

Excel Charts



NCOI Excel Experience Days

Nice to meet you...

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 - LEARNIA
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- Office365
- Excel
- Power BI
- Power Automate
- Teams
- ...



Method



Name

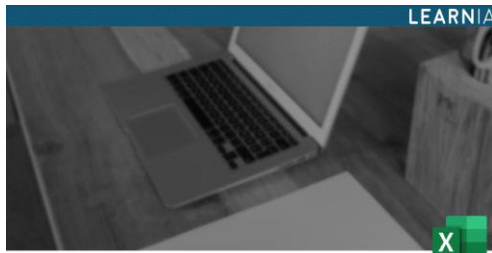
Experiences

Ahaslides

Expectations

Who is who

Program



Charts

Create a simple
Chart



Charts

Create a chart
(more options)

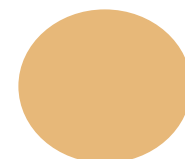


Charts

Adapt a chart



Charts

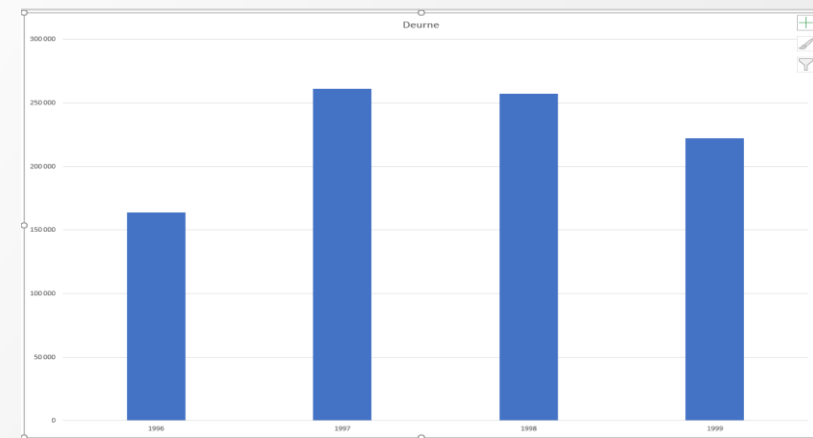
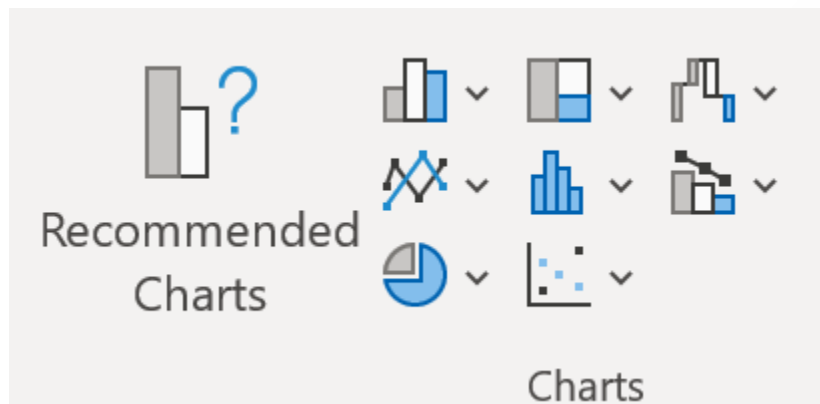


Create a chart

Click on a cell in the source data or table :

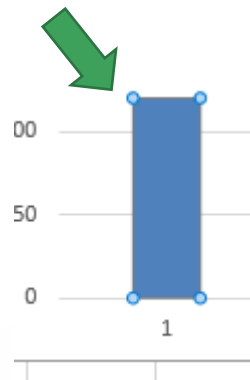
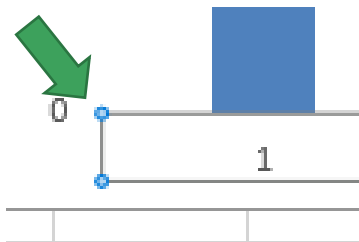
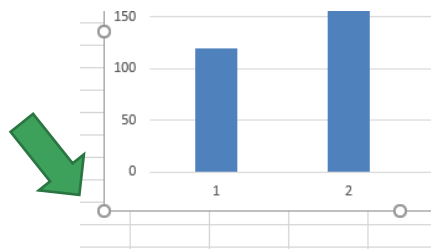
- Superfast (no options) : F11
- Go to Insert > Charts : choose the type of chart
- Go to Insert > Charts : let Excel make a suggestion: Recommended charts

Select the data from the table you want to see in the chart



Modify chart

- The size of the chart is adjustable via the handles you see when selecting the chart or some of its components



Help

Power Pivot

Chart Design

Format

Or via the additional toolbars:
define the component you
want to customise

File

Home

Insert

Chart Area



Format Selection



Reset to Match Style

Current Selection

Chart types

- Each type :
- subtypes
- Depending on quantity and type of data ...

