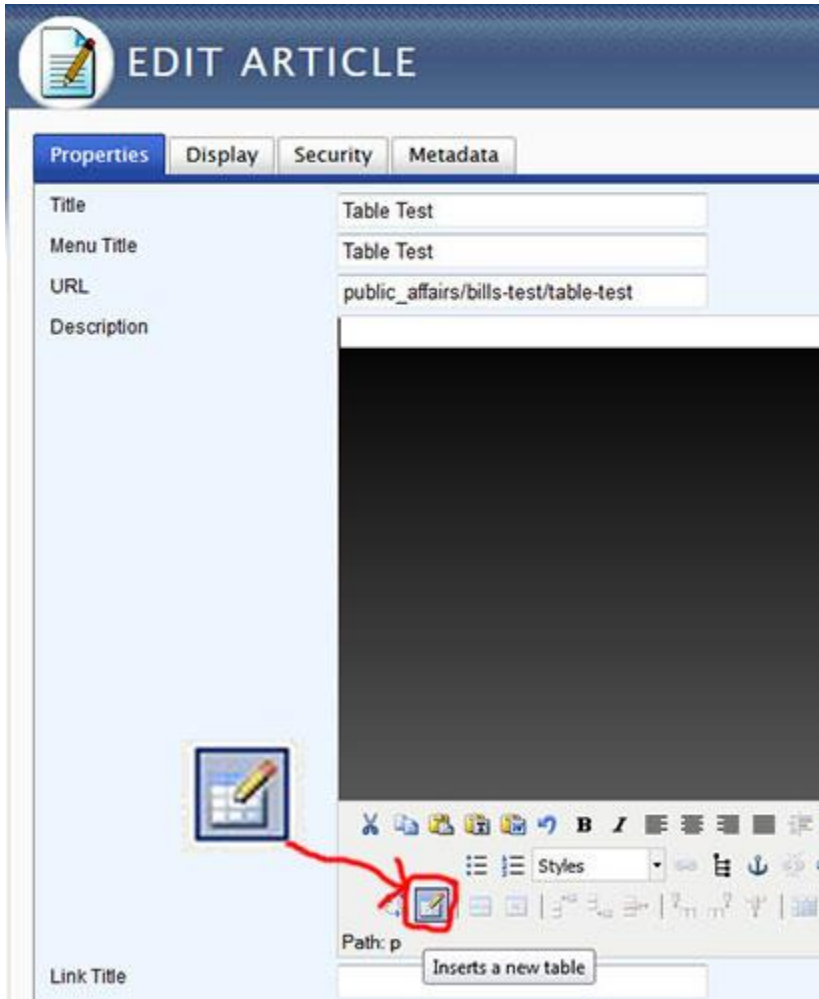


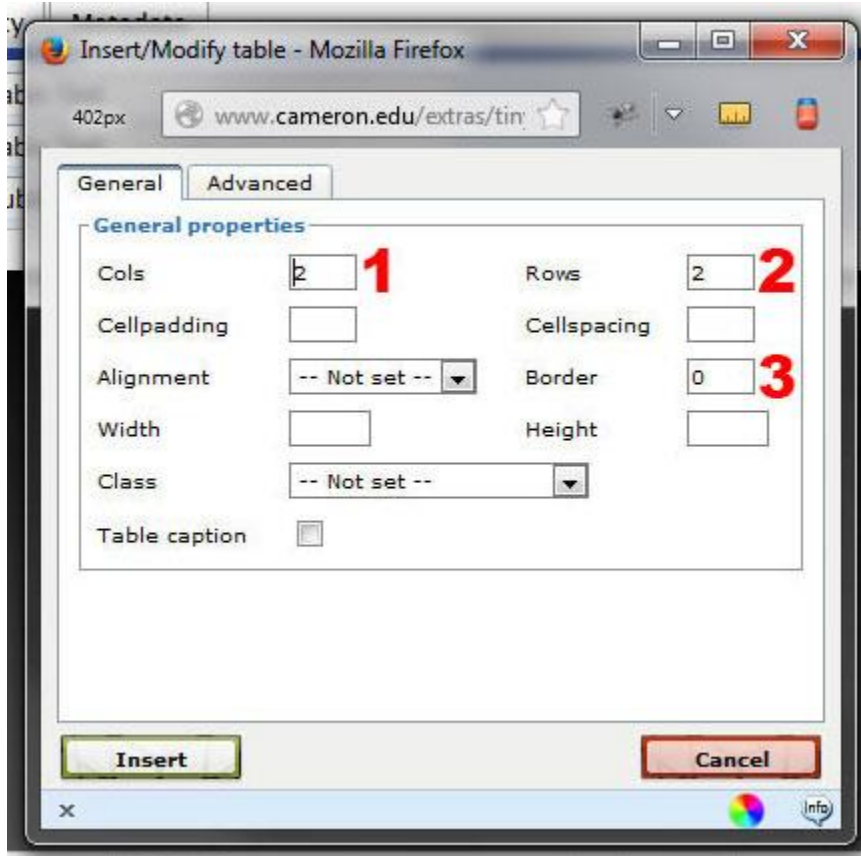
How to Create a Table

1. Either create a new article or edit an existing one.
2. Once in the edit mode of the article click on the Insert a Table button

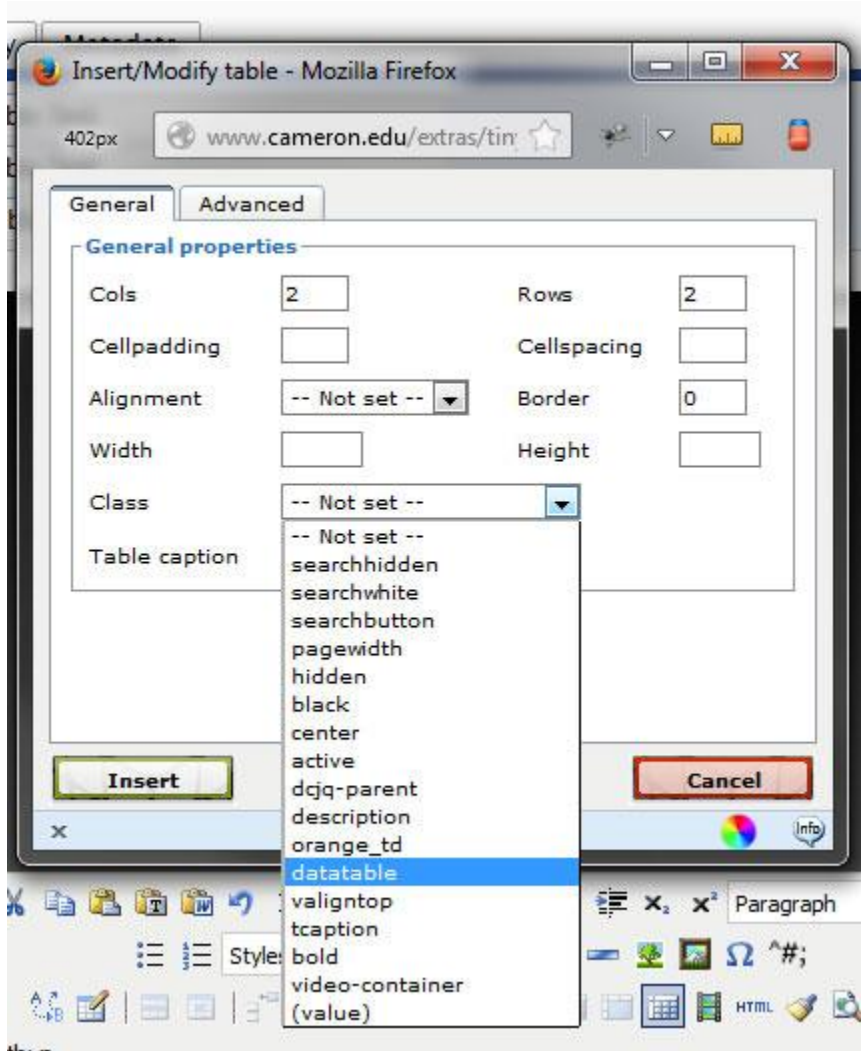


3. Choose the following (continued on next page):

1. How many Columns
2. How many Rows
3. Delete the 0 in the Border field. If you leave the 0, it generates bad code which we do not want. Also, do not use the alignment option, it also generates bad code.

