2 Excel Lesson with a Fruit Chart

- 1. Cell A1 click on merge
 - a. Type in the name of your Fruit Chart Center to C2.
- 2. Place the first fruit in Column A3 and the number in Column B3.
- 3. High light from A3 to B9 Go to Insert Bar Chart 3D.
- 4. Click on the first bar & right click on the mouse
 - a. and color it. Make them the color relative
 - b. to the type of fruit it is and repeat.
- Go to Page Layout Page Setup TAB Header / FOOTER Custom Header.
 - a. Left Section Type in your name & Grade Right Section click on the date THEN (OK)
 - b. Click on tab SHEET. Under the word Print check off Gridlines and then Row and column headings.
- 6. Save your Lesson in a folder called EXCEL same as before..



Y	OUR NAME						DATE		
Ţ	A	В	С	D	E	F	G	Н	
	Penny's								
:									
	Lemons	6							
-	Apples	8							
;	Rasbernies	5						•	
5 (Grapes	30							
7	Bananas	7						•	
3	Pears	9							
9	Kiwi	10						•	
0									
1							·	<u>.</u>	
2	va 1								
5							Le mons		
H	Pears						Apples		
6	Bananas 🧧	_					- Pashavias		
7	Ganes								
в	on pes					_	Grapes		
9	Rasberries		_				<mark>-</mark> Bana nas		
o	Apples 🧧					_	Pea is		
1	Lamone 1	_	_				Kiwi		
2			2	2 2	_/	\rightarrow			
3	0	5	10 1	5 20	25	30			

Page Setup											
Page	Margins	Header/Footer	Sheet								
Print <u>a</u> rea:											
Print titles											
<u>R</u> ows to	Rows to repeat at top:										
<u>C</u> olumns	<u>C</u> olumns to repeat at left:										
Print											
✓ Gridli	nes	C	o <u>m</u> ments:	(None)							
Black	and white	C	ell <u>e</u> rrors as:	displayed							
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