




# Data Tables (“Dataviews”)

# Working with dataviews

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- Open a dataview for any existing layer (  )
- Open a standalone table with File → Open
- Add/Remove fields with Dataview → Modify Table
  - » (or  )
  - » Be careful: Changes are permanent once you click “OK”
- Data can be edited directly in the dataview
  - » Be careful: Changes are saved as you go
- Create formula fields with 
- Right-Click on a column header for more options
  - » Including a formula Fill

# Working with Dataviews

## ➤ Formula **Field** **vs.** Add Field & Formula **Fill**

**Discussion:** What is the difference between a formula field and fill?

1. Enter a formula
2. Use the Field List to find field names
3. Name the formula field

*Tip: nz([Field]) converts null values to zero values*

