

This guide covers the basic properties of the table tool in Civil 3D 2010.

There is a table object in Civil 3D, which can be used to organize data into a tabular format of rows and columns. Basic cell formatting can be applied, such as merging cells across columns or rows or applying borders, and the table can handle simple equations or automated calculations.

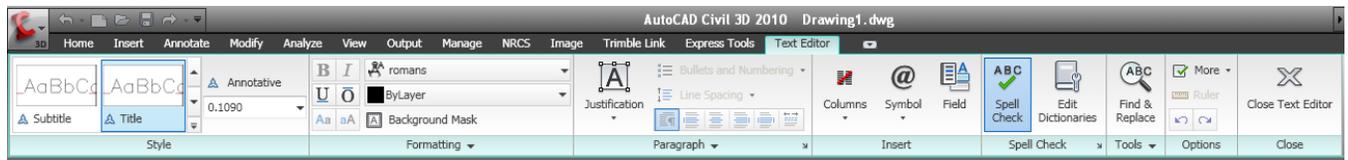
The command for creating a table object is not located on any of the standard ribbons on the Civil 3D workspace. It can be accessed by clicking on the  icon on the Draw toolbar, or by typing the command *TABLE* at the command line.

When you start the table command, the *Insert Table* window will appear. In this window, you will choose the table and cell styles to use and specify the numbers of columns and data rows. The table will also contain a title and a header row, so the number of data rows will be included below these two standard rows.

After you make your selections in the *Insert Table* window, click on the OK button and select the table's insertion point in the drawing area. The table will be created and you will be taken automatically to the table's header cell.

	A	B	C
1	I		
2			
3			
4			
5			

The Text Editor ribbon, shown below, should also appear at the top of the window. This ribbon appears any time you click on a cell to edit its contents. You can move between cells by using the TAB key, the arrow keys, or by double clicking on a cell with the mouse.



Multiple cells in the table can be selected by left clicking within a cell and dragging over the cells you want to select while holding down the mouse button. When one or more cells in the table are selected, the Table Cell ribbon will become active, which can be used to insert or delete rows or columns, merge or format cells, and other tasks.



When the table object is selected, a Table ribbon is activated, shown below.

