



Session No # 4  
File: Excel-II-EXTRA Graphs.doc

Date: July 13, 2011  
Tom Gerfen, CSIS Professor

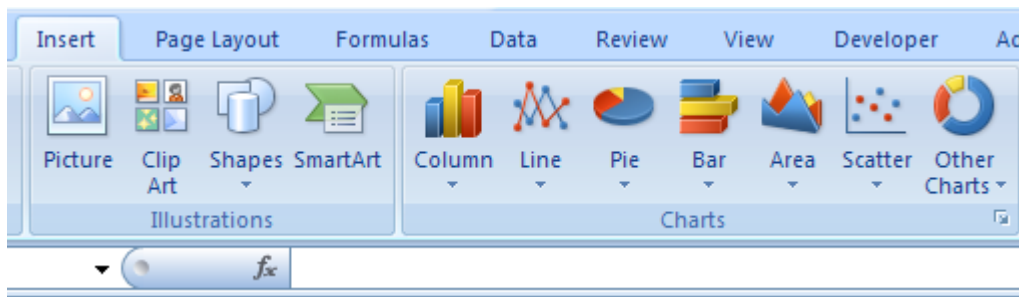
Class Notes:

Class WEB Address ( URL) <http://infotwg.com/>

# E X C E L

## Review:

### Making Charts & Graph's



	A	B	C	D	E	F
1	Hotel Customer Data					
2						
3	<b>Month</b>	<b>General</b>	<b>Business</b>	<b>Convention</b>	<b>Total</b>	
4	Jan	225	309	88	622	
5	Feb	747	303	571	1621	
6	Mar	578	521	211	1310	
7	Apr	370	222	287	879	
8	May	519	546	837	1902	
9	Jun	382	815	354	1551	
10	Jul	648	228	524	1400	
11	Aug	520	537	85	1142	
12	Sep	700	660	921	2281	
13	Oct	431	439	743	1613	
14	Nov	1260	717	414	2391	
15	Dec	673	991	712	2376	
16						
17	<b>Total</b>	<b>7053</b>	<b>6288</b>	<b>5747</b>	<b>19088</b>	
18						
19	Your Name					

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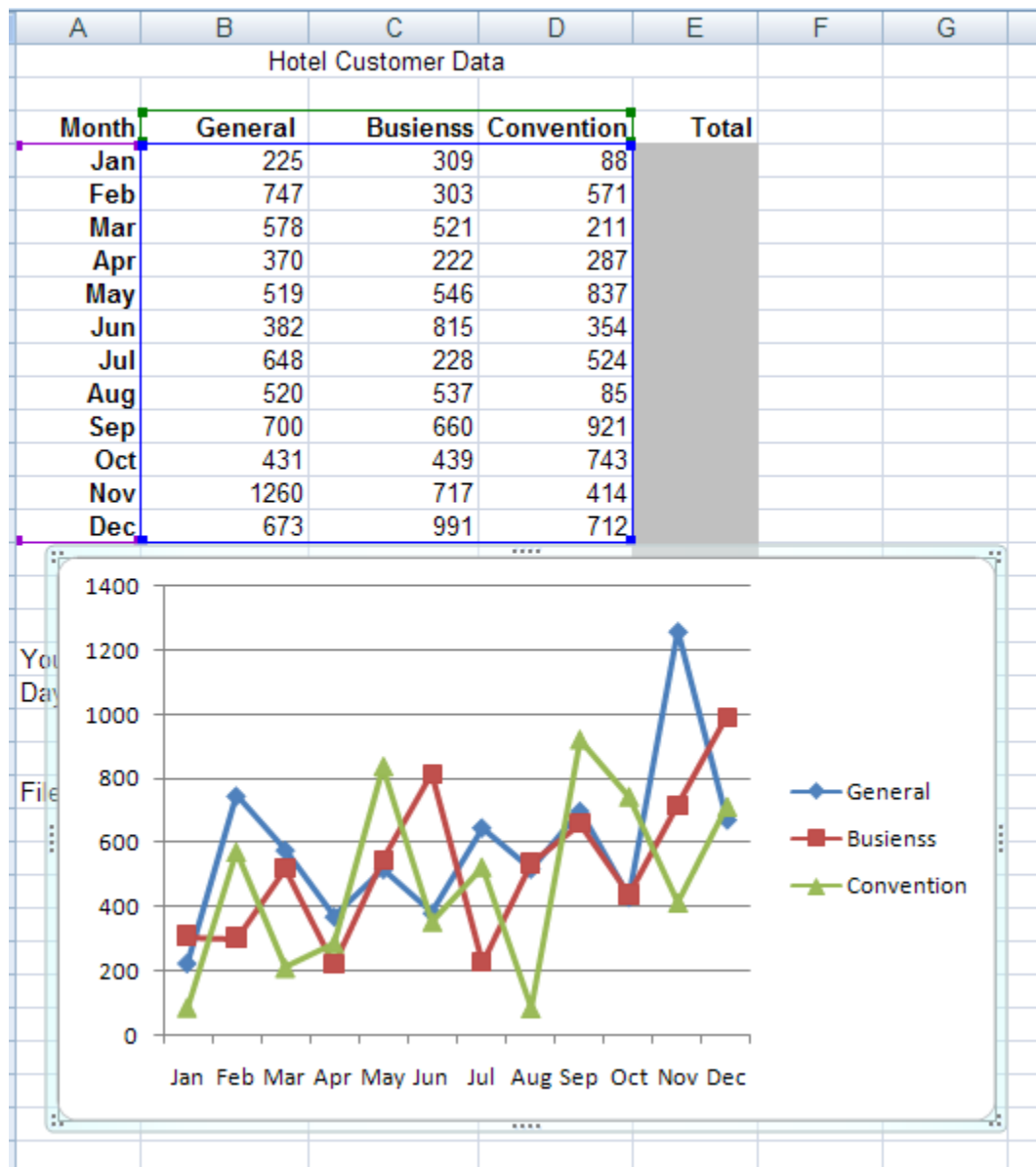


