Create Basic Charts: Bar, Stacked Bar, Line & Scatter Step by Step Guide

1. Import Southern_Superstore file, add Southern_Region sheet

2. Go to Sheet 1 and double click Sales from the field list

3. Click the Sub-category field, drag and drop it in the Columns shelf and now we have a bar chart

4. Click the down arrow on the Sales field from the Rows shelf and choose Format
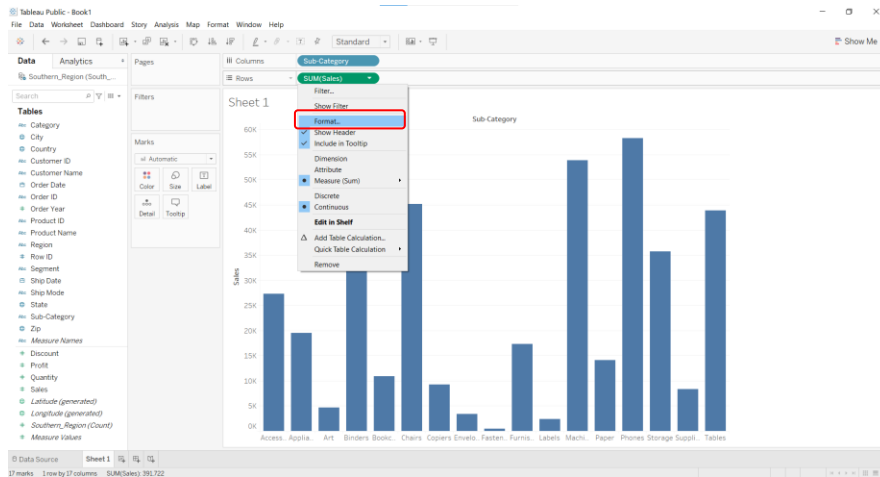
