



# Duplicate a Table

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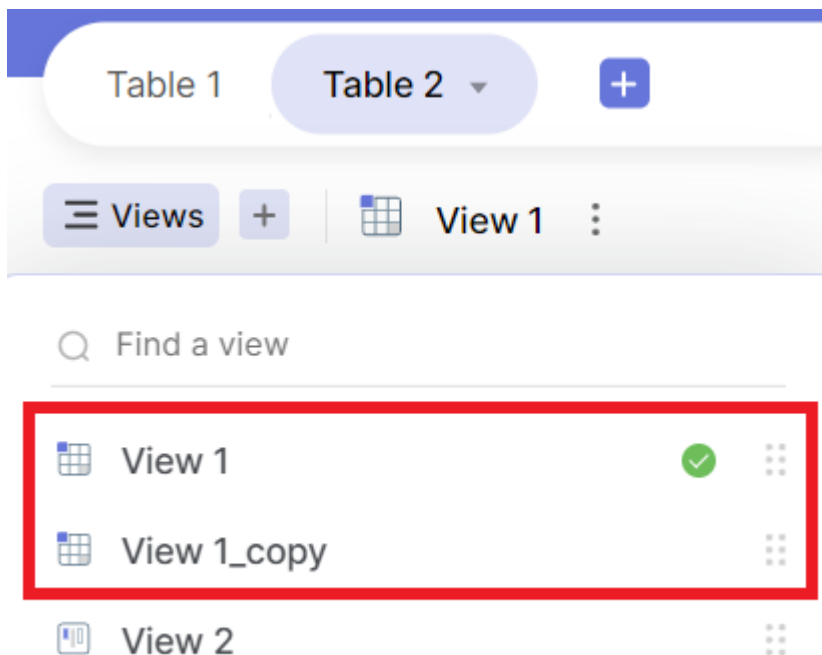
## ▸ To duplicate a table:

### To duplicate a table:

Click the **dropdown arrow** next to the table name, and select the **Duplicate** option.

The duplicate copy will be created with the original name along with a suffix **\_copy**.

For example, if the original name is View 1, the duplicated copy's name would be generated as View1\_copy.



The process of duplicating a Table is shown in the GIF below:

Tables

Script Progress

Search In View

Alt 2

Log

Script 1

Views

View 3

Sort

Filter

Record Height

Color

Fields

Add Record

	Video Script	Seconds	Video Type	Video Thumbnail	Delegates	Designation	Date
1	Script A	10 sec	Insta reels		Karen	Manager	31/05/2022
2	Script B	15 sec	Youtube Shorts		Michelle	Associate	08/06/2022
3	Script C	20 sec	Vimeo		Leah	Manager	11/06/2022
4	Script D	10 sec	Insta reels		Tracy	Analyst	13/06/2022
5	Script E	10 sec	Insta reels		Emily	Analyst	15/06/2022
6	Script F	15 sec	Vimeo		Harvey	Associate	13/06/2022
7	Script G	15 sec	Youtube Shorts		Mike	Manager	19/06/2022
8	Script H	10 sec	Insta reels		Donna	Analyst	21/06/2022
9	Script I	10 sec	Insta reels		Robert	Manager	21/06/2022
10	Script J	15 sec	Vimeo		Pearson	Associate	22/06/2022
11	Type here to create a record						

+ 5

10 Records