

# Part 3: Using Collection Figures

## Table Tips

Right-click on a cell to quickly insert or remove rows or columns. When the insertion occurs the remaining row/columns will decrease in size to make room for the new cells within the existing table dimensions. However, if you press and hold the Shift key while choosing the context menu option then Curio will increase the size of the table figure itself instead

You can also use the Option-ArrowKey to insert rows and columns if a cell is selected (although not being actively edited), where ArrowKey is the up, down, left, or right arrow keys on your keyboard. Hold the Shift key as well to modify the table size during the insertion.



If you create a lot of tables, customize your toolbar (via right-click) and add a Table button. Clicking it brings you directly to the Table Gallery, or Option-click to create an instant table with the default style.

Drag items around within a table to rearrange them.

If the drag started from the same table or another table then the added items will retain their same row and column separation from each other, and Curio will automatically increase the number of rows or columns as necessary to fit the newly placed items.

If the drag started from figures selected on the idea space or from the Finder, then Curio will ask if the items should be filled into a single column (adding rows as needed), a single row (adding columns as needed), or spread across and then down (adding rows as needed).

Use the Share toolbar button to export mind maps as a CSV file. Drag-and-drop CSV files into Curio to import them into native Curio tables.