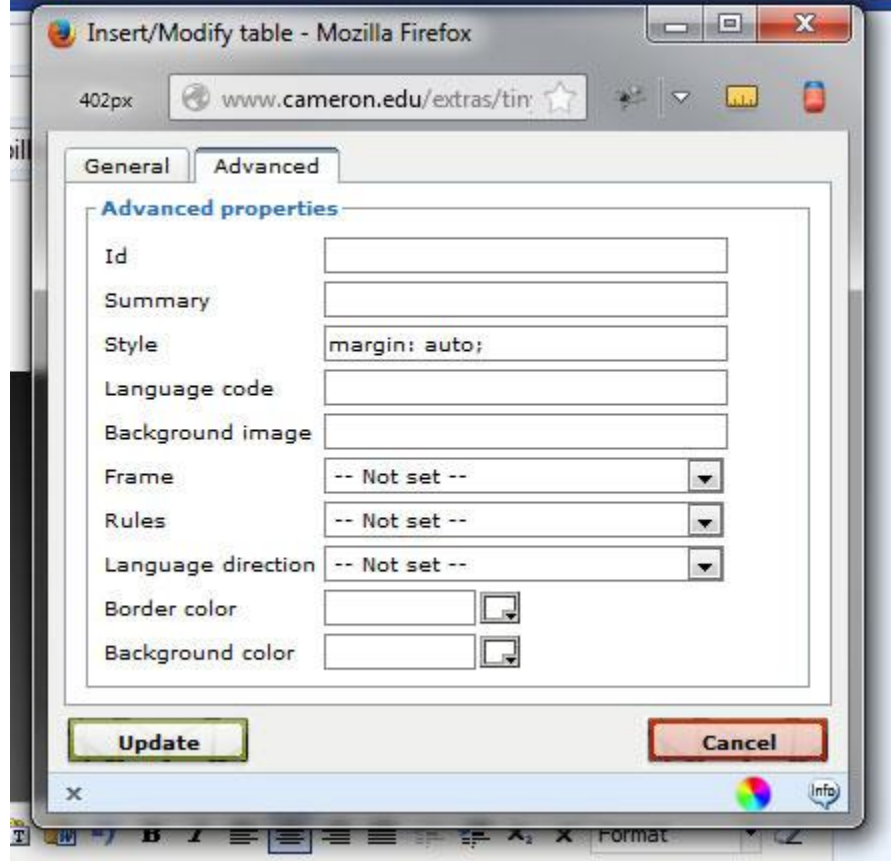


4. In the Class drop-down option, choose datatable (this will make the top row & left column have a gold background and bold text if you use table headers (see table styling below)):



5. If you want the whole table centered (by default, the table will be left aligned), click on the Advanced tab. If not, skip to step 6.

1. Enter the following in the Style field: `margin: auto;`



6. Once you are done setting up the table, click on the Insert button to insert the table into your article.

Table Styling – Column and Row Headers

Column and Row headers improve the accessibility of the table.

1. Click in a cell that you would like to be a column header or a row header, then click on the Table Cell Properties button. (In my example, Column 1 will be a column header)



EDIT ARTICLE

Properties

Display

Security

Metadata

Title: untitled
Menu Title: untitled
URL: public_affairs/bills-test/table-test2/untitled

Description:

