

Selecting Multiple Items

Structure allows you to select multiple items and do most of the operations with selected issues at once. Usually, you navigate structures and focus on a single item for further actions with keyboard arrows or mouse. The focused item is highlighted with the blue background, and the actions (like moving) apply to the highlighted item only.

Entering Multi-Select Mode

You can select multiple items and switch Structure widget into multi-selection mode in one of the following ways:

- Press *Space* to add currently focused item and move to the next issue.
- Click grey dot in the beginning of an item row to toggle its selection.
- Hold *Shift* and use Up and Down arrows to select a range of issues.
- Hold *Shift* and use Right/Left arrows to select/deselect the focused issue with all its sub-issues.
- Hit *Ctrl+A* (*Command+A* on Mac) to select all issues.

Selected items are marked with a filled circle and the additional panel appears at the top of the grid showing the number of selected items and several action buttons.

Portfolio Overview with Automation

5 items selected

Bulk Edit

Filter

Key	Summary	Progress	TP	Assignee
• OFW-1	Overunity Ferris Wheel - @albert we'll need to change the la			Bob
• OFW-2	Change the laws of thermodynamics in our favour - The			Albert
• DTD-1	Dumper truck dodgems - Dodgem car ride with 60-tonne du			Mary
• DTD-2	Tune up dumper truck engines			Mary
• DTD-3	Reinforced boundary walls - We need heavily reinforce			Mary
• LHMGR-2	Large Hadron Merry-go-Round - Merry-go-round based on p			Albert
• LHMGR-3	Arrange black hole insurance			Bob
• LHMGR-4	Redefine the Standard Model of particle physics - It wo			Bob

The selection panel offers the following features:

- Move focus from one selected item to another by clicking the up and down arrows.
- Bulk Edit the selected issues using the Bulk Edit button.
- Show only selected items and their parents by clicking the Filter button.
- Remove selection by clicking the close button in the right corner of the panel.

Special Selection Markers

If you collapse a list of sub-items, the selection marker of the parent item will show if it contains any selected sub-issues.

For example, if you collapse sub-issues of *OFW-1*, *DTD-1*, and *LHMGR-2* in the example above, you will see these selection markers:

• OFW-1	Overunity Ferris Wheel - @albert we'll need to change the la		Bob
• DTD-1	Dumper truck dodgems - Dodgem car ride with 60-tonne du		Mary
• LHMGR-2	Large Hadron Merry-go-Round - Merry-go-round based on p		Albert

Some of the issues are selected, some of the selected issues are collapsed under their parent issues.

The meaning of the markers is the following:

	DTD-1	DTD-1 itself is not selected, but some of its sub-items are selected
	not on the example	the item itself is not selected, but all of its sub-items are selected
	LHMGR-2	LHMGR-2 is selected, and some of its sub-items are selected
	OFW-1	OFW-1 is selected, and all its sub-items are also selected

Exiting Multi-Select Mode

Hit *Escape* key to clear multiple selection and exit multi-select mode (or press the close button in the selection panel). You can also hit Ctrl+A (Command+A) twice – first key stroke will select all items, second one will de-select all items.