

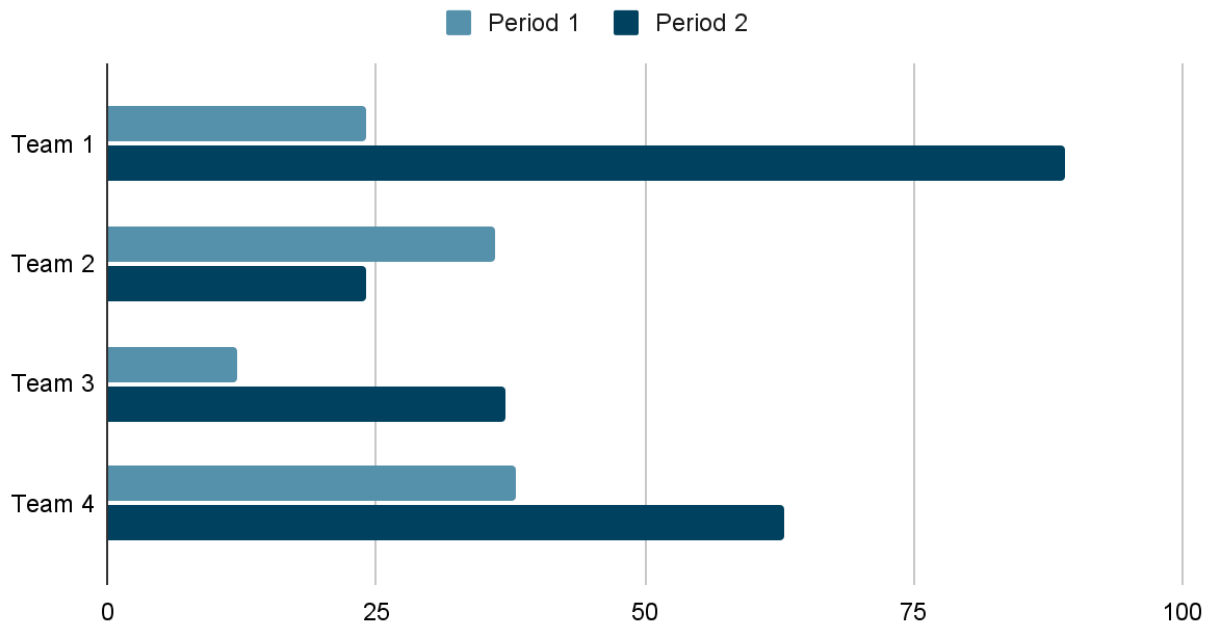
Insert chart into microsoft .

