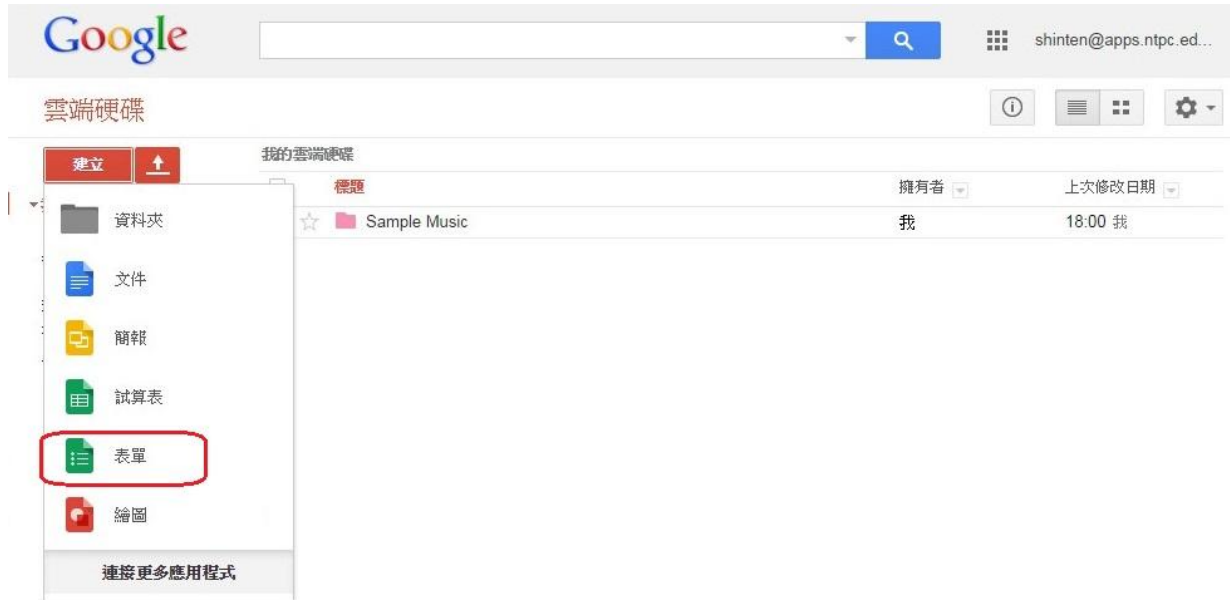
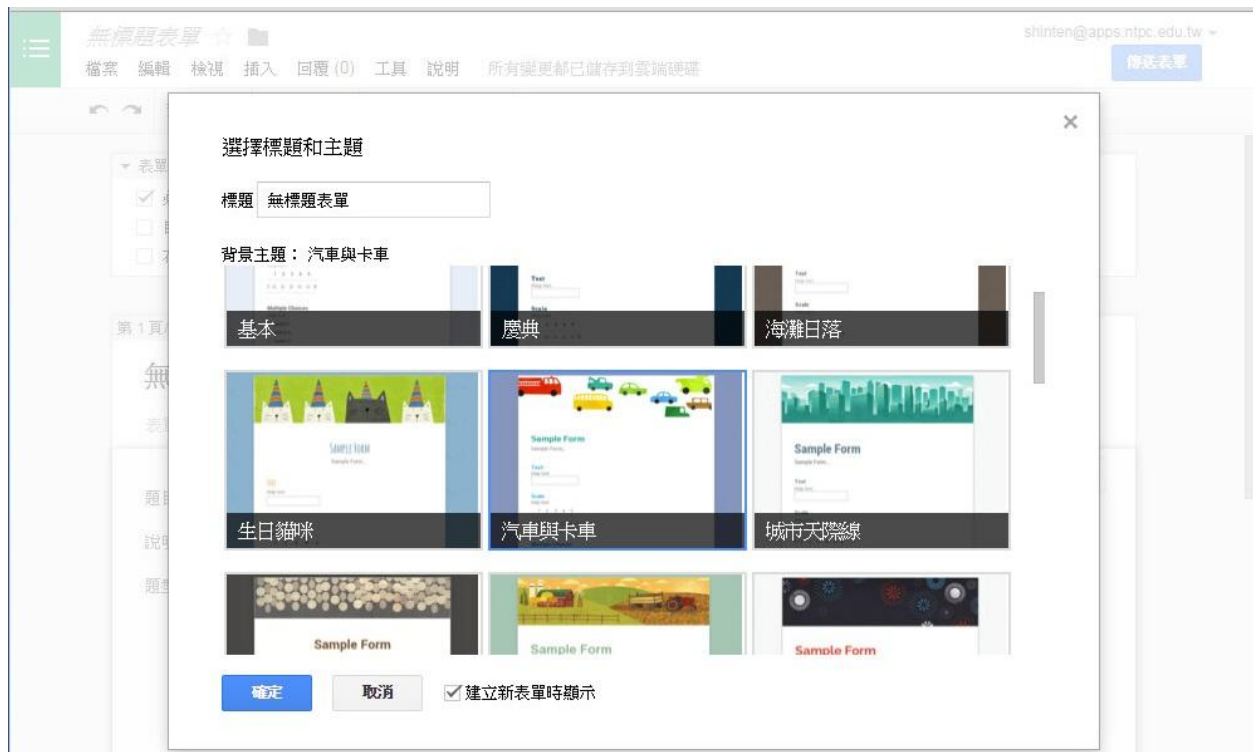


Google - 表單教學

1. 新增表單



2. 套用主題



3.重新命名

The screenshot shows the 'Form Designer' application interface. A modal dialog box titled '重新命名文件' (Rename File) is open in the center. It prompts the user to '輸入新文件名稱:' (Enter new file name:). The text '20140903-互評表' (20140903-Mutual Evaluation Table) is entered into the input field. Below the input field are two buttons: '確定' (Confirm) and '取消' (Cancel). The background shows the 'Form Designer' interface with a sidebar on the left containing '表單設定' (Form Settings) and '表單說明' (Form Description). The main area displays the form title '無標題表單' (Untitled Form) and a table with columns '題目' (Question) and '未命名' (Unnamed).

4.新增項目

The screenshot shows the 'Form Designer' application interface with the 'Form Description' tab selected. The form title is '20140903-互評表' (20140903-Mutual Evaluation Table). The form description is '姓名' (Name). The form type is '單行文字' (Single Line Text). The form is set to be required, indicated by the checked checkbox '將這個問題設為必填' (Set this question as required). The '新增項目' (Add Item) button is visible at the bottom left.

5.選擇回應目的與查看即時表單

背景主題：汽車與卡車 [接受回應](#) [選擇回應目的地](#) [查看即時表單](#)

選擇回應目的地

☒ 新試算表

20140903-互評表 (回覆內容)

☐ 在現有試算表中新增工作表...

☒ 一律建立新試算表 ?

[建立](#) [只將回應儲存在表單](#) [瞭解詳情](#)

表單回應

試算表

您可以修改、重新編排或分析，不會影響原有的表單回應。



20140903-互評表

*必填

姓名*

請輸入評分者姓名

組別*

請輸入受評者組別