

## Freeze Column Headings <sup>[1]</sup>

April 23, 2013 by [Carl Sorenson](#) <sup>[2]</sup>

Want to keep the column headers on screen when scrolling down a long list? Right-click anywhere in the list and choose *Freeze Column Headings*.

PROGRAM: 1200 LINE SEPARATED  
SUBCLASS: NO SUBCLASS

ACCT	JOURNAL LN DESC	ACTUAL	BAE CODE	SRCE CODE	LN #	JOURNAL ID	JOURNAL DATE	FY	PRD
<b>100000 - 199899 -- LIABILITIES</b>									
<b>100000 -- AP-SYSTEM-GENERATED</b>									
100000		(6,263.00)	ACTUALS	AP				2001	0
100000	ACCOUNTS PAYABLE	26.66	ACTUALS	AP				2001	1
100000	ACCOUNTS PAYABLE	(26.66)	ACTUALS	AP				2001	1
100000	ACCOUNTS PAYABLE	(1,600.00)	ACTUALS	AP				2001	1
100000	ACCOUNTS PAYABLE	1,200.00	ACTUALS	AP				2001	1
100000	ACCOUNTS PAYABLE	2,479.00	ACTUALS	AP				2001	1
100000	ACCOUNTS PAYABLE	1,200.00	ACTUALS	AP				2001	1
100000	ACCOUNTS PAYABLE	(201.58)	ACTUALS	AP				2001	1
100000	ACCOUNTS PAYABLE	201.58	ACTUALS	AP				2001	1
100000	ACCOUNTS PAYABLE	(1,084.28)	ACTUALS	AP				2001	1
100000	ACCOUNTS PAYABLE	1,084.28	ACTUALS	AP				2001	1
100000	ACCOUNTS PAYABLE	(3.23)	ACTUALS	AP	1,984	AP00077846	Aug 1, 2000	2001	2
100000	ACCOUNTS PAYABLE	3.23	ACTUALS	AP	758	AP00077849	Aug 1, 2000	2001	2
100000	ACCOUNTS PAYABLE	1,600.00	ACTUALS	AP	1,624	AP00078040	Aug 2, 2000	2001	2
100000	ACCOUNTS PAYABLE	(75.00)	ACTUALS	AP	1,113	AP00078535	Aug 8, 2000	2001	2

Keep in mind:

- This works only in HTML output.
- The resulting report width works better in some reports than others.
- If you try it in a short list that really does not need scrolling, nothing much happens.

### Display Title:

Freeze Column Headings

### Send email when Published:

No

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### Links

[1] <https://www.cu.edu/blog/m-fin/freeze-column-headings> [2] <https://www.cu.edu/blog/m-fin/author/1555>