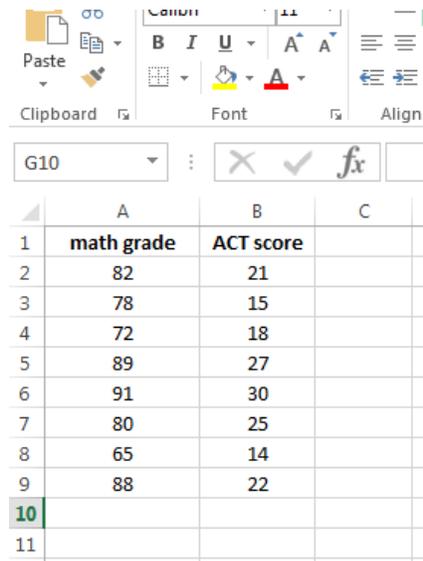


Entering Data & Creating a Scatter Plot in Excel 2013

A tutorial prepared by Sandy Becker

The first step to doing anything in Excel is to enter the data into the Spreadsheet by typing the information and data into the cells.

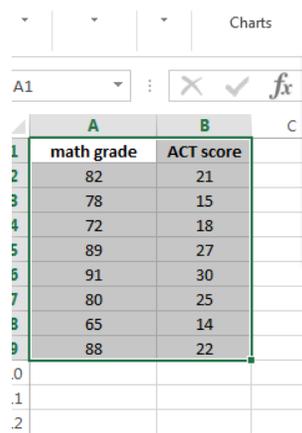
For example, suppose we had data showing math grades and ACT math scores for eight students. We would put their math grades in Column A in Excel and their ACT math scores in Column B in Excel. Your spreadsheet should look like this:



	A	B	C
1	math grade	ACT score	
2	82	21	
3	78	15	
4	72	18	
5	89	27	
6	91	30	
7	80	25	
8	65	14	
9	88	22	
10			
11			

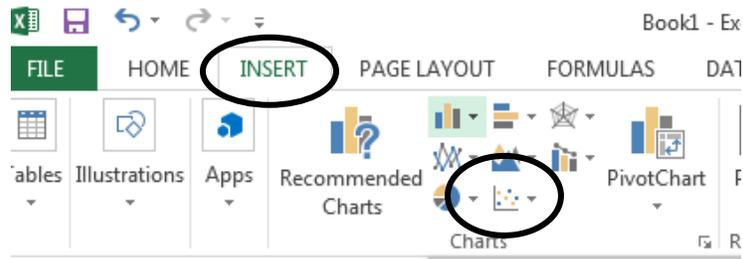
Creating a Scatterplot from Data

The easiest way to create a scatterplot in Excel 2013 is to **highlight the data** that you want to graph by clicking on one cell and dragging your mouse over all the cells with the data that should be graphed. (That part of your spreadsheet will look like this picture – you should highlight both the numbers and the column titles.)

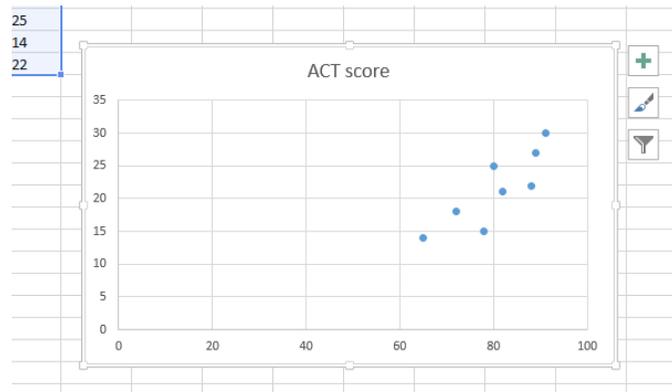


	A	B	C
1	math grade	ACT score	
2	82	21	
3	78	15	
4	72	18	
5	89	27	
6	91	30	
7	80	25	
8	65	14	
9	88	22	
10			
11			

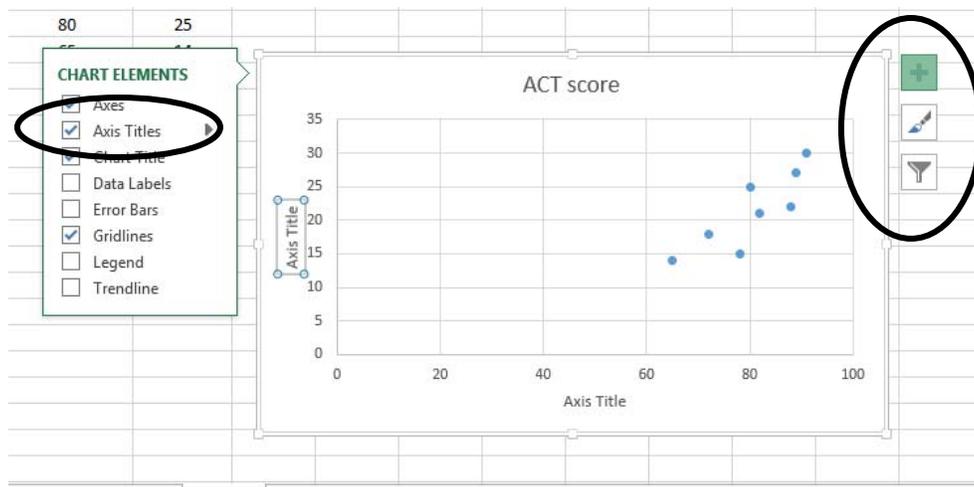
Then click the **Insert** menu. In the Insert menu, click on the button that looks like a scatterplot and choose the basic scatterplot (shown as a bunch of dots) in the options that come up.



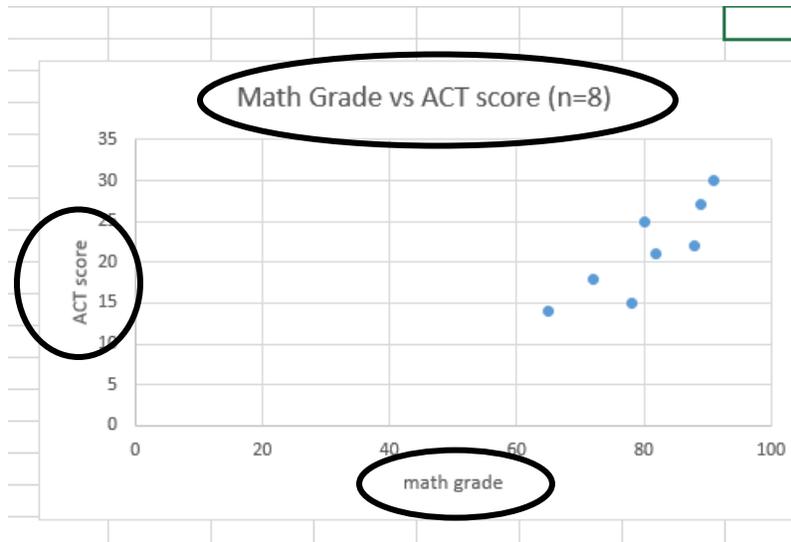
A graph will be inserted in your spreadsheet that needs to be customized. The graph initially looks like this:



Click on the graph to activate the customization menus (the green plus and other icons on the right side of the graph), and then **click the green plus sign** to activate the Chart Elements (seen on the left side of this graphic). Check **Axis Titles** in addition to the pre-selected options.



The axis titles AND the main graph title are all editable now. Click on each one to edit – change to the titles given below (all circled).



Feel free to edit any other features that you'd like to – Excel can do amazing things!

And that's it! Wasn't that awesome?! 😊