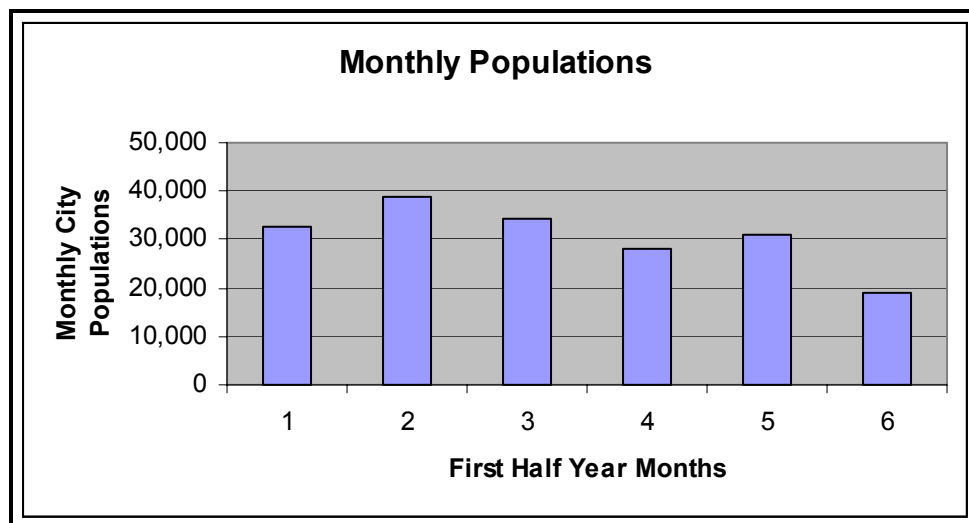


## Reading & Creating Basic Bar Charts \* 1 A

Given: Jan - 32,500, Feb - 39,000, Mar - 34,250, Apr - 28,300, May - 31,000, Jun - 19,000  
**Traditional** method of Creating a Bar Chart!    **Contemporary** method uses MS Excel!

1. In the middle of a white paper, create a large square.  
Soon, we will construct vertical bars in the square?
2. Determine an appropriate scale from provided data.  
Round Up largest number. Note (5) sets of data!
3. Since the lowest number is 19,000 and the highest is 34,250,  
Let's use marks of 10,000. How many?
4. Create horizontal into regions equal to provided verbal identifiers  
( Jan, Feb, etc...) thus 6 regions. Why?
5. Label Horizontal regions with the Months L to R.  
Label left Vertical with marks of 10,000 use (5). Why?
6. Start at 1<sup>st</sup> verbal identifier (Jan) and go directly up  
and place a mark which agrees with value on the left.
7. Continue marking off values for verbal identifiers.
8. Construct equal sized vertical bars directly above  
the verbal identifiers & exactly as high as the placed mark.
9. Label the Left Vertical as populations and Bottom Horizontal  
with appropriate names of the months.
10. Label Top of the Chart with an appropriate Title?

Sample Bar Chart using MS Excel! It is an easy task! Note Title & Vertical & Horizontal Titles



## \* Reading and Creating Basic Statistical Charts \*

### Directions for Creating a Bar Chart using MS Excel ( Use Different Data! )

- Using MS Excel and starting at B5 enter 1 then 2 then 3 up to 5.
- Select the entered numbers! Click the Chart Icon at top of page.
- Just for fun, Click either **Bar** chart! Now, Click Finish to continue.
- The selected Chart appears in basic form! Note gray & white area!
- Note small black squares! Click a Bar! Click white area to the right!
- Note small black squares! If Chart is selected then Click Delete!
- Using the entered number or other numbers which you will enter!
- Create other Basic Statistical Charts: Pie Chart or Bar Chart!
- Pictograph is easily created using MS Draw and 3D images!
- There is much more and this is a start creating Basic Excel charts!