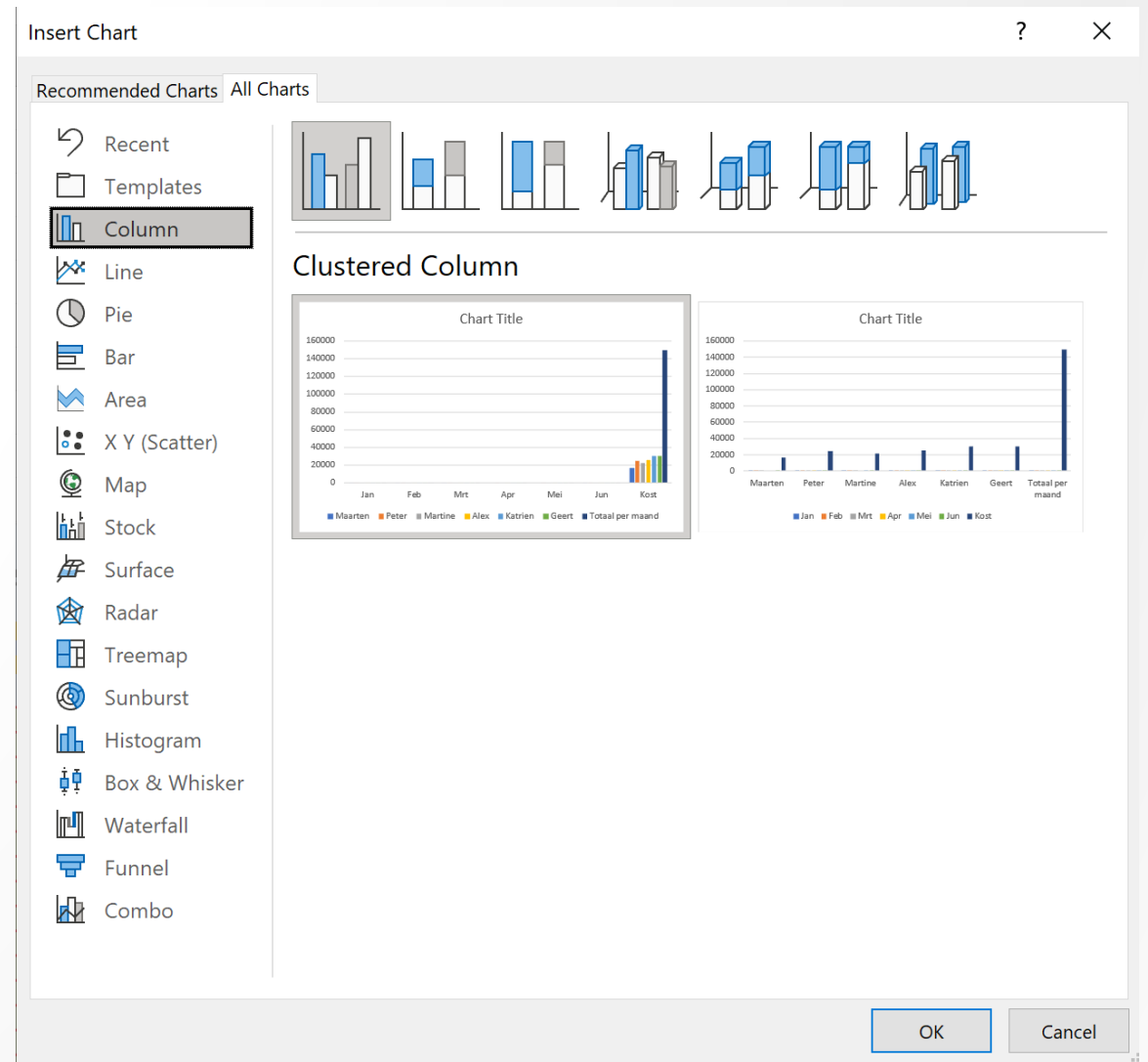
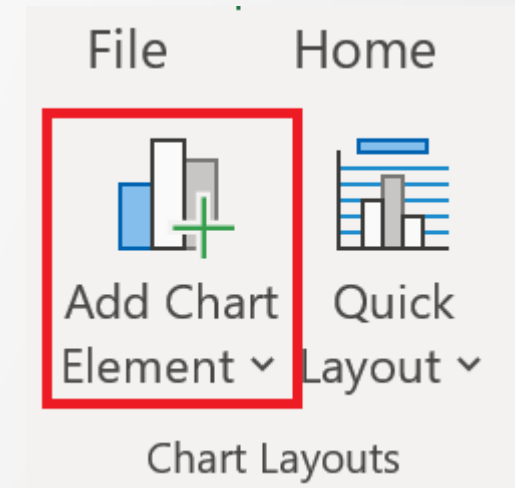
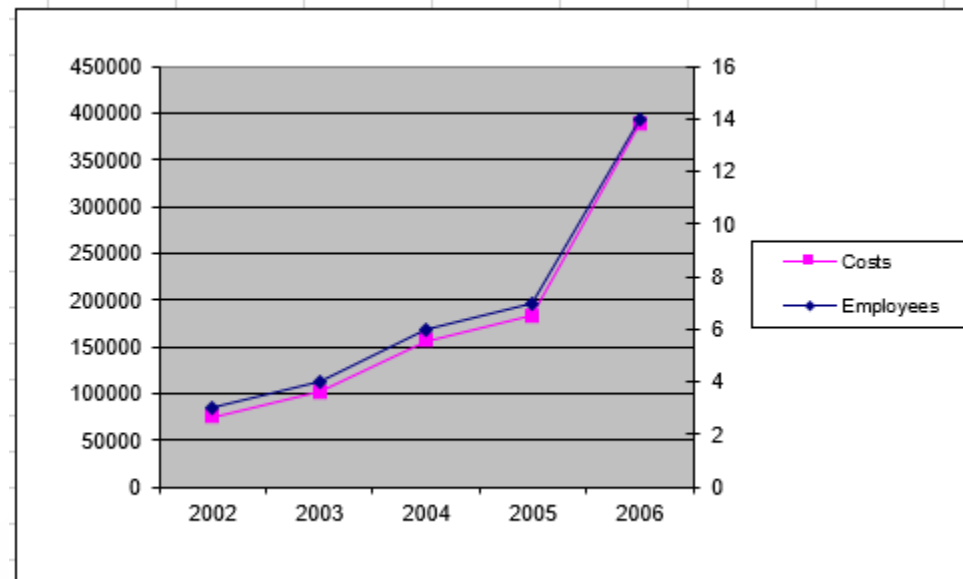
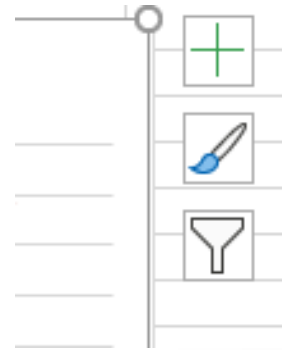


