# CHEAT SHEET // FLARE DESKTOP 2025 Structure Bars

The XML Editor provides structure bars above and to the left of the content area in order to provide a visual display of the topic tags and structure. These bars provide you with information about your content without having to view all of the tags mixed within the text. There are two types of structure bars: tag bars and span bars.



#### Tag Bars

Tag bars are displayed to the left of the content area. They show the different tags for your chunks of content. To open and close these bars, click 🔲 at the bottom of the XML Editor.

Tag Bar	Description
html	This is the broadest tag in a content file, which controls the formatting of the entire file. It is displayed on the far left of the structure bars.
body	Within an <html> tag is the <body> tag. Because the <body> tag is contained within the <html> tag, it is shown to the right of the <html> tag in the visual structure.</html></html></body></body></html>
[content]	Within the <body> tag are one or more tags that represent the various kinds of content in your topic. For example, a first-level heading might have an "h1" label, which means that the paragraph shown to the right of it is using an <h1> tag. Regular paragraphs show  tag bars next to them. A numbered list shows an <ol> (ordered list) tag, and within that tag are multiple list <li> tags that represent each numbered item.</li></ol></h1></body>

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## Table Tag Bars

Tags for tables, rows, and the content within them are also represented by tag bars. The main tag represents the entire table.



Tag Bar	Description
caption	Modifies the table caption, which is a short title or description of the table's purpose. When inserting or editing a table, you can add a caption above or below the table.
col	Groups together attribute specifications for table columns. The <col/> elements are empty and serve only as a support for attributes. They may appear inside or outside an explicit column group (i.e., <colgroup> element).</colgroup>
colgroup	Groups columns together structurally. The number of columns in the column group may be specified by using the element's <span> tag or by the <col/> element, which represents one or more columns in the group.</span>
table	Modifies an entire table. It contains all other elements that specify caption, rows, content, and formatting.
tbody	Modifies the main rows in a table (i.e., not the header or footer rows). Each  tag must have at least one  tag within it, which is used to represent a single row.
td	Modifies the data (or content) in the primary cells of a table. When you press ENTER after the first paragraph in a table cell, a paragraph

tag is added inside each tag in that cell.

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Tag Bar	Description
tfoot	Modifies a footer row in a table. When a table requires multiple pages in print layouts and outputs, the footer row is placed at the bottom of the last page. Each <tfoot> tag must have at least one  tag within it, which is used to represent a single row.</tfoot>
th	Modifies the header content in a table. Why not just use the  tag for header content as well? First, by having different tags, you can more easily dictate one look for the header text (e.g., bold font) and a different look for the main content in the table (e.g., normal font). Second, using separate tags greatly assists users with visual disabilities, making it possible for multi-modal wireless browsers with limited display capabilities (e.g., Web-enabled pagers and phones) to handle tables. When you press ENTER after the first paragraph in a table cell, a paragraph  tag is added inside each  tag in that cell.
thead	Modifies a header row in a table. When a table requires multiple pages in output, the header row is repeated by default at the top of each page. Each <thead> tag must have at least one  tag within it, which is used to represent a single row.</thead>
tr	Modifies single rows that are contained within , <tfoot>, and <thead> tags.</thead></tfoot>
[content]	Within the table tags you may see other types of tags such as , <ul>, or <li> (paragraphs, lists), depending on the types of content you add to those rows.</li></ul>

### Span Bars

Span bars are displayed at the top of the content area. They show formatting tags at the character level. To open and close these bars, click 🖺 in the local toolbar at the bottom of the XML Editor.



Span bars are especially useful when working with cross-references ("MadCap:xref" labels) or hyperlinks ("a" labels).

Table column bars are grouped with the span bars, being displayed above them in the XML Editor.



## Taking Action on Structure Bars

Not only do structure bars let you see the tags for content, but you can also perform numerous tasks by using them.

Action	Description
Select Options	If you right-click on a structure bar, a context menu opens. From the menu, you can select from several options to take action on the content associated with that structure bar.
Select Content	If you left-click on a structure bar, the corresponding content is selected in the editor. You can SHIFT-click on structure bars to extend the current selection to that content block. If you select multiple blocks of content, all of the structure bars involved in that selection are highlighted in blue. If an entire block is included in the selection, the structure bar is shaded in darker blue. If blocks are partially selected, those structure bars are shaded in lighter blue.
Move Tag Bars	If you left-click on tag bars, you can drag them up or down. If you left-click on table column bars (in the span bar area), you can drag them left or right. In this way, the chunks of topic content can easily be repositioned. In addition, you can click on the borders between column and row bars and drag the mouse to resize individual columns and rows.