



Figure 10.34 Type the width of the table in the W (Width) text box. Or, grab it by the handles and drag it to resize.



Figure 10.35 A single cell was added to this table. Note the blank space in the rest of the row.

Adding a Single Cell to a Table

While Dreamweaver doesn't directly support the addition of a single cell to a table, you can do it by adding a single line of code.

1. From the Document window menu bar, select Window > HTML. The HTML inspector will appear.
2. To add a cell at the end of a table, locate the closing table tag, `</TABLE>`, and type the following line of code just before it: `<tr><td> </td></tr>`
This adds a new row `<tr>` with only one cell in it `<td>`. The ` ` gives the cell some content so it will show up.
3. Press Ctrl+S (Command+S) to save the changes to the HTML and the new cell will appear in the table (Figure 10.35).

You can experiment with placing this code at other places in the table.

Adjusting the Table Size

Besides adding and removing elements from the table, you can adjust the table's size and appearance by increasing or decreasing the height and width of the entire table, as well as the size of the columns and rows within it.

You may have set a width for your table when you created it, but you can easily adjust the width of the table at any point after that. The width of your table will be in either pixels or percent of screen width.

To set the table width:

1. Select the entire table to display the Table Properties in the Properties inspector (Figure 10.34). From the drop-down menu to the right of the W (Width) text box, choose either Pixels or Percent (%).
2. Type a number in the W (Width) text box.
3. Click on the Apply button, and the width of your table will change.

To resize a table:

1. Select the table. Three handles will appear in the lower-right corner of the table (Figure 10.34).
2. To make the table larger, click on one of the handles and drag the corner to the right and/or down.
To make the table smaller, click on one of the handles and drag the corner to the left and/or up.

✓ Tip

- You can use Dreamweaver's grid for exact measurements when resizing your table and its cells. To turn on the grid, select View > Grid > Show from the Document window menu bar. For more about the grid, see Chapter 1.

Dragging columns and rows

You can adjust column width or row height by simply clicking and dragging.

To drag columns and rows:

1. When you move the mouse over a border between cells, the pointer will turn into a double-headed arrow (**Figure 10.36**).
2. Click on the border and drag it to a new location (**Figure 10.37**). This will set the specifications for the dimensions of the table elements involved.


✓ Tips

- While you can set row height, a row's height will expand to fit the content.
- You can also set the height and width for an individual cell by selecting that cell. As with column and row dimensions, this is not as much an exact science as it purports to be; the size of the content and the quirks of the browser will vary your mileage.

Clearing row heights

If you have previously inserted some tall content, and the table's row heights have not contracted to fit the current content, you can clear row heights to shrink the table.

To clear row heights:

1. Select the entire table and the Properties inspector will display Table Properties (as shown in **Figure 10.34**).
2. In the Properties inspector, click on the Clear Row Heights button: .

or

 From the Document window menu bar, select **Modify > Table > Clear Row Heights**.

Any row heights previously set will be cleared (**Figure 10.39**).

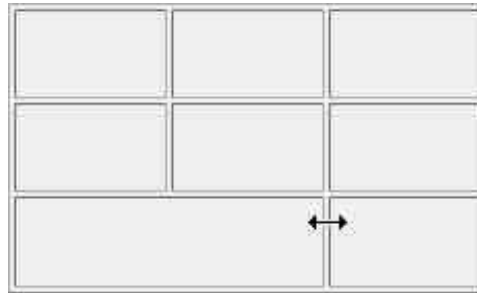


Figure 10.36 Mouse over the table border and the pointer will turn into a double-headed arrow.

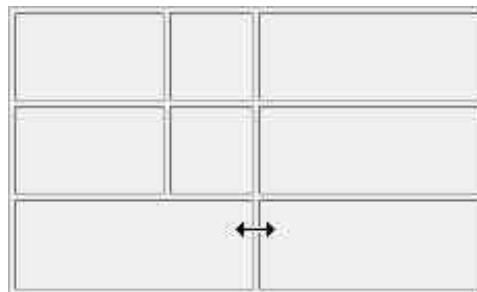


Figure 10.37 Use the double-headed arrow to drag the border to a new location.



Figure 10.38 I put an image in this table and then cut it. Now, I'm left with all this space I don't need!



Figure 10.39 After you reset the row heights, the table will resize itself. We saw this table in Figure 10.38; notice how the column widths remain the same.



Figure 10.40 This column was set to occupy half the table width.



Figure 10.41 After column widths are cleared, the table will resize itself


To set column and row dimensions:

1. Select the column or row whose width or height you'd like to specify. The Properties inspector will display properties of the selected column or row.
2. If the Properties inspector is collapsed, expand it by clicking on the Expander arrow in the lower-right corner.
3. Type a number in the W (Width) text box. To set a percentage rather than a pixel width, type the % character directly after the number (no space).
4. Type a number in the H (Height) text box. To set a percentage rather than a pixel height, type the % character directly after the number (no space).
5. If necessary, click the Apply button to apply the changes to the table. **Figure 10.40** shows a column set to occupy 50 percent of the table width.

