

MS Excel - Lesson 11: Solving the problem of Excel Help feature?

Are you having trouble using Excel? Try the Microsoft Excel help features

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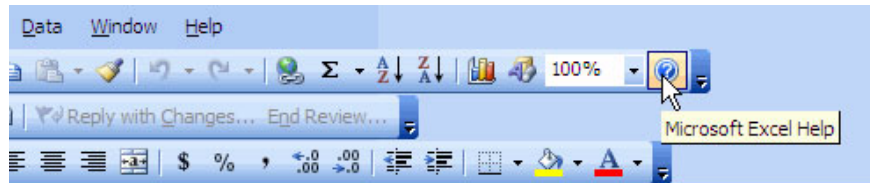
With these features, you can solve all Excel problems. It is also one of the important features, so you can find special features from basic to complex

Follow these steps:

Note : You can connect to the Internet to learn more about the help features of Microsoft Excel 2003

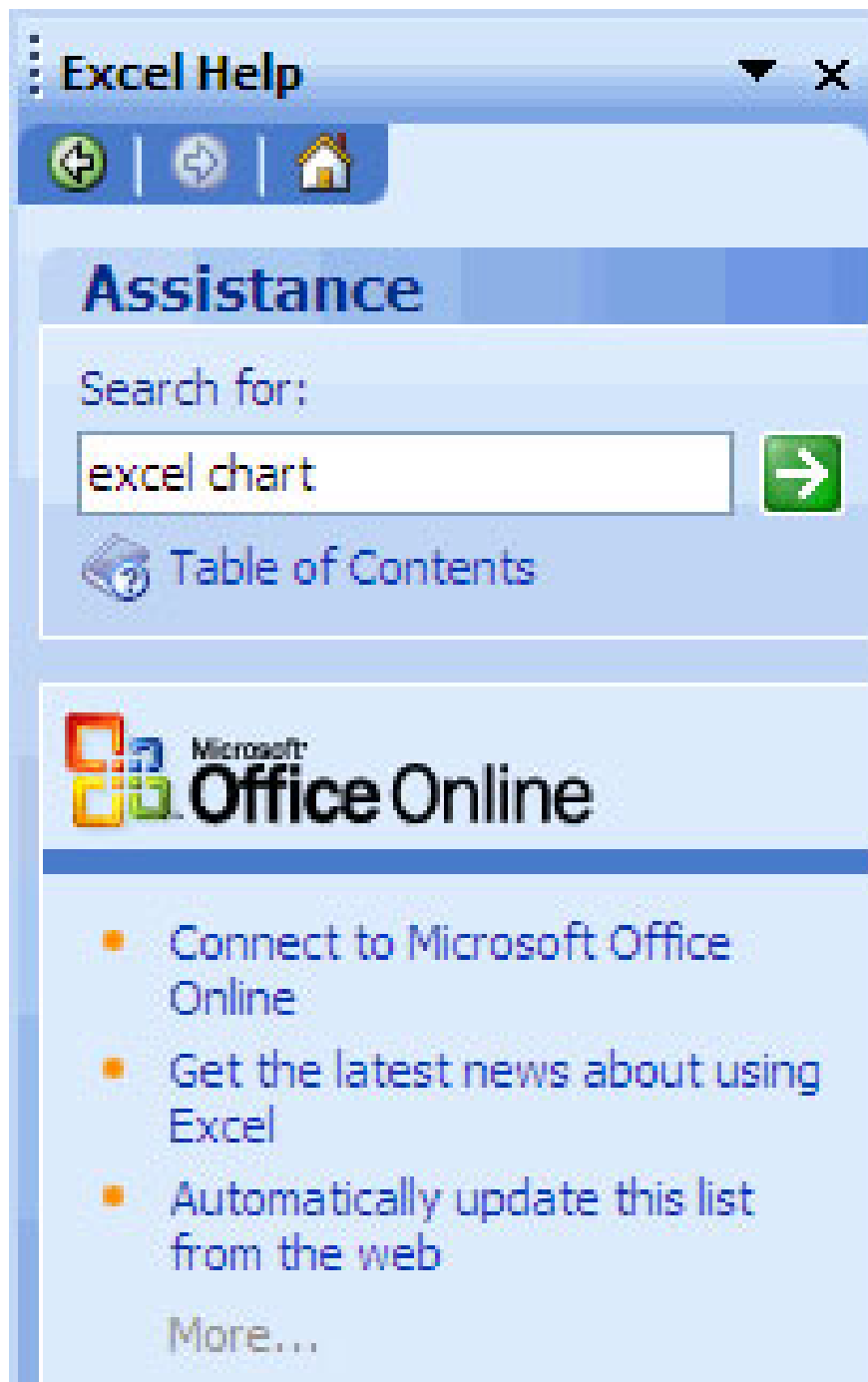
To start Microsoft Excel help

- Click on the Microsoft Excel Help icon (mark ?) On the Standard toolbar



- You will see the task pane of Excel Help displayed on the right side of the Excel screen

- Type the relevant word in the Search for section for help



- Example: Type ' excel chart ' and press Enter. Then the search results are displayed (usually about 20 results)

Search Results













For additional and updated content,
search Microsoft Office Online.