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## Insert - Charts & Graphs

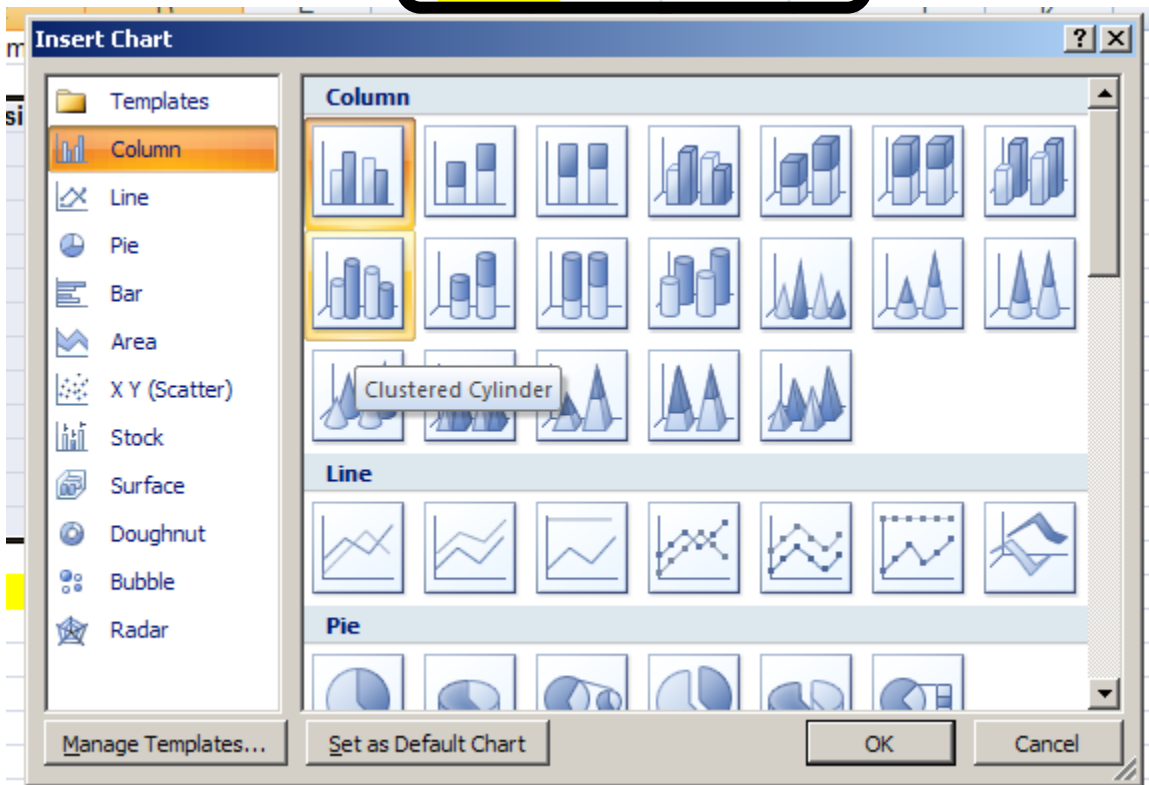
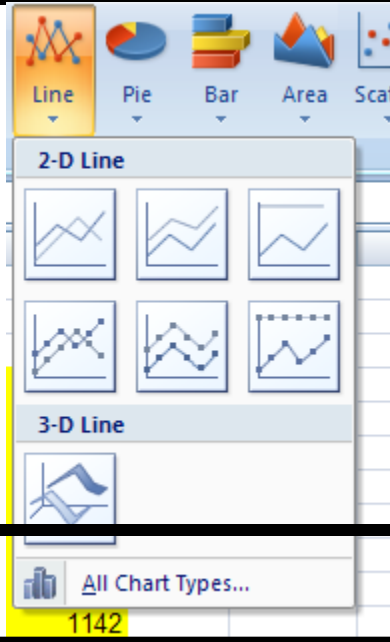




