

The most detailed instructions on drawing, creating, and inserting charts in Word 2013

Charts in Word 2013 help you present data in a visual, easy-to-understand way. If you don't know how to do it, this article, TipsMake will guide you in detail on how to draw, create and insert charts.

Instructions on how to insert charts in Word 2013 with popular types such as columns, circles, lines. to help you illustrate data clearly and professionally.

Reasons to use charts in Word

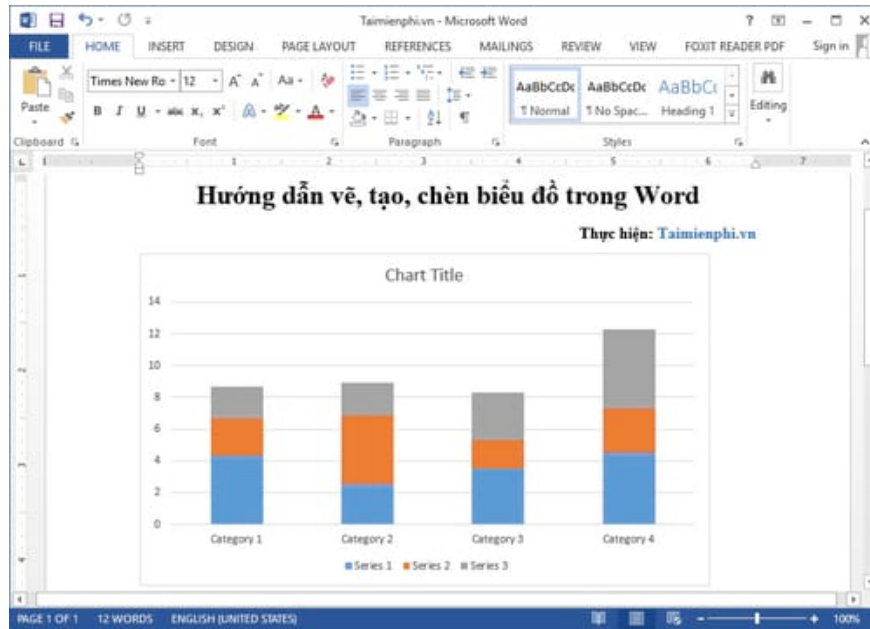
- Helps illustrate data visually
- Supports effective comparison and analysis of data
- Easy to edit and update when needed

How to draw, create, insert charts in Word 2013

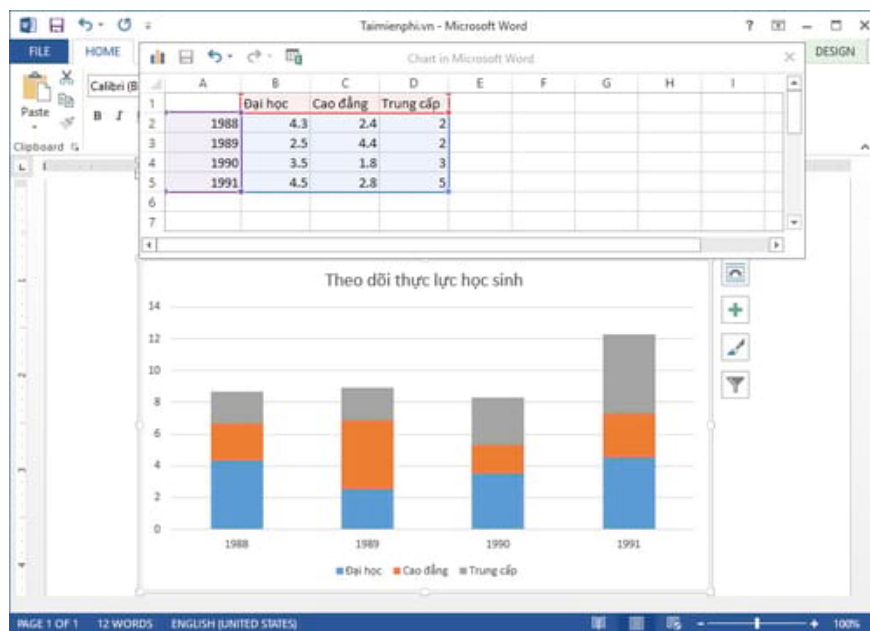
Step 1: Open the text file where you want to insert the chart, on the Ribbon toolbar, click **Insert > Chart**



Step 2: The Insert Chart window opens, in the dialog box there are many types of charts, so depending on the data you can choose the appropriate chart.



Step 4: You can change the information and data for the chart similar to the image below.



So, inserting a chart in Word 2013 is quite simple and you can easily choose the chart types that suit your needs. If you are using Word 2016 and are not familiar with the operation, please refer to the instructions for **drawing charts in Word 2016** to do it more easily.

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