Table toolbars

- Basic toolbar buttons
- Specific toolbar buttons

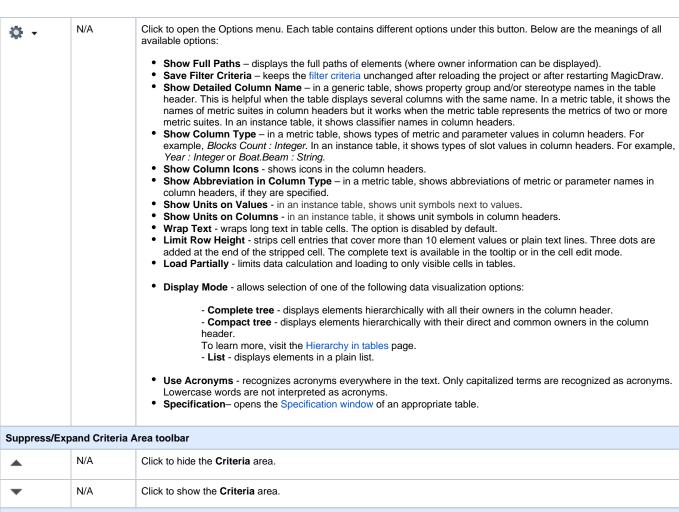
Important table toolbars are not available in a server project, lock the table for editing. Make sure you have the right to edit the model of this project.

Basic toolbar buttons

The following table describes the toolbar buttons found in tables.

Button	Shortcut keys	Description					
Navigation to	olbar						
ř l e	Alt+B	Click the Containment tree to select the element of the selected row.					
Edit toolbar							
Add New	Insert Click to create a new element in the table. This element will also be added to the model. If several element available, a shortcut menu with available types will open. You will be able to select an element of the types.						
Create		Note In Instance Table, expand and select to add a new instance. If this button is not active, the classifier is not specified for the instance table.					
Add Existing	Ctrl+Insert	Click to add an element from hodel. The Select Element die ppens. Only elements of the type defined in a specific table with be defined and select hode. Add New Metric with Different Parameters to create a Note In Instance Table, expand to find this button.					
Delete	Ctrl+D	Click to remove selected elements both from the table and the model. Note In Instance Table, expand to find this button.					
Remove From Table	Ctrl+Delete	Click to remove only selected elements from the table. Note In Instance Table, expand to find this button.					
Layout toolba	ar						
₽		Click to expand or collapse rows when the Display Mode under the Options button is selected as Compact tree or Complete tree . You may expand the command and select: • Expand Selected Recursively - to expand the selected row recursively. • Expand All - to expand all rows. • Collapse Selected Recursively - to collapse the selected row recursively. • Collapse All - to collapse all rows.					
û	Ctrl+Up Arrow	Click to shift selected elements (either grouped or non-grouped) up a row. The elements are automatically renumbered after moving.					
$\hat{\mathbb{Q}}$	Ctrl+Down Arrow	Click to shift selected elements (either grouped or non-grouped) down a row. The elements are automatically renumbered after moving.					

Columns	N/A	Click to change the set of columns to show on the table.				
Publish toolba	ar					
Export	N/A	Click to export the contents of the table to an *.html, *.csv, or *.xlsx file. Light Mote Table this button also allows you export to *.xlsm file.				
Excel /CSV Sync	N/A	Click to open the Excel/CSV Sync menu: • Excel/CSV File - contains three commands: - Select File - opens the Excel/CSV Sync Options dialog and allows you to select a file from you file system of from your model to link it with modeling tool table and enable data syncing. - Clear Selection - removes the reference between modeling tool table and linked file and syncing is turned off - Open File - opens the linked file. • Read from File - imports data from Excel/CSV file to modeling tool table. • Write to File - exports data from modeling tool table to Excel/CSV file. • Sync Options - opens the Excel/CSV Sync Options dialog and allows you to customize sync and mapping op before syncing data between Excel/CSV file and modeling tool table.				
Find in Diagram						
Q Find in Diagram	Ctrl+F	Click to open the search bar allowing to search for textual information in all types of diagrams, including tables, matrices and maps. Use / to navigate the search results.				
View toolbar						
8	N/A	Click to update the contents of the table after specifying the scope. **Pote** Instance Table, this button updates data after specifying the smart package as the scope criteria.				
@	Ctrl+W	Click to fit the table in the active window size.				
(0)	Ctrl+Slash Ctrl+NumP	Click to show the actual size of the table.				
⊕,	Ctrl+Plus Ctrl+NumP ad+ Ctrl+Equals	Click to enlarge the table maintaining aspect ratio.				
Q	Ctrl+Minus Ctrl+NumP ad-	Click to reduce the table maintaining aspect ratio.				
120% ▼	N/A	Click to show the size ratio. Click to select the size ratio from the percentage list or enter the value.				
Validation too	lbar					
₽	N/A	Click to validate the table against all validation rules stored in the model, except those that are ignored.				
Options toolb	ar					



•	N/A	Click to hide the Criteria area.			
•	N/A	Click to show the Criteria area.			
Other buttons	Other buttons				
←	Alt+Left Arrow	Click to navigate to the previously opened diagram, table, dependency matrix, or relation map.			
>	Alt+Right Arrow	Click to navigate to the previously opened diagram, table, dependency matrix, or relation map.			

Specific toolbar buttons

The following table describes the toolbar buttons found only in specific tables.

Table name where button can be found	Button	Shortcut keys	Description	
	Edit toolbar			
Instance Table	Parts > Create with	Alt+Insert	Click to create a new instance with parts.	
Instance Table	Delete with Parts	Alt+D	Click to remove selected elements both from the table and the model.	
Metric Table	Calculate Metrics	N/A	Click to open the Calculate Metrics menu and then select the needed command.	
Requirement Table	Add Nested	Alt+Insert	Click to add a nested Requirement in the model.	
	Layout toolbar			
Metric Table	Show Metric Suites	N/A	Click to select the metric suites whose columns you need to show on the Metric table.	
	Other buttons			

Glossary Table	N/A	Click to turn the glossary on/off in the project.

Related pages

- Table toolbars
 Table Criteria area
 Basic tasks in tables
 Generic table
 Glossary table
 Instance table
 Metric table
 Sync with Excel or CSV files
 Partial loading in tables
- Legends