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SQL Previewer

The **SQL Preview** tab shows the CREATE statement and necessary SQL statements of the database or schema object.



For some database or schema objects, you can use the below dropdown list to show the SQL which will be run when pressing  **Save** or  **Save As** button.

Table Viewer

Table Viewer displays the table data as a grid. Data can be displayed in three modes: **Grid View**, **Form View** and **Text/Blob View**.

The toolbars of Table Viewer provides the following functions for managing data:

- **Commit**

Make permanent all changes performed in the transaction.

Hint: The Commit button is visible only when **Auto Commit** is disabled under Preferences.

Note: Available only for Oracle, SQLite and SQL Server.

- **Rollback**

Undo work done in the current transaction.

Hint: The Rollback button is visible only when **Auto Commit** is disabled under Preferences.

Note: Available only for Oracle, SQLite and SQL Server.

- **Import Data**

Import data from TXT, CSV, XML, DBF, MS Excel and ODBC.

- **Export Data**

Export data to TXT, CSV, DBF, XML and MS Excel.

- [Filter Data](#)

Allow you to filter records by creating and applying filter criteria for the data grid.

- [Edit TEXT/BLOB/BFile](#)

Allow you to view and edit the content of TEXT, BLOB and BFile fields.

Note: Only Oracle supports BFile.

Employee @AdventureWorks.HumanResources (SQL Server 2008)

Commit Rollback Grid View Form View Image Text Hex Filter Wizard Import Wizard Export Wizard

EmployeeID	NationalIDNumber	ContactID	LoginID	ManagerID	Title
109	295847284	1287	adventure-works\[Null]		Chief Executive (
4	112457891	1290	adventure-works\ 3	3	Senior Tool Desi
9	695256908	1005	adventure-works\ 3	3	Design Engineer
11	998320692	1006	adventure-works\ 3	3	Design Engineer
158	134969118	1049	adventure-works\ 3	3	Research and De
263	974026903	1007	adventure-works\ 3	3	Senior Tool Desi
267	42487730	1003	adventure-works\ 3	3	Senior Design Er
270	56920285	1004	adventure-works\ 3	3	Design Engineer
2	253022876	1030	adventure-works\ 6	6	Marketing Assist
46	95958330	1033	adventure-works\ 6	6	Marketing Specia
106	767955365	1034	adventure-works\ 6	6	Marketing Specia
119	72636981	1035	adventure-works\ 6	6	Marketing Specia
203	243322160	1032	adventure-works\ 6	6	Marketing Specia
269	323403273	1029	adventure-works\ 6	6	Marketing Assist
271	222969461	1036	adventure-works\ 6	6	Marketing Specia
272	52541318	1031	adventure-works\ 6	6	Marketing Assist
37	276751903	1226	adventure-works\ 7	7	Production Tech
76	339712426	1227	adventure-works\ 7	7	Production Tech
84	693325305	1222	adventure-works\ 7	7	Production Tech
122	458150228	1222	adventure-works\ 7	7	Production Tech

select * from [HumanResources].[Employee] 1

290 records in page 1

Data View

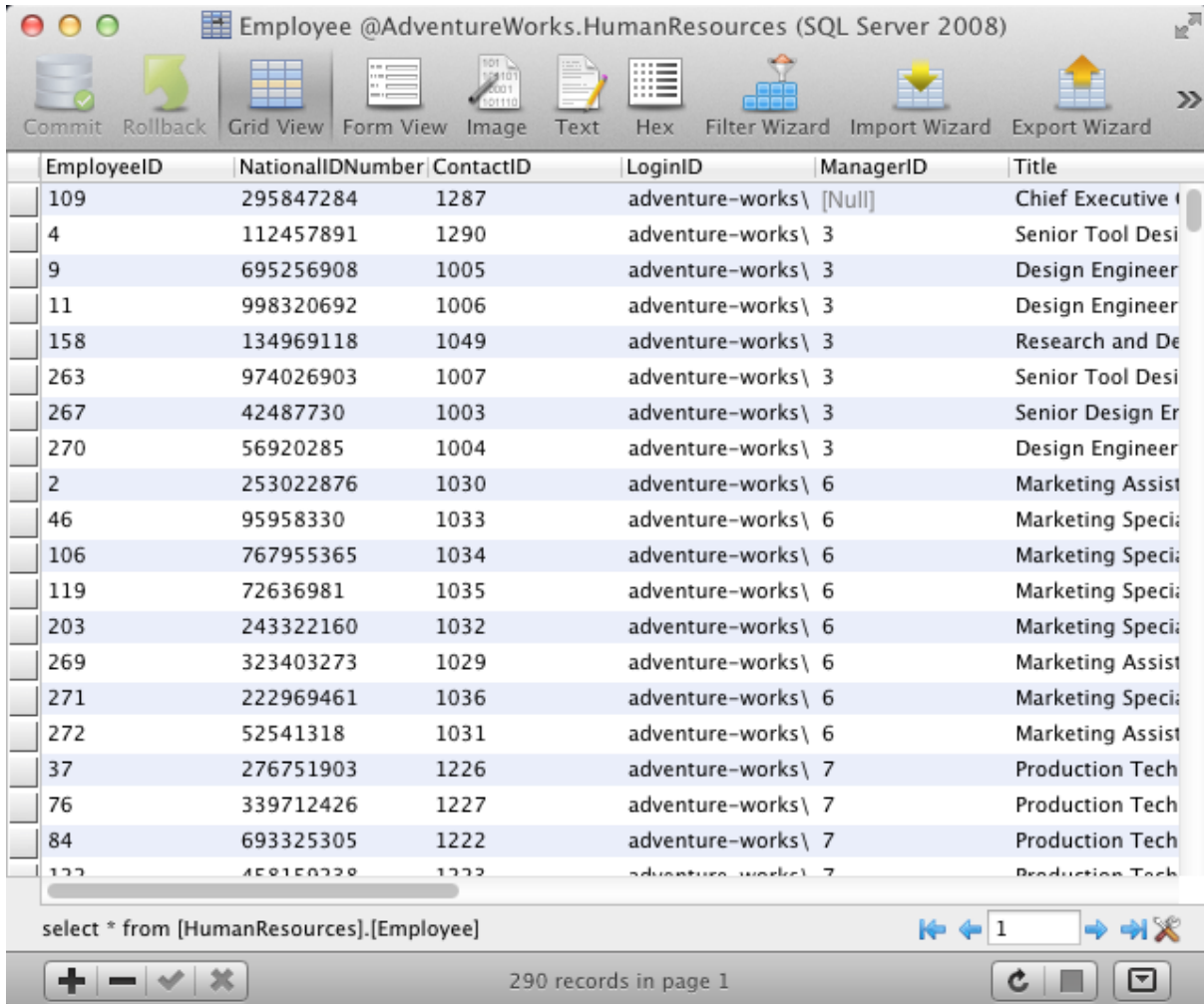
This topic shows you how you can view and edit data from tables in the simplest and the most direct way.

