

Microsoft Excel: Charts and Graphs

This course is designed to teach students how to create, edit, and format charts and graphs. This hands-on presentation begins with the basics on Excel charts and graphs. Advanced charting and graphing options are explained and explored to gain proficiency with visualizing data cleanly, clearly, and quickly with Excel.

- Create charts in Excel
- Modify chart titles, legends, X axis, and Y axis labels
- Modify X & Y axes scale and chart colors to better represent your data
- Print charts either embedded within the Excel worksheet or print individually

Prerequisites: Prior experience with Microsoft Excel

*Cost: \$39.00 per person (2 hour class)
Class Materials Included*

For additional information, please contact
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