

Chapter 3: Excel Instructions

The Histogram with Data Analysis *(example 3.1)*

1. Type or import the data from Xm03-01 into one column. In another column, type the upper limits of the class intervals. Excel calls them bins. Type “Ages” in the first row.
2. Click **Data**, **Data Analysis**, and **Histogram**.
3. Specify the **Input Range** (A1:A201) and the **Bin Range** (B1:B10). Click **Chart Output**. Click **Labels** if the first row contains names.
4. To remove the gaps, place the cursor over one of the rectangles and click the right button of the mouse. Click (with the left button) **Format Data Series**. Move the pointer to **Gap Width** and use the slider to change the number from 150 to 0.

Line Charts:

1. Type or import the data into one column.
2. Highlight the column of data. Click **Insert**, **Line**, and the first **2-D Line**. You can draw two or more-line charts (for two or more variables) by highlighting all columns of data you wish to graph.

Scatter Diagram:

1. Type or import the data into two adjacent columns. Store variable X in the first column and variable Y in the next column.
2. Click **Insert** and **Scatter**