- [Grid View](#)
- [Form View](#)
- [Text/Blob/BFile View](#)

Grid View

The grid view allows you to view, update, insert, or delete data in a table. The popup menu of the grid provides the following additional functions: set the field value as Null, use current field value as a filter, format grid view, and more.

- [Using Navigation Bar](#)
- [Editing Records](#)
- [Sorting and Finding Records](#)
- [Filtering Records](#)
- [Manipulating Raw Data](#) (Available only for MySQL, PostgreSQL, SQLite and SQL Server)
- [Formatting Table Grid](#)



EmployeeID	NationalIDNumber	ContactID	LoginID	ManagerID	Title
109	295847284	1287	adventure-works\	[Null]	Chief Executive Officer
4	112457891	1290	adventure-works\	3	Senior Tool Designer
9	695256908	1005	adventure-works\	3	Design Engineer
11	998320692	1006	adventure-works\	3	Design Engineer
158	134969118	1049	adventure-works\	3	Research and Development Engineer
263	974026903	1007	adventure-works\	3	Senior Tool Designer
267	42487730	1003	adventure-works\	3	Senior Design Engineer
270	56920285	1004	adventure-works\	3	Design Engineer
2	253022876	1030	adventure-works\	6	Marketing Assistant
46	95958330	1033	adventure-works\	6	Marketing Specialist
106	767955365	1034	adventure-works\	6	Marketing Specialist
119	72636981	1035	adventure-works\	6	Marketing Specialist
203	243322160	1032	adventure-works\	6	Marketing Specialist
269	323403273	1029	adventure-works\	6	Marketing Assistant
271	222969461	1036	adventure-works\	6	Marketing Specialist
272	52541318	1031	adventure-works\	6	Marketing Assistant
37	276751903	1226	adventure-works\	7	Production Technician
76	339712426	1227	adventure-works\	7	Production Technician
84	693325305	1222	adventure-works\	7	Production Technician
122	458150228	1222	adventure-works\	7	Production Technician






select * from [HumanResources].[Employee]

290 records in page 1



Using Navigation Bar





Table Viewer provides a convenient way to navigate among the records/pages using **Record/Page Navigation Bar** buttons. All buttons are used to navigate left and right to the previous or the next records/pages.




```
select * from `report_sample`.`plbiolife` limit 0,1000
```

Page Objects	Role
	First Page: allows moving to first page.
	Previous Page: allows moving to previous page.
	Next Page: allows moving to next page.
	Last Page: allows moving to last page.
	Limit Record Setting: used to set number of records showing on each page.

Note: The SQL statement indicates any statement has just been executed.





 Record 12 of 20 in page 1 

Record Objects	Role
	Insert Record: used to enter a new record. At any point when you are working with your table in the grid view, click on this button to get a blank display for a record.
	Erase Record: used to delete an existing record.
	Update Record: used to apply the changes.
	Cancel Changes: used to removes all edits made to the current record.
Record a of b in page c (when selecting a record) b records in page c (no record is selected)	Record/Page Indicator: displays the numbers representing the selected record and page. a. the selected record. b. number of records in the current page. c. the current page.

	Refresh: used to refresh the table.
	Stop: used to stop when loading enormous data from server.
	Show or hide the Page Navigation Bar.

Extra **Record Navigation Bar** for Form View



Record Objects	Role
	First Record: allows moving to the first record.
	Previous Record: allows moving one record back (if there is one) from the current record.
	Next Record: allows moving one record ahead.
	Last Record: allows moving to the last record.

Limit Record Setting

Use the **limit record setting**  button to enter to the edit mode.

Limit Records

Check this option if you want to limit the number of records showed on each page. Otherwise, all records will be displayed in one single page.

records per page

Set the **records per page** value in the edit field. The number representing the number of records showed per page.

Note: This setting mode will take effect on current table only. To adjust the global settings, see Preferences.

```
select * from `report_sample`.`plbiolife` limit 0,1000
```





Limit records per page 

Editing Records

The navigation bar allows you to switch the records quickly, insert, update or delete records.


Add Record

To add a record

- Make sure that your cursor is situated in the first blank cell on the table, then enter the desired data. If you are adding the new record into an existing table, just simply click on an existing record and click the  from the navigation bar or press Cmd-Plus (+) to get a blank display for a record.
- Watch the graphics symbol in the record selectors box just to the left of your record. It will change from the arrowhead , which indicates that it is the current record, to , which indicates that you are editing this record.
- Just simply move to another record to save the record or click the  from the navigation bar.

Edit Record


To edit a record

- Select the record that you wish to edit by clicking in the specific field you want to change.
- Type in the new data for that field.
- Just simply move to another record, the new data will overwrite the previous data or click the  from the navigation bar.

Note: Close the table is another way to save the records.

Delete Record

To delete a record

- Select the record that you wish to delete.
- Just simply control-click and select **Delete Row...** or click the  from the navigation bar.

Editing Records with Special Handling

To set **Null** value for the cell, control-click the selected cell and select **Set NULL**.

To edit the text field record, just simply enables **Show Text In Grid** under the **Edit** menu.

	CustNo	Company	Addr1
<input type="checkbox"/>	1221	[TEXT]	4-976 Sugarloaf t
<input type="checkbox"/>	1231	[TEXT]	PO Box Z-547
<input type="checkbox"/>	1351	[TEXT]	1 Neptune Lane
<input type="checkbox"/>	1354	[TEXT]	PO Box 541

Hint: To view/edit the text field record in an ease way, see [Memo Editor](#).

To view images in the grid, just simply enables **Show Image In Grid** under the **Edit** menu.

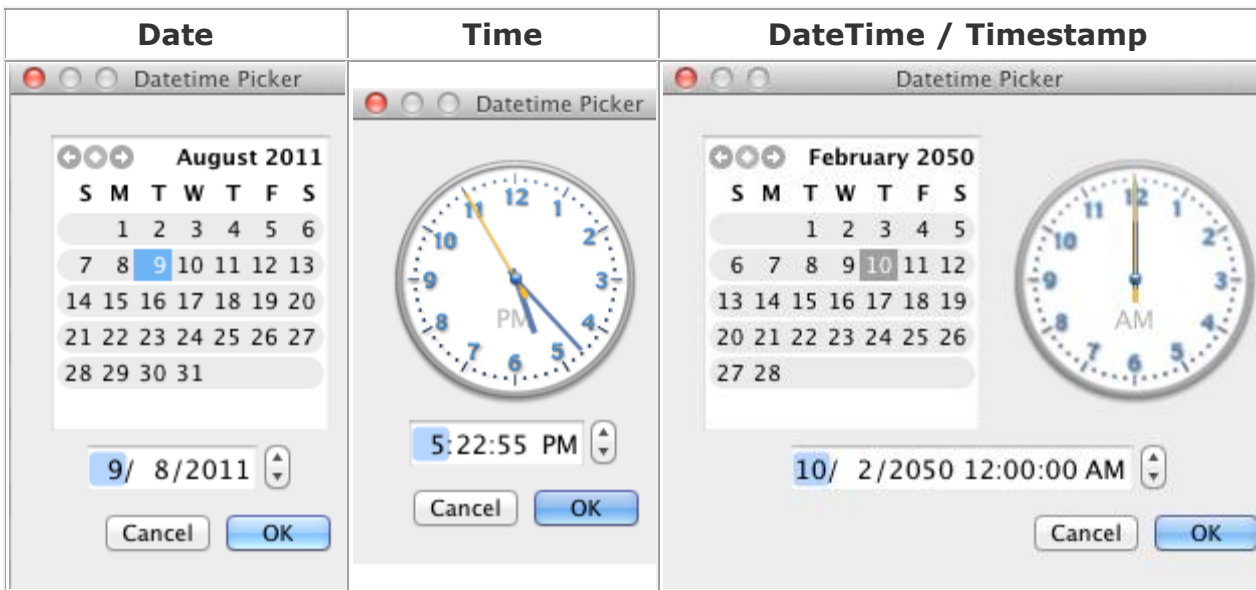
	id	image
<input type="checkbox"/>	1	
<input type="checkbox"/>	2	
<input type="checkbox"/>	3	

Hint: To view/edit the image in an ease way, see [Image Editor](#).

