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ChatGPT:

Great choice! 🎉 Let's dive into **Charts & Visuals** (Topic 9).
We'll focus on **Column, Bar, Line, and Pie charts**, since these are the most common for N Level Excel.

Tutorial: Creating and Using Charts in Excel

Objective

Learn how to insert and format different types of charts (Column, Bar, Line, Pie) to make data easier to understand.

Why it matters

- Charts **turn numbers into pictures**.
 - They help spot trends, comparisons, and proportions quickly.
 - Often required in exam questions and real-world tasks (sales reports, surveys, project tracking).
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Steps (Basic Chart Creation)

1. Select your **data range** (including labels).
 2. Go to the **Insert** tab.
 3. Choose a chart type:
 - **Column** → Compare categories.
 - **Bar** → Same as column, but horizontal.
 - **Line** → Show trends over time.
 - **Pie** → Show percentages of a whole.
 4. Use the **Chart Elements (+)** button to add:
 - Title
 - Data labels
 - Axis titles (if needed)
 5. Use **Chart Styles** (brush icon) to quickly format.
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Worked Example

Suppose we have monthly sales:

Month Sales

Jan	200
Feb	300
Mar	250
Apr	400
May	350

- Highlight **A1:B6**.
- Insert → Column Chart → Clustered Column.
- Add chart title: **Monthly Sales**.
- Add data labels (so each bar shows its value).

👉 Now you can instantly see April had the highest sales!

Try-it Tasks

Starter: Create a **column chart** of given data.
Core: Add **data labels** and **axis titles**.

Stretch: Create both a **line chart** and a **pie chart** from the same data, and compare what each shows.

⚠ Common Mistakes

- Forgetting to **select labels** with your data (then Excel shows only numbers).
 - Using the **wrong chart type** (e.g., pie chart with too many categories looks messy).
 - Not labeling the chart clearly (exam marks are lost here!).
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🔄 Quick Recap

- **Column/Bar = Compare categories**
 - **Line = Trends over time**
 - **Pie = Percentages of a whole**
 - Always **label clearly** (title, axes, data labels).
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✅ Next: I'll generate your **Starter Workbook** with:

- Instructions
- Data
- Tasks
- Hints
- Answers
- Checklist
- Lookup (for reference)

Would you like me to make the **Starter Workbook with Python (so you can run a script to create it)**, or should I give you a **ready-to-copy table version** you can paste directly into Excel?

User:

yes python

ChatGPT:

Awesome — I'll generate a **Python (openpyxl)** script that creates your N Level **Charts & Visuals** starter workbook with these sheets:

- **Instructions, Data, Tasks, Hints, Answers, Checklist, Lookup**, plus a **Charts** sheet with ready-made **Column, Line, and Pie** charts.

Below are: **Run steps** → **Script** → **How to use**.

🖥 Run steps (Windows & Mac)

1. **Install Python** (if you don't have it).
2. Open a terminal/Command Prompt and install openpyxl:

```
nginx
pip install openpyxl
```

3. Copy the script below into a file called `make_charts_practice.py`.
4. Run it from the folder you saved it in:

```
nginx
python make_charts_practice.py
```

5. It will create `Charts_Practice.xlsx` in the same folder.

Note: I can't send files directly — running the script saves the workbook locally on your computer.



Python script (copy all)

```
python
```