5. From the Axis tab in the left, click the arrow from the Numbers box and choose Currency (Standard)
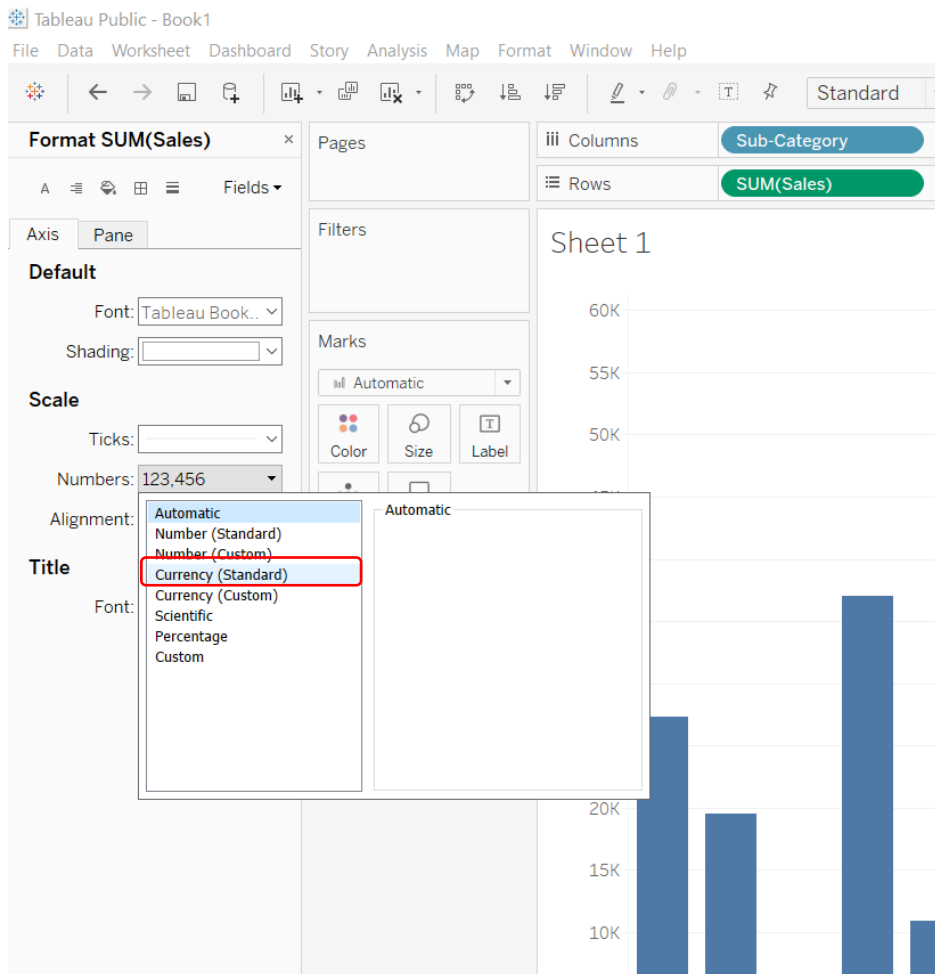
6. To create a Stacked Bar Chart we need to add a second dimension to the view. Drag the Segment field and drop it in the view or in the Color mark to create the stacked bar chart
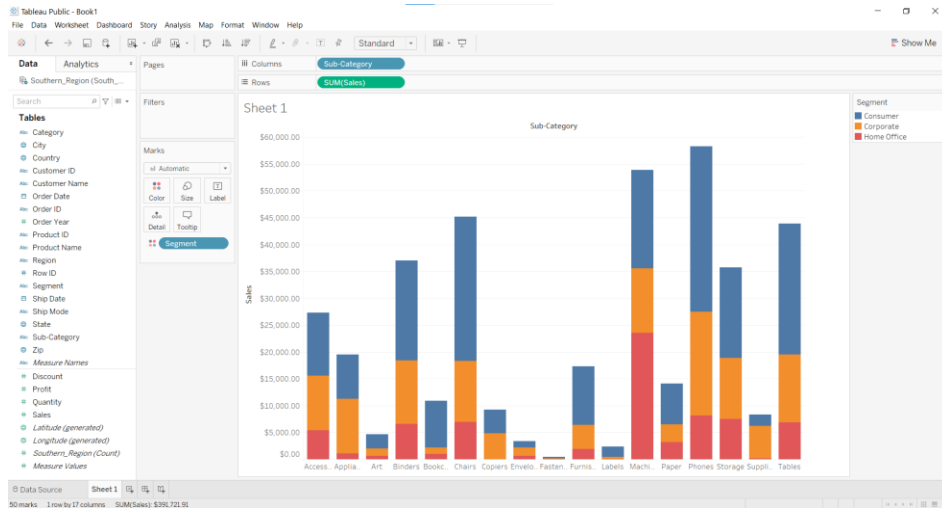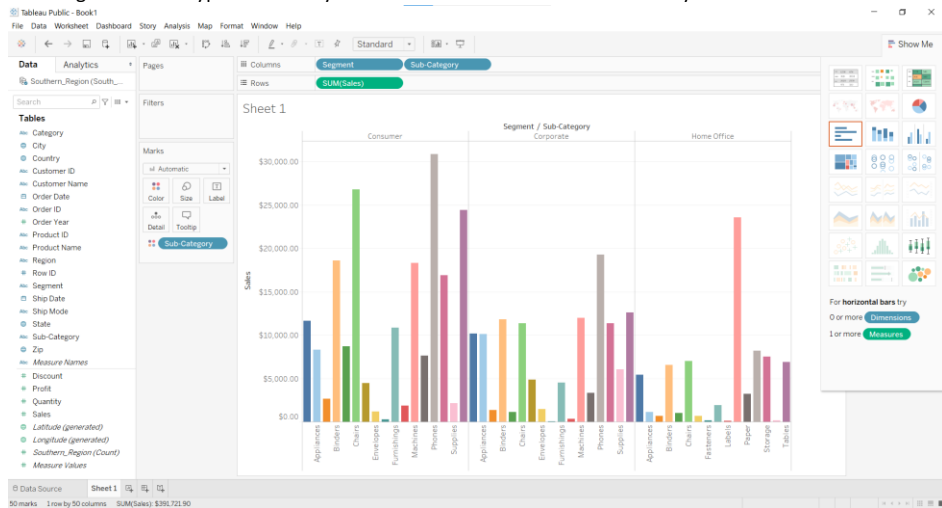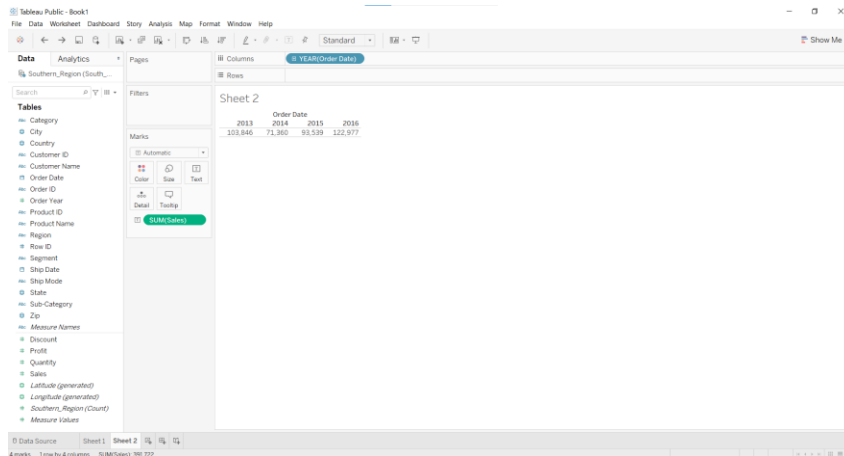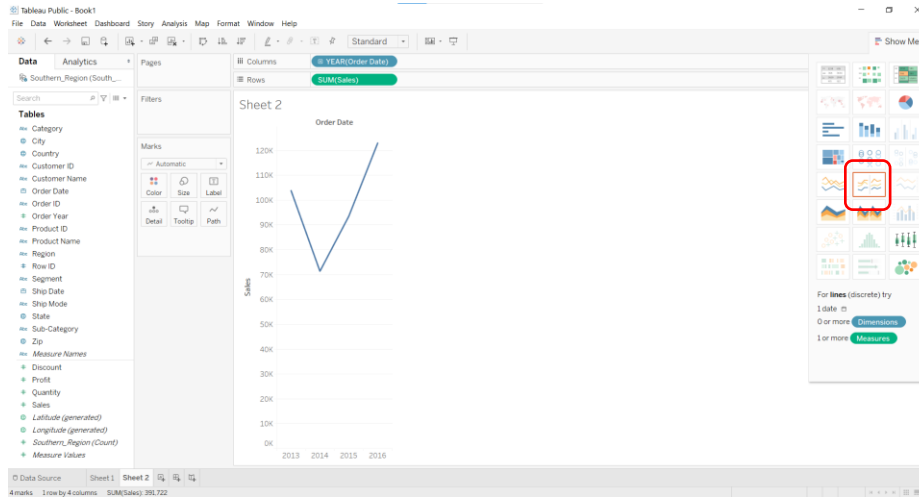