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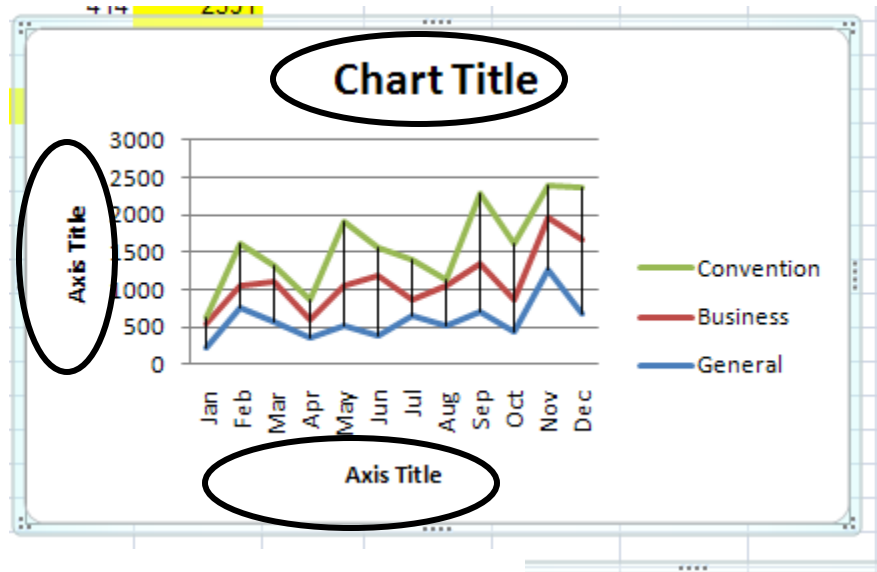
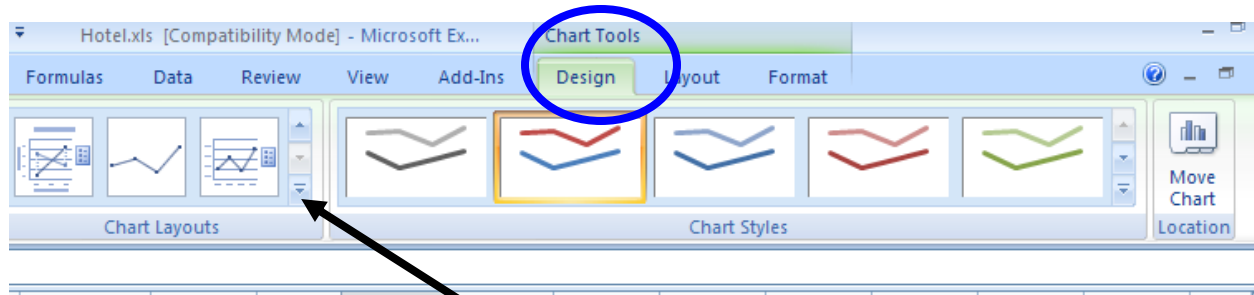




