snippet to a form

The *FileUpload* snippet includes CSS properties, JavaScript code, and the attachments grid HTML markup. After you add the snippet to the form, you need to restructure the code to follow this order:
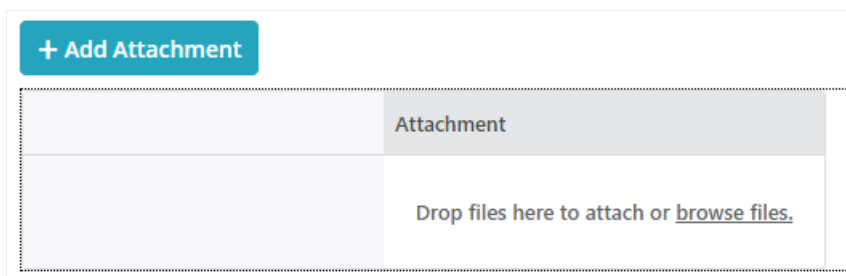

Procedure

1. Open a form.
2. Define a data model in the form:
   a. Add a new table, and name it **Attachments**.
   b. Add a field to the table:
      - Name: **Attachment**
      - Type: **Attachment**
   c. Click **Finish**, and then **OK**.
3. To insert the **FileUpload JavaScript** snippet, make sure that you are on the **Source** tab.
   a. Under `<%@Control %>`, type `<script type="text/javascript"> </script>`.
   b. Point to the space between tags, and then click **{...} Insert Snippets**.
   c. Expand the Controls node, and then select **FileUpload > Upload multiple files using batch grid**.

d. Click **OK**.
4. The code should be structured as follows:
    a. Delete the section from "**<%- - Following snippet...**" to **"3. Add the following markup to the form:"** (including).
    b. Delete **--%>** after **</asp:UpdatePanel>**
    c. Move the CSS section — from **<style type="text/CSS">** to **</style>** — to the top of the code, before **<script type="text/javascript">**.
    d. Move the HTML markup — from **"<label for="batchGridFileSelector"..."** to **"</asp:UpdatePanel>"** — to the bottom of the code at the required location on the form.
5. If required, edit the `AllowedFileExtensions` parameter.
6. Validate the activity to make sure that you don't have any errors.

The resulting grid should look like this on the Design tab of the UX Studio:

NOTE
FileUpload is available as an out-of-the-box snippet starting with V8.8. To enable multiple-file upload to earlier V8.*x* systems, download this file and follow the instructions.

Want to learn by doing?
Check out this hands-on exercise.
Note that only internal users can access the link.