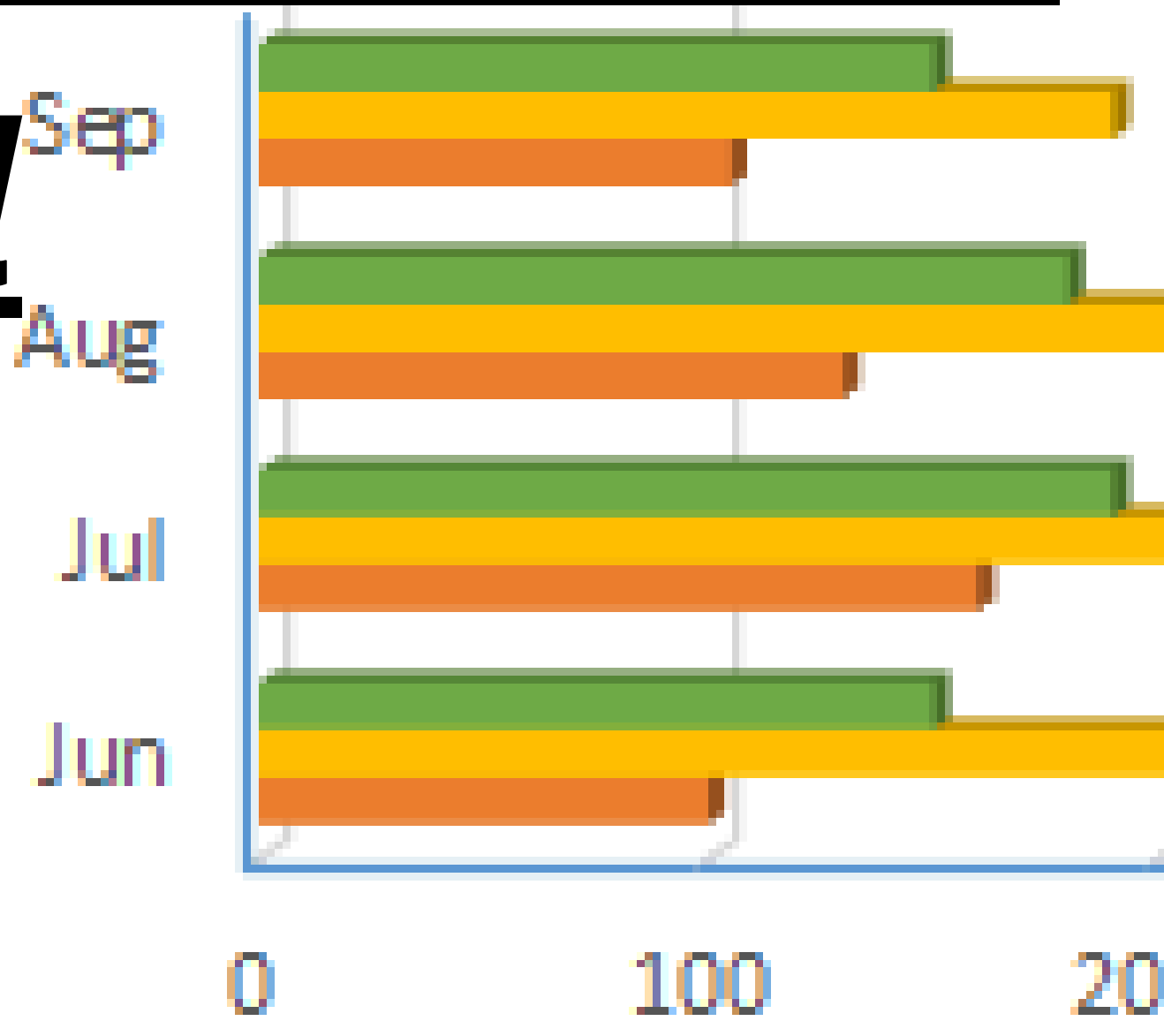
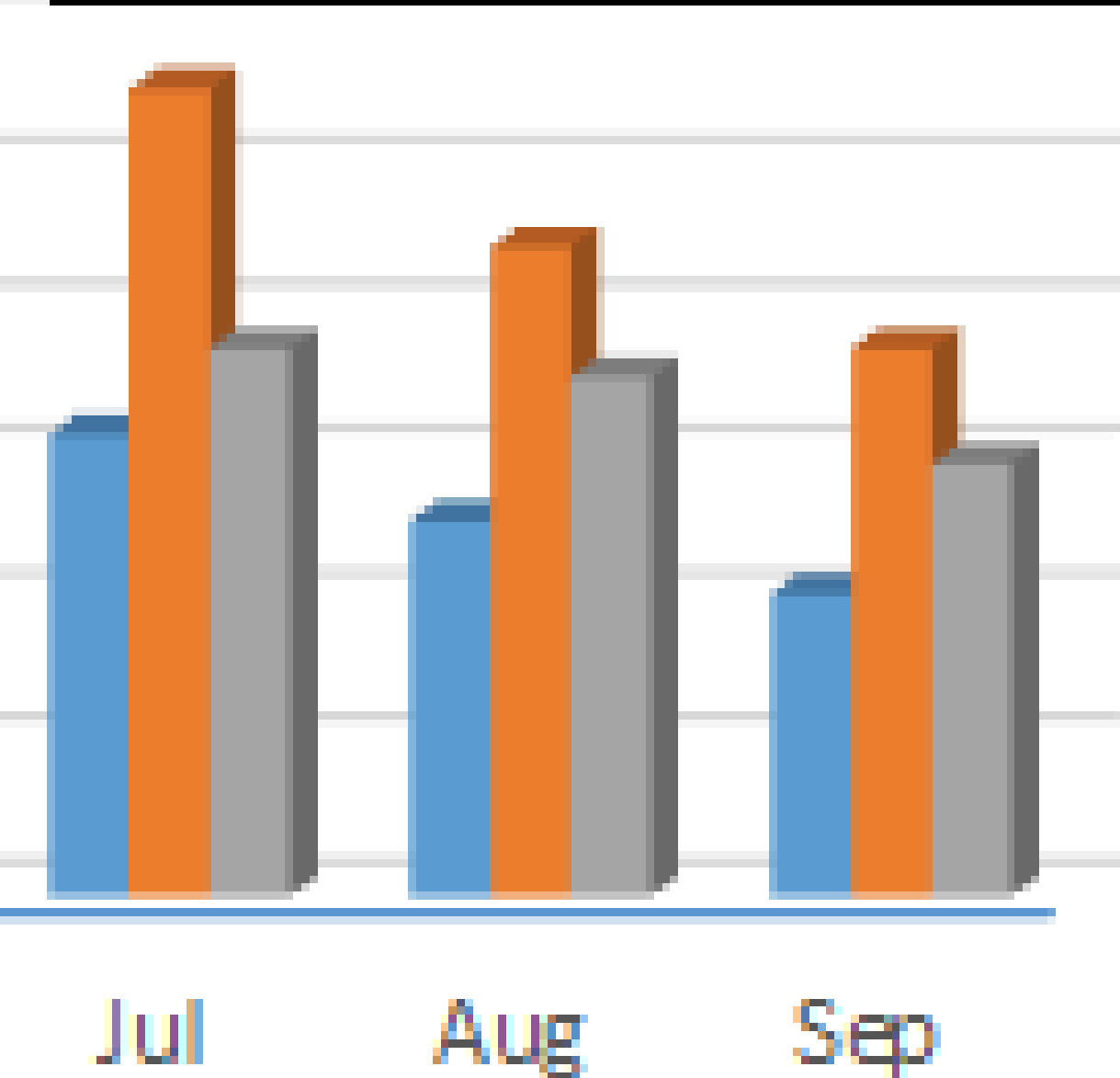


