

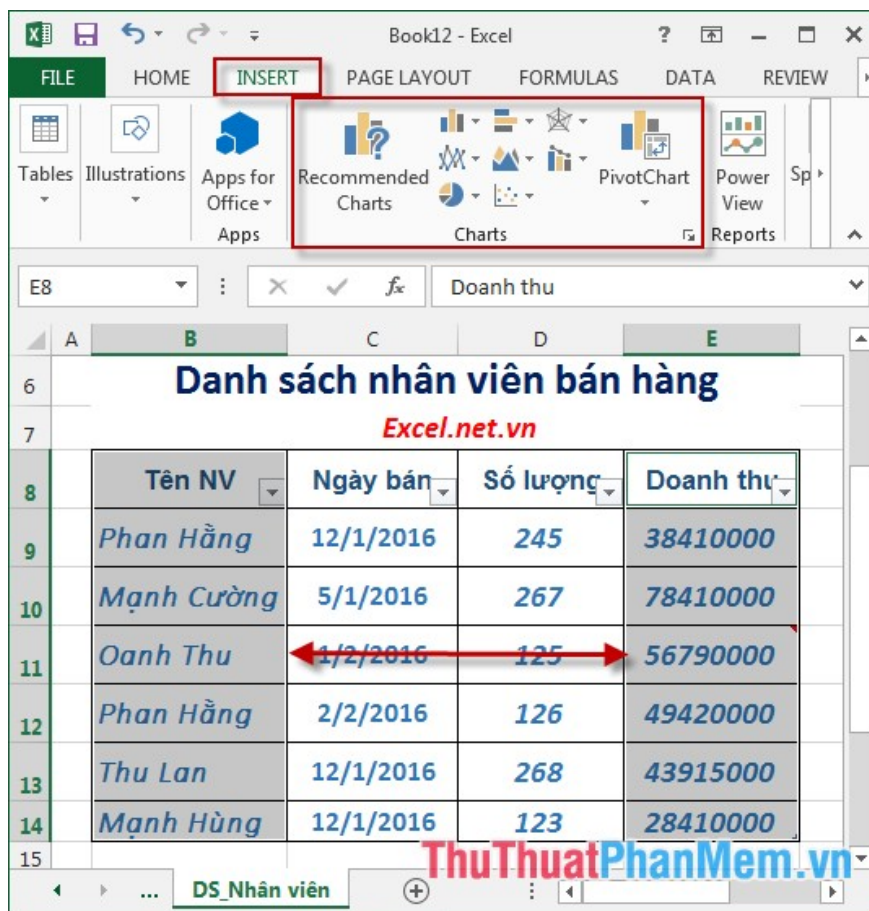
Steps to create graphs (charts) in Excel

The following article shows you the steps to create a chart (chart) in Excel 2013. Step 1: Select the data to create a chart (for example, here you want to create a sales chart of employees - click employee name column and sales) - Insert - select the type of table

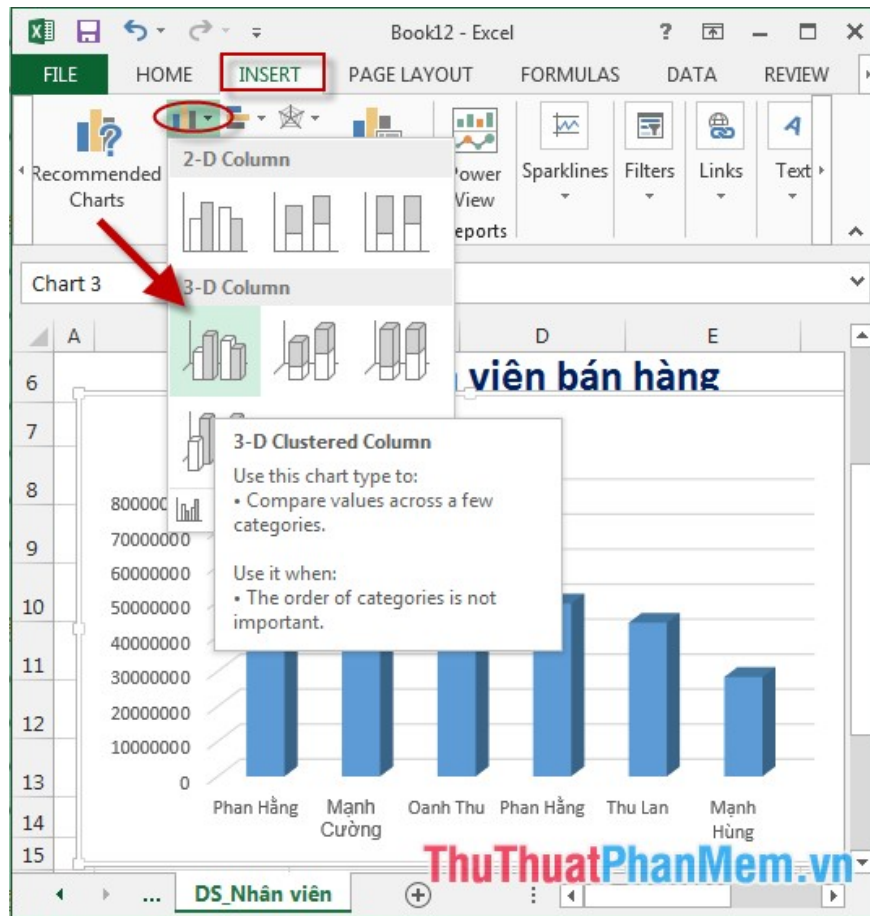
The following article gives detailed instructions for you to create graphs (charts) in Excel 2013.

