

# Specifying Data Markings

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Once you have a new Data Marking Category created, you need to specify the Data Markings denoting the classification that you want to have for it.



## Important

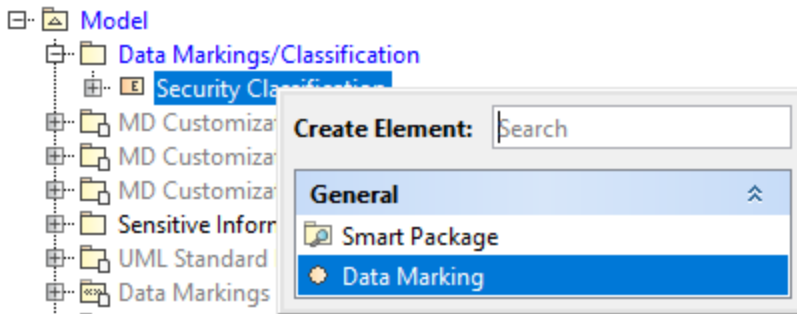
If you create, reorder or delete Data Markings, ensure that you:

- Refresh the diagram (click F5 on the keyboard or click **View > Refresh** in the tool) to see the changes on the element portion

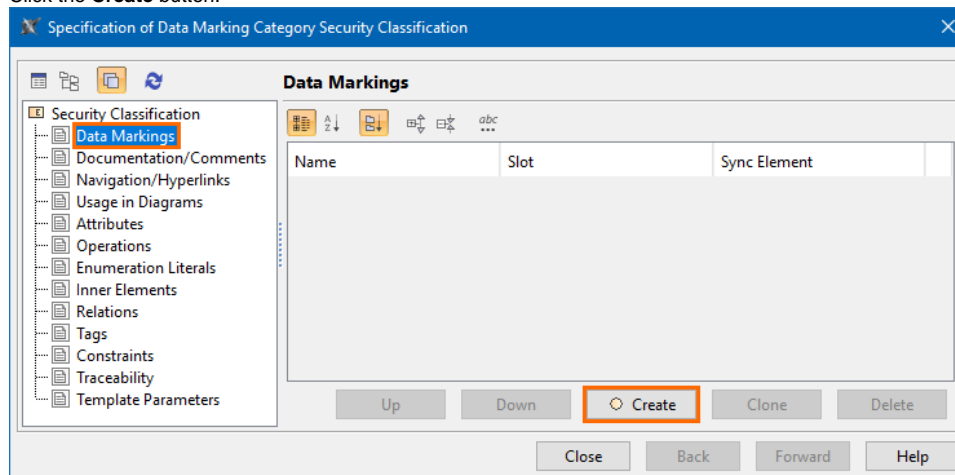
## Creating a new Data Marking

To create a new Data Marking Banner to see the changes in the Diagram Banner markings.

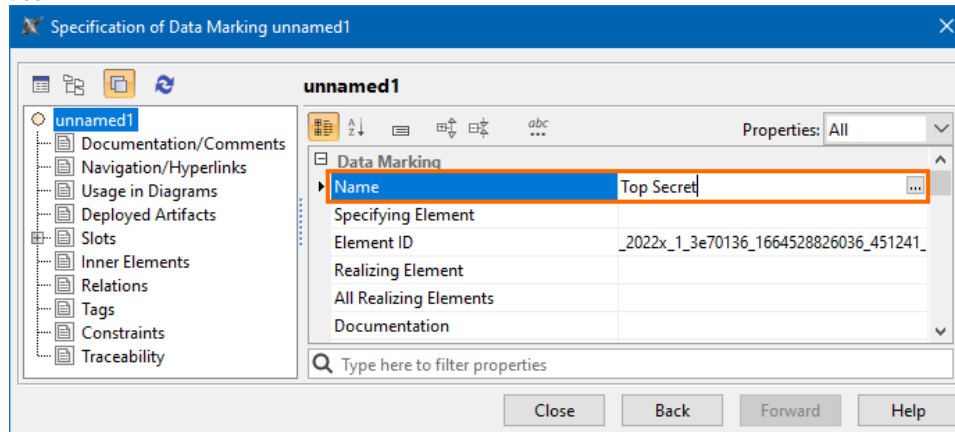
1. Right-click the Data Marking Category element and do one of the following:
  - a. In the shortcut menu, click **Create Element > Data Marking**. Specify the name for the newly created Data Marking in the Containment tree.



