



# Shortcuts and Tips

## for Explorer Pages in Studio

### Shortcut keys on page toolbar

|          |       |  |          |      |  |
|----------|-------|--|----------|------|--|
| Ctrl + X | CUT   |  | Ctrl + Z | UNDO |  |
| Ctrl + C | COPY  |  | Ctrl + Y | REDO |  |
| Ctrl + V | PASTE |  |          |      |  |

### Arrow keys for moving a component

In PRECISION layout:

|       |               |               |                 |
|-------|---------------|---------------|-----------------|
| LEFT  | 1 pixel left  | Shift + LEFT  | 10 pixels left  |
| RIGHT | 1 pixel right | Shift + RIGHT | 10 pixels right |
| UP    | 1 pixel up    | Shift + UP    | 10 pixels up    |
| DOWN  | 1 pixel down  | Shift + DOWN  | 10 pixels down  |

In GRID layout:

|       |                   |
|-------|-------------------|
| LEFT  | 1 grid cell left  |
| RIGHT | 1 grid cell right |
| UP    | 1 grid cell up    |
| DOWN  | 1 grid cell down  |

Click on a component before using the arrow keys.

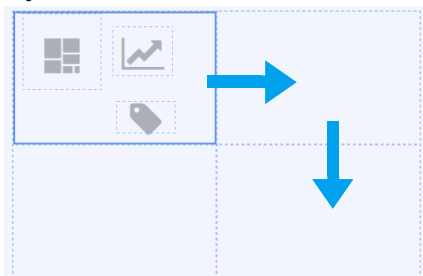


### Managing groups of components

If the precision layout is in a grid cell (GRID layout), all your components are grouped in one cell.

If you want to group components closely together, you should use PRECISION layout.

You can use the arrow keys to move the whole group (on the precision layout) to a different grid cell.



### Preview data

When assigning data to a component's property, click the **Preview** button to check that you are getting data. If the preview window is empty, you may have filled in a parameter incorrectly.

### Images and labels - consider Switch

To add a variable image: add multiple images to an image component and use conditions to control which is shown. Or use a Switch Layout component, to change the image and labels under certain conditions.

### Configuring a pivot table

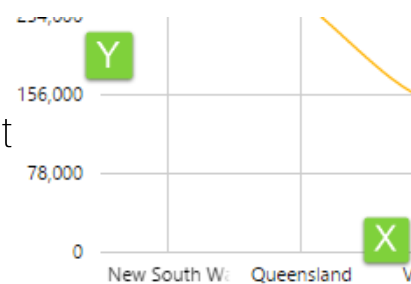
When configuring rows and columns in design mode, list columns and rows in descending order of magnitude, for example: Area, Field, Well.

If you're sure not which rows and columns to add, preview the page (click Preview on the toolbar) and then choose rows, columns and values from the user interface. Then jot these down so you know what to add in design mode.

### How to configure a basic chart

1. Add Data: Select data for your chart.

2. Configure the Series: Select a **Y Column** from the **Data Columns** drop-down list.



3. Configure X Axis: Select a **Column** from the row the **Data Columns** drop-down list.

### Shortcuts on hierarchy & tag navigators

**Click** an entity: opens its table of contents ribbon tab, opens its attributes panel, changes context for template calculations.

**Ctrl + Click** an entity: opens the entity's primary link.

**Ctrl + Click** an attribute/tag: opens the attribute/tag's Point Detail.

