kolekti



Get all your questions answered in Confluence

Explore the most popular Forms for Confluence use cases



Confluence isn't just a powerful collaboration platform: it's a whole new way of working.

Say goodbye to endless email threads and constantly searching for files. Now, everyone can easily access the information they need - when they need it.

What makes Confluence truly versatile is its host of third-party apps built to accommodate any team's needs. From scoping product requirements to status reporting or capturing data, there's an app to meet your needs.

One such app is **Forms for Confluence**, the definitive form-building app for Confluence. Now, you can build surveys in minutes, capture feedback from colleagues and customers, and securely share response data with no need for an external app.

Stuck for inspiration? In this guide, we'll show you some innovative ways our customers are using **Forms for Confluence** so you can replicate it in your own Confluence instance.

Self-service HR portal right inside Confluence

HR professionals everywhere can benefit from technologies offering recruitment, payroll, and employee management solutions. Whether you're looking to deploy a new HR system or already using one, Confluence fits perfectly into the HR tech space.



Recruitment forms

Did you know **Forms for Confluence** can replicate similar hiring workflows right inside Confluence?
You can create forms for:

✓ Internal reviews of job

- descriptions
 ✓ Job requisition
- ✓ Internal employee referrals
- ✓ Interview feedback

Using the user-friendly form builder, you can create professional-looking forms just like this one (see right).

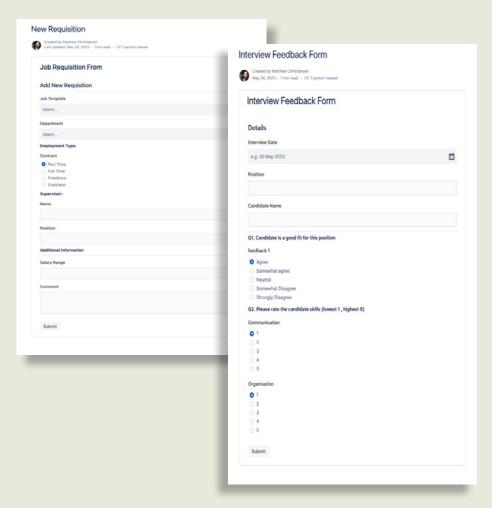
Responses are stored securely in Confluence and are only accessible to authorised users, meaning you can trust that your data will only be seen by those that need to see it. Forms for Confluence saves your HR team time and makes it easy to coordinate the recruiting process.

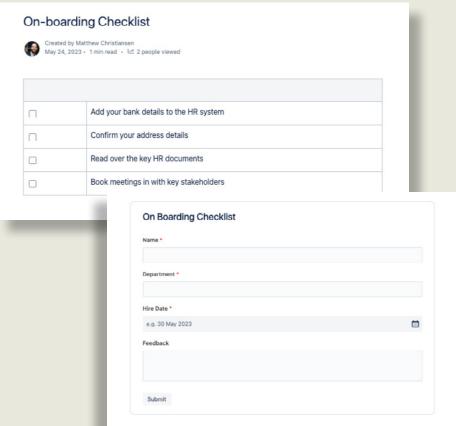
New hire onboarding forms

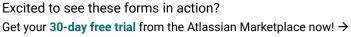
Keeping all your onboarding documentation in Confluence helps you simplify admin processes, creating a portal for new hires to access files, ask questions, and engage with onboarding content.

One way to do this is by creating an onboarding checklist in Confluence with a link to the associated Confluence page. Using Forms for Confluence, you can add a customised form to keep track of each new hire's progress.

These handy forms mean you don't need to create a new onboarding page every time a new joiner starts. Employees complete the form to record that they've completed their tasks, helping you identify who might need more support.







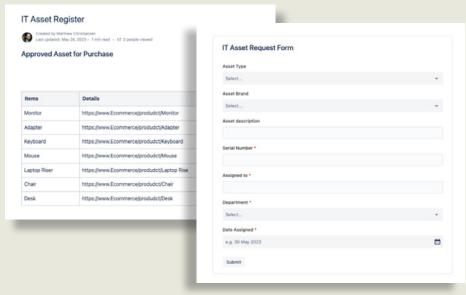




Asset request forms

Forms for Confluence isn't just handy for collecting data at the right time and place: they also power your support system.

Say your new hire wants to request home office equipment. With **Forms for Confluence**, they can simply select from the approved expense list and complete the form. There's no need to switch between platforms to submit a request and review the purchase order. Instead, you can collect orders and manage them right inside Confluence.





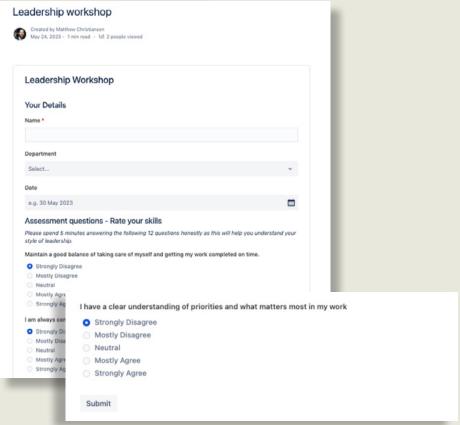
Want to document these purchases to monitor your company assets? Simply create a new Confluence page to display form responses, then set up viewer permissions. This way, assigned team members can easily review orders and maintain them as an inventory.

