

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.

Excited to see these forms in action?
Get your **30-day free trial** from the Atlassian Marketplace now! →

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.

The 'New Requisition' form is titled 'New Requisition' and was created by Matthew Christiansen. It includes a header with the creator's name and a timestamp. The form is divided into several sections: 'Job Requisition From', 'Add New Requisition', 'Job Template' (with a 'Select...' dropdown), 'Department' (with a 'Select...' dropdown), 'Employment Type' (with radio buttons for 'Part Time', 'Full Time', 'Freelance', and 'Contractor'), 'Supervisor' (with a 'Name' field), 'Position' (with a text field), 'Additional Information', 'Salary Range' (with a text field), and 'Comment' (with a text area). A 'Submit' button is located at the bottom.

The 'Interview Feedback Form' is titled 'Interview Feedback Form' and was created by Matthew Christiansen. It includes a header with the creator's name and a timestamp. The form is divided into several sections: 'Details', 'Interview Date' (with a date picker showing 'e.g. 30 May 2023'), 'Position' (with a text field), 'Candidate Name' (with a text field), 'Q1. Candidate is a good fit for this position' (with radio buttons for 'Agree', 'Somewhat agree', 'Neutral', 'Somewhat Disagree', and 'Strongly Disagree'), 'Q2. Please rate the candidate skills (lowest 1, highest 5)' (with radio buttons for '1', '2', '3', '4', and '5'), 'Communication' (with radio buttons for '1', '2', '3', '4', and '5'), and 'Organisation' (with radio buttons for '1', '2', '3', '4', and '5'). A 'Submit' button is located at the bottom.

The 'On-boarding Checklist' is titled 'On-boarding Checklist' and was created by Matthew Christiansen. It includes a header with the creator's name and a timestamp. The checklist consists of four items, each with a checkbox and a description: 'Add your bank details to the HR system', 'Confirm your address details', 'Read over the key HR documents', and 'Book meetings in with key stakeholders'.

The 'On Boarding Checklist' form is titled 'On Boarding Checklist' and includes a header with the creator's name and a timestamp. The form is divided into several sections: 'Name' (with a text field), 'Department' (with a text field), 'Hire Date' (with a date picker showing 'e.g. 30 May 2023'), 'Feedback' (with a text area), and a 'Submit' button at the bottom.

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**Forms
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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.



IT Asset Register
Created by Matthew Christiansen
Last updated: May 24, 2023 · 1 min read · 2 people viewed

Approved Asset for Purchase

| Items | Details |
|--------------|---|
| Monitor | https://www.Ecommerce/product/Monitor |
| Adapter | https://www.Ecommerce/product/Adapter |
| Keyboard | https://www.Ecommerce/product/Keyboard |
| Mouse | https://www.Ecommerce/product/Mouse |
| Laptop Riser | https://www.Ecommerce/product/Laptop Rise |
| Chair | https://www.Ecommerce/product/Chair |
| Desk | https://www.Ecommerce/product/Desk |

IT Asset Request Form

Asset Type
Select...

Asset Brand
Select...

Asset description

Serial Number *

Assigned to *

Department *

Date Assigned *
e.g. 30 May 2023

Submit

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.

Leadership workshop
Created by Matthew Christiansen
May 24, 2023 · 1 min read · 2 people viewed

Leadership Workshop

Your Details

Name *

Department
Select...

Date
e.g. 30 May 2023

Assessment questions - Rate your skills
Please spend 5 minutes answering the following 12 questions honestly as this will help you understand your style of leadership.

Maintain a good balance of taking care of myself and getting my work completed on time.

Strongly Disagree
 Mostly Disagree
 Neutral
 Mostly Agree
 Strongly Agree

I have a clear understanding of priorities and what matters most in my work

Strongly Disagree
 Mostly Disagree
 Neutral
 Mostly Agree
 Strongly Agree

Submit

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.

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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?

Spring Event
Created by Matthew Christiansen
Last updated: May 24, 2023 • 1 min read • 1 person viewed

Summer App Showcase 2023

We are please to be hosting our very first kolekti App Showcase.

The event will include a number of different talks from various product and marketing colleagues from the Kolekti team.

Day 1 - Forms for Confluence

Our first talk will take a deep dive into Forms for Confluence and how it can support your business to improve process, build greater collaboration in your teams and support key decision making.

Register for Talks

Name

Talk Session 1
Select... ▼

Talk Session 2
Select... ▼

What are you most looking forward to?

Submit

Confirmed Guests

Register for Talks

Q Search ↻ ☰

| Responder | Submission date |
|----------------------|-----------------|
| Matthew Christiansen | 2023-05-30 |

Name : Brian May
Talk : Day 1 - Forms for Confluence
Session 1
Talk : Day 2 - Community Forums
Session 2
What are you most looking forward to? : I am looking forward to learning how using Forms for Confluence can enable my teams to make more informative decisions and drive collaboration

No attachments to display

Responses per page: 10 1-1 of 1 < >

Excited to see these forms in action?

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Forms
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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.

Spring Event Registration

Created by [John Doe](#)
May 05, 2021 · 1 min read · 1 person viewed

The big bash

Lorem ipsum dolor sit amet, consectetur adipiscing elit, sed do eiusmod tempor incididunt ut labore et dolore magna aliqua. Arcu non sodales neque sodales ut etiam sit. Dignissim cras tincidunt lobortis feugiat vivamus at augue eget arcu. Lectus magna fringilla urna porttitor. Sed id semper risus in hendrerit gravida. Est ultricies integer quis auctor elit sed vulputate.

| Planned activities | |
|----------------------------|----------|
| Event start | 10:00 AM |
| Lunch | 12:00 PM |
| Games and activities | 1:30 PM |
| Secret fan - gift exchange | 3:00 PM |
| End | 3:45 PM |

There will be activities, food and drinks will be provided. Therefore, please RSVP your attendance by filling in the form below:

Your name*

Food preference Non-vegetarian
 Vegetarian

Will participate in gift exchange? Yes
 No

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.

Matthew Christiansen / Forms User Cases

Design Decision

Created by Matthew Christiansen
Last updated: May 25, 2023 · 1 min read · 2 people viewed

| Status | DECISION STAGE |
|--------------|---|
| Approved | |
| Due Date | JUNE 30, 2023 |
| On this page | <ul style="list-style-type: none">Design optionsVoting |

Design voting

I vote for...

Design 1
 Design 2
 Design 3

My reasons are...

| Design 1 | Design 2 | Design 3 |
|----------|----------|----------|
| | | |

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.

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