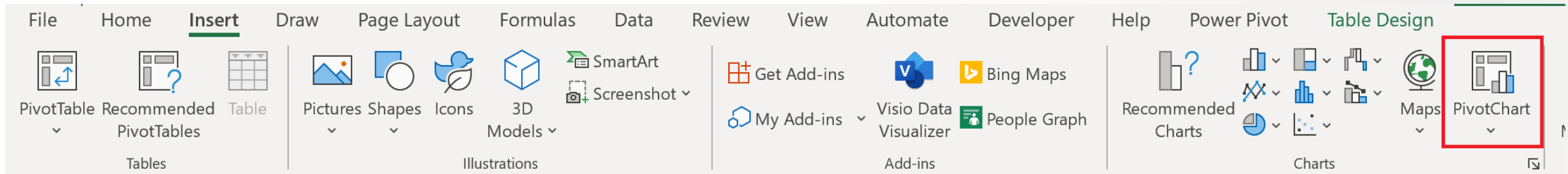
Chart Parts

- Chart elements
 - Add
 - Omit
 - Format
- Extra Axis:

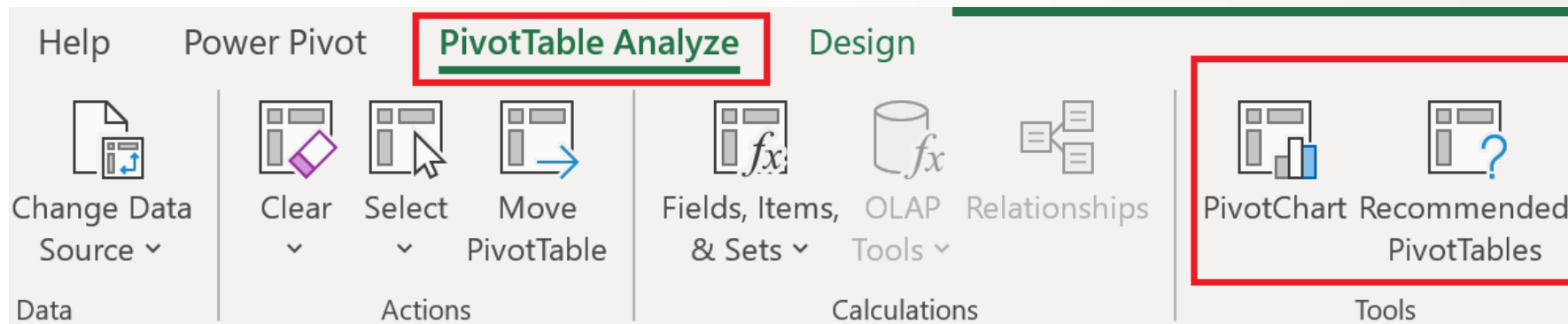


Pivot Chart

- Chart representing data from a pivot table graphically
- Starting from data: Insert Pivot Chart

