**Lesson 6 Demo 4**

**How to Create Pareto Chart**



**Steps to be followed:**

**Step 1: Open the Excel file**

* 1. Open the file named **Chart.xlsx** and click on the **Pareto Chart** worksheet

**Step 2: Create a chart**

2.1 Customer Complaints and Frequency data on the table

Table

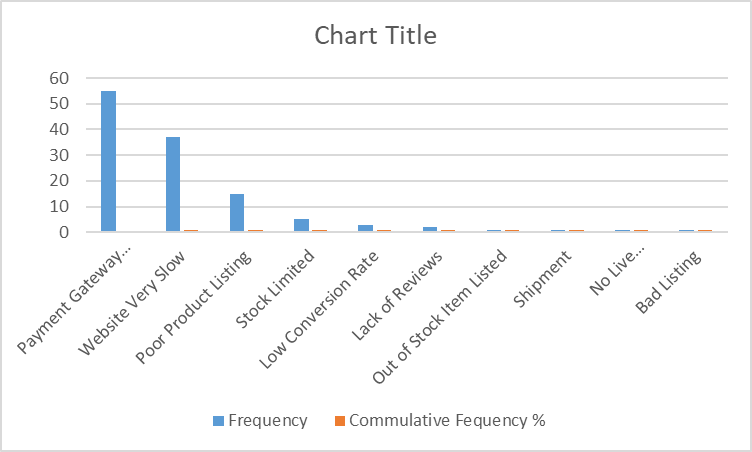
Description automatically generated

2.2 In the Insert tab, choose Clustered Column chart for the data

Graphical user interface, application, Word

Description automatically generated

2.3 The chart will look like this



2.4 Click on the chart and choose **Series “Cumulative Frequency %”** in the drop-down

Graphical user interface, application

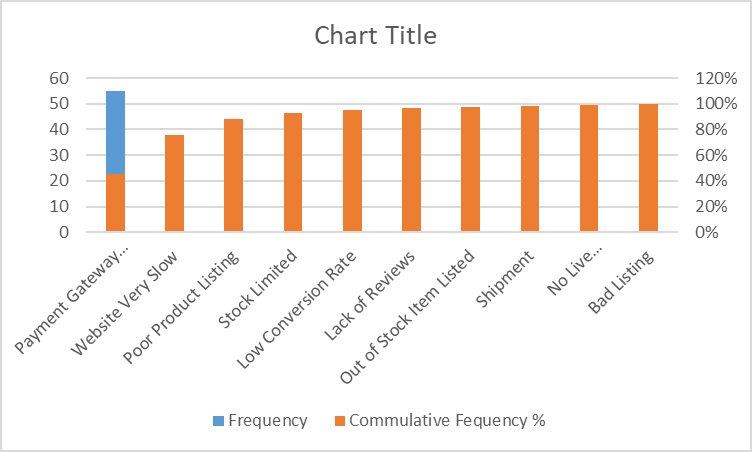
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2.5 In the Format Data Series box, change the axis to Secondary Axis

Graphical user interface

Description automatically generated

2.6 Now, the chart will look like this



2.7 Right-click on the chart and choose Change Chart Type

Graphical user interface

Description automatically generated

2.8 In the Combo chart, change the Cumulative Frequency % to Line graph

Graphical user interface, application, Word

Description automatically generated

2.9 The final Pareto chart will look like this