To edit a **Date/Time** record, just simply click  to open the editor for editing.

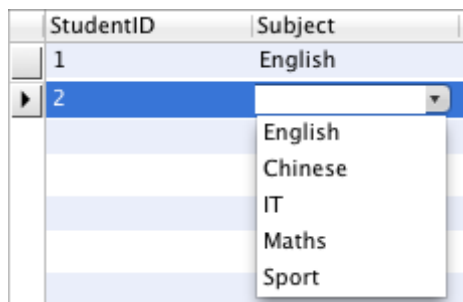
Note: Available only for MySQL, Oracle, PostgreSQL and SQL Server.

- Choose/enter the desired data. The editor used in cell is determined by the field type assigned to the column.



To edit a **Enum** record, just simply choose the record from the drop-down list.

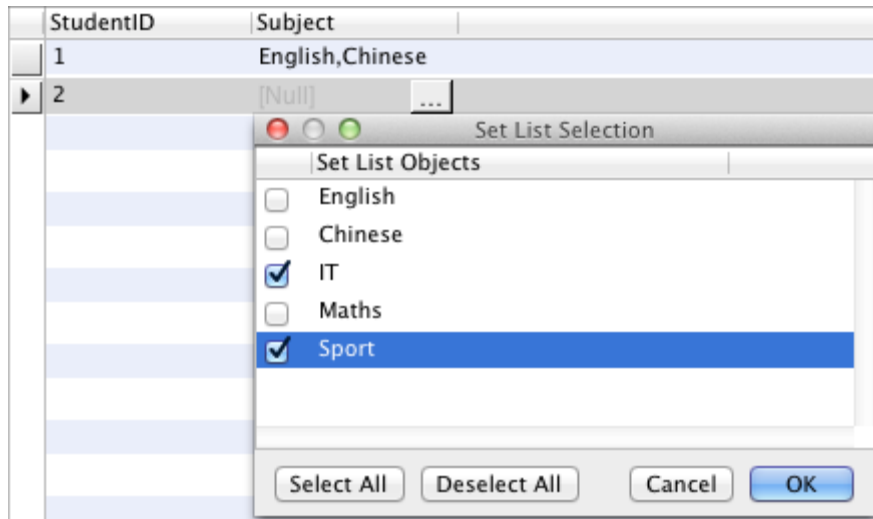
Note: Available only for MySQL.



To edit a **Set** record, just simply click  to open the editor for editing.

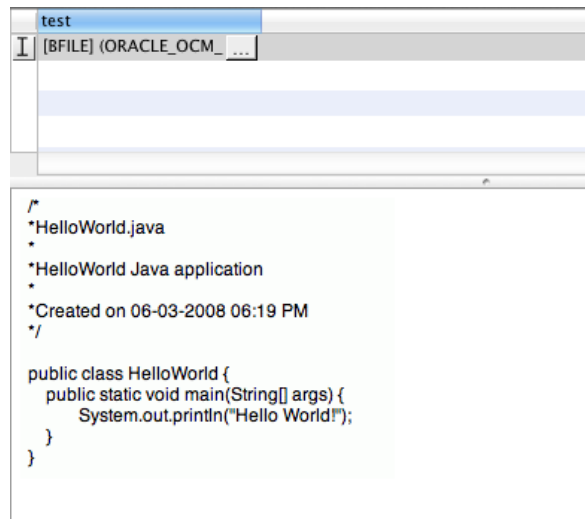
Note: Available only for MySQL.

- Select the record(s) from the list. To remove the records, uncheck them in the same way.



To view BFile content, just simply enables **Preview BFILE** under the **Edit** menu.

Note: Available only for Oracle.





To generate UUID/GUID, control-click the selected cell and select **Generate UUID**.

Note: Available only for PostgreSQL and SQL Server.

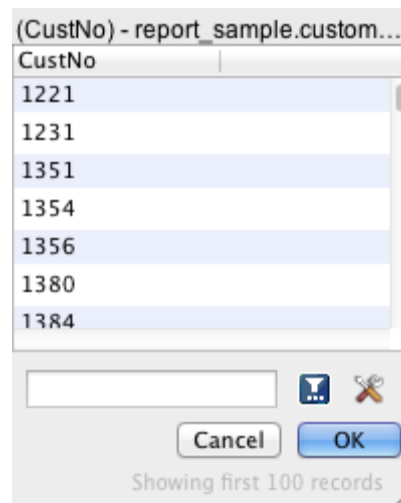
Editing Records with Foreign Key (Foreign Key Data Selection - Available only in Full Version)

Foreign Key Data Selection is a useful tool for letting you to get the available value from the reference table in an easy way. It allows you to show additional record(s) from the reference table and search for a particular record(s).


To include data to the record, just simply click  open the editor for editing.

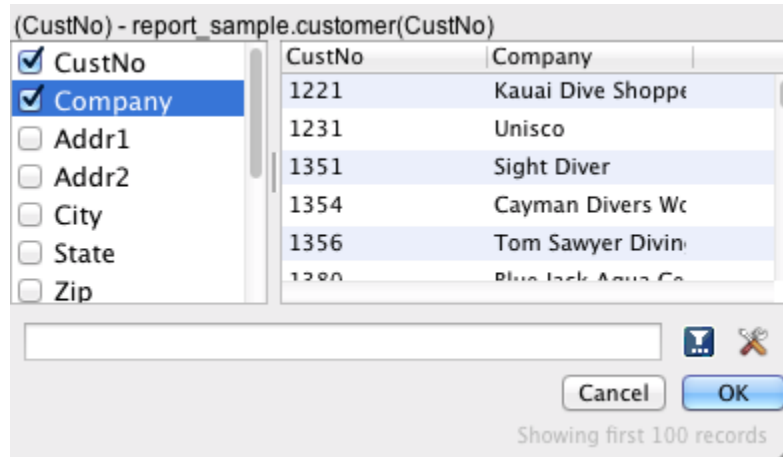
	OrderNo	CustNo	SaleDate
▶	1003	1351 	2088-04-12 
□	1004	1351	2088-04-17 00:0
□	1005	1356	2088-04-20 00:0
□	1006	1380	2094-11-06 00:0
□	1007	1384	2088-05-01 00:0

- Just simply double-click to select the desired data.



