Quiz 1.6.4: Modify Chart Elements   30/10/25

1. Once you copy and paste a chart into a different worksheet, the chart will no longer update automatically whenever its data changes.
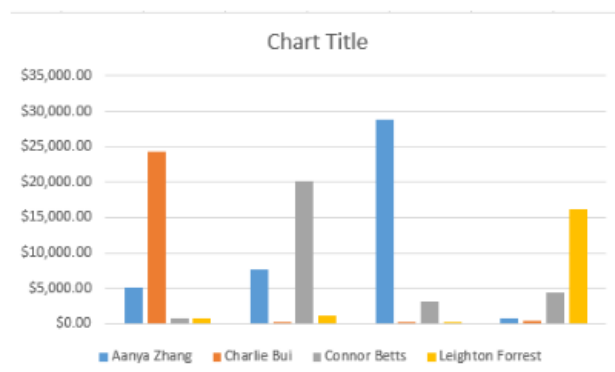
    1 / 1 point

    ○ True

    ⦿ False.

    > ⊘ **Correct**
    >
    > You have worked this one out nicely. Even after you have copied and pasted a chart, the new instance of the chart is still linked to the data and will update in the event of any changes made to the original data.

2. The description of the horizontal axis of Sean's chart is missing, what can Sean do to fix this?

    1 / 1 point

    ○ He can double click underneath the x-axis and a box will appear so that he can type in the horizontal axis title.

    ○ He can right-click on the chart area, then select **Change Chart Type** from the context menu.

    ⦿ With the chart active, he needs to navigate to the **Add Chart Element** tool on the **Design** tab.

    > ⊘ **Correct**
    >
    > Yes, absolutely right. Once he has selected the chart, the **Chart Tools** tabs will appear and he can add a horizontal axis label via the **Add Chart Element** tool.

3. Sean has inserted a chart and formatted it very nicely according to his company's requirements. However, he discovers that he missed out one of the quarters. Is it still possible for him to change the data range the chart refers to? (One or more answers are possible - partial credit will be awarded)

    1 / 1 point

    ☑ Yes, he can select the chart to activate the range selection in his data. He can then use the sizing handles to adjust the data range that is visualized in the chart.

    > ⊘ **Correct**
    >
    > Yes, this is a quick and easy way to alter the data selection that is included in the chart.

    ☐ Yes, he can add more data to his chart - he needs to navigate to the **Design** tab in **Chart Tools** and then click on **Quick Layout**.

    ☐ No, once he has finalized the chart, he can no longer make any changes. He will have to start over.

    ☑ Yes, click on the **Select Data** button in the **Data** group under the **Design** tab to extend or reduce the data range.

    > ⊘ **Correct**
    >
    > Yes, that's definitely one way of achieving Sean's goal. Well done.