1

Column 1	Column 2
Info	Info
Info	Info

2

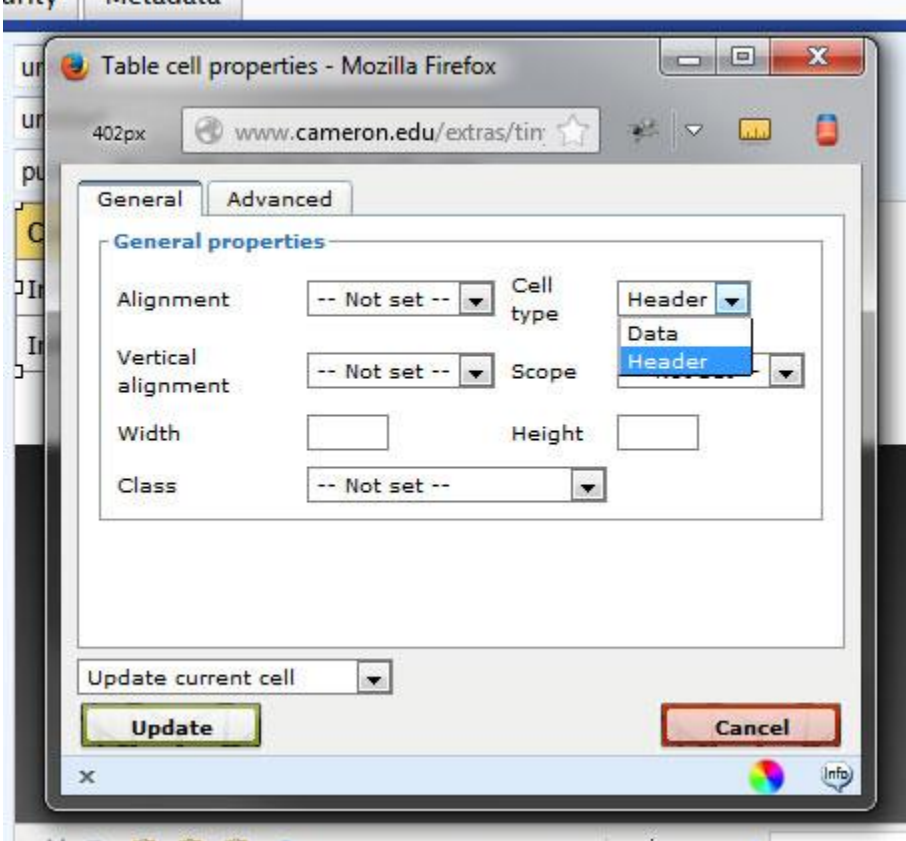
Path: table.datatable » tbody » tr » th

Table cell properties

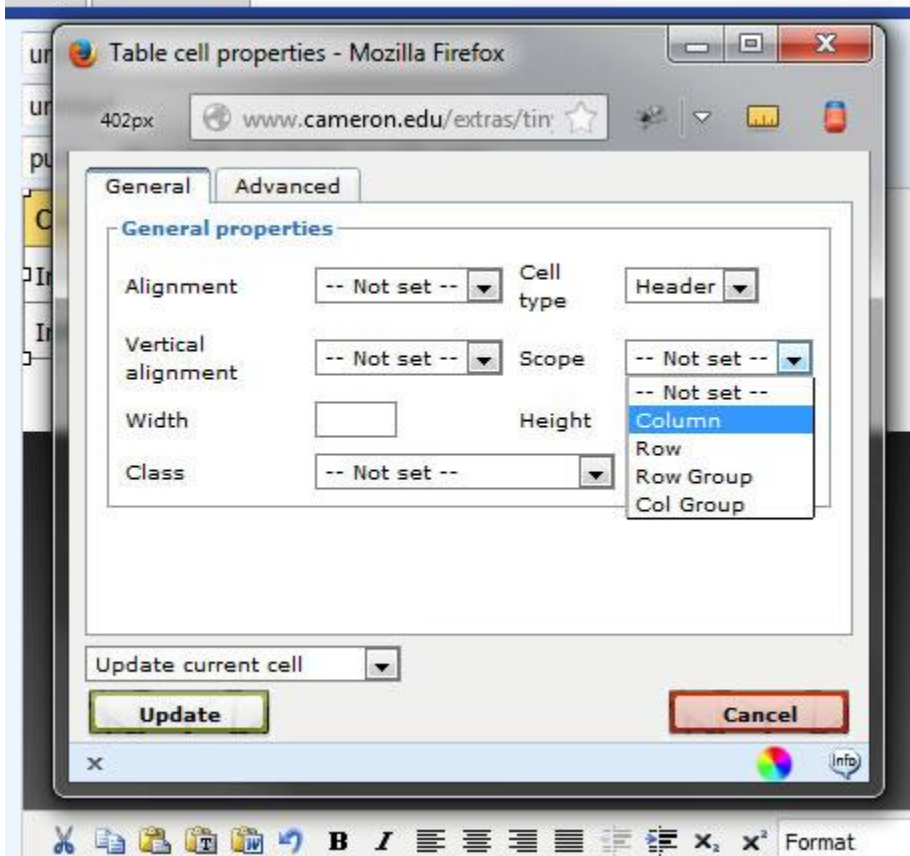
Link Title

Link URL

2. In the Cell Type, choose Header.



3. In the Scope choose Column or Row (in my example it is a column).



4. Continue to do this for each column and row header.
5. Click the Update button.
6. If you do not want to highlight the rows on mouseover, then click on the Save button to save the article.
7. Commit your Version Tag.

Table Styling – Row Highlighting

Row highlighting is nice because when a user puts their mouse over the row, the row will light up which helps on large tables to see what line you are on. You can see an example at:

http://www.cameron.edu/public_affairs/table-test2

1. While still in edit mode of the table article, click on the Metadata tab.
2. In the Extra <head> elements (tags) field enter the following (this will affect all tables on the page):

```
<style> tr:hover td {  
    background-color:#FFE172;  
}</style>
```

EDIT ARTICLE

Properties	Display	Security	Metadata
Asset ID	hcuFKicMkYiaE-_ll5Fg2A		
Class Name	WebGUI::Asset::Wobject::Article		
Keywords	<input type="text"/>		
Summary	<div style="border: 1px solid #ccc; height: 100px;"></div>		
Extra <head> elements (tags)	<pre><style> tr:hover td { background-color:#FFE172; }</style></pre>		

3. Click Save
4. Commit your Version Tag