

Tables

This guide will reveal the properties and functions of tables, and how to edit them.

1 Editing a table

Tables are presentation objects containing several columns and rows into which text can be entered to make content clearer. Various table editing options can be accessed via the **list of properties**.

Description

It's possible to give a table a name.

Fill

You can fill the background of a table with a color or display it as transparent. You also have the option of selecting an external image for the e-learning background.

Border

You can choose between various widths and colors for the border and also define the type of line (dashed, dotted, solid). These settings impact on both the outer border and the margins.

Margins

A table's margins can be shown or hidden via the corresponding option field. You can also select a color for them.

Hyperlink

A link can be added to the entire table.

2 Advanced table editing functions

The **list of all presentation objects** allows you to select and edit individual fields (cells), rows or columns in a table. The **list of properties** contains the various table rows, including their respective no. of cells. Whenever you click one of these cells in the **list of presentation objects**, you can then separately specify its transparency, fill color and the distance between the text and the left, right, top and bottom edges of the cell via the **properties**.

Table column	Table column	Table column	Table column	Table column	
Table column	Table column	Table column	Table column	Table column	
Table row	Table row	Table row	Table row	Table row	
Table cell	Table cell	Table cell	Table cell	Table cell	
Table cell	Table cell	Table cell	Table cell	Table cell	
Table cell	Table cell	Table cell	Table cell	Table cell	
Table cell	Table cell	Table cell	Table cell	Table cell	
Table cell	Table cell	Table cell	Table cell	Table cell	
Table row	Table row	Table row	Table row	Table row	
Table row	Table row	Table row	Table row	Table row	

Property
Common
Transparent
Fill color
Inner padding left (px)
Inner padding right (px)
Inner padding top (px)
Inner padding bottom (px)