

How to create a chart in Excel

TETIANA HUBA

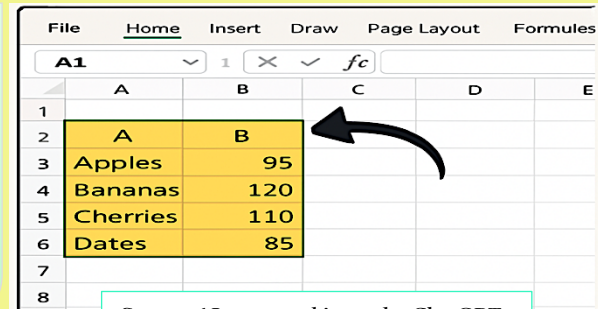
2510139

Lecture's name: Dr. Kazeem Oseni

Step 1: Select your data

FIRST, HIGHLIGHT THE CELLS THAT CONTAIN THE DATA YOU WANT TO VISUALIZE.

TIP: MAKE SURE YOUR HEADERS ARE INCLUDED SO EXCEL CAN LABEL THE CHART CORRECTLY.



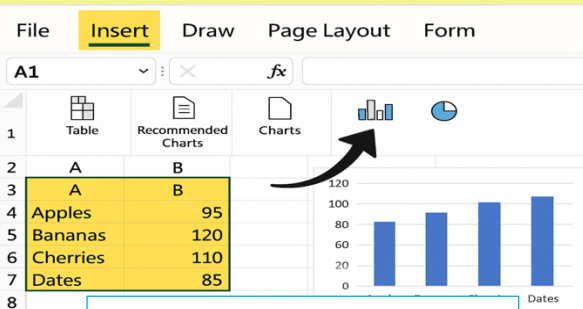
	A	B	C	D	E
1					
2	A	B			
3	Apples	95			
4	Bananas	120			
5	Cherries	110			
6	Dates	85			
7					
8					

Source: AI-generated image by ChatGPT.

Step 2: Insert the chart

GO TO THE **INSERT** TAB AND CHOOSE THE CHART TYPE THAT BEST FITS YOUR DATA (FOR EXAMPLE, COLUMN, LINE, OR PIE).

CLICK ON THE CHART ICON, AND EXCEL WILL AUTOMATICALLY CREATE A CHART BASED ON YOUR SELECTED RANGE.

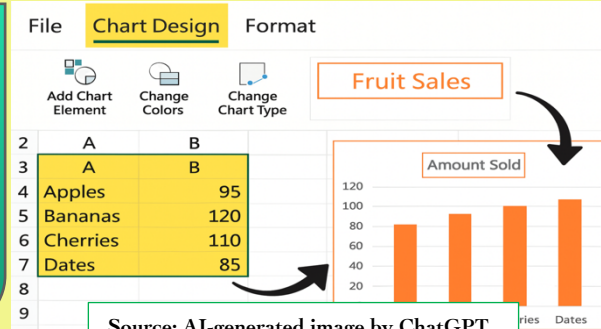


Source: AI-generated image by ChatGPT.

Step 3: Customize the chart

USE THE **CHART DESIGN** AND **FORMAT** TABS TO CHANGE COLORS, STYLES, AND LABELS.

ADD CHART AND AXIS TITLES TO MAKE YOUR MESSAGE CLEAR AND EASY TO UNDERSTAND.

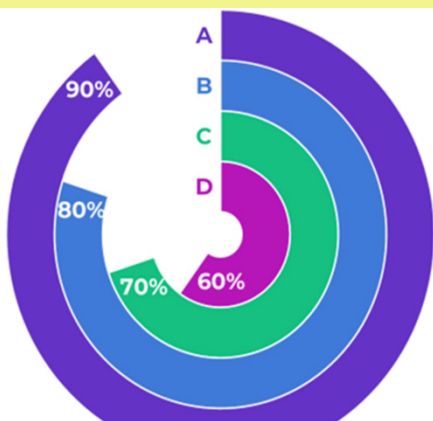


Source: AI-generated image by ChatGPT.

Conclusions:

CREATING A CHART IN **EXCEL** IS A SIMPLE AND EFFECTIVE WAY TO VISUALIZE DATA.

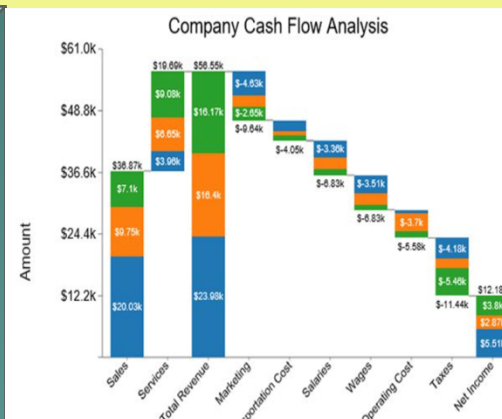
BY SELECTING YOUR **DATA**, **INSERTING** A SUITABLE CHART TYPE, AND **CUSTOMIZING** ITS APPEARANCE, YOU CAN CLEARLY PRESENT INFORMATION AND IMPROVE UNDERSTANDING. WELL-DESIGNED CHARTS HELP MAKE YOUR ANALYSIS MORE PROFESSIONAL AND EASIER TO INTERPRET.



Source:
<https://depictdatastudio.com/great-graphs-you-can-make-in-microsoft-excel/>

References:

1. Depict Data Studio — *Great Graphs You Can Make in Microsoft Excel*.
<https://depictdatastudio.com/great-graphs-you-can-make-in-microsoft-excel/>
2. ChartExpo — *Cool Excel Charts and Graphs*.
<https://chartexpo.com/blog/cool-excel-charts-and-graphs>
3. AI-generated images by ChatGPT.



Source:
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