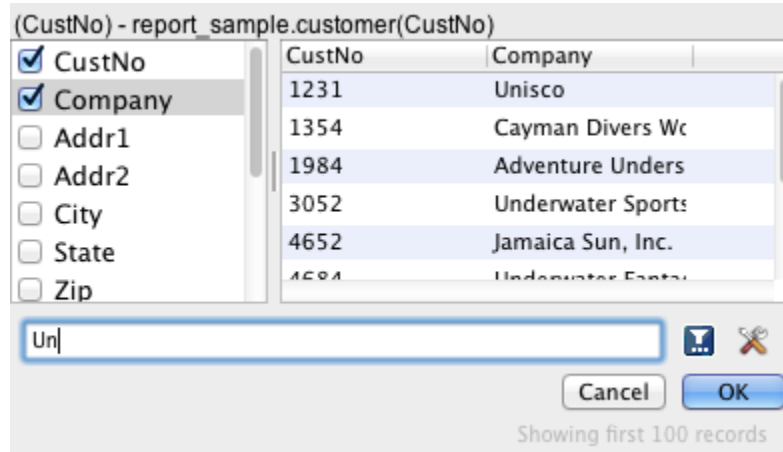
- Hint:**
1. By default, the number of records showed per page is **100**. To show all records, control-click anywhere on the grid and select **Show All**. To adjust the global settings, see Preferences.
 2. To refresh the record, control-click anywhere on the grid and select **Refresh**.

- Click  to open a panel on the left for showing a list of column name(s). Just simply click to show the additional column. To remove the column(s), uncheck them in the same way.



Hint: To find for the text in the editor window, control-click anywhere on the grid and select **Find...** or press Cmd-F.

- Enter a value into the edit box and click  to filter for the particular record(s).



Hint: To remove the filter results, control-click anywhere on the grid and select **Show All**.

Copying/Pasting Data from/into Navicat

Data that being copied from Navicat goes into the pasteboard with the fields delimited by tabs and the records delimited by carriage returns. It allows you to easily paste the pasteboard contents into any application you want. Spreadsheet applications in general will notice the tab character between the fields and will neatly separate the pasteboard data into rows and columns.

Copy Data from Navicat

To select data using **Keyboard Shortcuts**

Cmd-A	Toggles the selection of all rows and columns in a data grid.
Shift-Up Arrow	Toggles the selection of rows as you move up in the data grid.
Shift-Down Arrow	Toggles the selection of rows in the data grid as you move down.

To select data using **Mouse Actions**

1. Highlighted the desired records by holding down the Command key while clicking on each row.
2. Highlighted range of records by clicking the first row you want to select and holding down the Shift key together with moving your cursor to the last row you wish to select.

Note: After you have selected the desired records, just simply press Cmd-C or select **Copy** under **Edit** menu.

Paste Data into Navicat

Data is copied into the pasteboard will be arranged as below format:

1. Data is arranged into rows and columns.
2. Rows and columns are delimited by carriage returns/tab respectively.
3. Columns in the pasteboard have the same sequence as the columns in the data grid you have selected.



When pasting data into Navicat, you can replace the contents of current records and append the pasteboard data into the table. To replace the contents of current records in a table, one must select the rows in the data grid whose contents must be replaced by the data in the pasteboard.

Note: Just simply press Cmd-V or select **Paste** under **Edit** menu. The paste action cannot be undone.


Sorting and Finding Records

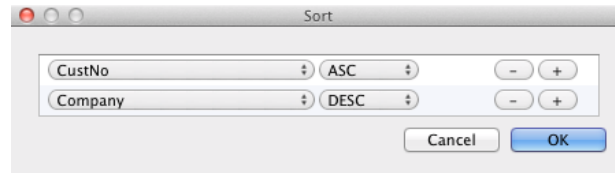
Sorting Records

Server stores records in the order they were added to the table. Sorting in Navicat is used to temporarily rearrange records, so that you can view or update them in a different sequence.

Click the column caption whose contents you want to sort by, then choose  **Sort Ascending** or  **Sort Descending** from the toolbar.

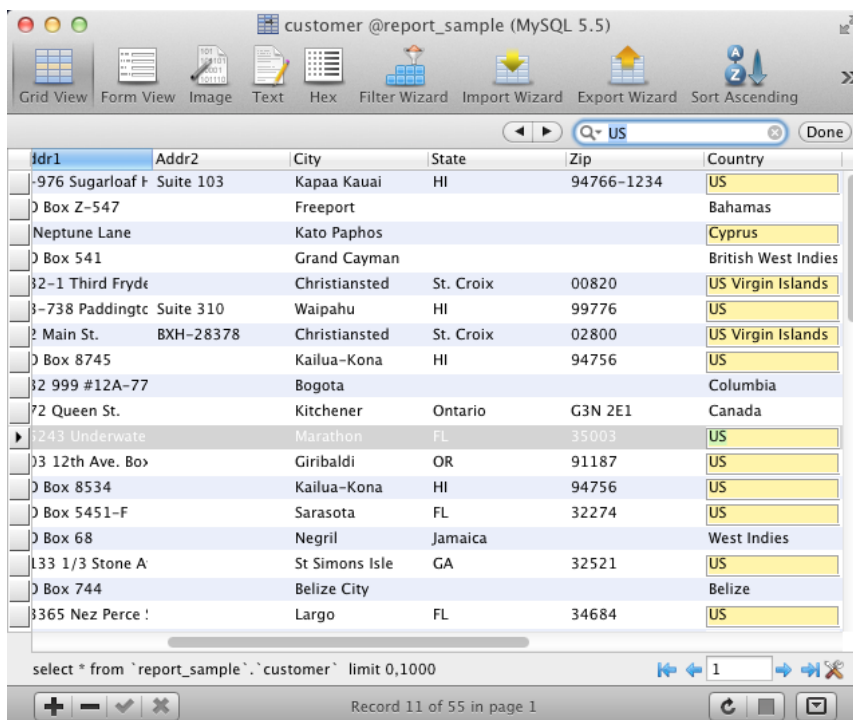
Hint: Remember to remove all sorting before applying on another column.

To sort by custom order of multi fields, choose  **Custom Sort** from the toolbar. Then, set the sorting fields and the sorting order.



Finding Records

The **Find** Dialog is provided for quick searching for the text in the editor window. Just simply click **Edit -> Find -> Find...** from the menu or press **Cmd-F** and enter a search string.



