

# How to write arrow notes in Excel

Many readers have asked TipsMake how to write arrow notes in Excel. Below, we will guide you on how to do this in a simple and effective way.

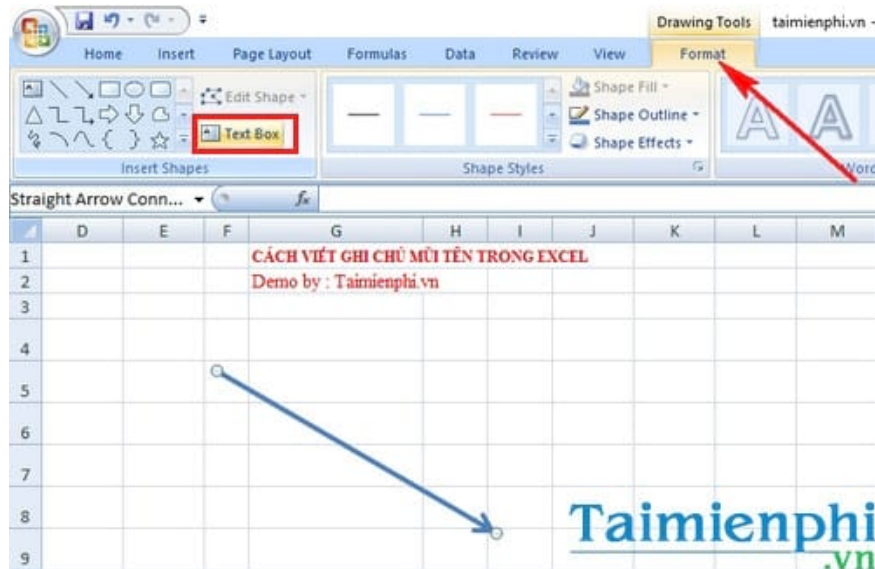
When drawing a bar chart in Excel or presenting instructions, arrows are often used to illustrate. Adding notes will help make your chart more interesting.

## How to write arrow notes in Excel

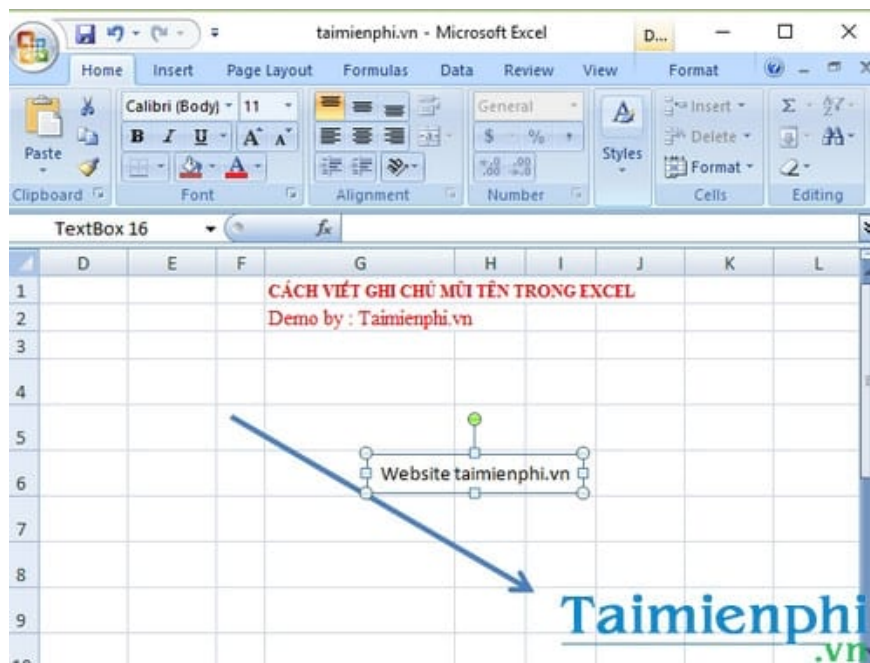
*Step 1:* To draw an arrow, go to the **Insert** tab , select **Shapes** and choose the desired arrow style.

Picture 1 of How to write arrow notes in Excel

*Step 2:* Go to the **Format** tab , select **Text Box** to start writing notes.

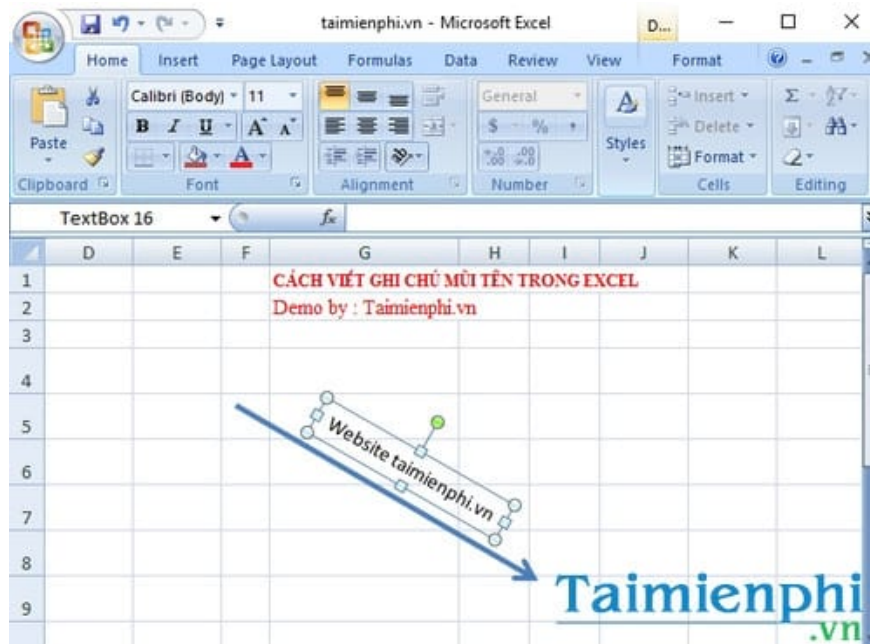


*Step 3:* Click on the arrow where you want to insert the note and enter the note content.



Step 4: Now, the note will display in default form.

However, **Text Box** allows you to rotate the note in the direction of the arrow or move it to the desired position.



So you have completed writing notes on arrows in Excel. Similarly, you can also **write arrow notes in Word** . For more details, you can refer to the instructions on Taimienphi to easily perform these operations.

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