# Tips for SSMS general configuration & usage

Monday, March 4, 2019   6:36 PM

IMPORTANT LIMITATIONS:
- These instructions **will not work on all versions of SSMS**. They are designed to work with the CIS282 lab machines as of Fall Term 2019. If you have a different version installed on your personal machine, this may be different.
- These are tips, **not a guide**. This means they are **not comprehensive**. They are meant to familiarize you with some of the menus and options in SSMS, so you can **practice on your own**.

To change the active database for the current Query window:
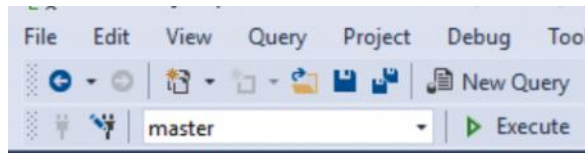
1. Click on the dropdown menu to display the list of databases.
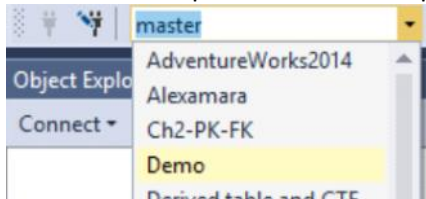
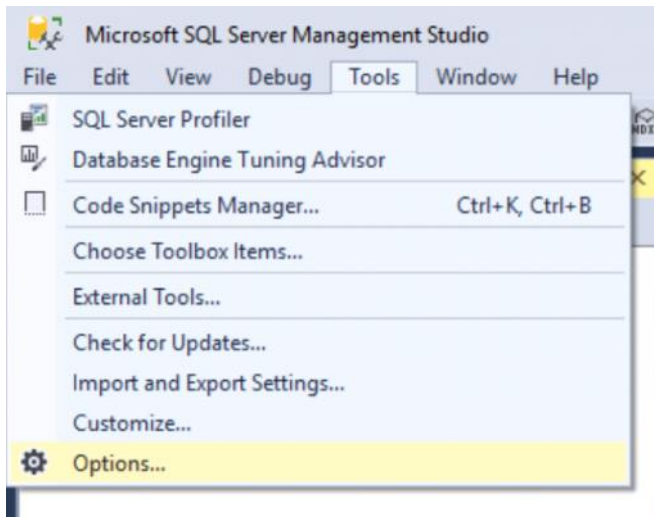2. Select the database to be used for the Query window.

To change font size in the Messages window or Query window:

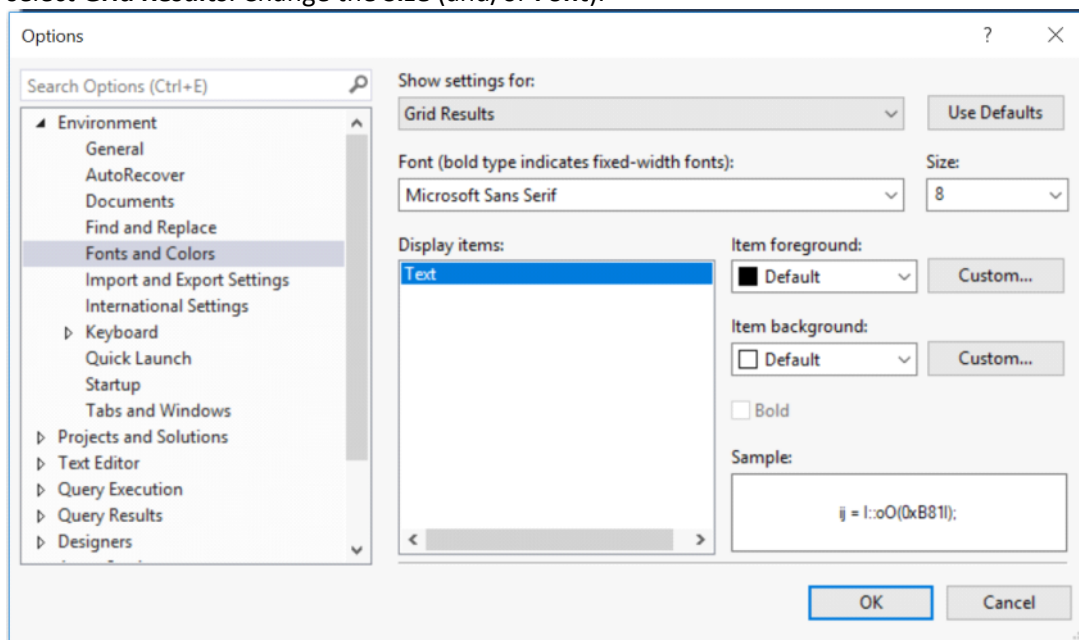1. There is a % zoom option in the bottom-left corner of each respective window.
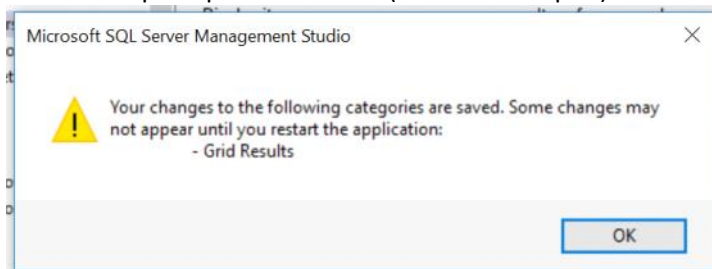

