



# Triggers

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In Zoho Tables, the "Trigger" section of automation specifies the event that will cause the automation to run.

Zoho Tables offers three types of triggers now. They are:

[a\) When a record is created](#)

[b\) When a record is updated](#)

Let's try to understand the nitty-gritty details of each trigger in specific:

## a) When a record is created

This trigger runs the automation whenever "a new record is created" to a table.

For example, You want to inform the Event Manager via email every time a new speaker (new record) is added to the table: "Speakers" under the base "Event Tracker".

### Choose the trigger

From the list of conditions choose "When a record is created" and select the table "Speakers" - where you want the automation to look out for the new records.

Speaker	Title	Email	Availability	Link to Agenda
1 Steve Rogers	CEO & Founder - Zyker Corp	steve@zyker.com	Confirmed	Keynote
2 Edward Martin	Director of Engineering - Zyker Corp	edward@zyker.com	In Talks	Digital Transformation for Manufacturers
3 Richard Alvero	VP - Marketing - Zyker Corp	richard@zyker.com	Confirmed	Challenges faced by industries in the digital era
4 Alicia Andrew	Manager Customer Engagement - Zyker Corp	alicia@zyker.com	In Talks	IoT comes to your rescue
5 Joseph Gracia	Senior Product Marketer - Zyker Corp	joseph@zyker.com	Confirmed	Power of Augmented Reality
6 Edwina Lawson	Product Marketer - Zyker Corp	edwina@zyker.com	Confirmed	How to improve operational efficiency
7 Stephan Lewis	Business Development Manager - Zyker Corp	stephan@zyker.com	Unavailable	Harness the Power of Artificial Intelligence
8 Mark Patrick	Head of Business Development - Zyker Corp	mark@zyker.com	In Talks	Streamline Your Product Lifecycle Managem...
9 Tim	CHRO - Zyker Corp	tim@zyker.com	Confirmed	Keynote

Choose the trigger gif

## Add an Action

After choosing the trigger, Select **+Add Action** and choose "Send Email".

Enter your event manager's email ID, subject line & custom message.

Item	Estimated Value	Actual Value	In Budget	Invoice	Payment Status
1 Brand Collaterals	\$ 2,200.00	\$ 2,000.00	✓		Pending
2 Venue	\$ 3,000.00	\$ 3,000.00	✓		Paid
3 Food & Beverages	\$ 2,500.00	\$ 2,500.00	✓		Paid
4 Giveaways	\$ 1,500.00	\$ 1,500.00	✓		Pending
5 Emcee	\$ 1,000.00	\$ 1,000.00			Paid

**Invoice Updated**

Trigger: When record is updated

Table: Expenses

Condition: Invoice is not empty

+ Add Condition

+ Add Actions

Add an action gif

**Note:** Ensure that you enable automation to complete the process.

## See it in action

In the below GIF, you can see the output of the automation.

The screenshot displays the Zoho Tables interface for an 'Event Tracker' table. The 'Speakers' tab is active, showing a list of 9 records. The automation configuration panel on the right is titled 'New Speaker Update' and is currently inactive. It features a trigger 'When record is created' (labeled as 'Table - Speakers') and an action 'Send Email'. The email configuration includes the recipient 'olivia.stevens@zyker.com', the subject 'New Speaker', and the message 'A new speaker has been added.' An 'Activate' button is visible at the bottom right of the automation panel.

Speaker	Title	Email	Availability	Link to Agenda	
2	Edward Martin	Director of Engineering - Zyker Corp	edward@zyker.com	In Talks	Digital Transformation for Manufacturers
3	Richard Alvero	VP - Marketing - Zyker Corp	richard@zyker.com	Confirmed	Challenges faced by industries in the digital era
4	Alicia Andrew	Manager Customer Engagement - Zyker Corp	alicia@zyker.com	In Talks	IoT comes to your rescue
5	Joseph Gracia	Senior Product Marketer - Zyker Corp	joseph@zyker.com	Confirmed	Power of Augmented Reality
6	Edwina Lawson	Product Marketer - Zyker Corp	edwina@zyker.com	Confirmed	How to improve operational efficiency
7	Stephan Lewis	Business Development Manager - Zyker Corp	stephan@zyker.com	Unavailable	Harness the Power of Artificial Intelligence
8	Mark Patrick	Head of Business Development - Zyker Corp	mark@zyker.com	In Talks	Streamline Your Product Lifecycle Managem...
9	Tim	CHRO - Zyker Corp	tim@zyker.com	Confirmed	Keynote

*Automation output gif*

## b) When a record is updated

This trigger runs the automation whenever a record is updated in a table and matches a specific condition in your table. You can specify which fields in the record need to be checked for updates. You can select multiple fields or even all the fields.

For instance, you intend to send an email to the event manager "when a record is updated with an invoice copy uploaded" under the table: "Expenses".

### Choose the trigger and customize the condition

In this case, choose the trigger "When record is updated". Select the table "Expenses" and the field name "Invoice" that needs to be monitored. Choose the condition as "is not empty".

Item	Estimated Value	Actual Value	In Budget	Invoice	Payment Status
1 Brand Collaterals	\$ 2,200.00	\$ 2,000.00	✓		Pending
2 Venue	\$ 3,000.00	\$ 3,000.00	✓		Paid
3 Food & Beverages	\$ 2,500.00	\$ 2,500.00	✓		Paid
4 Giveaways	\$ 1,500.00	\$ 1,500.00	✓		Pending
5 Emcee	\$ 1,000.00	\$ 1,000.00	✗		Paid

Choose the trigger gif

### Add an Action

Now, click + Add Action & select Send Email.

Enter your event manager's email ID, the subject line & custom message.

**Invoice Updated**

Trigger: When record is updated

Table: Expenses

Condition: Invoice is not empty

+ Add Condition

↓

Add Actions

Add an action gif

**Note:** Ensure that you enable automation to complete the process.

## See it in action

In the below GIF, you can see the output of the automation.

Item	Estimated Value	Actual Value	In Budget	Invoice	Payment Status
1 Brand Collaterals	\$2,200.00	\$2,000.00	✓		Pending
2 Venue	\$3,000.00	\$3,000.00	✓		Paid
3 Food & Beverages	\$2,500.00	\$2,500.00	✓		Paid
4 Giveaways	\$1,500.00	\$1,500.00	✓		Pending
5 Emcee	\$1,000.00	\$1,000.00	✗		Paid
6 Awards	\$1,000.00		✗		

Automation configuration for 'Invoice Updated':

- Trigger: When record is updated (Table - Expenses)
- Action: Send Email
  - To: olivia.stevens@zyiker.com
  - Subject: Invoice
  - Message: A new invoice has been added.

Ready to activate your Automation? [Activate](#)

*Automation output gif*

## FAQs

### 1. Does automation triggers work on formula fields?

Ans. Right now, Zoho Tables does not support automation triggers on formula fields.

### 2. Why does the trigger “When record is updated” and “When record is created” work even before we finish editing all the fields?

Ans. Zoho Tables is trying to find a solution for this. For now we suggest users to create additional trigger conditions for the fields that need to be filled in before the trigger sets off.

### 3. Will a record be updated if we use a form to submit data?

Ans. The record will not be created/updated if we use a form to submit data. We are working on this functionality and it will be released as a separate trigger in the future.