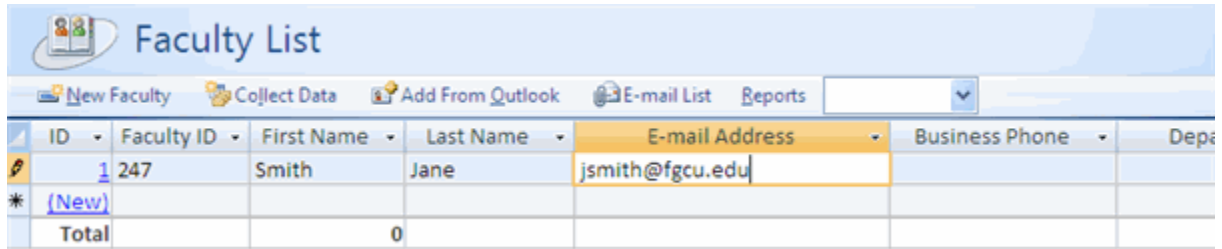


## Table

A table is a collection of information arranged in rows and columns. Information about an item is displayed in a row. Columns contain the same type of information for each item. The table has a header row that tells you what data is contained in the columns.



ID	Faculty ID	First Name	Last Name	E-mail Address	Business Phone	Department
1	247	Smith	Jane	jsmith@fgcu.edu		
* (New)						
Total			0			

To view data in a table:

- Click the **arrow** to open the navigation pane
- Double-click on the table name to open the table

