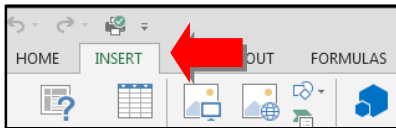


Create a Chart

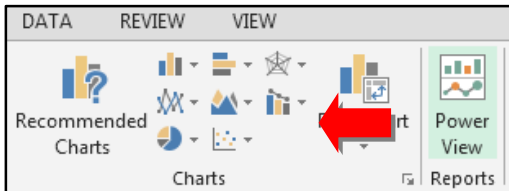
1. Enter the data and row/column headings on the Excel spreadsheet.
2. Select the data and row/column headings.

5		March	April	May	June
6	Visits	123312	786799	123123	575678
7	Downloads	456456	234252	534552	123123
8	Bandwidth	324234	344252	123123	13123

3. Select the **Insert** tab.



4. Select the type of chart from the **Charts** section.



5. The chart will appear on the spreadsheet.
6. You can use the options under **Chart Tools** to change the design, layout, or format of the chart when the chart has been selected.

