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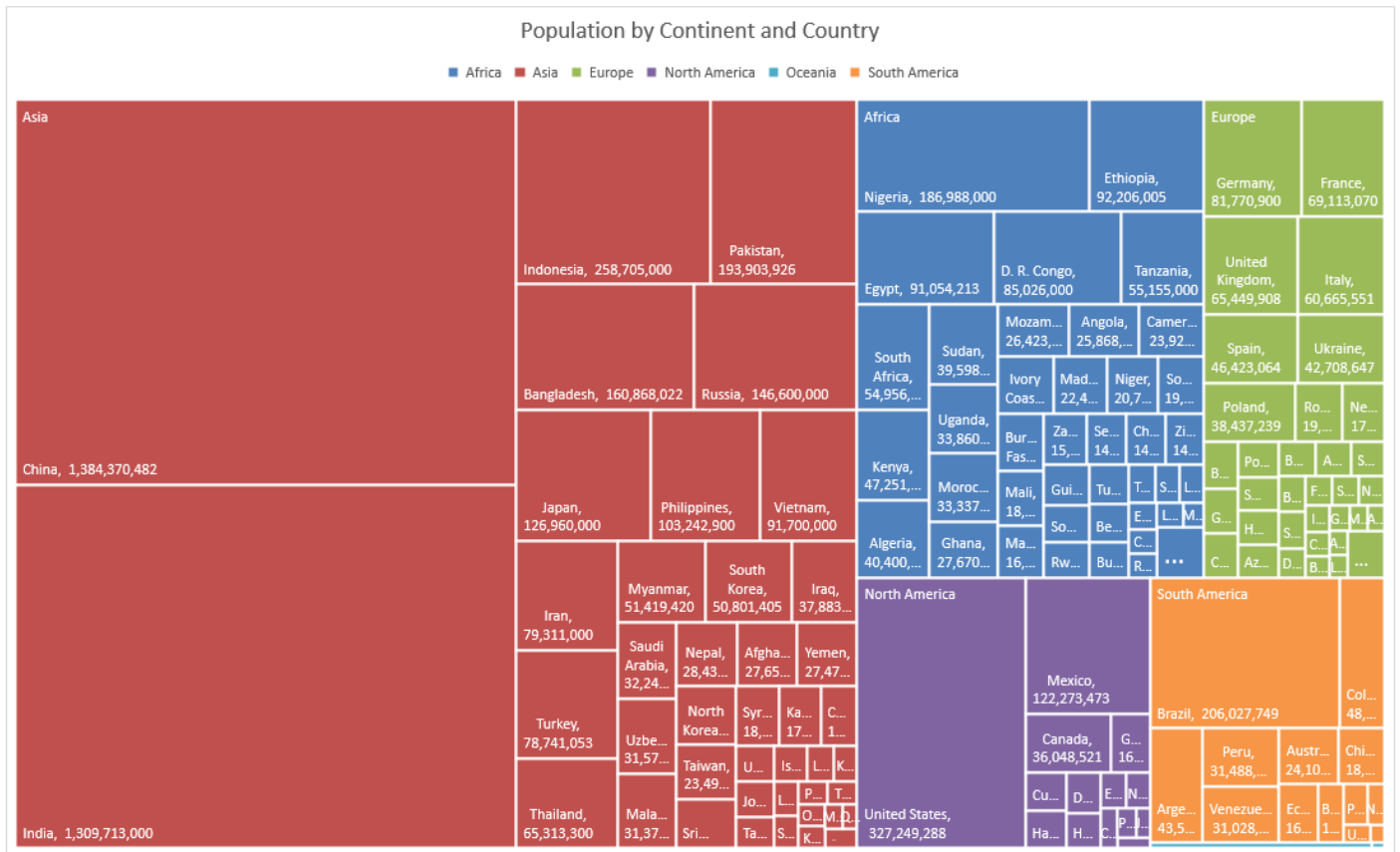Feel in control * Get better looking results * Feel less frustrated * Get it done right * Save money