Assessment and appraisal forms

Beyond these benefits for HR, **Forms for Confluence** also shines when it comes to creating content for training and development.

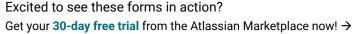
Imagine running a leadership training program which includes a self-assessment questionnaire. Creating a quiz or questionnaire is easy, thanks to custom form fields such as text input, radio buttons, and checkboxes.

Forms are perfect for driving team engagement in Confluence. You can view all form responses within Confluence or export them and put them directly in decision-makers' hands.



Managing form responses in Confluence helps to reduce data fragmentation. From creating forms to manipulating data and drawing actionable insights, you can do everything with just one app.





Internal communications and event management

Company events—online or offline—help to keep teams engaged and connected. If you rely on Confluence to plan and coordinate these activities, you'll love **Forms for Confluence!**

From creating content to registering for an event, adding a form to your page helps you gather information faster. A built-in form builder helps you avoid the time and hassle of moving data between platforms.

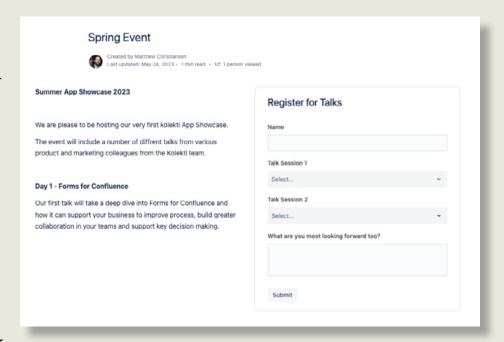
Event management forms

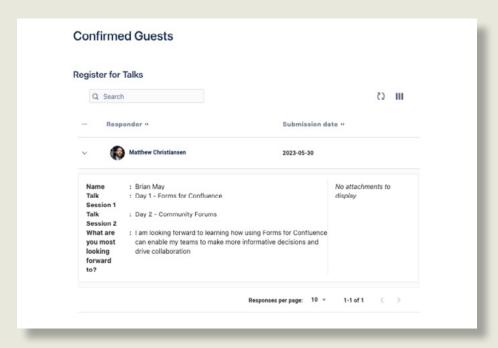
There aren't many things that bring teams together like company events do. Whether it's a casual get-together or formal off-site training, everyone needs the right channel and support to join in. Confluence is an excellent platform for creating, planning, and coordinating events.

Need to recruit your event crew or facilitators? Embed the application form right inside your event agenda page to make it easy for anyone to take action.

Here's an example of how Kolekti sources content and speakers for our annual team conference (see right). Forms for Confluence makes it easy for the event team to sort and review the submitted topics and present them as a table on a new page.

Ready to say goodbye to manual data entry and get your work done faster?



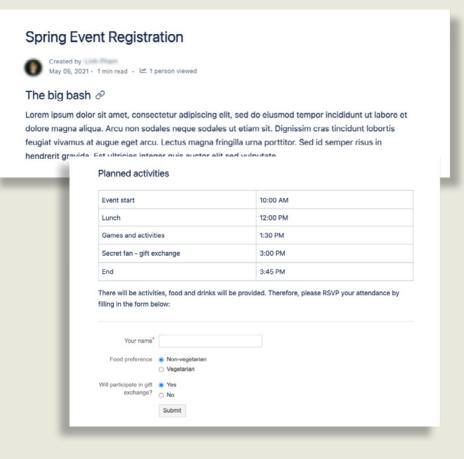




Event registration form

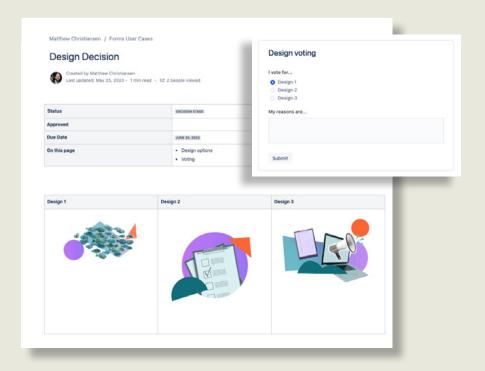
Once you've nailed down the event agenda, it's time to share it!

Having the registration form alongside the event details is a huge time saver. Not only does it give teams the full event details, but it also removes the hassle of updating the attendance list. Simply add a responses table to the page, and voila! You're ready to run a successful event.



Simple polls for decision making

When it comes to sharing feedback, Confluence's native comment function isn't always the best solution—especially when you have a large team. It takes time to sift through comments and find the information you need. Even then, you'll have to compare different opinions to arrive at an ideal decision.



Forms for Confluence offers a more flexible way to give and receive feedback. For example, you could let teams vote on designs for a new marketing launch, as shown in our form (left).

You can build this simple voting form for virtually any project that requires a group decision. The best part? You can keep responses anonymous for confidentiality or display them on a Confluence page for transparency.