7. To change the visual type to a Side by Side Bar Chart select Show Me -> Side by Side Bar Chart
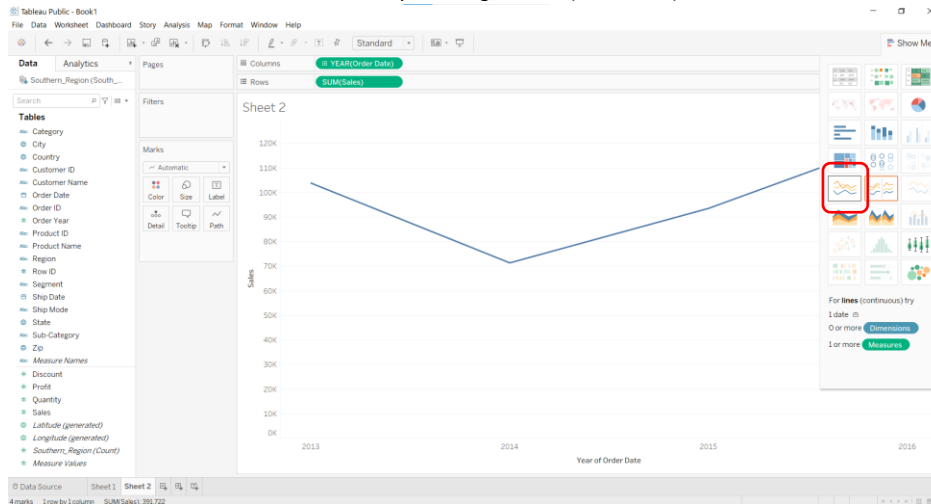