To change font size for the outputted Result table:

1. Go to **Tools** -> **Options**.

2. In the left hand menu, choose **Environment** -> **Fonts and Colors**. Under the "**Show settings for**" dropdown list, select **Grid Results**. Change the **Size** (and/or **Font**).
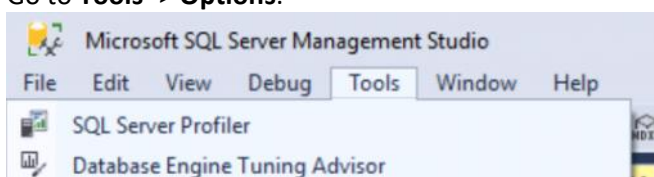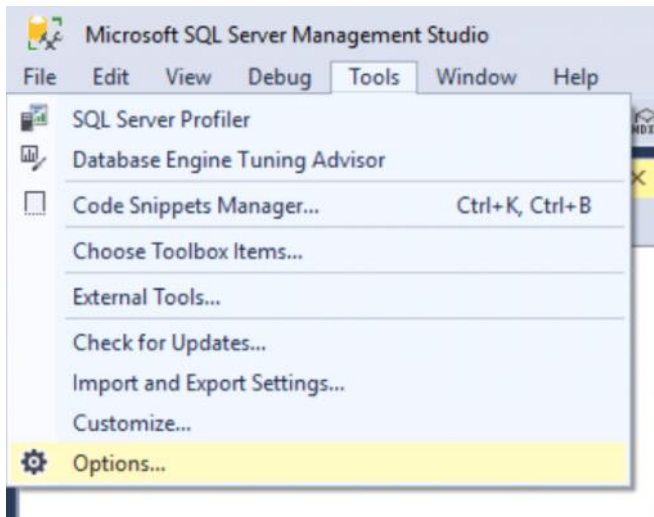

3. You will be prompted to **restart** (close and reopen) SSMS for these options to be active. Do that now.


==To change font size for the overall program, including the Object Explorer:==
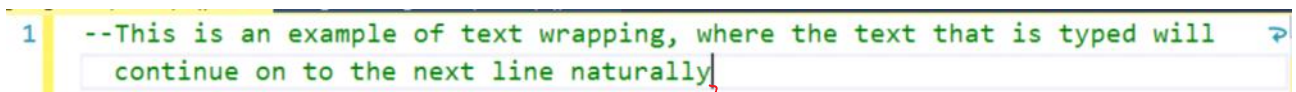
1. Go to **Tools** -> **Options**.

