

CREATE A DATE PICKER WITH CUSTOM DATE-TIME PICKER CONTENT CONTROL

To work with these controls, you will use the **Registration Form** document.

When working with a Date Picker Control, it is possible to create a custom date-time picture. This section explains how to insert the control with a custom date-time picture.

- ✦ Click cell **C16**. This is the cell to the right of the one that contains **First Day of Class**.
- ✦ Click the **Developer Tab**, if necessary.
- ✦ In the **Controls Group**, click the **Design Mode** button to turn it on, if necessary.
- ✦ Click the **Date Picker** button in the **Controls Group** (see illustration below).

The diagram illustrates the configuration of a Date Picker Content Control. It shows the 'Controls' group with the 'Date Picker' button highlighted. The 'Content Control Properties' dialog box is shown with the following settings:

- Title:** First Day of School
- Tag:** First Day of School
- Show as:** Bounding Box
- Color:** (Default)
- Use a style to format text typed into the empty control
- Style:** Default Paragraph Font
- Remove content control when contents are edited
- Locking:**
 - Content control cannot be deleted
 - Contents cannot be edited
- Date Picker Properties:**
 - Display the date like this:** MM/dd/yy
 - 8/6/2013
 - Tuesday, August 06, 2013
 - August 6, 2013
 - 8/6/13
 - 2013-08-06
 - 6-Aug-13
 - 8.6.2013
 - Aug. 6, 13
- Locale:** English (United States)
- Calendar type:** Western
- Store XML contents in the following format when mapped:** Date and Time (xsd:dateTime)

Callouts in the diagram explain the configuration:

- Date Picker Content Control:** Points to the Date Picker button in the Controls group.
- Same properties as for a Text Content Control:** Points to the General and Locking sections of the dialog box.
- Format for First Day of School Date:** Points to the 'Display the date like this' dropdown menu.
- Select this format for the Date of Birth Content Control:** Points to the '8/6/13' option in the date format list.

- ✦ A **Date Picker Content Control** will be inserted into cell **C17**.
- ✦ Click the **Properties** button in the **Controls Group**.
- ✦ The **Content Control Properties** dialog box will display (see illustration on previous page).
- ✦ In the **Title** box, input **First Day of School**.
- ✦ Change the text in the **Display the date like this** box to **MM/dd/yy**.
- ✦ Click **OK**.
- ✦ Replace the **Placeholder** text with **Click arrow, then use calendar**.