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Publishing a Form in Google Forms: A Step-by-Step GuideTo create and share forms with others, follow these steps:Create a form Go to forms.google.com and click Blank form . Name your form Learn more at the Google Docs Editors Help Center Add questions If you're using a template, you can skip to Update questions. Open a form in Google Forms and click Add . Choose the type of question you want. Type possible responses to prevent people from not answering. Turn on Required.Update or arrange questions To move a question, drag it at the top of a question. Add a description or image to make your questions more engaging. Delete questions when needed.Customize your design Use a theme with your organization's branding. Click Customize theme and choose a theme. Create sections to organize your form and add color or headers as desired. Change the font style for headers, questions, and text.Control and monitor access Allow access from outside your organization by default. 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