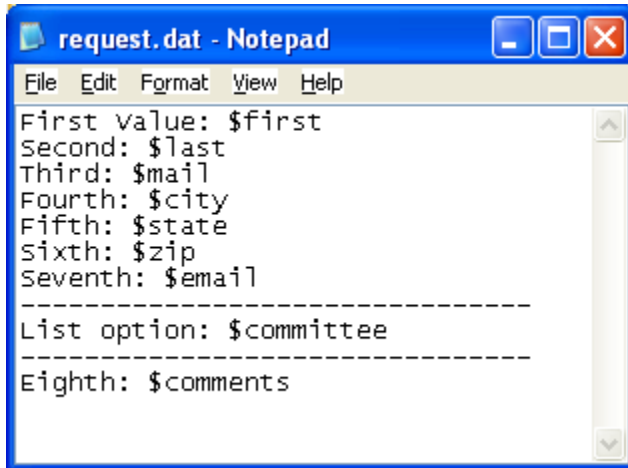


# CREATING A .DAT FILE IN NOTEPAD

Your new form needs instructions for reporting the data. A .dat file controls the format of the email message that sends you the customer's data. Although you can create the file in FrontPage, you will find it easier to use Notepad. To open Notepad: Start | All Programs | Accessories | Notepad.



Arrange your **fields** in the order you want them to appear in the email message you will receive. You must have a \$ to the left of each **field**. The name of each **field** in this file must be identical to the name of the control in the html file.

You will find it helpful to use descriptive labels (not Third, Fourth, Fifth, etc.). The colons and dashes are optional.

