



Tables - Using

This lesson tells how to use a standard table in Grady Profile. See lessons on Table of Contents and Descriptor Blocks.

Open a profile to any card with a table.

Name: Demo, Ann K-5 ID: 2000-01 School Year Created: 3/14/03
Timeframe: 2000-01 School Year Modified: 10/3/05
Domain: Language Arts
Topic: Reading Contents
Example: Grade 4 Book Log
Template: Reading Log - Minutes

8 of 8

I estimate that I will read minutes this year.

Date	Title	Author	Minutes	Return?	Comments
9/20/02	Rufus M	Eleanor Estes	320	<input checked="" type="checkbox"/>	I liked this book
9/27/02	Busybody Nora	Joanna Hurwitz	45	<input checked="" type="checkbox"/>	This is a great book.
10/4/02	Tales of a Fourth Grade Nothing	Judy Blume	85	<input type="checkbox"/>	This is not my favorite Judy Blume.
10/11/02	Dear Mr. Henshaw	Beverly Cleary	120	<input checked="" type="checkbox"/>	
10/14/02	Guess Who My Favorite Person Is?	Byrd Baylor	32	<input checked="" type="checkbox"/>	
Table					
			602 (Sum)		



To add rows, click the + button.

	Date	Title	Author	Minutes	Return?	Comments
	9/20/02	Rufus M	Eleanor Estes	320	<input checked="" type="checkbox"/>	I liked this book
	9/27/02	Busybody Nora	Joanna Hurwitz	45	<input checked="" type="checkbox"/>	This is a great book.
	10/4/02	Tales of a Fourth Grade Nothing	Judy Blume	85	<input type="checkbox"/>	This is not my favorite Judy Blume.
	10/11/02	Dear Mr. Henshaw	Beverly Cleary	120	<input checked="" type="checkbox"/>	
	10/14/02	Guess Who My Favorite Person Is?	Byrd Baylor	32	<input checked="" type="checkbox"/>	
				602 (Sum)		

A new empty row appears at the bottom.

	Date	Title	Author	Minutes	Return?	Comments
	9/20/02	Rufus M	Eleanor Estes	320	<input checked="" type="checkbox"/>	I liked this book
	9/27/02	Busybody Nora	Joanna Hurwitz	45	<input checked="" type="checkbox"/>	This is a great book.
	10/4/02	Tales of a Fourth Grade Nothing	Judy Blume	85	<input type="checkbox"/>	This is not my favorite Judy Blume.
	10/11/02	Dear Mr. Henshaw	Beverly Cleary	120	<input checked="" type="checkbox"/>	
	10/14/02	Guess Who My Favorite Person Is?	Byrd Baylor	32	<input checked="" type="checkbox"/>	
					<input type="checkbox"/>	
				602 (Sum)		



To type, click at the left of the column. A text box opens.

	Date	Title	Author	Minutes	Return?	Comments
	9/20/02	Rufus M	Eleanor Estes	320	<input checked="" type="checkbox"/>	I liked this book
	9/27/02	Busybody Nora	Joanna Hurwitz	45	<input checked="" type="checkbox"/>	This is a great book.
	10/4/02	Tales of a Fourth Grade Nothing	Judy Blume	85	<input type="checkbox"/>	This is not my favorite Judy Blume.
	10/11/02	Dear Mr. Henshaw	Beverly Cleary	120	<input checked="" type="checkbox"/>	
	10/14/02	Guess Who My Favorite Person Is?	Byrd Baylor	32	<input checked="" type="checkbox"/>	
					<input type="checkbox"/>	
				602 (Sum)		

Text box

The Minutes column totals the numbers entered. It's 602 above; 782 after this line is entered.

	Date	Title	Author	Minutes	Return?	Comments
	9/20/02	Rufus M	Eleanor Estes	320	<input checked="" type="checkbox"/>	I liked this book
	9/27/02	Busybody Nora	Joanna Hurwitz	45	<input checked="" type="checkbox"/>	This is a great book.
	10/4/02	Tales of a Fourth Grade Nothing	Judy Blume	85	<input type="checkbox"/>	This is not my favorite Judy Blume.
	10/11/02	Dear Mr. Henshaw	Beverly Cleary	120	<input checked="" type="checkbox"/>	I still love Beverly Cleary.
	10/14/02	Guess Who My Favorite Person Is?	Byrd Baylor	32	<input checked="" type="checkbox"/>	I don't like the pictures.
	10/20/02	Tuck Everlasting	Natalie Babbitt	180	<input type="checkbox"/>	I read it because Ashley liked it. It was good.
				782 (Sum)		

The Minutes column totals the numbers because it was tailored as a Sum column.

The Date column was tailored to only receive dates.

The Return? column was tailored to be a check-box.

See the lesson, Tables - Tailoring.