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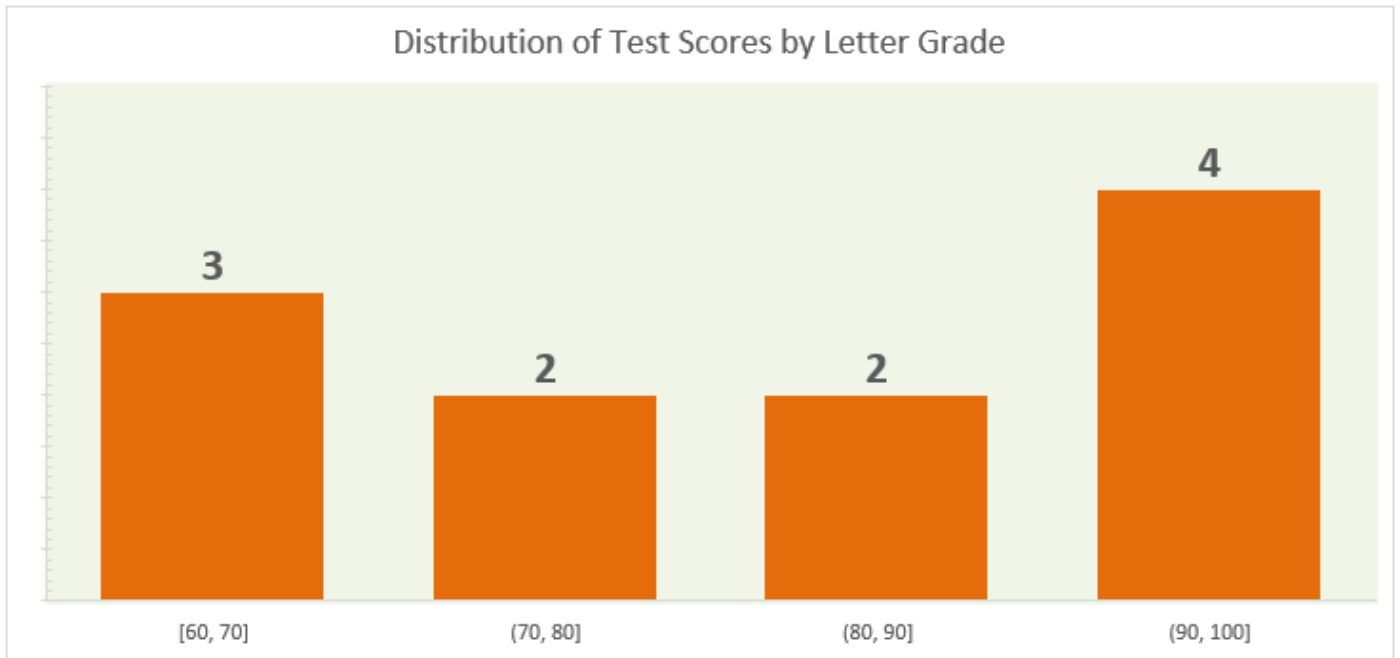## Launch Tip of the Month
May 2021

Microsoft Excel has always been a popular tool for creating charts. In the early years, the number of available chart types was limited, but Microsoft has added new chart types that make it easier to tell the story of your business with eye catching, interesting visualizations. Once you know they are available, there's no reason to bore your audience with the same old charts we've all seen a thousand times!

Chart types include:

Treemap

Histogram

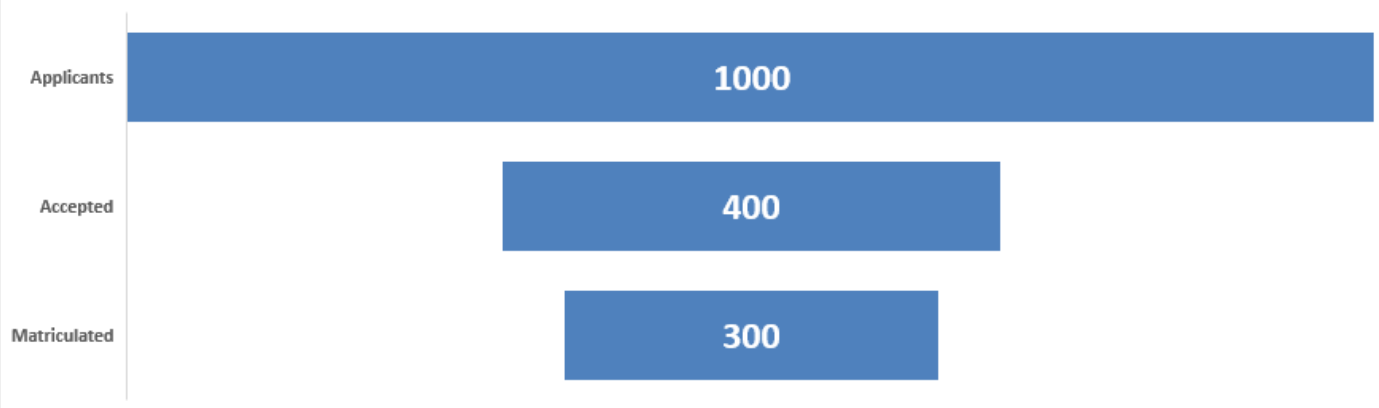**Distribution of Test Scores by Letter Grade**

