





Unite Education Program v9.0

Job Aid: 5807

Reorder Sections for a FlexApp

For each FlexApp in Unite, you can position each section you add in the order you want candidates to complete.

To reorder sections

1. Open a browser and log on to Unite.
2. On the main menu, click UTILITIES.
3. Click the *Form Design* tab.
4. Verify you are on the *FlexApp* grid.
5. In the **Name** column, click the FlexApp you want to configure.
6. Click the *Application* tab.
7. Click and expand the *Sections* section.
8. In the **Reorder** column on the *Selected Sections* list, click  to drag and drop each section into the preferred position.
9. Click  .
10. Preview the FlexApp and verify your changes.
11. Click  .
12. Click  to close the *Edit FlexApp* window.