Column chart

3-D Bar chart

# How to create a chart in

## Excel



Apples Lemons

Lemons Apples

charts make your spreadsheet look like a mini database

There are different kind of chart that helps you by putting your data in a professional order to compare values between categories or proportions such as percentage.

3-D Pie chart

you can add pictures to your workbooks using copy and paste or you can use the IMAGE

Q&A box you could ask: "total sales by product category for 2020"

function to pull pictures from the web. you can also easily move, resize, sort, and filter within an Excel table without the image moving around.

the AI will generate a PivotTable or chart answering that if it can interpret the data . it uses natural language processing. so

Focus cell

you dont have to writte a formula or just ask, and Excel will try to figure it out

How to Use it: Go to the View tab and click the Focus Cell button (it's a toggle). Instantly, your current cell's rowcode;just ask, and Excel will try to figure it out and column light up. You can even pick your highlight colour: click the dropdown next to the Focus Cell button and choose "Focus Cell Color" to select a shade that suits you. For example, choose a soft yellow highlight if your sheet has lots of dark colours, so the active row stands out clearly.

In this side we have a step by step image on how to create the chart wanted based on the project your working on.

First step is to add the title of project to be bald and to stand out, step 2: for example: you put the name of the students in the row and the exams results in a Colum. step 3: Highlight all rows and columns and chose a chart to show students results.

