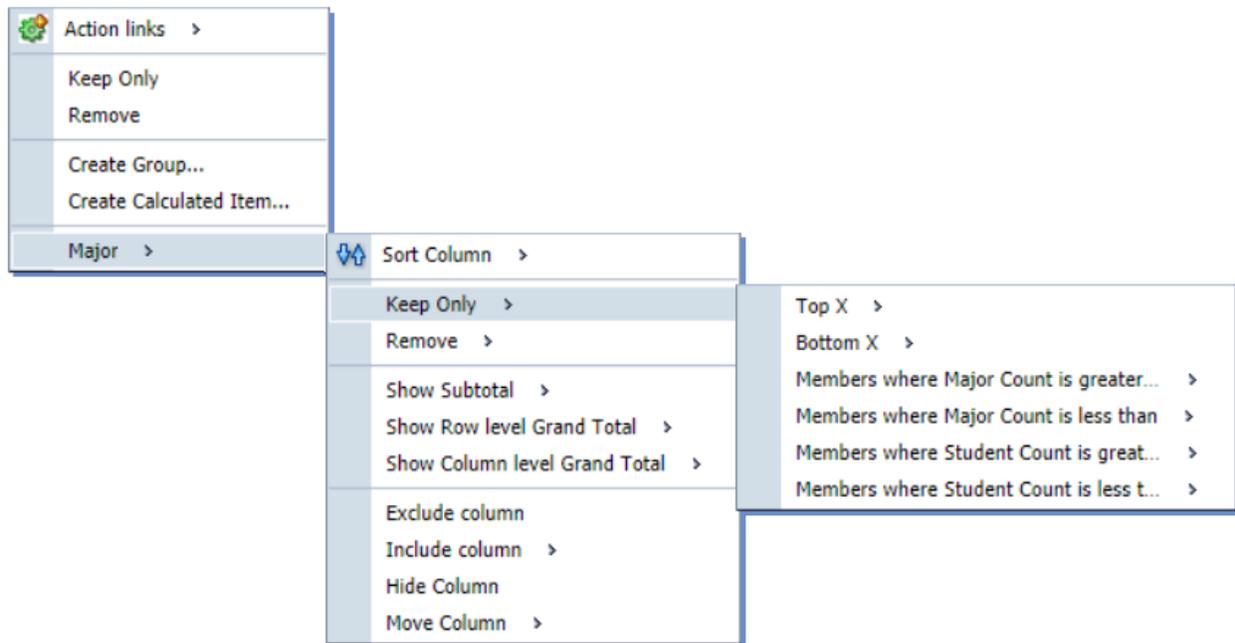When working with tables, pivot tables, and trellises on any dashboard, you can right-click to display a menu of interactions (an example is shown here) that are applicable to the view.

The interactions that are available when you right-click in a table, pivot table, or trellis depend on:

- The type of data view you're using, and
- The data that you have selected. When you right-click a:
  - **Column heading**, the available right-click interactions are related to that column. For example, **Exclude column** or **Show Subtotal**.
  - **Value**, the available right-click interactions are related to that value. For example, **Expand** and **Create Group**. Interactions that are related to the column that contains the value are also available.

Right-click interactions are not available for graphs in trellis views (Simple Trellis and Advanced Trellis), but you can right-click on text in the trellis view in the same manner as in a pivot table. This includes data cells in an advanced trellis that have Visualization set to Text.

The right-click menu can include the following interactions (listed in alphabetic order):

- **Add Related** — Available only for hierarchical columns. Creates a selection step that adds values to the selection based on a selected type of relationship.

  *You can select a family relationship (such as **Parents** or **Children**), a specific hierarchy level (for level-based hierarchies only), or the selected member and a family relationship (such as **Parents** or **Children**).*

- **Collapse** — Available only for hierarchical columns. Collapses the selected value.

- **Collapse all items for this column** — Available only for hierarchical columns. Collapses all the values in the column up to the top level.
- **Collapse all items in view** — Available only for a view that includes at least one hierarchical column. Collapses all the values in all the hierarchical columns in the view up to the top level.
- **Column Name** or **Column Options** — Displays a submenu of right-click interactions (such as **Drill** or **Exclude column**) for a column.
- **Create Calculated Item** — Creates a new calculated item based on the selected values and calculated items, and displays the New Calculated Item dialog box, where you specify the label and the function for the new calculated item, and whether to remove the calculated data from the view.

  A calculated item is useful when you want to view and manipulate a set of data as a single entity. For example, you might define calculated items for key account numbers in a department or non-standard time periods, such as the first three weeks in September.

- **Create Group** — Creates a new group based on the selected values and groups, and displays the New Group dialog, where you specify the label for the new group. Be sure to select what you want to include in the group *first* before selecting this option! You cannot add more members or other groups from the New Group dialog. Groups do not offer the option of removing the grouped data from the view.

  A group is a static set of data that you have selected, or a static or dynamic list that is generated by selection steps. A group is represented as a single data point.

