UAccess ANALYTICS
Basics: Scrolling Data or Paginated Data

When you create a new analysis in Analytics, the default method of moving through the data in the table is to scroll up and down in the table using the scroll bar on the right side of the table, or using the scroll wheel on your mouse. The column headers are locked in place, and the data scrolls up and down below those headers. That same default scrolling function would be in place if you were to add a new table or a new pivot table to an existing analysis.
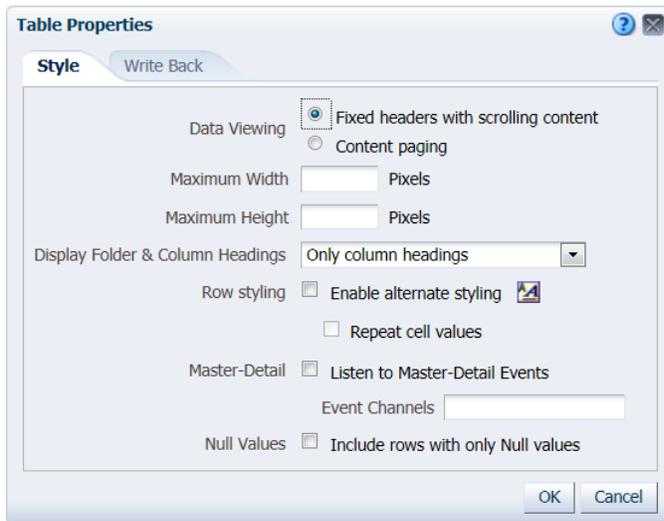
In some instances, the data in the table is wide enough that the width of the data exceeds the default width of the table, which is set at 600 pixels. In that situation, you might decide to edit the table properties to make the table wider.

In other instances, a table or pivot table will function better if the scrolling action were turned off and a paginated table or pivot table were used. Fortunately, editing the table properties to make the switch is relatively easy.

From the **Results** tab on your analysis, locate the table view or pivot table view you wish to edit. Click the **Edit View** button – it looks like a pencil – in the upper-right corner of that view.

When the Edit View screen loads, locate the button bar at the top of the preview pane. The fifth button from the right side of the button bar is the **Table View Properties** or **Pivot Table View Properties** button. You might sometimes hear this button referred to as the "gray XYZ button." Click that button.

The scrolling function is referred to here as **Fixed headers with scrolling content**. It's the default method of viewing data.

If the data in your analysis is causing the table to have both a horizontal and a vertical scroll bar, you might consider increasing the width of the table.

The default width is 600 pixels; the default height is 700 pixels. You can increase the width up to a maximum width of **2880 pixels.** The height field will max out at **1800 pixels**. The minimum values for either field is 75 pixels.

If you wish to change the action of the table, you could select the **Content paging** option rather than using the scrolling option. This will paginate your analysis into pages of 25 rows each and will put a set of paging button at the bottom of that analysis.