✓ Tip

- While most of the images in this chapter show little bitty tables, they can be translated easily into full-page layouts by setting the table width to 100 percent.

To clear column widths:

1. Select the entire table and the Properties inspector will display Table Properties.
2. In the Properties inspector, click on the Clear Column Widths button: .

or

 From the Document window menu bar, select Modify > Table > Column Widths.

Any column widths set by you (either in the Properties inspector or by dragging a cell's border) or by Dreamweaver when the table was created will be reset to no value (**Figure 10.41**).

You Ought to Be in Pixels

If you set a column's width in pixels, the text you type or paste into the cells in that column will wrap to fit in the column. However, if you place an image wider than the column in one of those cells, the column will still expand to fit the image.

Converting Percentages and Pixels

You can convert any width or height measurements in your table from percentages to pixels. This is especially useful if you're working with tables created in another environment.

To convert from percentages to pixels:

1. Select the entire table and the Properties inspector will display Table Properties.
2. In the Properties inspector, click on the Convert Table Widths to Pixels button:



or

From the Document window menu bar, select **Modify > Table > Convert Widths to Pixels** (**Figure 10.42**).

To convert from pixels to percentages:

1. Select the entire table and the Properties inspector will display table properties.
2. In the Properties inspector, click on the Convert Table Widths to Percent button:



or

From the Document window menu bar, select **Modify > Table > Convert Widths to Percent**.

✓ Tip

- While the changes won't be visible in the Document window, you can look at the changes in the HTML inspector by selecting **Window > HTML** from the Document window's menu bar, or by pressing F10.



Figure 10.42 With the table selected, choose **Modify > Table > Convert Widths to Pixels** from the Document window menu bar.



Figure 10.43 Type a name for your table in the Table Name text box.

Name That Table

If you're planning on working with table code directly, it may help to know which table you're working on, particularly if you've inserted a table within a table. You can name your table, in which case the table code will say something like

```
<table name="main">
```

To name your table, first select it. Then, in the Properties inspector, type a name in the Table Name text box to the right of the Apply button (**Figure 10.43**), and click on the Apply button. The table name will be inserted into the code.



Figure 10.44 Select the table cell you want to hold the new table.



Figure 10.45 Your new table appears inside the old table.

Creating a Table within a Table

When you have some complex design ideas to accomplish, you can insert a table within a larger (full-page size, for example) table.

To insert a table within a table:

1. Click in the table cell where you'd like to insert a new table (**Figure 10.44**).
2. Click on the Table button on the Objects palette and the Insert Table dialog box will appear.
3. Type a number of columns and a number of rows in the appropriate text boxes.
4. Click on OK to close the dialog box.

You'll see your new table inside the old table (**Figure 10.45**).

Saving Excel Spreadsheets and Word Tables as HTML Tables

Although you can't paste spreadsheet data into Dreamweaver as you can into FrontPage, you can still convert your Excel spreadsheets into tables. Dreamweaver 3's new features can also help. For Word, see *Cleaning Up Word HTML* in Chapter 3. For Excel, see *Inserting Tabular Data*, later in this chapter. For basic advice on converting tables into HTML, read on.

Excel 95, Excel 97, and 98 have utilities to save a spreadsheet as HTML. In Excel 95, choose **Tools > Internet Assistant Wizard** from the menu. For Excel 97 and 98, the command is **File > Save as HTML**. Both of these programs use Wizards to guide you.

You can also save Microsoft Word table data as HTML. In Word 95, you select **File > Save As** from the menu bar, and choose **HTML (*.htm)** as the file type. In Word 97 and 98, the command is **File > Save as HTML**.

Once you have one of these Office-created documents saved, you can open it in Dreamweaver and edit the page or cut and paste the table onto an existing page.

Working with Table Borders

By default, when you insert a table with Dreamweaver, a 1-pixel line, called a border, will delineate the cells and the edges of the table, but you can easily change the width of this border. (See the sections on cell padding and cell spacing later in this chapter for more about table spacing.)

To adjust border size:

1. Select the table to display table properties in the Property inspector.
2. In the Border text box, type a number and press Enter (Return), or click on the Apply button.

You'll see your border adjustments immediately (**Figure 10.46**); if you set the border width to 0, you'll see a light, dashed line (**Figure 10.47**). No worries: it won't show up in your browser (**Figure 10.48**).