2. In the left hand menu, choose **Environment** -> **Fonts and Colors**. Under the "**Show settings for**" dropdown list, select **Environment Font**. Change the **Font and Size**. You will not be permitted to change the Size until you change the Font. Feel free to choose something generic like Arial.
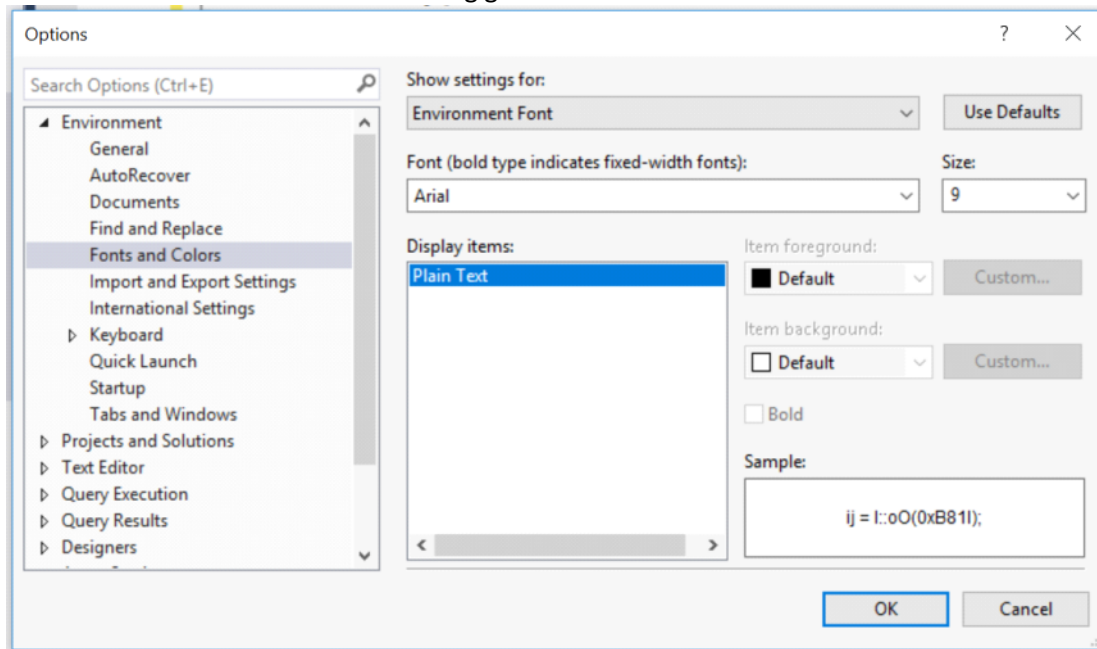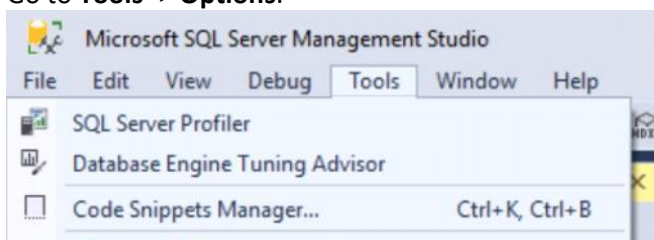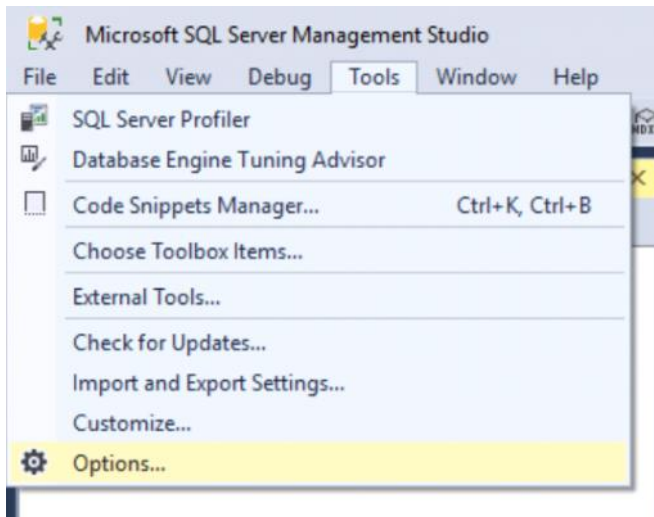

3. Even though it will not prompt you to **restart** (close and reopen) SSMS, **do that now**. Otherwise, you will notice that not all of the toolbars are resized yet. The Object Explorer's list of databases, for example, will stay the same.

