

Answer a "Fetch" question - Passages

In this lesson you will use the "Cookbook" form to create a cookbook of individually selected recipes.

Prerequisites:

- The "Recipes" Folio from [Create a Folio](#); **OR**
- Open [this Folio document](#) and [import](#) it

You will:

- Use the **Fetch** command to choose several recipes
- Use the **Fill** command to create a cookbook



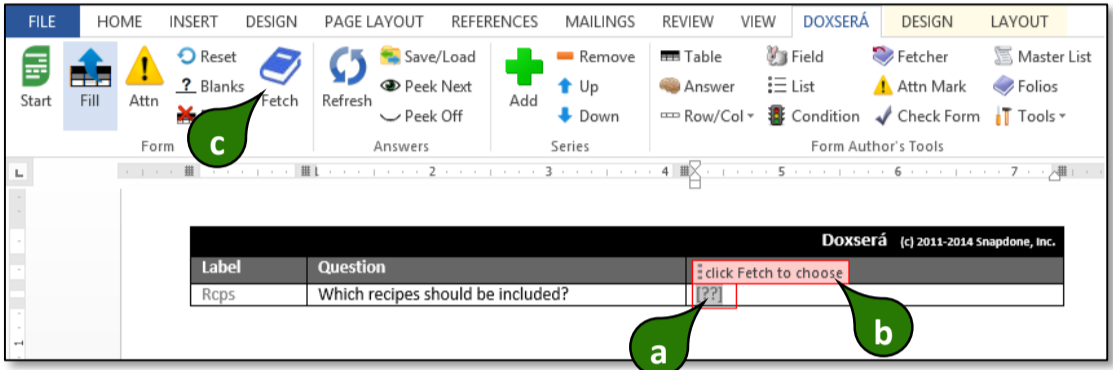
When answering Q&A Table questions, you will sometimes encounter "Fetch" questions. You will recognize them because:

- The answer box has a red border (only if you are using Word 2013 or later).
- The flag above the answer box says **click Fetch to choose**.

1 Quick Start Open this form: [Cookbook 2](#)

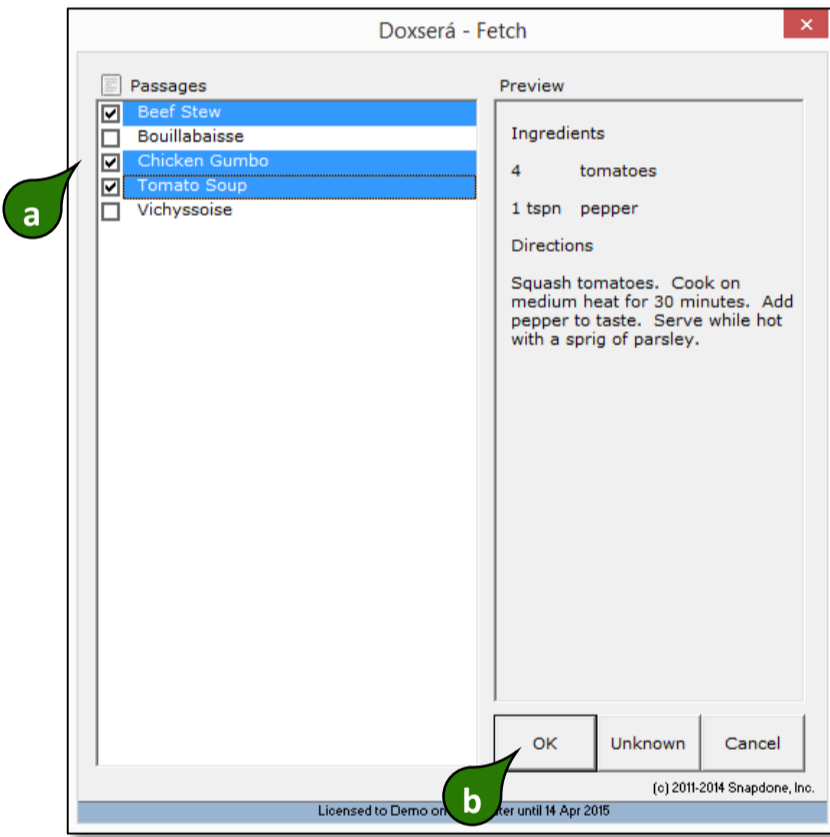
2 Open the Fetch screen

- Place the cursor in the answer box
- The flag above the answer box says **click Fetch to choose**
- Click **Fetch**



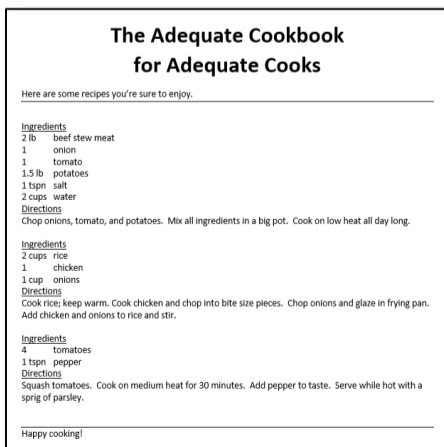
3 Make choices

- Select **Beef Stew, Chicken Gumbo, and Tomato Soup**
- Click **OK**



4 Quick finish Click **Fill** to create the cookbook

... and Presto The cookbook is complete *



* For now, don't worry that recipe names are missing. We'll add them in another walkthrough ([Passages in Lists](#)).

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Related Info

[Folio Overview](#)

[Answering a Fetch Question \(Passages\)](#)

[Answer a "Fetch" question - Tag](#)

[Fetch screen details](#)

Overview Walkthrough Lesson Video Guide