

Week of January 30 – February 3, 2012

Lesson 8 Working with Charts and Part 6 Charts

Monday – Thursday Objectives

1. Identify the types of charts you can create in Excel.
2. Create an embedded chart in a worksheet and move a chart to a chart sheet.
3. Update a data source.
4. Choose a chart layout and style.
5. Create a 3-D chart.
6. Display and hide chart elements.
7. Format and modify a chart.
8. Create sparklines.

Complete:

1. Step-by-Steps 1-9
2. Vocabulary Review
3. Review Questions
4. Projects 1-8
5. Text pages 173-200

Friday

Exam View Test over Lesson 8