[60, 70]	(70, 80]	(80, 90]	(90, 100]
3	2	2	4

Waterfall

Deposits and Withdrawals

Legend: ■ Increase ■ Decrease ■ Total

- Intital Deposit: $10,000.00
- Deposit: $1,500.00
- Withdrawal: $(2,000.00)
- Withdrawal: $(500.00)
- Deposit: $3,000.00
- Deposit: $2,000.00
- Deposit: $700.00
- Withdrawal: $(4,000.00)
- Total: $10,700.00

Sunburst

2010 Population for Northern and Southern New England by State
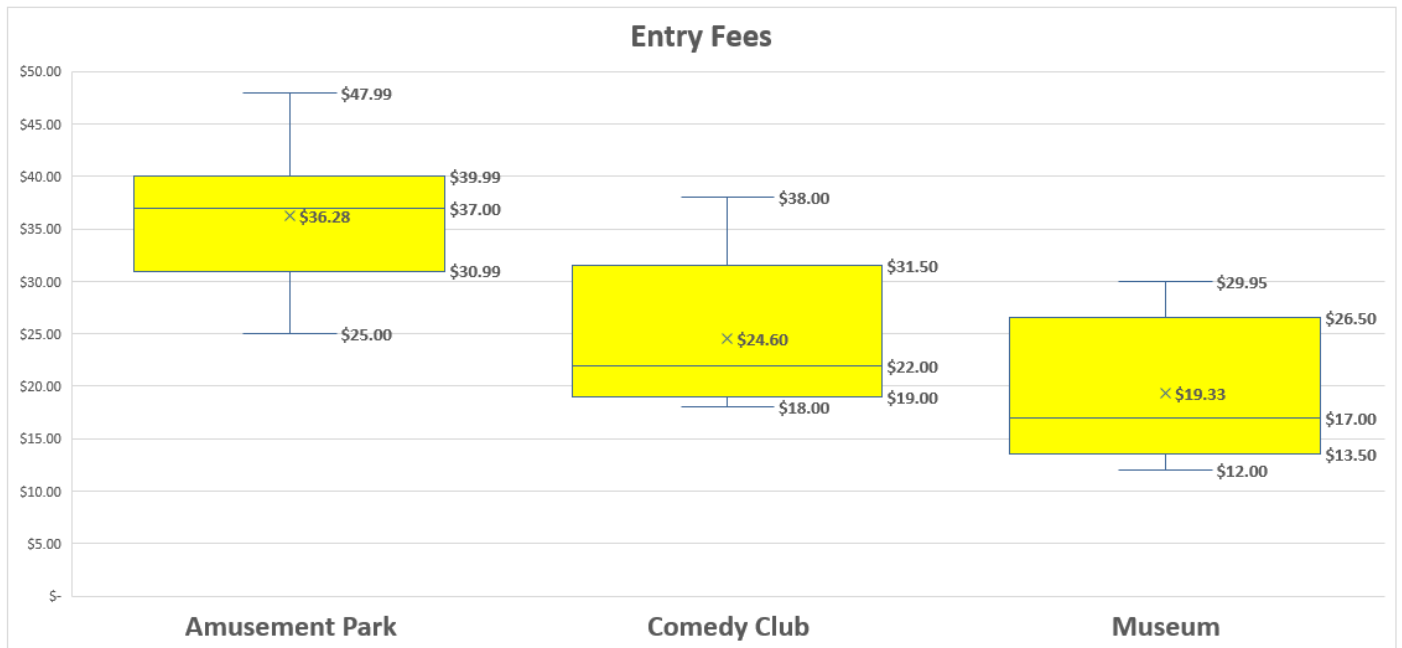

Funnel

Massachusetts College of Charting

Applicants	1000
Accepted	400
Matriculated	300

STUDENTS BY TYPE OF DANCE

90 Modern

60 Country

47 Folk

29 Swing

Box and Whisker

Entry Fees

	Amusement Park	Comedy Club	Museum
Max	$47.99	$38.00	$29.95
Q3	$39.99	$31.50	$26.50
Mean	$36.28	$24.60	$19.33
Median	$37.00	$22.00	$17.00
Q1	$30.99	$19.00	$13.50
Min	$25.00	$18.00	$12.00

