



Y-axis of bar charts *has* to start at zero. Bar height represents discrete value; a non-zero start could be misleading.

Be deliberate about width of outlines of bars: ideally 75% of the weight of the axes.

Width of bars and spacing: not too flimsy, not too thick. Spacing: ideally, about a third of the bar width.

Don't place individual bars next to each other. The bars need some space between themselves.

For groups of data, place a larger space between the different variables on the x-axis than between the different bars. Keep the order of the bars consistent.

Place keys to data categories to the right or on the top of a bar graph. Best way to save space: place the key within the area of the bar graph itself.