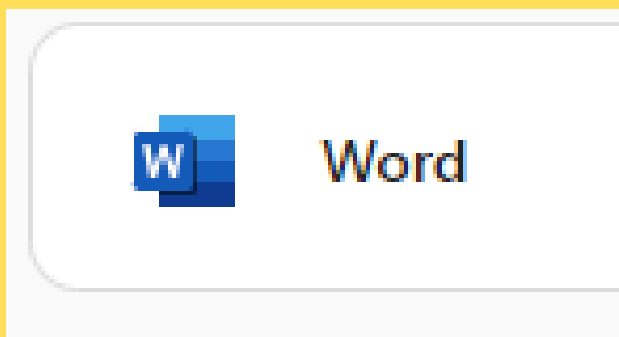
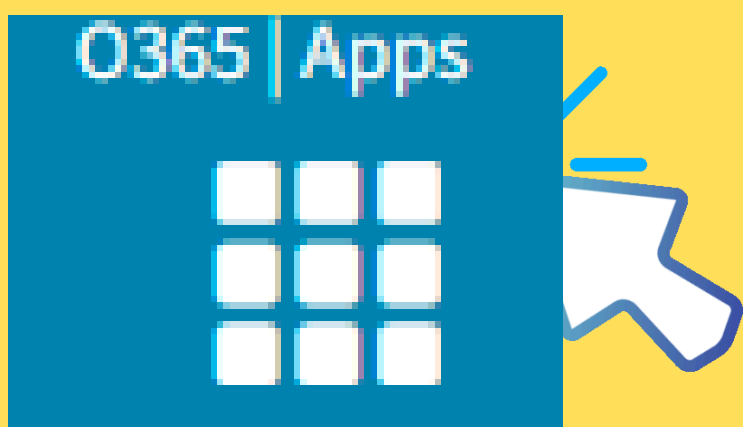


HOW TO INSERT A CHART IN WORD DOCUMENT

1

TO ACCESS
DOCUMENT
FOLLOW THE
BELOW STEPS

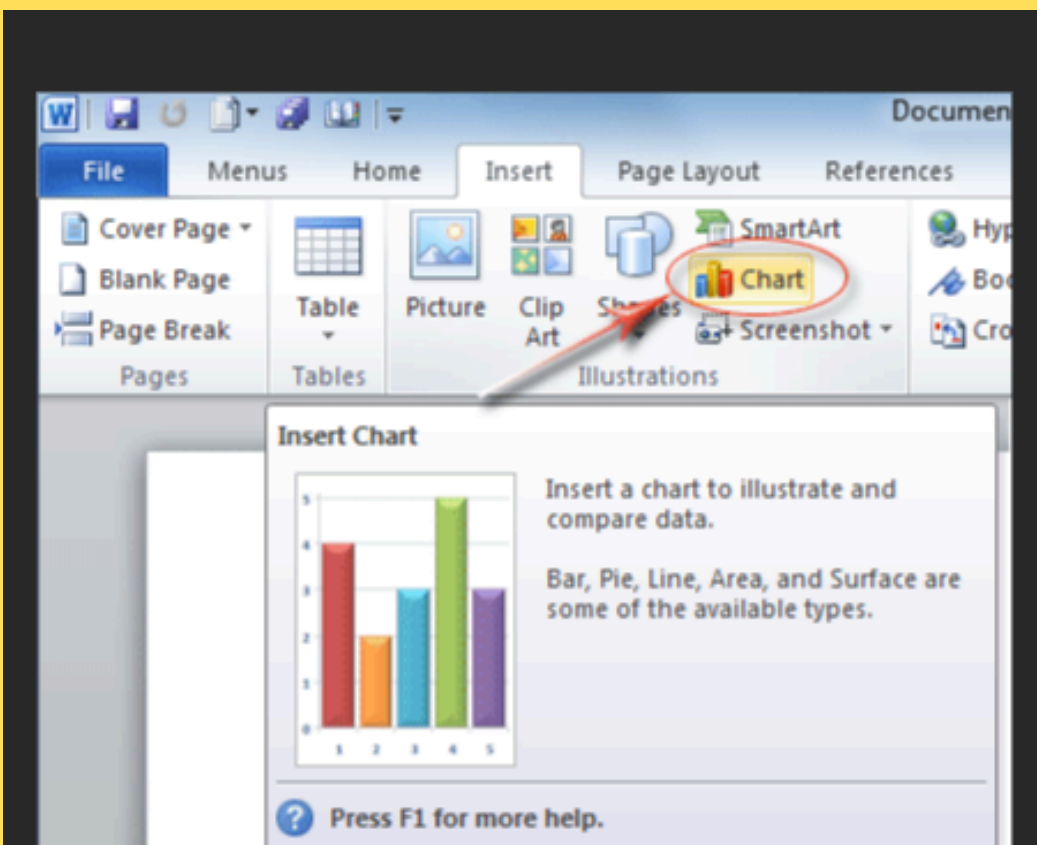


launch microsoft
word.
open word

2

INSERT TAB

You click on the insert tab,
and you will have the
illustrations icons
click on chart



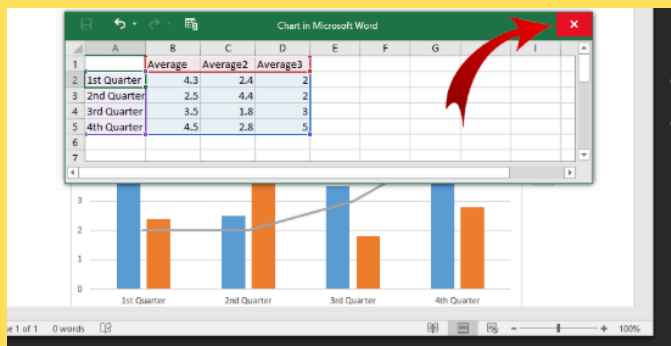
3

CHART TYPE

Choose your type ie}
column
line
pie
box
funnel

4

ADD DATA

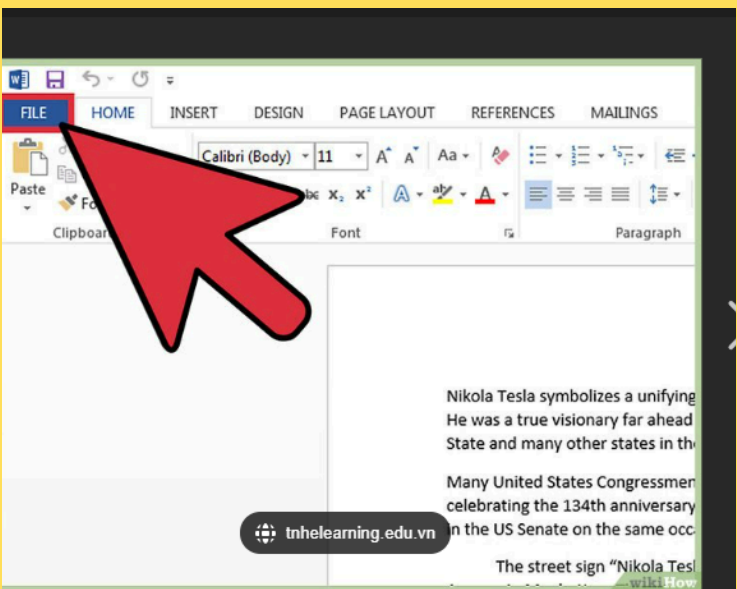


Now add your data
accordingly

5

SAVE

When you finish, save your
spreadsheet



file save