✓ Tips

- You can change the border width to whatever you want, including 0.
- Setting the border width to 0 is also known as turning off table borders. You'll want to do this if you're using tables to lay out pages rather than display tabular information.
- It's useful to work with borders turned on (set to at least 1) while you're designing pages, so you can see what's going on. You can toggle off the dashed lines, too, for a quick preview. With table borders set to 0, select View > Table Borders from the Document window menu bar and they'll disappear.
- To find out about coloring table borders, skip ahead to Coloring Tables.



Figure 10.46 I gave my table a border width of 10. Borders larger than 1 affect only the outside edge of the table, while border widths of zero render all borders invisible.

Month	Birthstone
January	Garnet
February	Amethyst
March	Aquamarine
April	Diamond
May	Emerald
June	Pearl
July	Ruby
August	Peridot
September	Sapphire
October	Opal
November	Yellow Topaz
December	Blue Topaz

Figure 10.47 A table with a border width of zero is shown in Dreamweaver with light, dashed lines.

Month	Birthstone
January	Garnet
February	Amethyst
March	Aquamarine
April	Diamond
May	Emerald
June	Pearl
July	Ruby
August	Peridot
September	Sapphire
October	Opal
November	Yellow Topaz
December	Blue Topaz

Figure 10.48 This is the same table we saw in Figure 10.47. You can also see your table without dashed lines by toggling off the table borders. From the Document window menu bar, select View > Table Borders to uncheck that option. In the browser window, the borders are invisible.

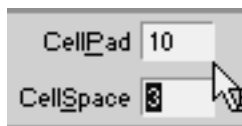


Figure 10.49 Type values for cell padding and cell spacing in the Properties inspector.

1	2 (ABC)	3 (DEF)
4 (GHI)	5 (JKL)	6 (MNO)
7 (PRS)	8 (TUV)	9 (WXY)
*	0	#

Figure 10.50 We made the cell spacing 10 pixels wide. If we make the border width 0, the cell spacing will be invisible.

1	2 (ABC)	3 (DEF)
4 (GHI)	5 (JKL)	6 (MNO)
7 (PRS)	8 (TUV)	9 (WXY)
*	0	#

Figure 10.51 This is the same table shown in Figure 10.50, but we added 10 pixels of cell padding. Notice the space between the characters and the walls of the cells.

Adjusting Table Spacing

When you're using a table as a page layout tool, it's important to be able to control the space between elements in a table. We've already talked about table borders, which in part control the space between the table and the rest of the page.

Cell spacing is the amount of space between cells—sort of like table borders, but between the cells in a table rather than around the outside of the table. Cell padding is the amount of space between the walls of the cells and the content within them.

To adjust cell spacing:

1. Select the table to display table properties in the Properties inspector.
2. In the CellSpace text box, type a number (in pixels) (**Figure 10.49**).
3. Click on the Apply button.

Your changes will be visible in the width of the table's borders (**Figure 10.50**).

✓ Tip

- Cell spacing changes may not be immediately visible on pages with table borders set to 0.

To adjust cell padding:

1. Select the table to display table properties in the Properties inspector.
2. In the CellPad text box, type a number (in pixels).
3. Click on the Apply button.

You'll notice a difference in the spacing between the content and the borders (**Figure 10.51**). If there is no content in your table at this point, you can see the changes by clicking within the cells and examining the distance between the cursor and the walls of the cell.

Adjusting Vspace and Hspace

If you want a certain amount of space around the edges of your table, you can adjust the Vspace (vertical spacing) and Hspace (horizontal spacing). Vspace inserts blank space above and below your table, and Hspace inserts space to the left and right of it.

To adjust Vspace and Hspace:

1. Select the entire table so that the Properties inspector displays table properties.
2. Expand the inspector to display the lower half, if necessary.
3. Type a number, in pixels, in the V Space text box to add space above and below your table (**Figure 10.52**).
4. Type a number, in pixels, in the H Space text box to add space to the left and right of your table.
5. Click on the Apply button to add the spacing to your page.

If you drag to select the table and some surrounding space (**Figure 10.53**), you can see the Vspace and Hspace surrounding the table. Without dragging, you can see the Vspace in **Figure 10.54**, indicated by the size of the cursor (it's taller than the table).

✓ Tip

- Using cell padding and cell spacing is particularly useful if you're going to use tables in close proximity to other elements on your page, as shown in **Figure 10.55**.



Figure 10.52 Type a number, in pixels, in the V Space and H Space text boxes on the Properties inspector.



Figure 10.53 If you drag to select the table and some surrounding space, the table becomes reversed out, and you can see the Vspace and Hspace outlined around the table. I used 10 pixels of each.



Figure 10.54 With 10 pixels of Vspace applied to this table, the cursor becomes taller than the table is.



Figure 10.55 These tables have 10 pixels of space on each side to give them natural, borderless spacing from the rest of the page.