


Lesson 1-15: Use the QuickTasks menu

You've now learned how to add controls and change their properties, but some controls come with extra features that can only be accessed using the *QuickTasks* menu.

You'll use the *QuickTasks* menu in this lesson.

- 1 Open *My Project* from your sample files folder (if it isn't already open).
- 2 Open *mypage.aspx* and switch to *Design* view.
- 3 Click the Calendar control you added in the last lesson.
- 4 Open the *QuickTasks* menu for the calendar.

When a *QuickTasks* menu is available for a control, a small arrow icon will appear on the top right-hand side of the control when you select it in *Design* view.

Click the arrow icon  to open the *QuickTasks* menu.

- 5 Auto Format the calendar using *QuickTasks*.

1. Click *Auto Format...* in the Calendar control's *QuickTasks* menu.

A dialog will appear from which you can select a format for your calendar.

2. Click the *Simple* calendar format and click *OK*.

Your calendar should now look like this:

< January 2011 >						
Mo	Tu	We	Th	Fr	Sa	Su
27	28	29	30	31	1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31	1	2	3	4	5	6

Of course, your own calendar will show the current month and date.

- 6 View the code that was added by the QuickTask.

Switch to *Source* view. You will see that a lot of code was added to your page when you applied the Auto Format.

If you were very patient, you could set all of those properties yourself using the skills you've learned so far, but Auto Format makes your life a lot easier.

Most *QuickTasks* help to speed up tasks that would usually require you to set a lot of properties manually.

note

Other controls that use QuickTasks

Only a few of the *Standard* ASP.NET controls use *QuickTasks*, mostly the ones that display lists of items.

The more complex controls, especially the ones under the *Data* category have many different *QuickTasks* options.

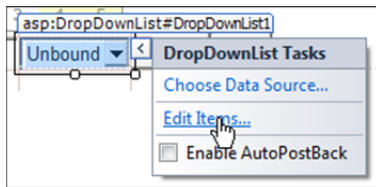
For now it is only important that you know how to access the *QuickTasks* menu.

Any important *QuickTasks* will be covered in detail as the relevant control is introduced later in the book.

7 Add a *DropDownList* control between the *TextBox* and *Button* controls.

Using the skills you learned in *Lesson 1-14: Add controls to a page with the Toolbox*, add a *DropDownList* control to the page. You'll find it in the *Standard* category of the *Toolbox*.

Try to place it between your *TextBox* and *Button* controls.

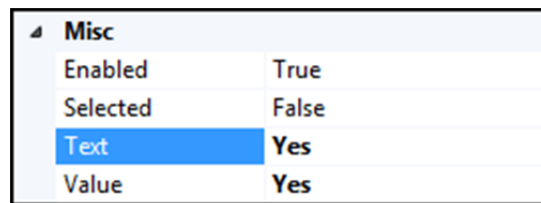


8 Use *QuickTasks* to add items to your *DropDownList*.

1. Open the *QuickTasks* menu for your new *DropDownList* and click *Edit Items...*

A dialog will appear.

2. Click the *Add* button to add a new item to your *DropDownList*.
3. Fill in the *Text* property (in the right-hand panel of the dialog) with **Yes** and press <Enter>.



You will see that the *Value* property is automatically set to match the *Text* property.

You will explore the *DropDownList* control in detail in: *Lesson 4-7: Use drop down lists*.

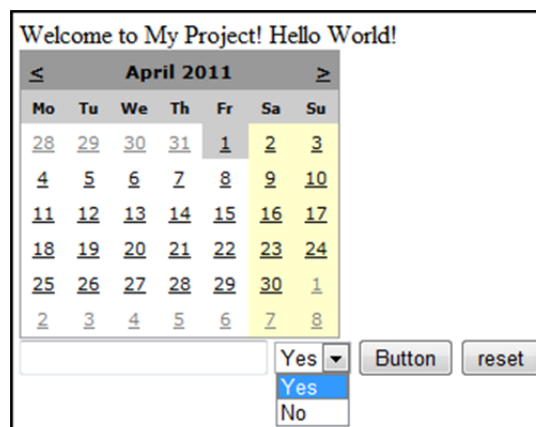
4. Add another item by clicking *Add*. This time set its *Text* property to: **No**
5. Click *OK*.
6. Start debugging.

You will see that your *DropDownList* now has the choices *Yes* and *No* available.

note

In the case of the *DropDownList* control, you could also have accessed the *Items* dialog through its *Items* property in the *Properties* window. However, *QuickTasks* options sometimes allow you to do things that are not possible simply by using *Design* view and the *Properties* window.

In some cases, a *QuickTask* will allow you to use a simple dialog to quickly create complex code that would otherwise take an enormous amount of effort to type in manually.



If you look at the page in *Source* view, you'll see that the following lines of code were added by the *QuickTask*:

```
<asp:ListItem>Yes</asp:ListItem>
<asp:ListItem>No</asp:ListItem>
```

9 Save your changes and close Visual Studio.