Table Guidance

Description

Tables are used to help users scan & compare large amounts of data at a glance. When implementing tables into your project, make sure to consider other alternatives that may be optimal for the data you want to display.

You should use a table if:

- You have a large quantity of data
- You want to implement features such as sorting, filtering
- The user needs to easily compare data quickly & efficiently.

You should NOT use a table if:

- You do not have much data to display

 \(\text{\text{L}} \) In this case, consider using a list or cards.
- You want to display a summary of data
 A In this case, consider using graphs or charts.

Best Practice

Text Alignment

For nominal/non-numeric data (e.g., room numbers, zip codes, names)	For data that involves quantity (e.g., counts, dollars, percentages)
Left-align text	Right-align text

Data

- When there is no data to display, **use "--" or some text** to indicate that the empty state is not a technical bug/glitch
- Implement **Fixed header** if the number of rows exceed 30
- If the number of rows for data exceed 30, put pagination on top and bottom to reduce scrolling

Table Types

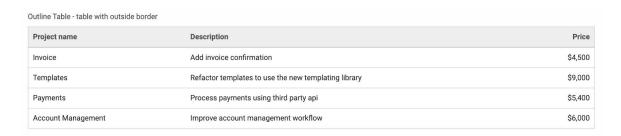
Standard

A standard, default table.

Standard Table		
Project name	Description	Price
Invoice	Add invoice confirmation	\$4,500
Templates	Refactor templates to use the new templating library	\$9,000
Payments	Process payments using third party api	\$5,400
Account Management	Improve account management workflow	\$6,000

Comfortable

Standard table with extra vertical padding on each row.



Condensed

Standard table with less vertical padding on each row.

Invoice Add invoice confirmation \$4,500 Templates Refactor templates to use the new templating library \$9,000	Condensed Table - table with less padding			
Templates Refactor templates to use the new templating library \$9,000	Project name	Description	Price	
	Invoice	Add invoice confirmation	\$4,500	
Payments Process payments using third party api \$5,400	Templates	Refactor templates to use the new templating library	\$9,000	
	Payments	Process payments using third party api	\$5,400	
Account Management Improve account management workflow \$6,000	Account Management	Improve account management workflow	\$6,000	

Table Cell Types

Outline	Borderless	Striped
This is the standard, default style. It is good for long, vertical datasets as it helps users keep their place in the table.	No lines at all. This style is not encouraged, unless the dataset is small, to minimize distractions.	Contains an alternating background color for each row. This style is best for keeping track of horizontal data.

Accessibility

- Simple tables can have two levels of headers. Each header cell should have scope="col" or scope="row".
- Complex tables are tables with more than two levels of headers. Each header should be given a unique id and each data cell should have a headers attribute with each related header cell's id listed.
- When adding a title to a table, include it in a <caption> tag inside of the element.
- No column header cells should be blank
- Use **>** for table headers