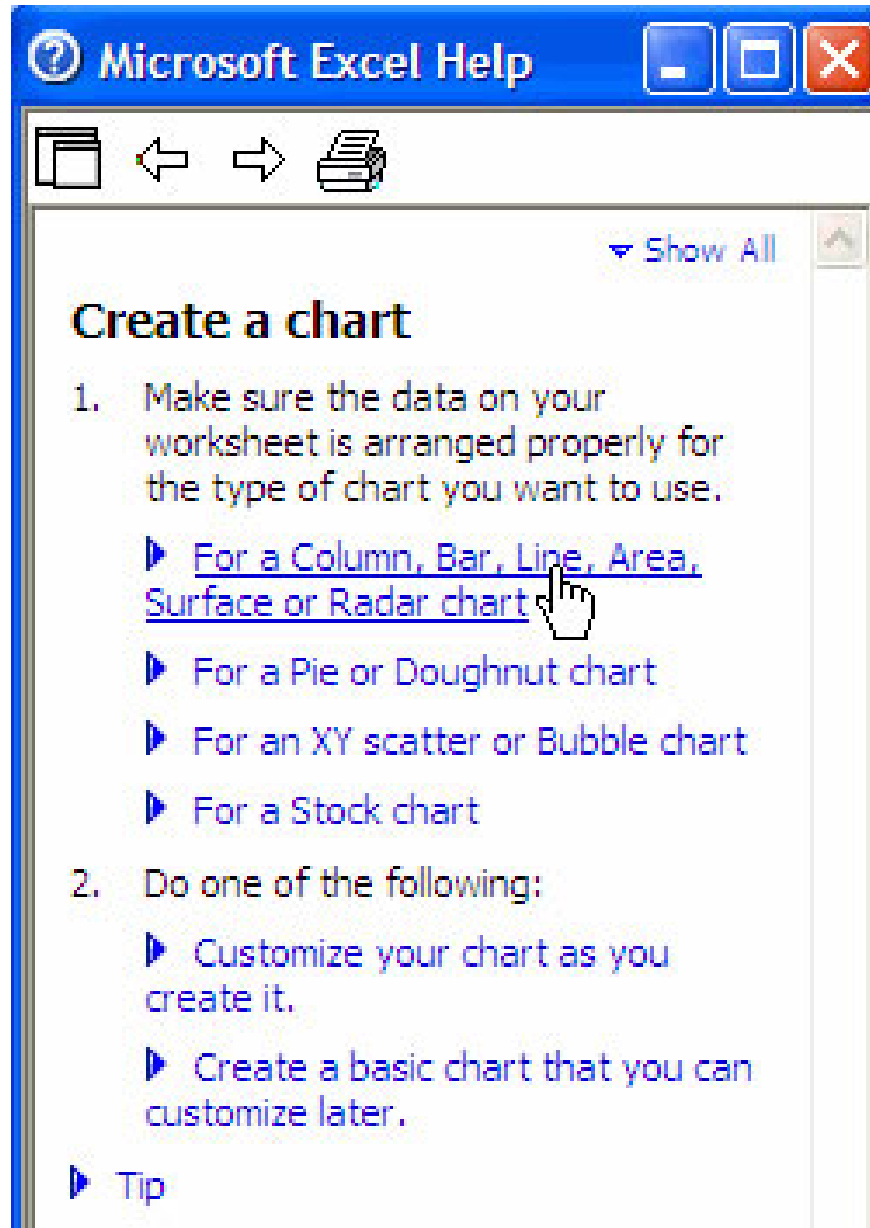
Learn more

20 results

-  [Copy Excel data and charts to Word or PowerPoint](#)
-  [Change the default chart type](#)
-  [Set up a chart for printing](#)
-  [Select a different chart type](#)
-  [About charts](#)
-  [Create a chart](#)
-  [About error bars in charts](#)
-  [About using dates in charts](#)
-  [About combination charts](#)
-  [Change the spacing between data markers in bar and column charts](#)

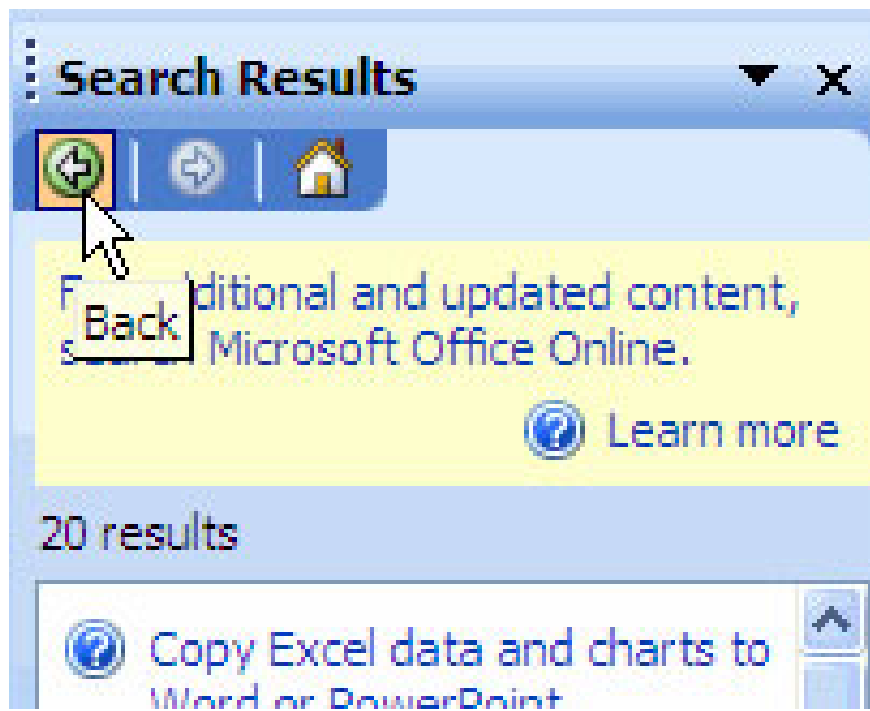
- Click on a topic, they will mention how to create a chart in Excel, then click **Create a chart**

- This will give you instructions for creating a chart. There are 2 steps to creating a chart.



- You can click on the link for more information. After finishing, click the **Close** button to return to the Search Results pane

- To search for other topics, simply click the **Back** button from the Search Results pane to return to the viewed pages. You can also use the **Forward** button to return to previous pages.



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