- **Delete Calculated Item** — Deletes the selected calculated item and the selection step that contains the calculated item. (If the calculated item is a named calculated item, **Delete Calculated Item** does not remove it from the catalog.)
- **Delete Group** — Deletes the selected group and the selection step that contains the group. (If the group is a named group, **Delete Group** does not remove it from the catalog.)
- **Drill** — Drills down to more detailed information. When you drill in:
    - An attribute column, you add the lower level to the view. All views are affected by drilling in an attribute column, which is equivalent to a filter drill. After you click the value, a column is added to the analysis and a filter is automatically created and listed in the Criteria tab
    - A hierarchical column, you expand and collapse the nodes of data that are in the view. Drilling in a hierarchical column affects only that particular view. No other views are affected.
- **Edit Calculated Item** —Displays the "Edit Calculated Item dialog", where you make changes to the calculated item.
- **Edit Group** — Displays the "Edit Group dialog", where you make changes to the group.
- **Exclude column** — Moves the column to the Excluded area. Excluding a column excludes it from the query, but does not delete the column. This will affect the results.
- **Expand** — Available for hierarchical columns only. Displays the next level down in the hierarchy.
- **Hide Column** — Hides the column in the view. This is different than Excluding a column. Hiding a column does not remove the column from the analysis and does not affect the results.
- **Include column** — Displays a list of the columns that have been excluded from the view (that is, columns that are in the Excluded area). Select a column to include it in the view.

- **Keep Only** — Creates a selection step that keeps only the selected members and removes all others.
- **Keep Only Related** — Creates a selection step that keeps only certain members based on a selected type of relationship and removes all others.

  *You can select a family relationship (such as **Parents** or **Children**), a specific hierarchy level (for level-based hierarchies only), or the selected member and a family relationship (such as **Parents** or **Children**).*

- **Move Column** — Displays a menu of the following options:
  - **Before Current Column** — Moves the column to the left of its current location.
  - **After Current Column** — Moves the column to the right of its current location.
  - **To *Drop Target Name*** — Moves the column to the named drop-target.
- **Remove** — Creates a selection step that removes the selected members from the view.
- **Remove All Steps** — Available only in edit/design mode. Removes all the steps (whether they were added in the Selection Steps pane or from the right-click menu) for the selected column.
- **Remove Related** — Creates a selection step that removes members in the selection based on a selected type of relationship.

  *You can select a family relationship (such as **Parents** or **Children**), a specific hierarchy level (for level-based hierarchies only), or the selected member and a family relationship (such as **Parents** or **Children**).*

- **Show Column level Grand Total** — Displays the following options for showing column-level grand totals:
  - **None** — Select this option to omit column-level grand totals.
  - **After Values** — Select this option to show column-level grand totals after a group of values that can be totaled in relation to a higher-level column or level of a hierarchy.
  - **Before Values** — Select this option to show column-level grand totals before a group of values that can be totaled in relation to a higher-level column or level of a hierarchy.
- **Show Row level Grand total** — Displays the following options for showing row-level grand totals:
  - **None** — Select this option to omit row-level grand totals.
  - **After Values** — Select this option to show row-level grand totals after a group of values that can be totaled in relation to a higher-level column or level of a hierarchy.
  - **Before Values** — Select this option to show row-level grand totals before a group of values that can be totaled in relation to a higher-level column or level of a hierarchy.
- **Show Running Sum** — Available in pivot tables only. Displays numeric measures as running sums, where each consecutive cell for the measure displays the total of all previous cells for that measure. When you select this option a check mark is displayed to the left of the option. To hide running sums, right-click and select Show Running Sum again to deselect it.
- **Show Subtotal** — Available only for attribute columns, depending on the column placement within the view (for example, inner-most attribute columns cannot have subtotals). Displays the following options for the location of subtotals in a column:
  - **None** — Select this option to omit subtotals.
  - **After Values** — Select this option to add subtotals after a group of values that can be totaled in relation to a higher level column or level of a hierarchy.

- o **Before Values** — Available only for pivot tables. Select this option to add subtotals before a group of values that can be totaled in relation to a higher level column or level of a hierarchy.
  - o **At the Beginning** — Available only for pivot tables. Select this option to add subtotals of all values in the column at the beginning of the column.
  - o **At the End** — Available only for pivot tables. Select this option to add subtotals of all values in the column at the end of the column.
- **Sort** or **Sort Column** — Displays the Sorting Options Menu, where you select options for sorting values.
- **View Calculated Item Definition** — Displays the View Calculated Item: *Item* dialog, where you view the definition of the selected calculated item.
- **View Group Definition** — Displays the View Group: *Group* dialog, where you view the definition of the selected group.

Notes

For the **Add Related**, **Keep Only Related**, and **Remove Related** interactions, you can select one of the following family relationship options:

- **Including selected and** — Selects the selected member and all the members of the family relationship (such as **Children**) that you specify.

  *For example, selecting **Keep Only Related, Including selected and**, then **Children** of 2011 returns: 2011, 2011 Q1, 2011 Q2, 2011 Q3, and 2011 Q4.*

- **Descendants** — Selects all members that are descended from the selected member.
- **Siblings** — This option is not available for columns in a skip-level hierarchy. Selects all members that are on the same level and have the same parent as the selected member.
- **Parents** — Selects the parent of the selected member.
- **Children** — Selects all the children of the selected member.
- **Ancestors** — Selects all members from which the selected member is descended.
- **Leaves** — Selects all members that are descended from the selected member and that have no lower levels.
- **Members At Hierarchy Levels** — Displays the Select Levels dialog, where you specify one or more hierarchy levels from which members are to be selected.