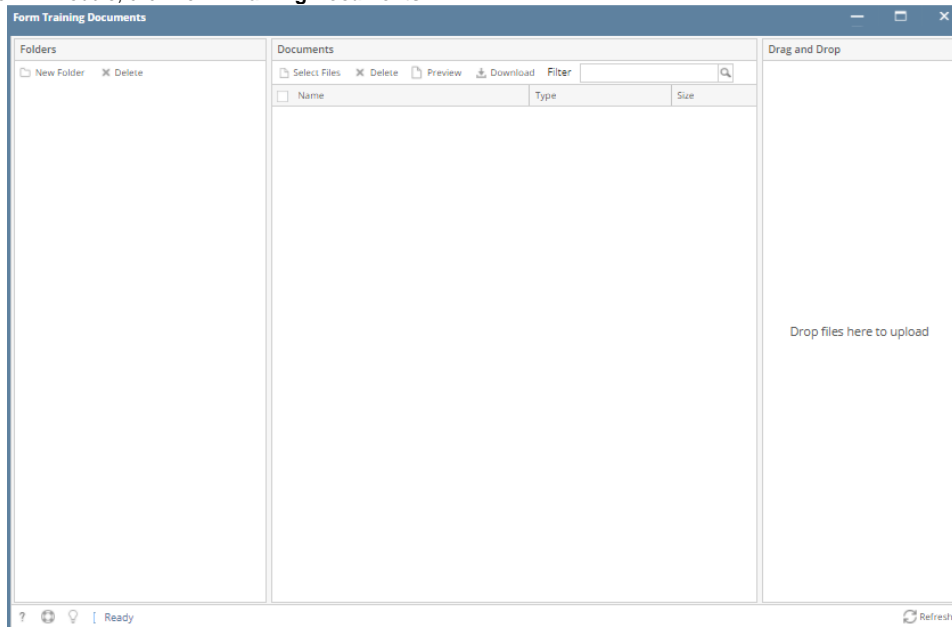


# IDP - Form Training Documents

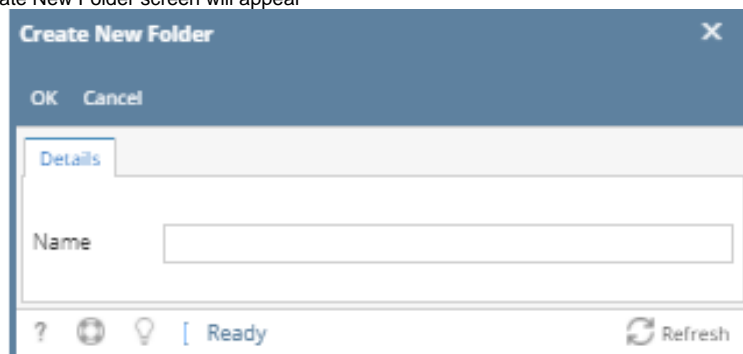
The Form Training Documents screen is used to create folders for each custom model and use it to upload at least 5 documents to train.

## How to add Folders and documents in Form Training Documents

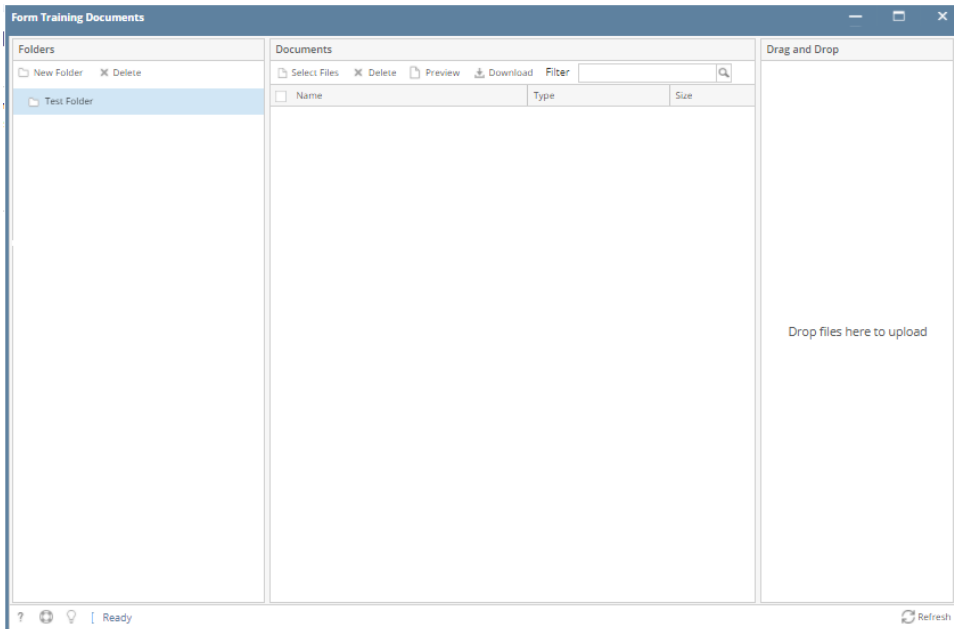
1. From the **IDP** module, click **Form Training Documents**



