Exp 12. Charts for Visual Presentation

Actual Procedure followed:- We apply different feature of charts for visual presentation.

Resources Used: Microsoft excel 2010

Precautions followed: Carefully create a chart and edit a chart and apply layout and chart style.

Result:- We use different features of charts in excel or spread sheet .

Interpretation of result:- We are able to apply different features of creating a chart.

Conclusion: - We are able to create a chart in excel and able to how to edit and apply chart style.

Practical Related questions:

1.Write procedure to convert existing excel worksheet data and charts to an HTML document.
Ans:- Convert Excel tables to HTML using "Save as Web Page" option.
Using this method you can save an entire workbook or any portion of it, such as a selected range of cells or chart, to a static web page (.htm or .html) so that anyone can view your Excel data on the web.

2.Write a procedure to print only an embedded chart in a worksheet.
Ans:- Select the **chart**, go to File | **Print**, click Selection, and then click OK. If you need to **print** a number of **charts** on a sheet, you must repeat this **process for** each **chart**.

3.After a chart has been inserted and formatted ,is it possible to change the data value on which the chart is prepared or to add new rows of data?

Ans:-Yes, it is possible to change the data value on which the chart is prepared or to add new rows of data

Exp13:Worksheet printing

Actual Procedure followed: We apply the procedure of printing of worksheet.

Resources Used: Microsoft excel 2010 and printer

Precautions followed: Carefully handle the printer while printing.

Result:- We use feature of printing in worksheet.

Interpretation of result:- we are able to use feature of printing in excel worksheet.

Conclusion:- we are able to use feature of printing in excel worksheet.

Practical related questions:

1.Explain the importance of setting print area of a worksheet?

Ans:- There are various benefits of setting the print area of a work sheet in the MS Excel.
It gives you the solution to present your whole data in a sheet or work sheet . You can even select the the a certain sheet is the Excel or also can select the multiple sheets.

2.Can we print worksheet and related chart on same page?

Ans:- Yes, we can print worksheet and related chart on same page.

3. What is the significance of repeating a row on the top of paper when the header option is available?
Ans:- If a worksheet spans more than one page, you can print row and column headers or labels (also called print titles) on every page. For example, you can repeat the first row of column headers on all pages when you have large, complex worksheets.
Select the worksheet that you want to print.
On the Page Layout tab, in the Page Setup group, click Print Titles.
On the Page Layout tab, click Print Titles

Exercise: - 1.How to scale the current view of spreadsheet to 75%
Ans:- Click the Page Layout tab on the ribbon.
In the Scale to Fit group, in the Width box, select 1 page, and in the Height box, select Automatic. Columns will now appear on one page, but the rows may extend to more than one page.Scale to Fit