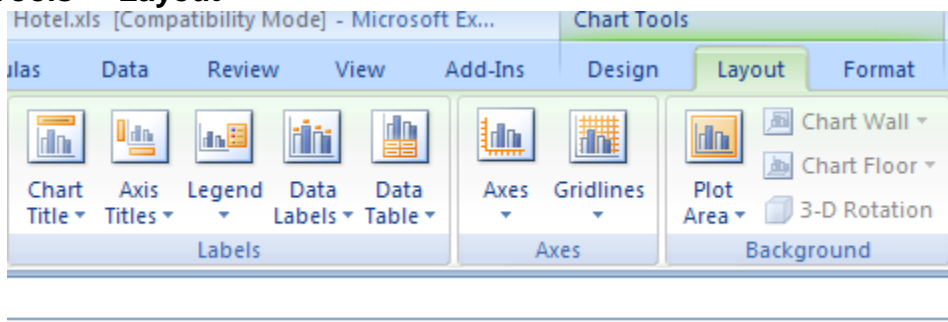
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**Class Notes:**



Double click on the “Chart Title” name to change  
or  
Chart Tools - Layout



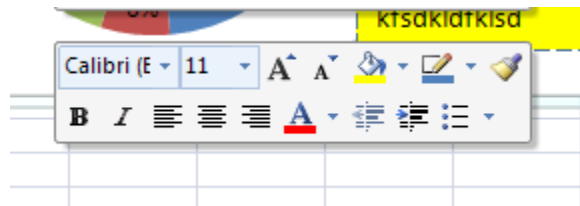
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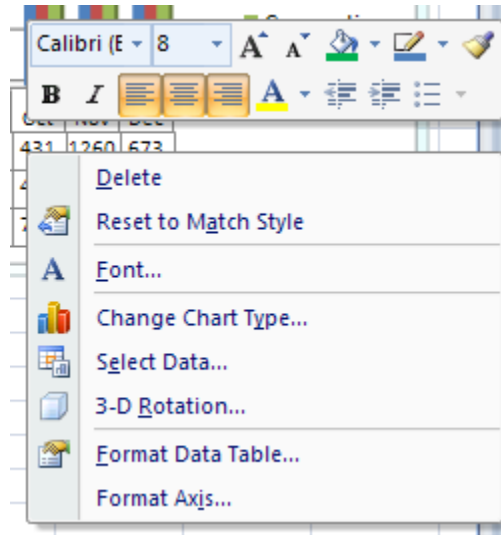
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R M C



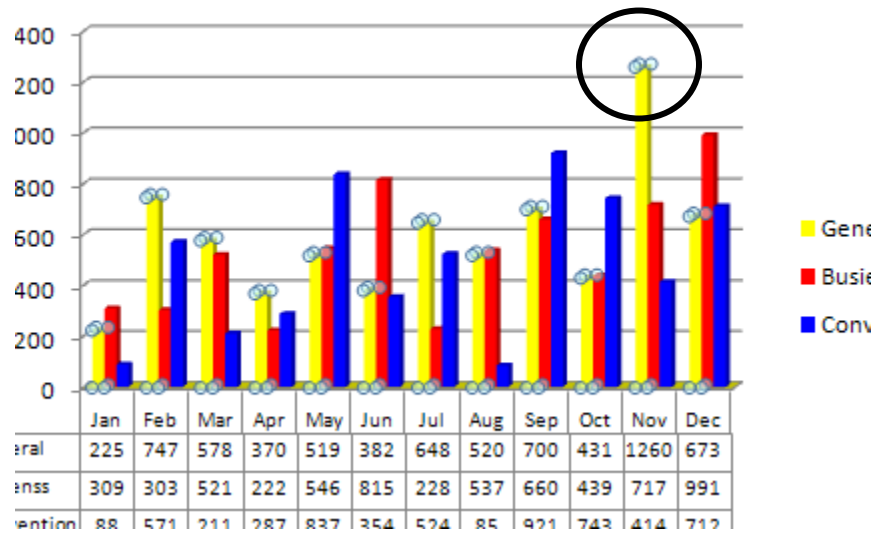
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Class Notes:



Home

Color