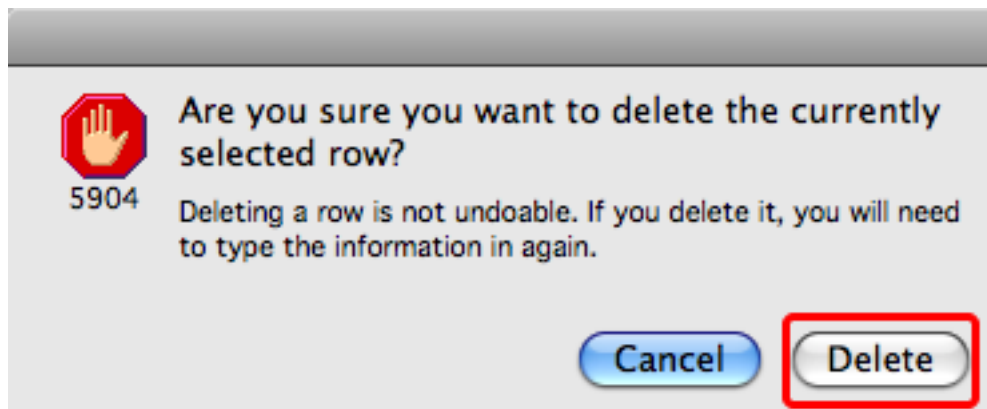


To delete a row, click the grabber to select it; click the - button.

	Date	Title	Author	Minutes	Return?	Comments
	9/20/02	Rufus M	Eleanor Estes	320	<input checked="" type="checkbox"/>	I liked this book
	9/27/02	Busybody Nora	Joanna Hurwitz	45	<input checked="" type="checkbox"/>	This is a great book.
	10/4/02	Tales of a Fourth Grade Nothing	Judy Blume	85	<input type="checkbox"/>	This is not my favorite Judy Blume.
	10/11/02	Dear Mr. Henshaw	Beverly Cleary	120	<input checked="" type="checkbox"/>	I still love Beverly Cleary.
1	10/14/02	Guess Who My Favorite Person Is?	Byrd Baylor	32	<input checked="" type="checkbox"/>	I don't like the pictures.
	10/20/02	Tuck Everlasting	Natalie Babbitt	180	<input type="checkbox"/>	I read it because Ashley liked it. It was good.
				782 (Sum)		

+ 2

Confirm the deletion.





The row disappears; the Minutes total is adjusted.

	Date	Title	Author	Minutes	Return?	Comments
	9/20/02	Rufus M	Eleanor Estes	320	<input checked="" type="checkbox"/>	I liked this book
	9/27/02	Busybody Nora	Joanna Hurwitz	45	<input checked="" type="checkbox"/>	This is a great book.
	10/4/02	Tales of a Fourth Grade Nothing	Judy Blume	85	<input type="checkbox"/>	This is not my favorite Judy Blume.
	10/11/02	Dear Mr. Henshaw	Beverly Cleary	120	<input checked="" type="checkbox"/>	I still love Beverly Cleary.
	10/20/02	Tuck Everlasting	Natalie Babbitt	180	<input type="checkbox"/>	I read it because Ashley liked it. It was good.
		The Byrd Baylor line is gone.	The Sum is recalculated.			
				750 (Sum)		

To reorder the rows, drag a grabber up or down. E.g., move Tuck Everlasting to the top.

	Date	Title	Author	Minutes	Return?	Comments
	9/20/02	Rufus M	Eleanor Estes	320	<input checked="" type="checkbox"/>	I liked this book
	9/27/02	Busybody Nora	Joanna Hurwitz	45	<input checked="" type="checkbox"/>	This is a great book.
	10/4/02	Tales of a Fourth Grade Nothing	Judy Blume	85	<input type="checkbox"/>	This is not my favorite Judy Blume.
	10/11/02	Dear Mr. Henshaw	Beverly Cleary	120	<input checked="" type="checkbox"/>	I still love Beverly Cleary.
	10/20/02	Tuck Everlasting	Natalie Babbitt	180	<input type="checkbox"/>	I read it because Ashley liked it. It was good.
				750 (Sum)		



The rows settles where you drop it.

	Date	Title	Author	Minutes	Return?	Comments
	10/20/02	Tuck Everlasting	Natalie Babbitt	180	<input type="checkbox"/>	I read it because Ashley liked it. It was good.
	9/20/02	Rufus M	Eleanor Estes	320	<input checked="" type="checkbox"/>	I liked this book
	9/27/02	Busybody Nora	Joanna Hurwitz	45	<input checked="" type="checkbox"/>	This is a great book.
	10/4/02	Tales of a Fourth Grade Nothing	Judy Blume	85	<input type="checkbox"/>	This is not my favorite Judy Blume.
	10/11/02	Dear Mr. Henshaw	Beverly Cleary	120	<input checked="" type="checkbox"/>	I still love Beverly Cleary.
				750 (Sum)		

Moved to the top.