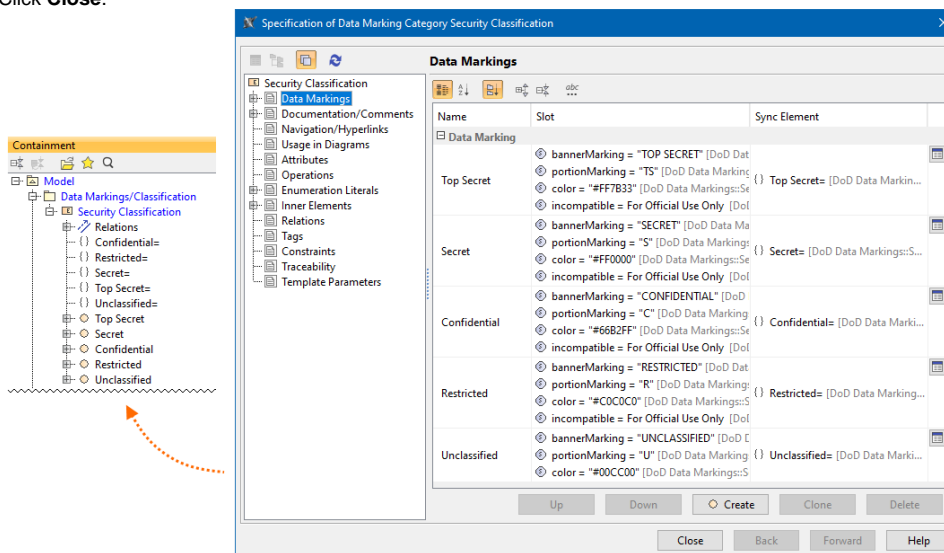
- b. In the shortcut menu, click **Specification**.
  - i. In the Specification window, select the **Data Markings** property group.
  - ii. Click the **Create** button.



- iii. Specify the name for the Data Marking in the **Name** field. A new Data Marking is created for the category in the Containment tree.



2. Specify the Data Marking **representation attributes** for the new Data Marking.
3. Repeat steps 1-2 to create additional Data Markings for the category.
4. Click **Close**.