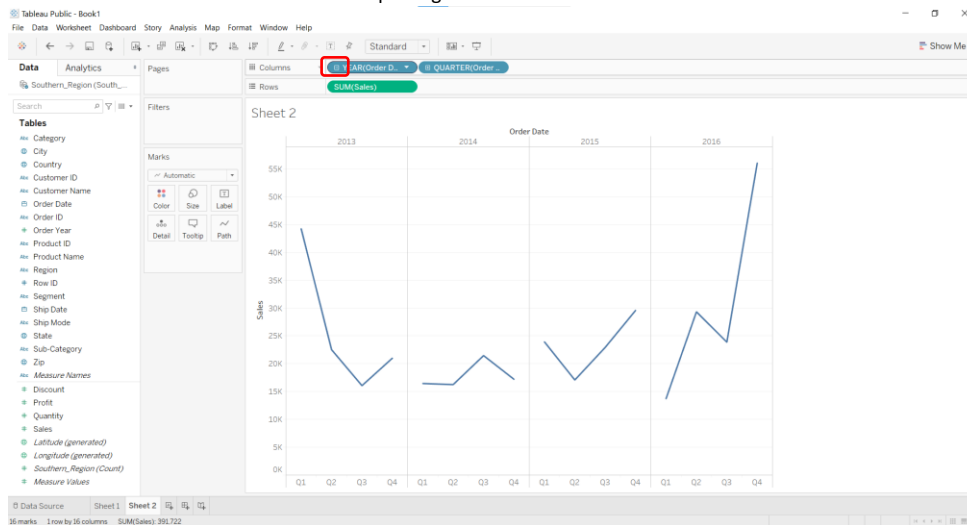8. To create a line chart create a new sheet and double click Order Date and Sales

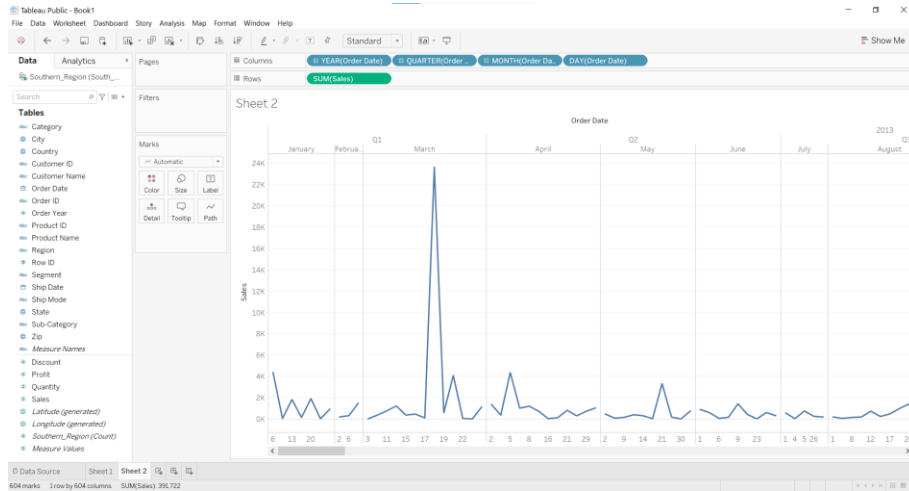9. From the Show Me menu select the Lines (discrete) visual

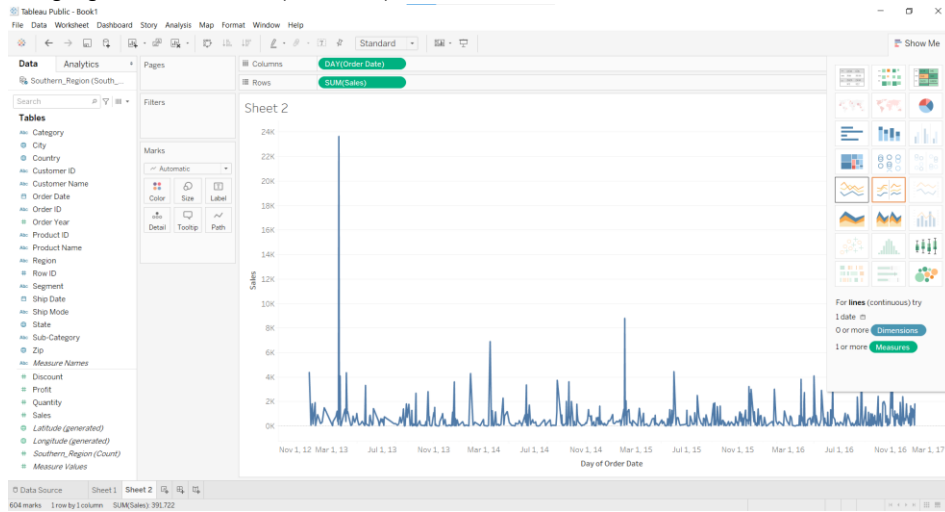10. You can also create a continuous Line chart by selecting the Line (continuous) visual