Insert Charts

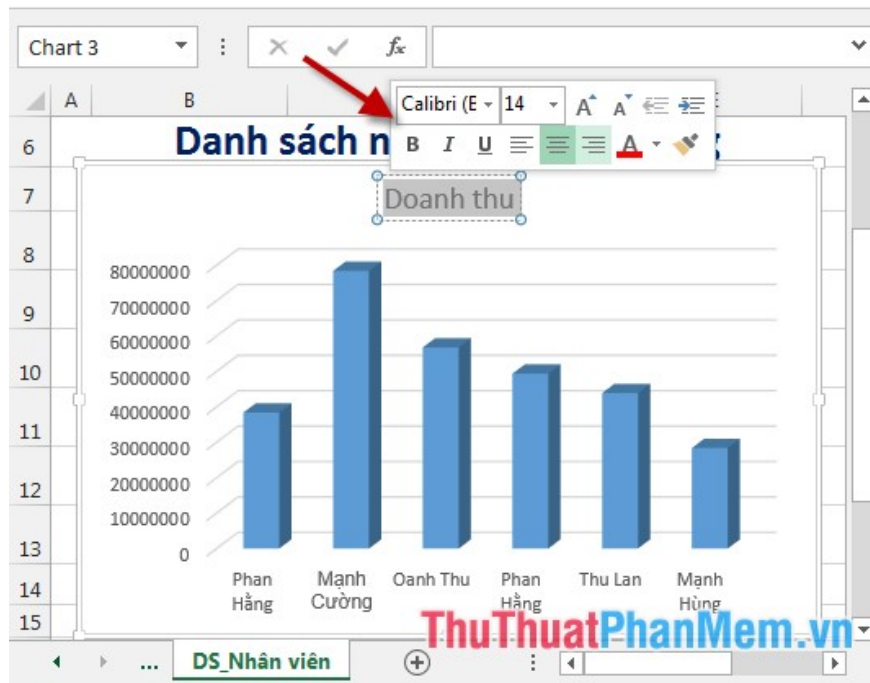
Step 1: Select the data to create a chart (for example, here you want to create the sales chart of employees -> click the employee name and sales column) -> **Insert** -> select the chart type in the section **Charts**:



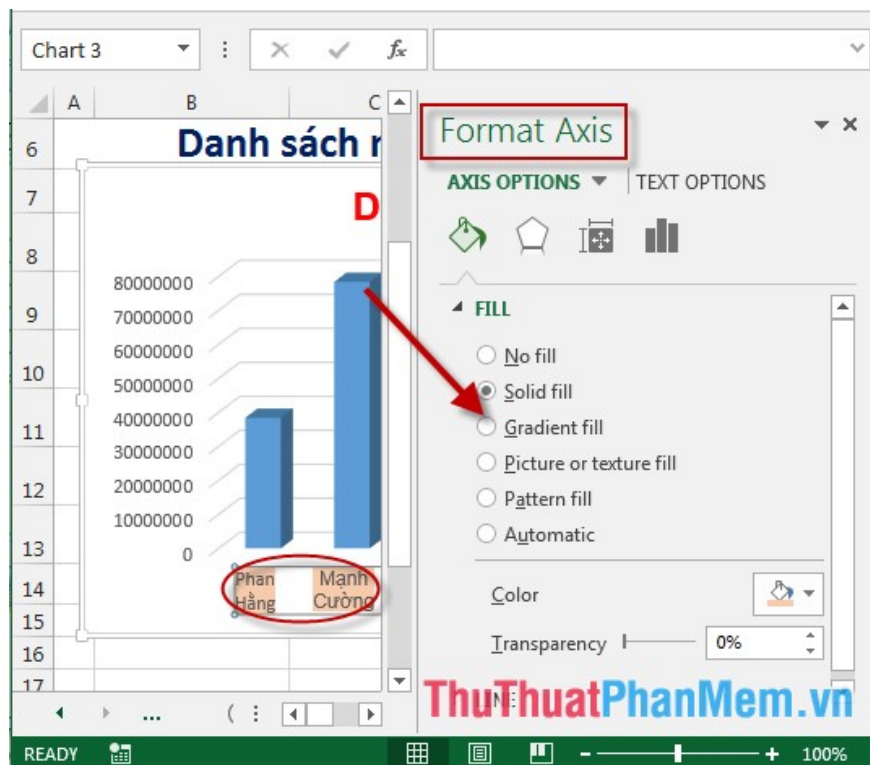
Step 2: For example, here select the type of 3D chart: Move to **3D** -> click the type of chart you want to create:



Step 3: After clicking the chart type -> chart has been created -> click on the chart name -> the Font dialog box quickly displayed, you customize it as you like:



Step 4: Click on the employee name on the chart to open the **Format Axis** dialog box -> change the options in the dialog box for the chart:



- Results after editing the chart:



The above is a detailed guide of steps to create charts in Excel 2013.

Good luck!

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