* On the Column sheet, create a 2D Clustered Column using the data in A3:E7.
* Place the chart beneath the table of data.
* Change the chart title to “Quarterly Revenue by Category”.
* (Hint: Be sure to copy the chart Names Exactly. You can copy and paste from these instructions)
* On the Column (2) sheet, create a 2D Clustered Column using the data in A3:A7 and F3:F7.
* Place the chart beneath the table of data
* Change the chart title to “Total Annual Revenue by Category”.
* Show Data Labels.
* Remove the Value Axis.
* On the Column (3) sheet, create a 2D Clustered Column using the data in B3:E3 and B8:E8.
* Place the chart beneath the table of data
* Change the chart title to “Total Revenue by Quarter”.
* Show Data Labels.
* Remove the Value Axis.
* On the Bar sheet, create a 2D Clustered Bar using the data in A3:E7.
* Place the chart beneath the table of data.
* Change the chart title to “Quarterly Revenue by Category”.
* Correct the Vertical (Category) Axis so the Categories are in the same order as the data, Qtr. 1 to Qtr. 4, by formatting the axis to At Maximum Category and Categories in Reverse Order
* On the Bar (2) sheet, create a 2D Clustered Bar using the data in A3:A7 and F3:F7.
* Place the chart beneath the table of data
* Change the chart title to “Total Annual Revenue by Category”.
* Show Data Labels.
* Remove the Value Axis.
* Correct the Vertical (Category) Axis so the Categories are in the same order as the data, Office Supply to Hardware, by formatting the axis to At Maximum Category and Categories in Reverse Order
* On the Bar (3) sheet, create a 2D Clustered Bar using the data in B3:E3 and B8:E8.
* Place the chart beneath the table of data
* Change the chart title to “Total Revenue by Quarter”.
* Show Data Labels.
* Remove the Horizontal Axis.
* Correct the Vertical (Category) Axis so the Categories are in the same order as the data, Qtr. 1 to Qtr. 4, by formatting the axis to At Maximum Category and Categories in Reverse Order
* On the Pie sheet, create a 2D Pie Chart using the data in A3:A7 and F3:F7.
* Place the chart beneath the table of data.
* Change the chart title to “Total Annual Revenue by Category”.
* Add Data Labels.
* Format the Data Label Options to contain Category Name, Value, Percentage.
* Change the Label Position to Outside End.
* Remove the Legend.
* On the Pie (2) sheet, create a Doughnut Chart using the data in B3:E3 and B8:E8.
* Place the chart beneath the table of data.
* Change the chart title to “Total Revenue % by Quarter”.
* Show Data Labels.
* Format the Data Label Options to contain Percentage only.



* On the Line sheet, create a 2D Line Chart using the data in A3:E9.
* Place the chart beneath the table of data.
* Switch the Row/Column on the chart so the category axis is Qtr 1- Qtr 4 and the legend contains the Departments (Office Supply, Home Décor, etc.). *Hint: Use the button on the Chart Design ribbon tab called “Switch Row/Column.*
* Remove the chart title.
* Move the legend to the Top of the chart.
* On the Line (2) sheet, create a 2D Line Chart with Markers using the data in B3:E3 and B10:E10.
* Place the chart beneath the table of data.
* Change the Chart Title to “Quarterly Revenue”.
* Format the Value Axis to have a Minimum Bound of 90,000 and a Maximum Bound of 125,000.
* On the Combo sheet, create a Combination Chart using the data in A4:C10.
* Place the chart below the table of data.
* The Actual Revenue should be in the columns and the Projected Revenue should be the line.
* Change the Chart Title to “Financial Results for the Year”.
* On the Combo (2) sheet, create a Combination Chart using the data in A4:C10.
* Place the chart below the table of data.
* The Average High Temp (F) should be in the columns and the Average Precipitation (in) should be the line.
* Change the chart so the Average Precipitation (in) line has its own Secondary Axis on the right-hand side of the chart.
* Change the Chart Title to “Eugene Weather”.
* Add Vertical Axis Titles for the axis on the left and right of the chart.
* The Axis Title on the left should be “Temperature (F)”.
* The Axis Title on the right should be “Precipitation (in)”.
* On the Scatterplot sheet, create a Scatterplot Chart using the data in C6:D33.
* Place the chart to the right of the data
* Change the Chart Title to “Automotive Horsepower vs. Price”.
* Add Horizontal and Vertical Axis Titles. The Vertical (Y) Axis Title is “Average Price” and the Horizontal (X) Axis is “Horsepower”.
* Format the Value Axis Display Units in Thousands.
* Add a Linear Trendline to the Chart.
* Format the Trendline to Display the Equation and the R-Squared Value on the chart.
* On the Sparklines sheet, create a Line Sparkline in G2:G8 using the data in B2:E8.
* Edit the sparklines to show the high and low points.
* Create a Column Sparkline in H2:H8 using the data in B2:E8.
* Edit both the line and column sparklines to show low points.