



Add a Row

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In a table or grid, click **+Add** to add a new data entry row. A new row is added to the bottom of the grid or list.



Delete a Row

Click to delete a row. This icon is displayed next to any row that can be deleted. The row is shaded red to indicate that it will be deleted when the record is saved.

If you do not want to delete a selected row, click again to unselect the row for deletion.

The screenshot shows a web application interface for 'Credit Card Codes'. At the top, there is a 'Save' button and a 'CREDIT CARD CODES' section with a 'Starting Credit Card Code' input field and 'Retrieve' and 'Print' buttons. Below this is a table with columns: Delete, Credit Card Code, Description, Vendor Nbr, Sort Key / Vendor Name, Fund, Func, Dbr, Sobl, Org, Fiscal Year, Pym, Ed Span, Project Detail, and Active. The table contains four rows. The second row (HOME DEPOSIT) is highlighted in red, indicating it is selected for deletion. The third row (OFFICEMAX) is also highlighted in red. The fourth row (WELLS FARGO VISA) is not highlighted. At the bottom of the table, there are navigation buttons: First, a dropdown menu showing '1', a page indicator '1', and Last. An 'Add' button is located at the bottom right of the table area.

If restrictions exist, a message is displayed indicating the reason.