11. Switch back to the discrete Line visual and plus sign from the Order Date field from the Columns shelf
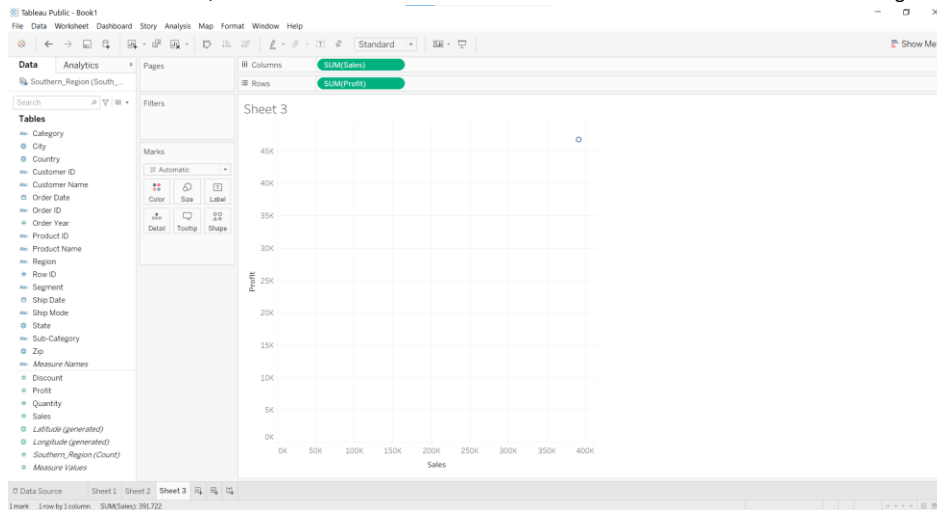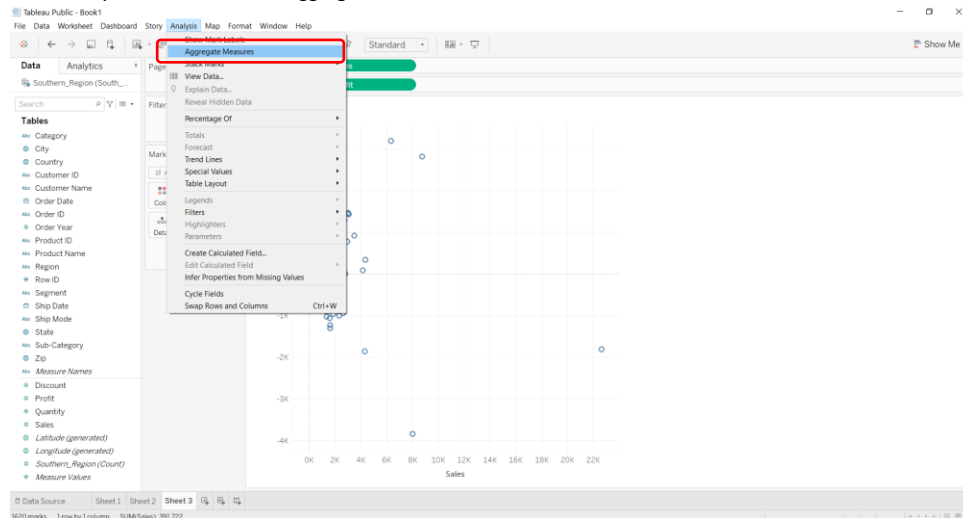
12. Expand the quarter and month levels to the day level

13. Change again the visual to Line (continuous)

14. To create a Scatter Plot, create a new sheet and double click Profit and Sales. You should have this image

15. Go to Analysis tab and unselect Aggregate Measures

16. To see how scatter plot displayed by another dimension, go to Analysis tab and select Aggregate Measures and add the dimension to the view. Let's try with product name -> double click it to add it to the view