1. Open Microsoft Word on the computer .

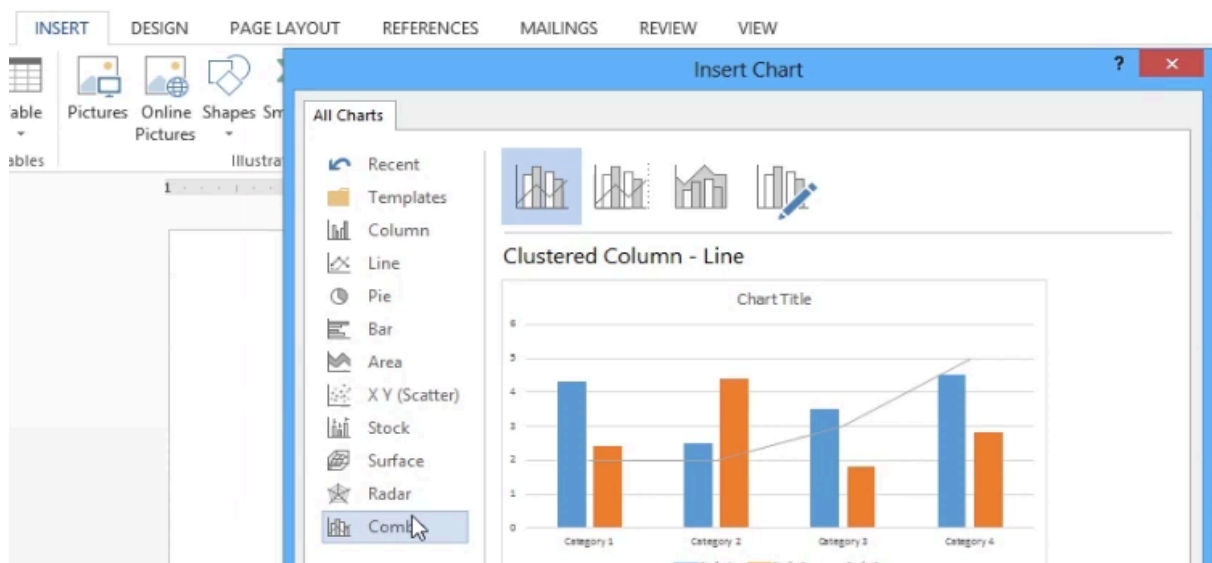


2. Click the "insert function at the top of the page window .
3. Select " Chart

Points scored

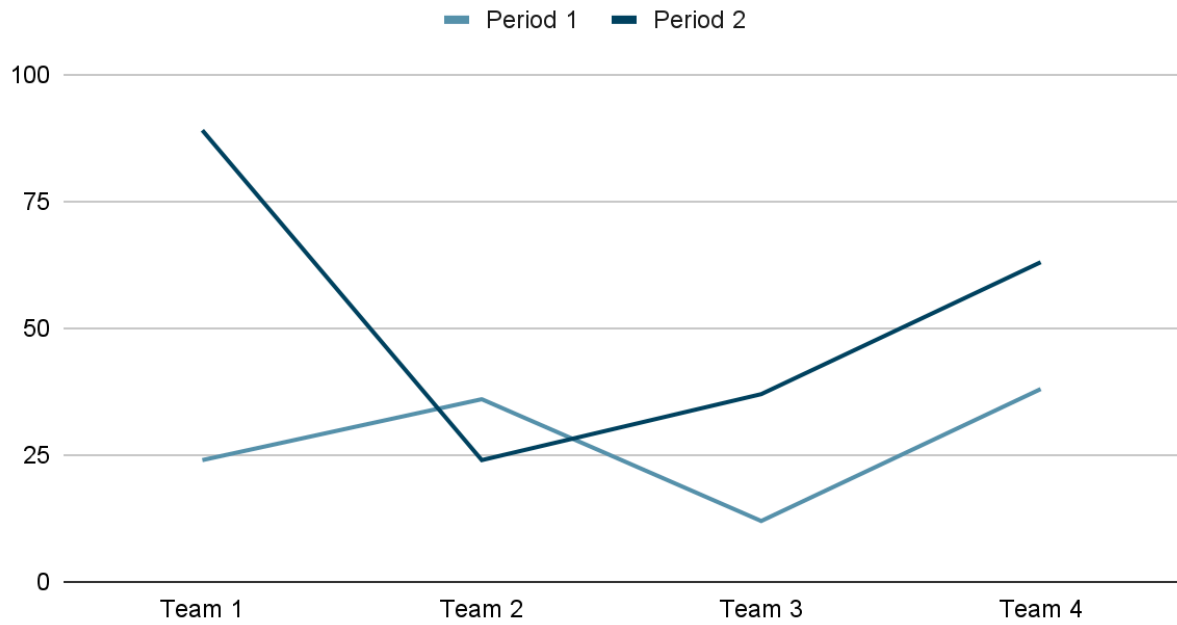


4. Choose the type of chart needed for the project and selected .



5. A suit chart edit for title category value and measurement can be change for the project .

Points scored



6. Once chart work is been edited, save the word document and application can be close .

my poster - B... x My poster - G... x London Studi... x LCLM4002... x word save to... x Save a docum... x

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4. Select **Browse**, and navigate to any location including the Desktop.

5. Enter a name, and select **Save**.

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AutoSave On Undo Font Formatting New Blank Document

4 Aug 09:34