Collapsing and Expanding

The Report Designer displays by default each row and column group of a crosstab in a collapsed state. The meaning of this is that one can see the totals for the group but not the measures for its individual members. To enable this function right click on the group label that is to be modified and select the **Expand Members** option. When the selected members expand, select the **Collapse Members** from the same menu to hide all the measures. If an outer group is collapsed, its inner groups will collide as well. The **Expand** and **Collapse Members** option are available only for outermost groups of for inner groups nested in an expanded outer one. When a group is collapsed its summary is automatically displayed. This prevents invalid crosstab layouts in which there are nothing to display for some totals if the summary has been deleted previously.