**Power BI Chart Formatting (Bar Chart & Column Chart)**

**🔹 1. Bar Chart vs. Column Chart**

| **Chart Type** | **Description** | **Best For** |
| --- | --- | --- |
| **Bar Chart** | **Horizontal bars for comparison** | **Long category names, side-by-side views** |
| **Column Chart** | **Vertical bars for comparison** | **Timeline, quantity-based comparisons** |

**Both charts have similar formatting options and are widely used for comparing categorical data.**

**🛠️ The Format Tab (Paint Roller Icon) in Visualizations Pane**

**Once you've selected your chart, click the paint roller icon (🖌️ Format tab) to access styling options.**

**🔸 1. General Formatting Sections (Common to Most Charts)**

| **Section** | **What It Does** |
| --- | --- |
| **General** | **Set chart position, size, padding, and title visibility** |
| **Title** | **Customize the chart title – text, font, size, color, alignment** |
| **Legend** | **Show/hide the legend, change position, font, or color** |
| **Data Labels** | **Show exact numbers on bars/columns – adjust font, color, placement** |
| **X-Axis / Y-Axis** | **Control axis visibility, title, gridlines, label style & rotation** |
| **Plot Area** | **Set background color or image for the main chart area** |
| **Tooltip** | **Enable/disable or customize what shows when you hover over data points** |
| **Border** | **Add a visible border around your visual (with adjustable thickness/color)** |
| **Visual Header** | **Toggle buttons (e.g., focus mode, export) that appear in the top-right** |

**🔸 2. Specific Formatting for Bar/Column Charts**

| **Setting** | **What It Does** |
| --- | --- |
| **Bars / Columns** | **Adjust bar thickness, spacing, and inner padding** |
| **Data Labels** | **Enable values on top of bars; customize color, size, and orientation** |
| **Axis Titles** | **Turn on/off, rename “X” or “Y” axes (like “Food Category” or “Total Orders”)** |
| **Gridlines** | **Show or hide horizontal/vertical lines in the background** |
| **Category Labels** | **Format names of the categories (bold, angle, wrap text, etc.)** |
| **Interaction** | **Let you control how the chart filters or highlights other visuals** |

**🧠 Pro Tips for Clean Formatting**

* **Use consistent colors (e.g., green for "Delivered", red for "Cancelled").**
* **Always turn on data labels unless the chart is too dense.**
* **Use legends only when you’re comparing multiple categories.**
* **Rename axis titles and values for better readability (e.g., instead of "Count of Quantity", use "Total Quantity").**

**✅ Example Workflow: Formatting a Clustered Column Chart**

1. **Add Clustered Column Chart to canvas.**
2. **Drag Food Type to X-axis, and Quantity to Y-axis.**
3. **Go to Format (🖌️):**
   * **Turn on Data Labels → Set to white, bold, 10 pt.**
   * **Axis → Rename X-Axis to “Food Category”, Y-Axis to “Total Quantity”.**
   * **Plot Area → Set background to light grey.**
   * **Title → Rename to "Total Quantity by Food Type", set font to 14 pt, bold, centered.**