

16. Creating a table element

There are two ways of creating a table: Either by creating the table directly in the table elements Table wizard, or by using a CSV-list created from an Excel document.

16.1 Creating a table with Table wizard

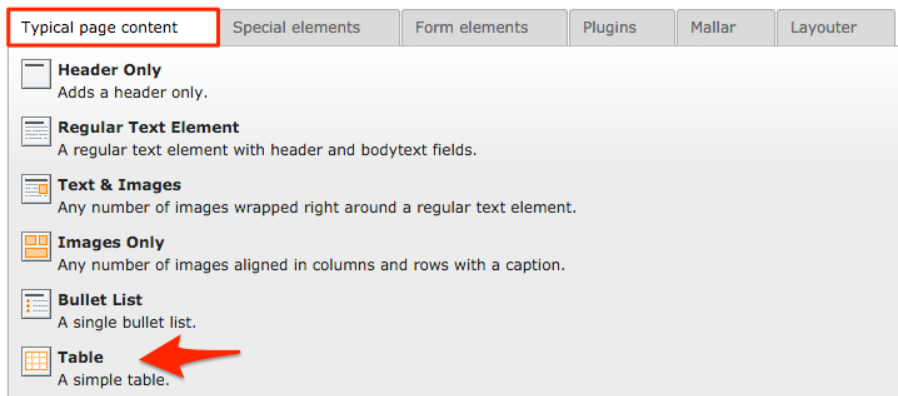
16.1 Creating a table with Table wizard

To create a table using table wizard, create a new element on the page where you wish to have the table. Select "Table", below the tab "Typical page content". (img 16.1.1)

After selecting the Table element, please save the element before continuing.

New content element

Please select the type of page content you wish to create:



Typical page content	Special elements	Form elements	Plugins	Mallar	Layouter
<input type="checkbox"/> Header Only Adds a header only.					
<input type="checkbox"/> Regular Text Element A regular text element with header and bodytext fields.					
<input type="checkbox"/> Text & Images Any number of images wrapped right around a regular text element.					
<input type="checkbox"/> Images Only Any number of images aligned in columns and rows with a caption.					
<input type="checkbox"/> Bullet List A single bullet list.					
<input type="checkbox"/> Table A simple table.					

16.1.1

Go to the tab "Table" and click the Table wizard icon, on the right hand side of the Text field. (img 16.1.2)

General **Table** Access Relations

Columns

Auto

Text:

Plugin Options

Accessibility CSV parsing

Table Caption

Table Summary

Use Table Footer (wrap last row with <tfoot> tags)

☐ Enabled

Table Header Position

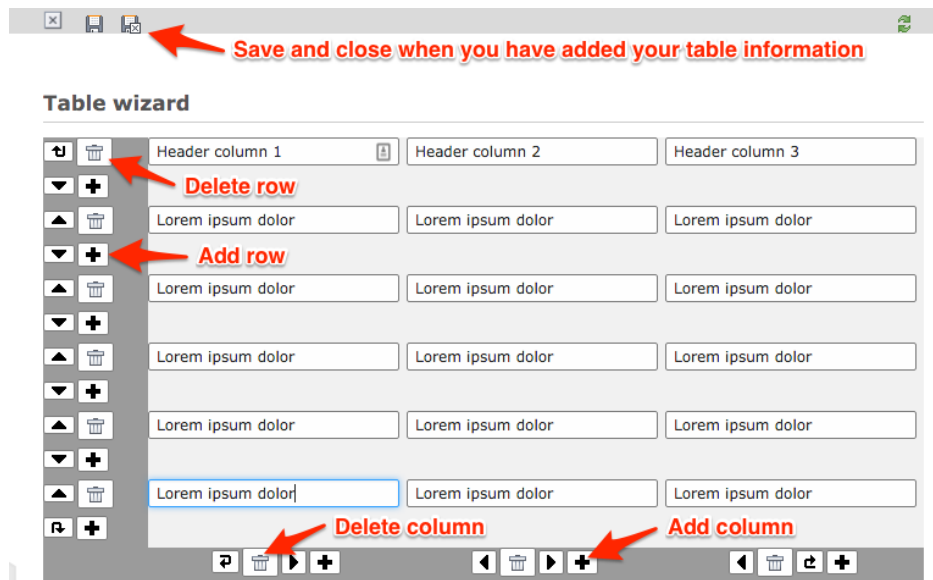
No header

Table Layout

Basic table

16.1.2

When the Table wizard opens, it automatically creates a number of column and rows. You can add new rows/columns, with the plus icon, and delete with the trash can icon. You can also change the order of columns/rows, with the arrows. When you have added your information, Save and close the Table wizard, to go back to the Table element (img 16.1.3).



16.1.3

There are some settings that can be applied to the table, to change the design. At the top there is a dropdown (1) to select the number of columns you would like (this is set before using the Table wizard). The Text field (2) contains the table information, presented as plain text. Below the Plugin options, and the tab "Accessibility", you can set if there should be a table header (3) and if the table should have a design/layout (4) applied to it (img 16.1.4).

16.2 Creating a table using CSV-list

16.2 Creating a table using CSV-list

If you have created the table in Excel (or similar software), you can [save the document as a CSV-list](#). By opening the CSV-file with a plain text software (for example Notepad or TextEdit), from there you can copy the table information and then use it in the table element, to create your table.

To create a table using information from a CSV-list, create a new element on the page where you wish to have the table. Select "Table", below the tab "Typical page content". (img 16.2.1).

New content element

Please select the type of page content you wish to create:

Typical page content	Special elements	Form elements	Plugins	Mallar	Layouter
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☐ **Header Only**
Adds a header only.

☐ **Regular Text Element**
A regular text element with header and bodytext fields.

☐ **Text & Images**
Any number of images wrapped right around a regular text element.

☐ **Images Only**
Any number of images aligned in columns and rows with a caption.

☐ **Bullet List**
A single bullet list.

☒ **Table**
A simple table.

16.2.1

Start with copying the text in your CSV-list, and then paste it into the Text field (1). Continue to the Plugin options and the tab "CSV parsing". Here you can select how the text should be separated with the Text delimiter (2), if the CSV-file is using single or double quote, and also the Field delimiter (3), which sets if the columns are separated with a pipe, comma, semi colon etc. (img 16.2.2)

16.2.2

After applying the text and field delimiters, you can choose the layout for the table below the Plugin options, and the tab "Accessibility". Set if there should be a table header (3) and if the table should have a design/layout (4) applied to it (img 16.2.3). For layout examples, please see previous section.

16.2.3

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