2. Go to the Folders panel and click the **New Folder** button
3. The Create New Folder screen will appear

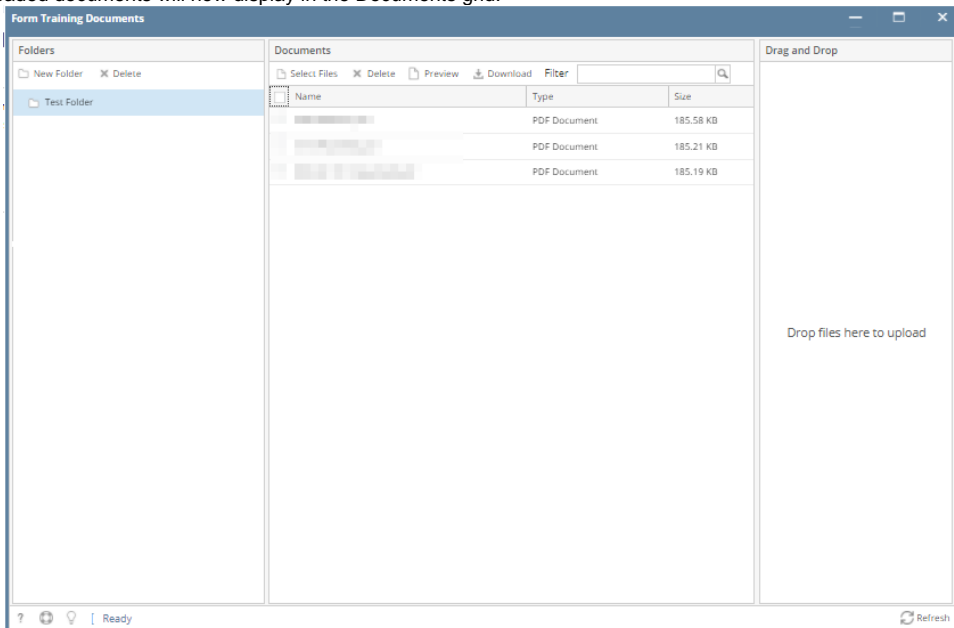


4. Enter the **Name** and click the **OK** button
5. The Created Folder will now display in Folder panel



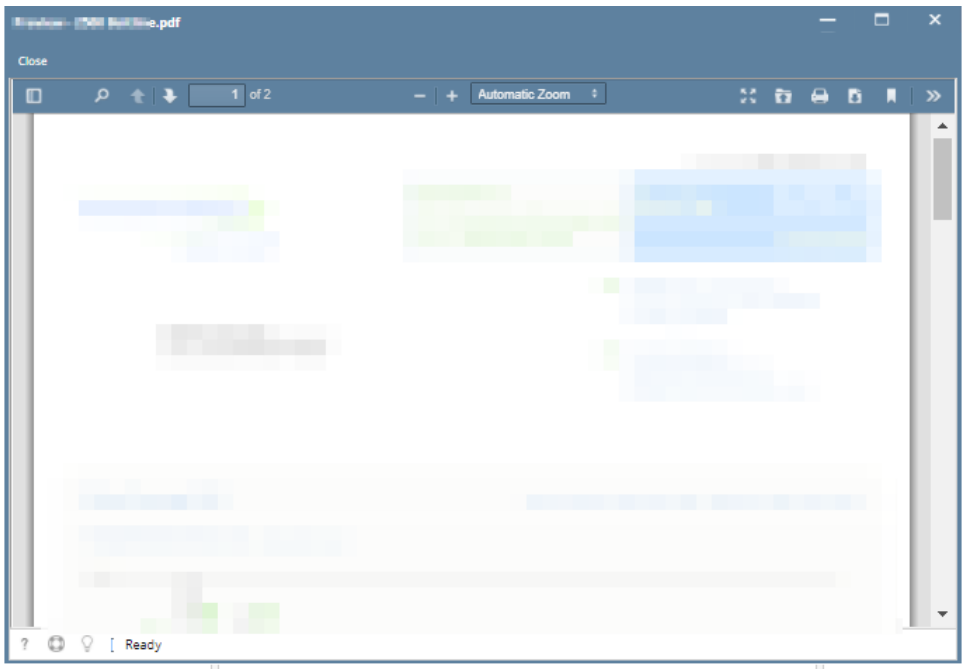
a.

6. Select the created folder
7. Go to the Documents panel and click the **Select Files** to start uploading documents
8. The Uploaded documents will now display in the Documents grid.



a.

9. To preview the uploaded document, select the file and click the **Preview** button.



a.