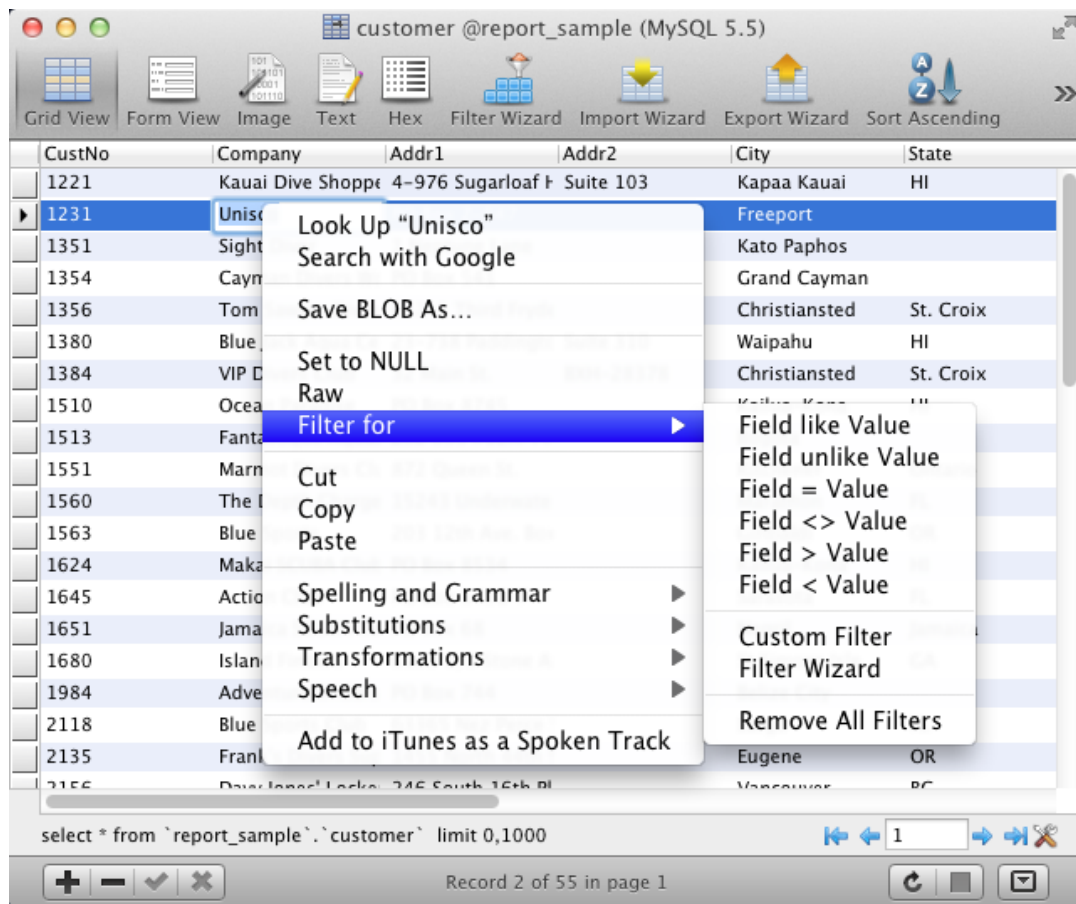
The search starts at the cursor's current position to the end of the file. There will not have differentiates when performing a uppercase or lowercase search.


To find for the next text, just simply select **Edit** -> **Find** -> **Find Next** or press Cmd-G.

Filtering Records (Available only in Full version)

Use either of the following methods to filter the data in the grid:

- Control-click a field and select the **Filter for** from the popup menu to filter records by the current value of the selected column.



- You can also customize your filter in a more complicated way by clicking the  **Filter Wizard** from the toolbar. The Filter Wizard becomes visible at the bottom of grid, where you can see the active filtering condition and easily enable or disable it by clicking a check box at the left.

Manipulating Raw Data (Available only for MySQL, PostgreSQL, SQLite and SQL Server)

Navicat normally recognize what user has input in grid as normal string, any special characters or functions would be processed as plain text (that is, its functionality would be skipped).

Editing data in **Raw Mode** provides an ease and direct method to apply server built-in function. To access the Raw Mode function, control-click a field and select **Raw** from the pop-up menu.

CustNo	Company	Addr1	Addr2
1221	Kauai Dive Shoppe	4-976 Sugarloaf Hwy	Suite 103
1231	Unisco	PO Box Z-547	
1351	Sight Diver	1 Neptune Lane	
1354	Cayman Divers Wc	PO Box 541	
▶ '1356'	'Tom Sawyer Divin	CONCAT('632-1 Third Frydenhoj', "	
1380	Blue Jack Aqua Ce	23-738 Paddington Lane	Suite 310
1384	VIP Divers Club	32 Main St.	BXH-28378

Formatting Table Grid

Use the following methods to format the table grid:

Move Columns

1. Click on the column header and hold down the mouse button.
2. Move the pointer to the desired location.
3. Release the mouse and the column will move.

	CustNo	Company	Addr1
	1221	Kauai Dive Shoppe	4-976 Sugarloaf Hwy
	1231	Unisco	PO Box Z-547
	1351	Sight Diver	1 Neptune Lane
	1354	Cayman Divers Wc	PO Box 541
	1356	Tom Sawyer Divin	632-1 Third Frydenhoj
	1380	Blue Jack Aqua Ce	23-738 Paddington Lane
	1384	VIP Divers Club	32 Main St.

Set Column Width

Click right border at top of column and drag either left or right.

or

Click the column you want to set the column width and select **Edit -> Set Column Width...** from the menu. Specify width in the **Set Column Width** Dialog. The default value is 100.

Hint: To adjust the width for all columns, select **Edit -> Set All Columns Width...** from the menu. To adjust the global settings, see Preferences.

Set Row Height

Select **Edit -> Set Row Height...** from the menu. Specify row height in the **Set Row Height** Dialog. The default value is 17.

Hint: This action applies on the current table grid only. To adjust the global settings, see Preferences.

Show/Hide Columns

If there are many columns in the table and you want to hide some of them from the table grid. Select **Edit -> Show/Hide Columns** from the menu. Select the columns that you would like to hide.

The hidden column(s) will disappear from the table grid.

To unhide the columns, select **Edit -> Show/Hide Columns** from the menu. Select the columns that you would like to redisplay.

<input checked="" type="checkbox"/> CustNo	<input checked="" type="checkbox"/> Company	<input type="checkbox"/> Addr1	<input type="checkbox"/> Addr2	<input checked="" type="checkbox"/> City	<input checked="" type="checkbox"/> State
1221	Kauai Dive Shoppe			Kapaa Kauai	HI
1231	Unisco			Freeport	
1351	Sight Diver			Kato Paphos	
1354	Cayman Divers Wc			Grand Cayman	
1356	Tom Sawyer Divin			Christiansted	St. Croix

Show/Hide ROWID (Available only for Oracle and SQLite)

If you want to display or hide the rowid (address) of every row, select **Edit -> Show/Hide Row ID** from the menu.

The column **ROWID** will be showed in the last column.