Charts Containing Pictures
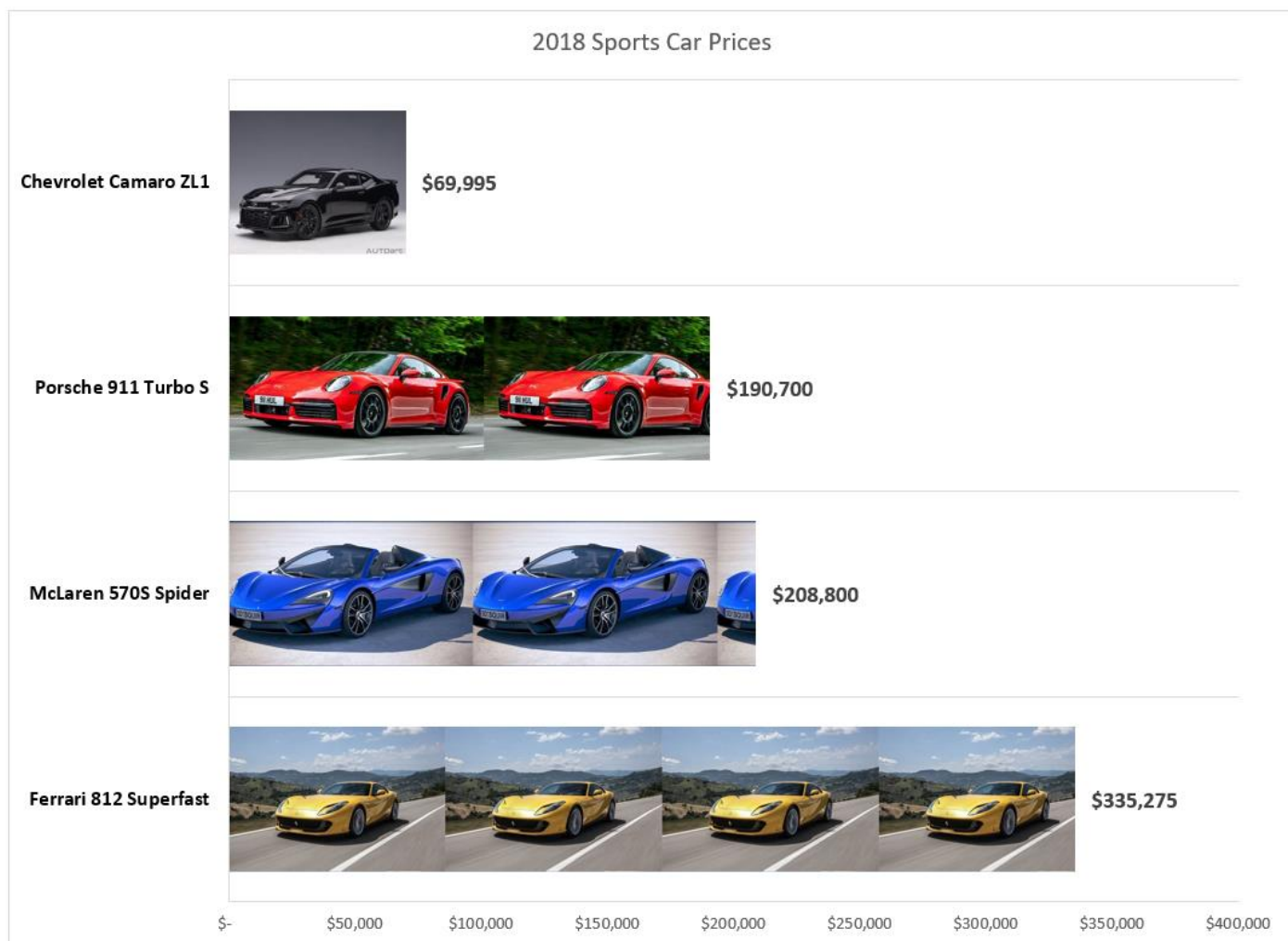
Want to learn more about charting in Excel? Launch offers a three-hour instructor-led class at your site or on the web.

Featured Course: Charting, Linking, Embedding and Working with Multiple Sheets
- Learn to create all of these chart types and more.
- Learn the secret to accessing chart formatting options when you don't know where to find them.
- Create multiple charts with the exact same formatting in seconds.
- Enter data into multiple sheets at the same time.
- Make changes in a spreadsheet and have copies update in a different Excel file and a Word file!
- Put all the power of Excel INSIDE a Word document .

Visit https://www.launchtraining.com/outlines to view all of our class outlines.