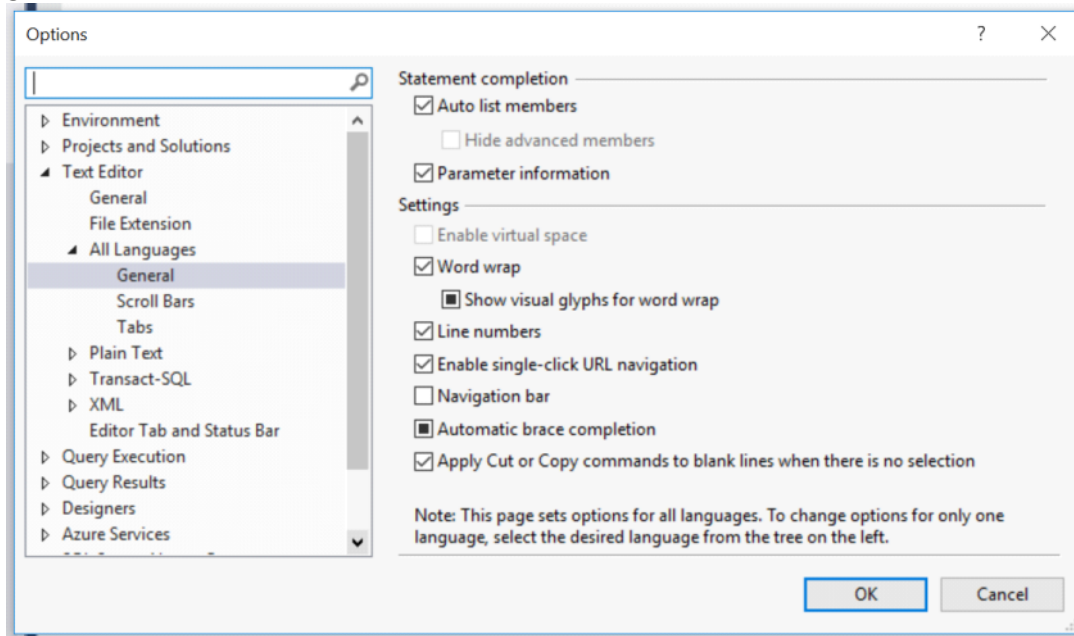<mark>To allow text wrapping from line to line in the Query window:</mark>
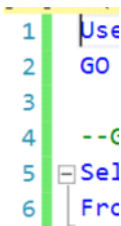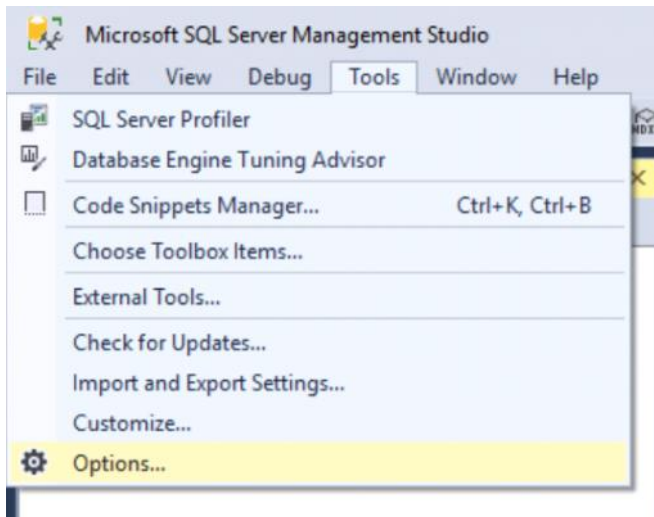

1. Go to **Tools** -> **Options**.

2. In the left hand menu, choose **Text Editor** -> **All Languages** -> **General**. Under "Settings," check the box next to **Word wrap**. Make sure it has a **check mark** and <u>not</u> a black square. If you have a black square, click again until you get a check mark.
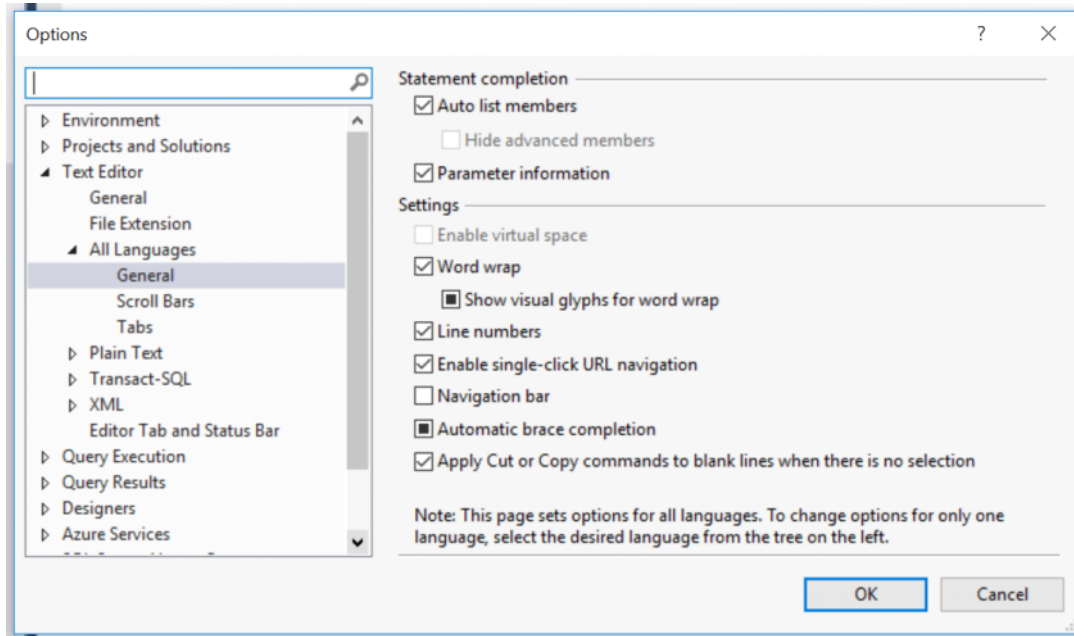
To add line numbers to the Query window:

1. Go to **Tools** -> **Options**.

2. In the left hand menu, choose **Text Editor** -> **All Languages** -> **General**. Under "Settings," check the box next to **Line numbers**. Make sure it has a **check mark** and <u>not</u> a black square. If you have a black square, click again until you get a check mark.

If you keep seeing a red error underline from IntelliSense in your Query window, but you think this is incorrect and there are no errors when executing your query:

```
Select *
From RealTable;
```

1. Go to **Edit**. Choose **IntelliSense**. Choose **Refresh Local Cache**. (Alternatively, press **Ctrl + Shift + R**.)
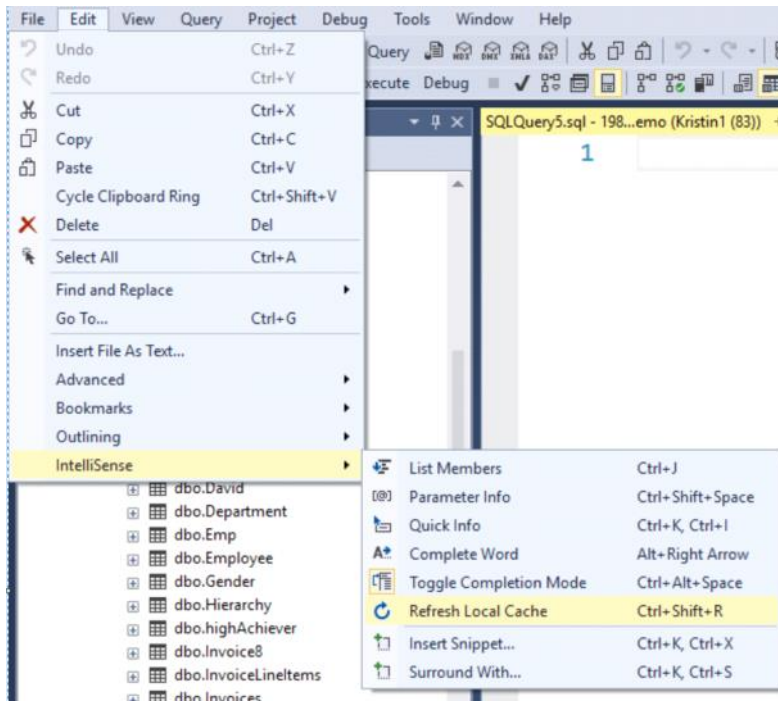
```
Select Distinct State
From City;
```

1. Add **brackets** around the column name to officially designate it a string:

```
Select Distinct [State]
From City;
```

If you want to auto-complete when typing your column names:

1. Type your From statement to include the table name. Do this first to allow IntelliSense to work.

```
Select
From City;
```

2. Go back to the Select statement. As you start to type the column names beside the Select statement, eventually a **dropdown** will appear and the column name that you want will become surrounded by a blue box.

```
Select Fir
From Ci     Fir
            @@DATEFIRST
            dm_exec_describe_first_result_set
            dm_exec_describe_first_result_set_for_object
            FIRST_VALUE
e(nvarchar, null)   FirstName
```

3. Once this happens, press **TAB**, and the rest of the column name will be typed.

```
Select FirstName
From City;
```

If you want to add all column names to the Select statement (not using *):

1. **Left-click** the Columns in the Object Explorer and **drag-and-drop** to the **Query Window** beside your Select Statement.

   dbo.City
   Columns
   Keys
   Constraints
   Triggers
   Indexes
   Statistics
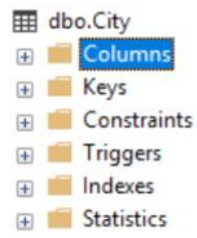
2. When you release the left mouse button, the column names will be added.

   `Select ID, FirstName, LastName, Email, Age, City, State`