	REGION_ID	REGION_NAME	ROWID
	1	Europe	AAARGtAAFAAAA
	2	Americas	AAARGtAAFAAAA
	3	Asia	AAARGtAAFAAAA
	4	Middle East and A	AAARGtAAFAAAA

Form View (Available only in Full version)

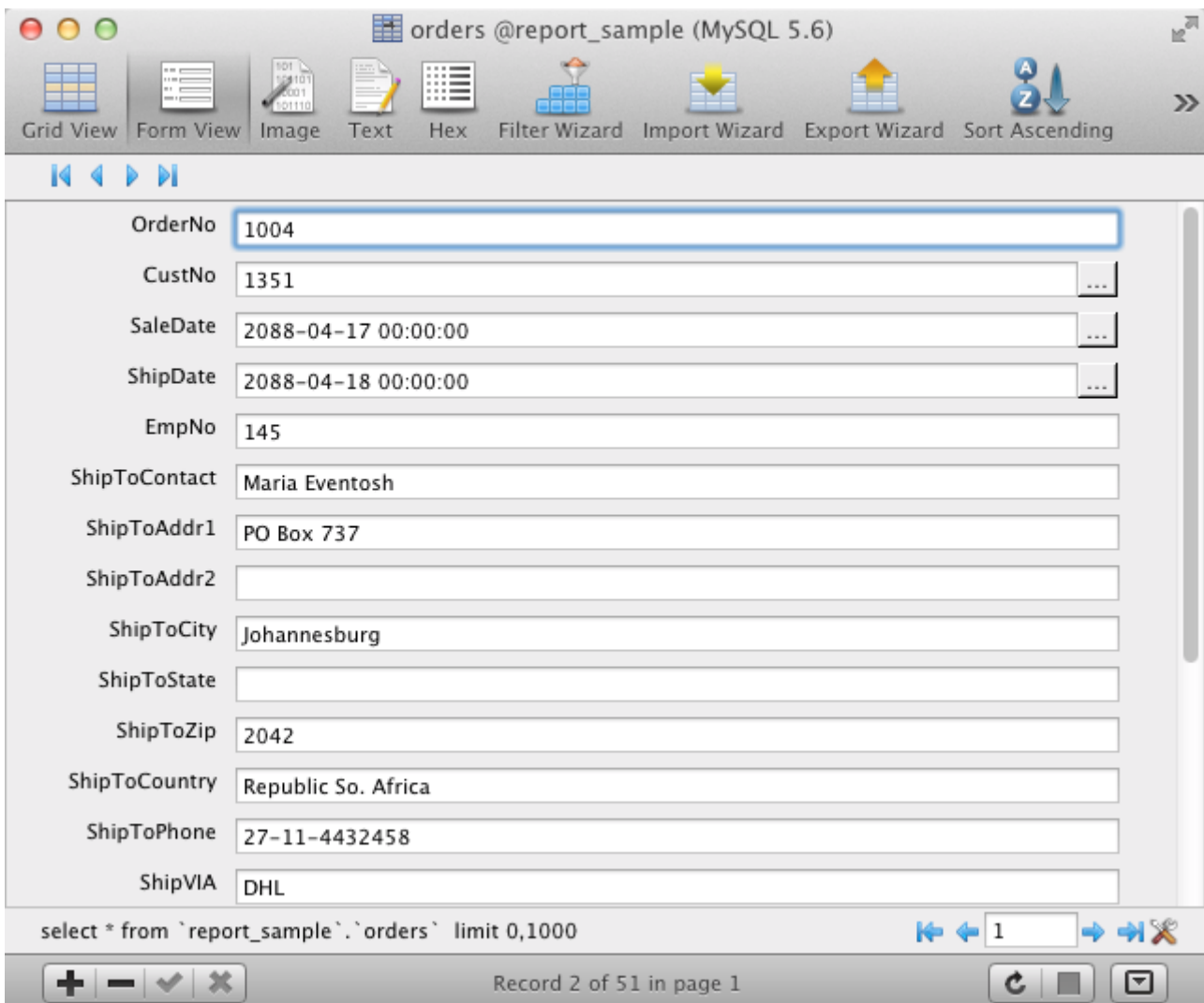
The form view allows you to view, update, insert, or delete data as a form, which the current record is displayed: field name and its value.

The navigation bar allows you to switch the records quickly, insert, update or delete records.

Related topic:

[Finding Records](#)




[Filtering Records](#)



Text/Blob/BFile View


Navicat provides Text/Blob Viewer and Editor to view and edit TEXT/BLOB/BFile fields content. The editor allows you to view, update, insert, or delete data in a table.

Note: Oracle BFile fields cannot be edited.

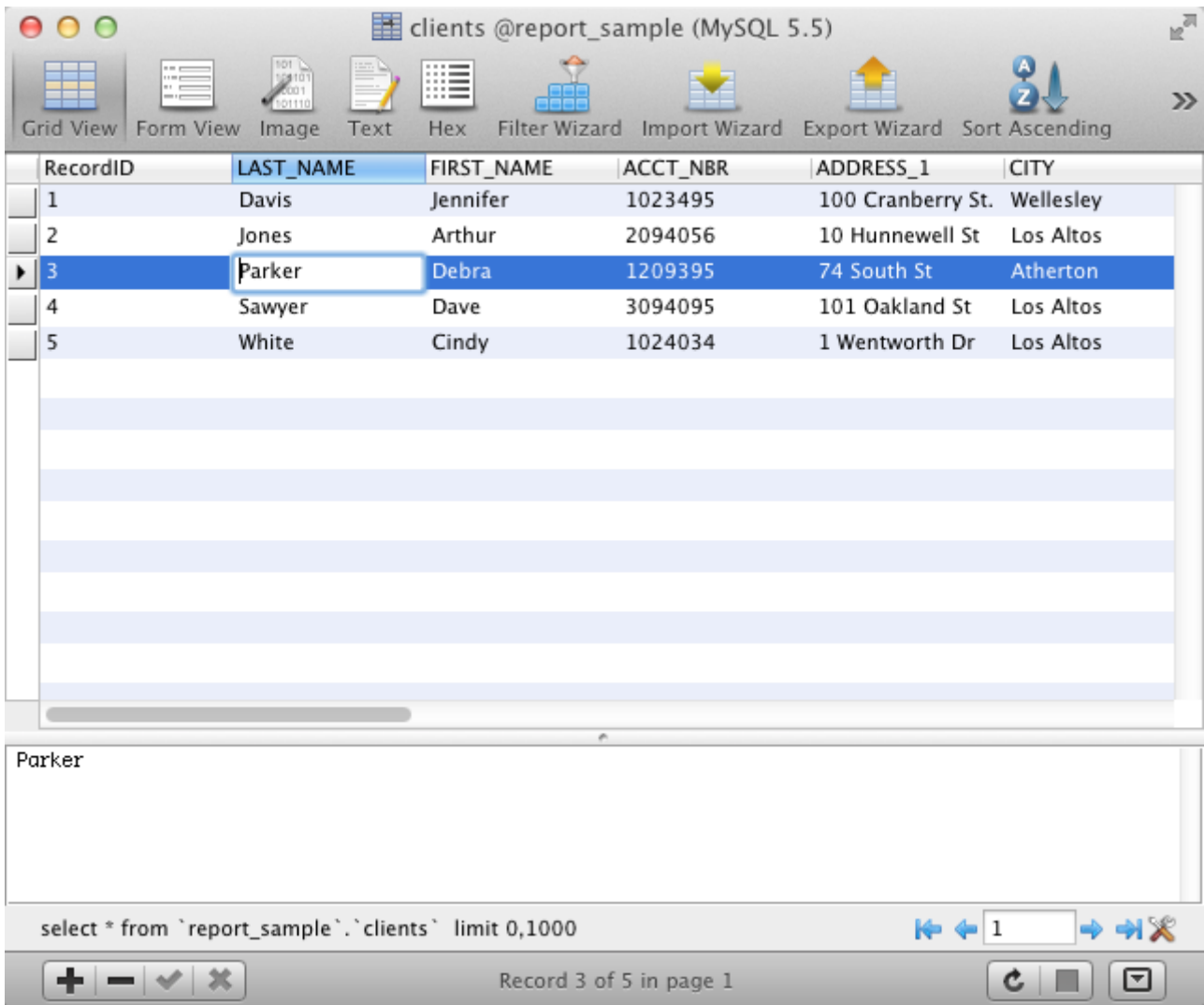
Click  **Image**,  **Text** and  **Hex** from the toolbar to activate the appropriate viewer/editor.

