

## Actions

Grid views often have buttons such as **New**, **Details**, or **Delete**. The appearance of these buttons depends on the context, the current application, and your user privileges.

To create objects, click **New**. To delete objects, check the box to select the rows to remove and click **Delete**. The **More Actions...** dropdown list offers other, context-specific actions, such as import, export, copy to, or move to. Actions such as **Import** are general, but most actions require selecting one or more rows. In the **Home > Questionnaires** view, each row has an **Actions** pull-down.