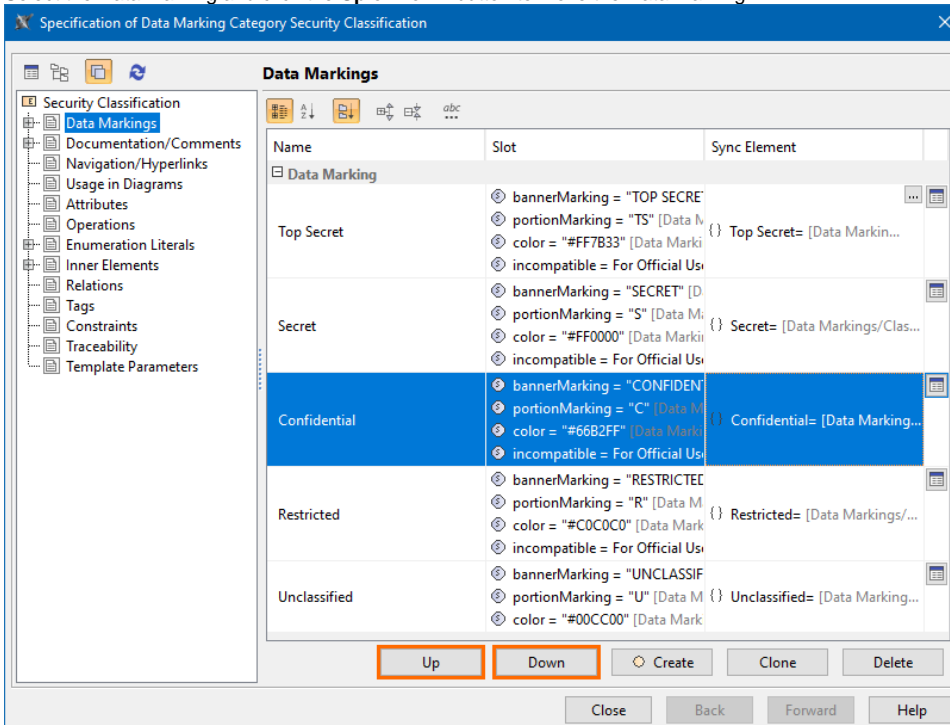
## Reordering Data Markings

The order in which the Data Markings are listed within a category specifies their level of importance and determines the order in which the Data Markings are displayed in the Data Markings shortcut menu. In combination with the Data Markings' Rankings value, it also determines the display of **portion markings** on the elements of the project and the **banner markings** on the Diagram Banner. Learn more on the [Specifying Data Marking rankings](#) page.

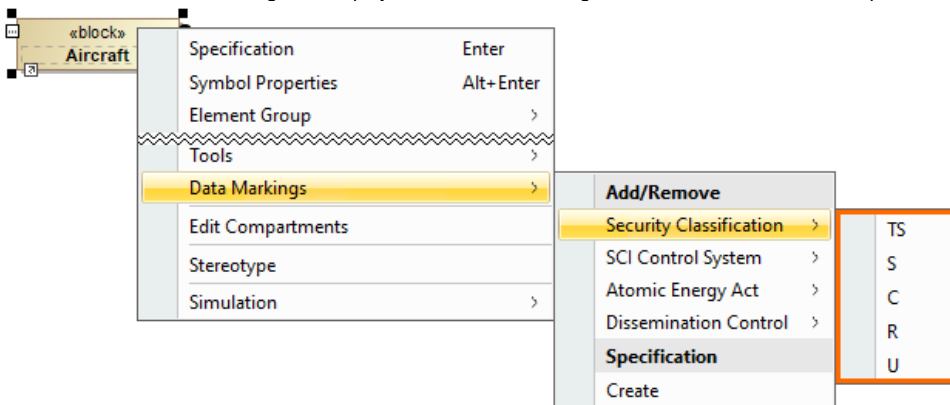
To reorder Data Markings

1. Right-click the Data Marking Category element and open its **Specification window**.
2. Select the **Data Markings** property group.

3. Select the Data Marking and click the **Up** or **Down** button to move the Data Marking.



4. Click **Close**. The Data Markings are displayed in the Data Markings shortcut menu based on the specified order.



## Editing the Data Marking name

To edit the Data Marking name

- Through the **Data Marking** element, do one of the following:
  - a. Click the Data Marking element twice and edit it.
  - b. Right-click the Data Marking to open its **Specification** window. Edit the **Name** field.
- Through the **Data Marking Category** element:
  1. Right-click the Data Marking Category element and open its **Specification** window.
  2. On the left-side menu of the Specification window, select **Data Markings**.
  3. Click the Data Marking and edit it.
  4. Click **Close**.

## Deleting a Data Marking

To delete a Data Marking

- Through the **Data Marking** element:
 

Right-click the Data Marking element and click **Delete** in the shortcut menu.
- Through the **Data Marking Category** element:

1. Right-click the Data Marking Category element and open its **Specification window**.
2. On the left-side menu of the Specification window, select **Data Markings**.
3. Select the Data Marking and click the **Delete** button.
4. Click **Close**.