- [Viewing/Editing Text/BFile field as Memo](#)
- [Viewing/Editing Text/Blob/BFile field as Hexadecimal](#)
- [Viewing/Editing Blob/BFile field as Graphical Image](#)


Viewing/Editing Text/BFile field as Memo

The **Memo** panel allows you to view/edit data as a simple text. Use the  button on the navigation bar to update the changed records to the table.

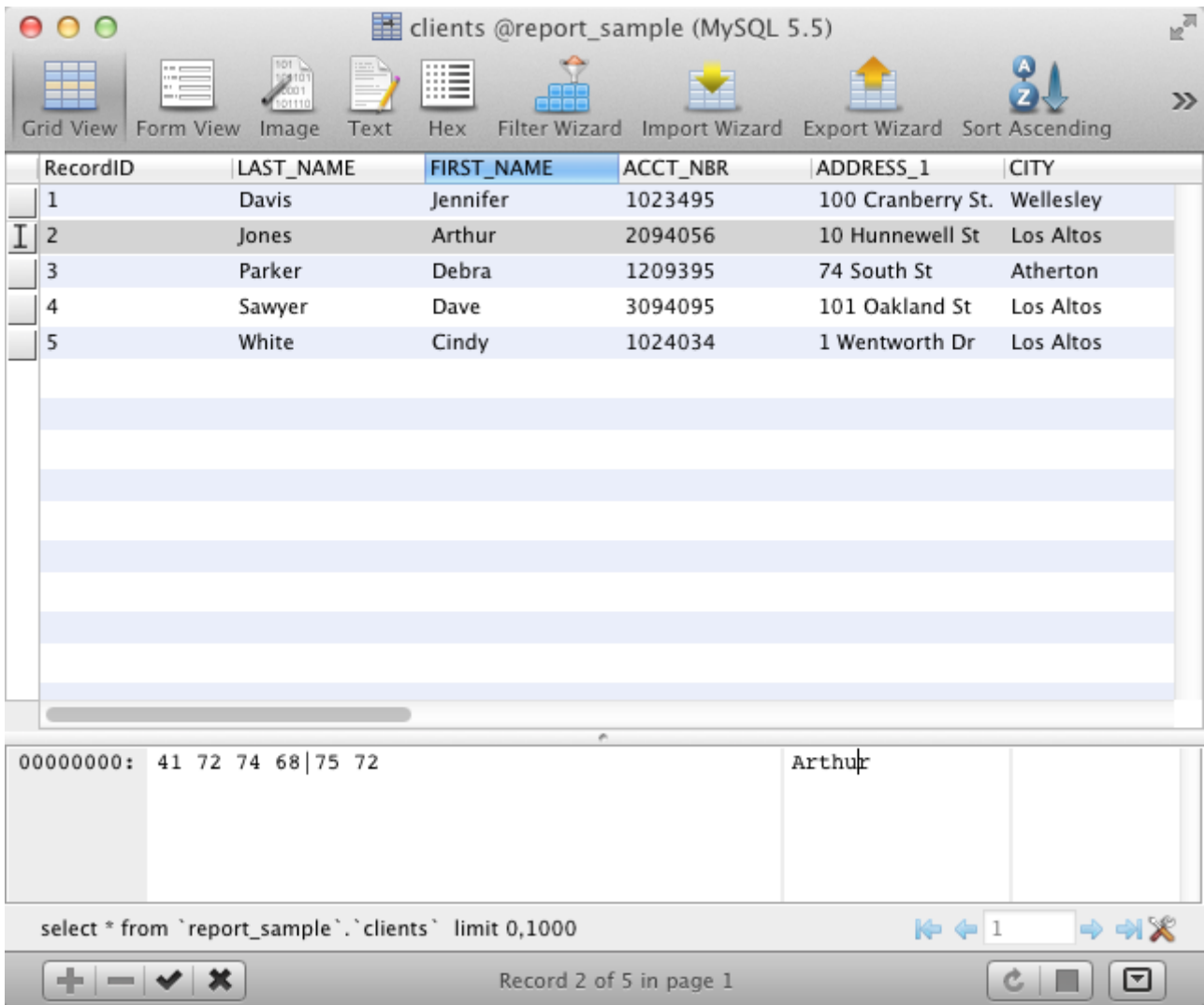
Note: Oracle BFile fields cannot be edited.






Viewing/Editing Text/Blob/BFile field as Hexadecimal

The **Hex** panel allows you to view/edit data in hexadecimal mode. Use the  button on the navigation bar to update the changed records to the table.

Note: Oracle BFile fields cannot be edited.