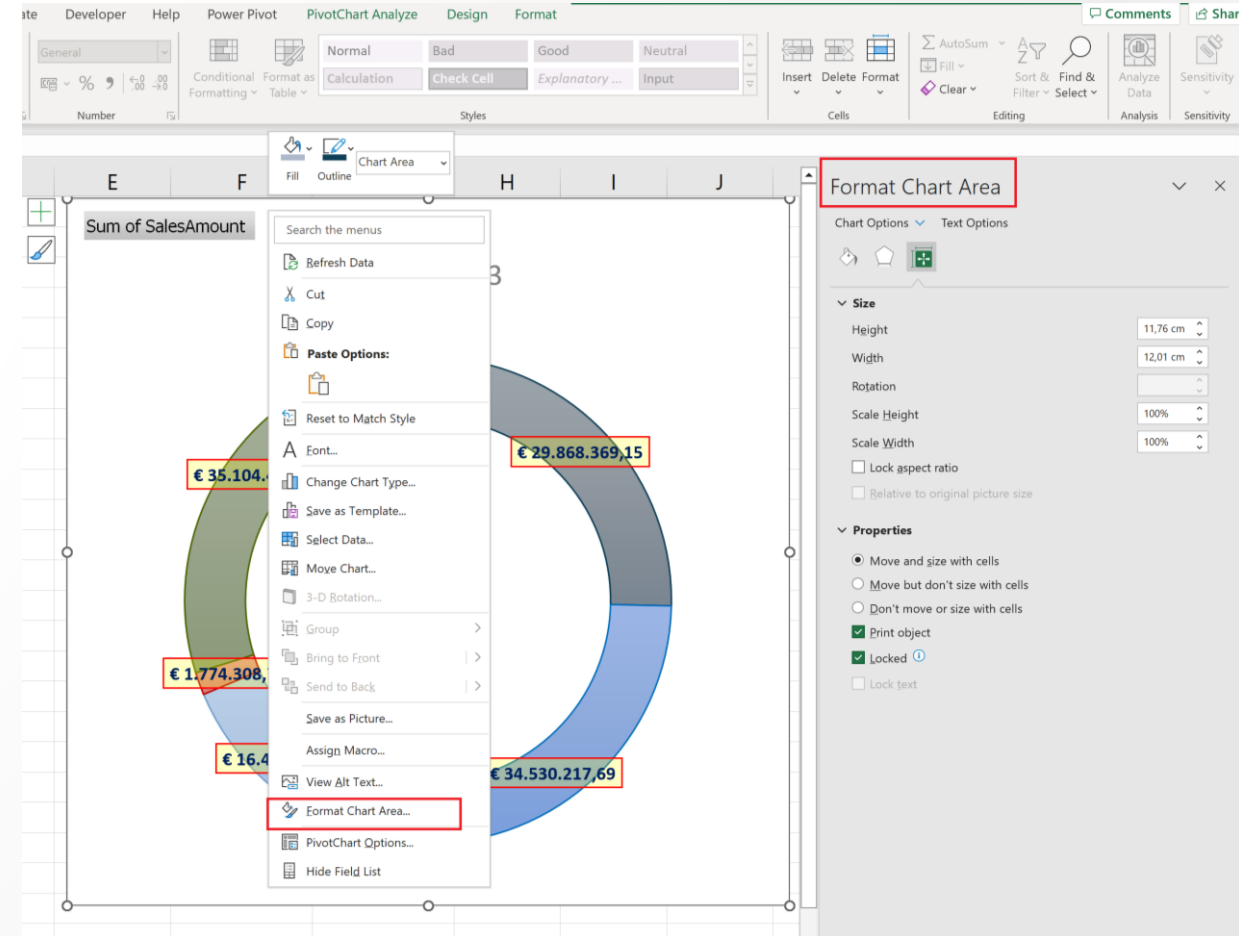


- Starting from a pivot table: menu PivotTable Analyse /Pivot chart



Adapting all chart details

- Right click on the chart
- Select "Format Chart Area"
- Use the screen element on the right to:
 - Select the chart element to adapt
 - Select the option you want to adapt
 - Adapt the properties



Time for a **break**



A grayscale background image of a man in a suit sitting at a desk, looking at a laptop screen with his hand on his chin in a thoughtful pose.

Questions & answers



<https://learnia.be/eval>

Training ID: 15864174

Evaluatie van de opleiding

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Partners in efficient learning

DANK U
MERCI GRACIAS
DANKE THANK YOU