Webinar on

Excel Charts

Learning Objectives

- How to select source data for a chart from non-adjacent ranges or from multiple sheets

- Learn the fastest ways to create a chart – one keystroke shortcut to create a chart on the same sheet as the source data, another keystroke shortcut to create a chart on a separate sheet

- Learn which chart types are best for the data being depicted and how to change types quickly

- Learn how to insert trendlines and adjust gridlines and axes ,Create in-cell charts with Sparklines

- Learn how to annotate charts with data labels, arrows, and boxes

- Set up dynamic charts (those that grow daily, weekly, or monthly) with Excel's Table feature

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This webinar will shows you quick ways to create charts, explores which chart types work best for different data.

PRESENTED BY:

Dennis Taylor is an Excel expert. He has worked extensively with Microsoft products (especially spreadsheet programs) since the mid-1990s. Dennis has a unique ability to describe, decode, and demystify the myriad functions of Excel for individuals and businesses. He's taught hundreds of workshops and authored numerous tomes on this program.

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On-Demand Webinar

Duration : 60 Minutes

Price: $200

Webinar Description

Creating charts in Excel has long been one of its most popular features. Numerical information can be boring and some of us just don't read and absorb the meaning of such data until we see the information depicted in a chart. You can create an Excel chart with just a few keystrokes or mouse clicks and can easily alter a chart's appearance by changing its type into a line, bar, pie, or column chart as well as numerous other types.

This session shows you quick ways to create charts, explores which chart types work best for different data, gives you tips on when and how to add gridlines, change background colors, adjust scaling, insert titles, insert ClipArt images, insert trendlines, and how to add functionality, and pizzazz to your charts with simple formatting techniques.

Charting is a powerful and easy-to-use Excel feature that lets users quickly display numerical information in an appealing and concise way. Attendees will learn the best and fastest ways to prepare data for charts and create and modify them with a minimum of effort. They will also learn about the various chart types and which ones are most effective for the type of data being depicted. They will learn the best ways to adjust chart elements and add such eye-appealing features as ClipArt, arrows, text boxes, and color backgrounds.

Who Should Attend ?

Any Excel user who needs quick methods to show numerical information visually needs to know the basics of chart creation, how to create in-cell charts with sparklines, how to use different chart types and how to alter the look of a chart efficiently.
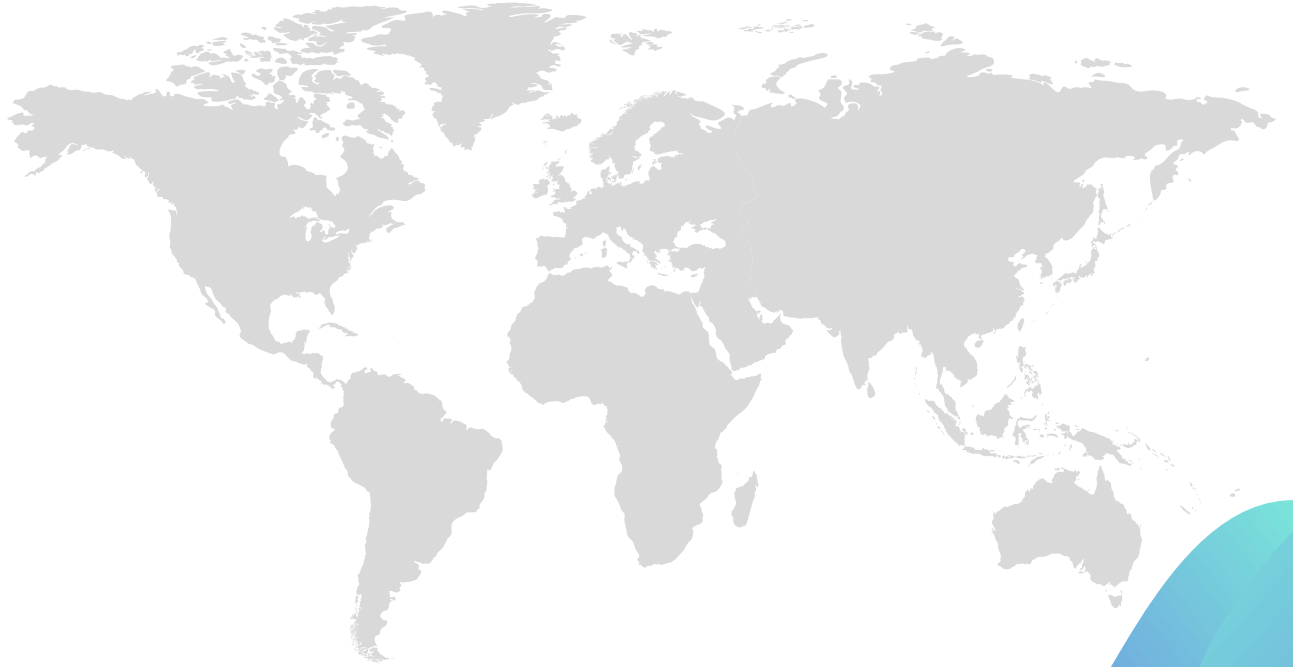
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