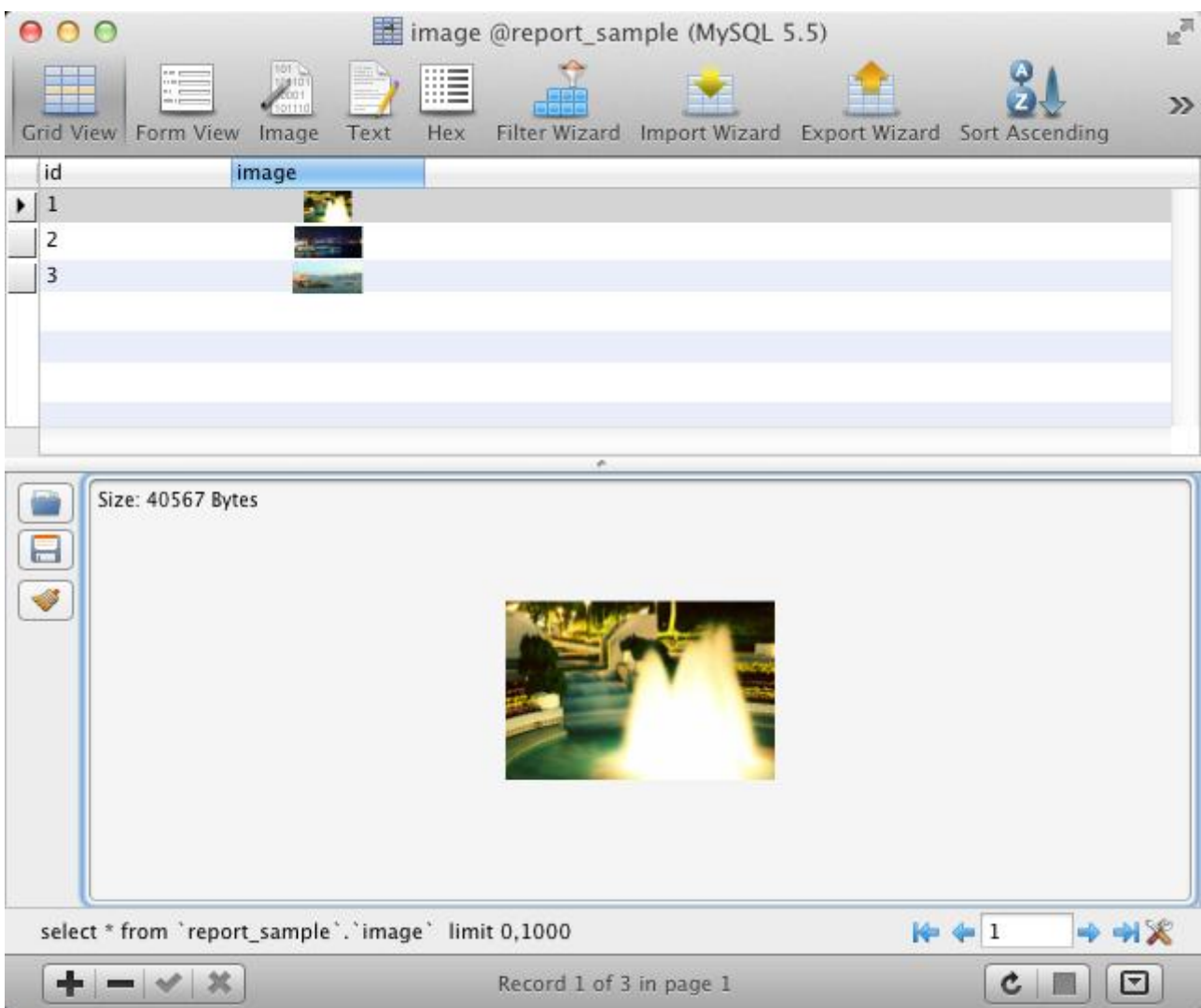
Viewing/Editing Blob/BFile field as Graphical Image

The **Image** panel allows you to show data as image. Use the  **Load**,  **Save to disk** and  **Clear** button to load/remove the image from a file, or save the image to a table.

Note: Oracle BFile fields cannot be edited.

You can also control-click a Blob field type and save to disk.

Note: You can simply drag and drop a image file to the image editor.



Filter Wizard (Available only in Full version)

Filter Wizard allows you to facilitate creating and applying filter criteria that you specify for the table grid. Moreover, it allows you to save filter criteria as a profile for future use.

Click  **Filter Wizard** from the toolbar to activate the editor.

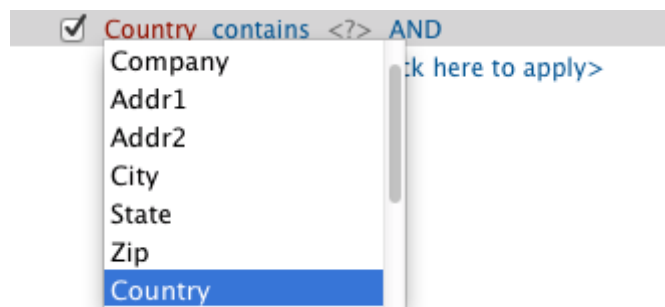
- [Adding New Filter Condition](#)
- [Setting Filter Criteria](#)
- [Setting Filter Operator](#)
- [Setting Filter Criteria Values](#)
- [Setting Filter Group](#)
- [Applying Filter Conditions](#)

Adding New Filter Condition

To add a new condition to the criteria, just simply click the **<Click here to add>**.

Setting Filter Criteria

Support we need to select customers who come from **US**. This criteria is applied to the **Country** column. Click on the column box (next to the check box) and select **Country** item from the dropdown list which displaying all available column names.

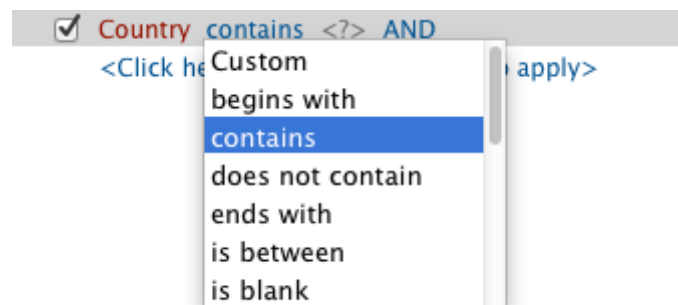


Setting Filter Operator

Click on the filter operator box (next to the column box) and select **contains** item from the dropdown list which displaying all available filter operators.

You can choose **Custom** from the list to enter the condition manually.

Filter Operator	Result
begins with <?>	My_Field LIKE 'your_value%'
contains <?>	My_Field LIKE '%your_value%'
does not contain <?>	NOT (My_Field LIKE '%your_value%')
ends with <?>	My_Field LIKE '%your_value'
is between <?> <?>	((My_Field >= your_value1) and (My_Field <= your_value2))
is blank	My_Field = ''
is equal to <?>	My_Field = 'your_value'
is greater than <?>	My_Field > 'your_value'
is greater than or equal to <?>	My_Field >= 'your_value'
is less than <?>	My_Field < 'your_value'
is less than or equal to <?>	My_Field <= 'your_value'
is not between <?> <?>	NOT ((My_Field >= your_value1) and (My_Field <= your_value2))
is not blank	My_Field <> ''
is not equal to <?>	My_Field <> 'your_value'
is not null	My_Field IS NOT NULL
is null	My_Field IS NULL



Setting Filter Criteria Values

Click on the criteria values box (next to the filter operator box) to activate the appropriate editor and enter the criteria values **(US)**. The editor used in criteria value boxes is determined by the editor type assigned to the corresponding column.

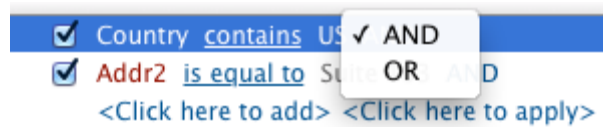


Setting Filter Group

To implement a complex filter condition combining two simple conditions, just simply click on the **<Click here to add>** under the existing condition you have just defined.

Support we need to select customers whose **Company** located in **Suite 103, US**. Apply **Addr2** on column box, **is equal to** on filter operator box and **Suite 103** on criteria values box under the existing condition.

Setting filter group operator for the combine conditions, just simply click on the filter group operator box (by default, it specifies **AND** operator) to activate the appropriate editor.



Applying Filter Conditions

Click the **<Click here to apply>** to see the result of the filtering you made.

Hint: You are allowed to save filter criteria to and load them from profiles for future use. Just simply control-click on the Filter Wizard and select **Save As... / Load Profile**.

