

# New Form from File Upload

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### Overview

**Note:** This feature is in Beta.

Convert a file into a FormAssembly form in minutes.

Rather than creating a new form from scratch, use the File to Web Form option to upload your file to FormAssembly, and this AI-powered feature will convert it into a fully functional, editable web form for you.

This feature is for:

- PDFs that contain a fillable form
- PDFs that resemble a form
- Scanned PDF files
- Screenshots and photos of a form
- Spreadsheets of form fields

**Note:** The original uploaded PDF file is **not** stored on FormAssembly and is discarded by the AI after the conversion process.

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## Requirements

To use File to Web Form, a FormAssembly user must be part of an Essentials plan or higher.

**Note:** There is no additional charge for this feature.

## Supported File Types

- PDF (.pdf)
- JPEG/JPG (.jpeg, .jpg)
- PNG (.png)
- CSV (.csv)
- Excel (.xls, .xlsx)
- OpenDocument Spreadsheet (.ods)
- HTML (.html)

## File Upload Restrictions

- 100-page limit on PDFs
- Maximum upload size of 32MB

## Recommendations

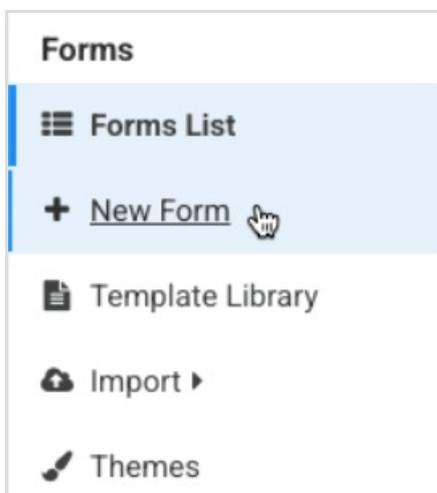
- Any file uploaded should resemble a form. This feature will reject random files unrelated to forms or form structure.
- Fillable PDFs with boxes or PDFs containing images of a form are ideal.
- If a PDF contains a large amount of text and images, it may process slowly during conversion or fail. For example, a PDF of a complete college admissions handbook may not give accurate results because it contains large amounts of text and images. However, a simple PDF containing only a form and some surrounding text is more likely to succeed and produce the expected form.
- Photos, pictures, or screenshots of a form are supported; however, the AI's ability to successfully convert an image to a relevant form depends on the image's quality.
- Structured HTML that describes fields and labels can be converted into a form. Broken HTML may lead to partial success or failure.

**Note:** XML and URL inputs are not supported.

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## Convert PDF

- Select **New Form** from the left-side menu, under Forms



- Select **File to Web Form**

### Create a New Form

There are several quick ways to create a new form. Choose one of the options below to help you get started.



**Blank Form**

Start building a new form from scratch with a blank form.



**BETA**

**File to Web Form**

Upload any file and convert it into a digital fillable form.



**Template**

Choose a template and customize it to meet your needs.



**Salesforce Import**

Connect to Salesforce and choose fields from multiple objects.



**Clone Form**

Select an existing form and modify it to fit your current needs.

- Click **Select File**

### Create a New Form by Converting a File

Upload a file (PDF, image, spreadsheet) to automatically convert it into a FormAssembly form. Once imported you will be able to edit the form in the form builder to fit your needs.

[Select File](#)

[Back](#) [Start with a Blank Form](#) [Create Form](#)

- Select your file to upload and click **Open**
- The file name and size will display in the "Create a New Form by Converting a File" modal.

**Note:** Only one file may be selected. If you have multiple pages of a form in different files, combine all pages into a single file before uploading.

- Select **Create Form** to begin the conversion

The AI-powered function builds the form within minutes. When complete, you are redirected to the Form Builder to continue editing your generated form.