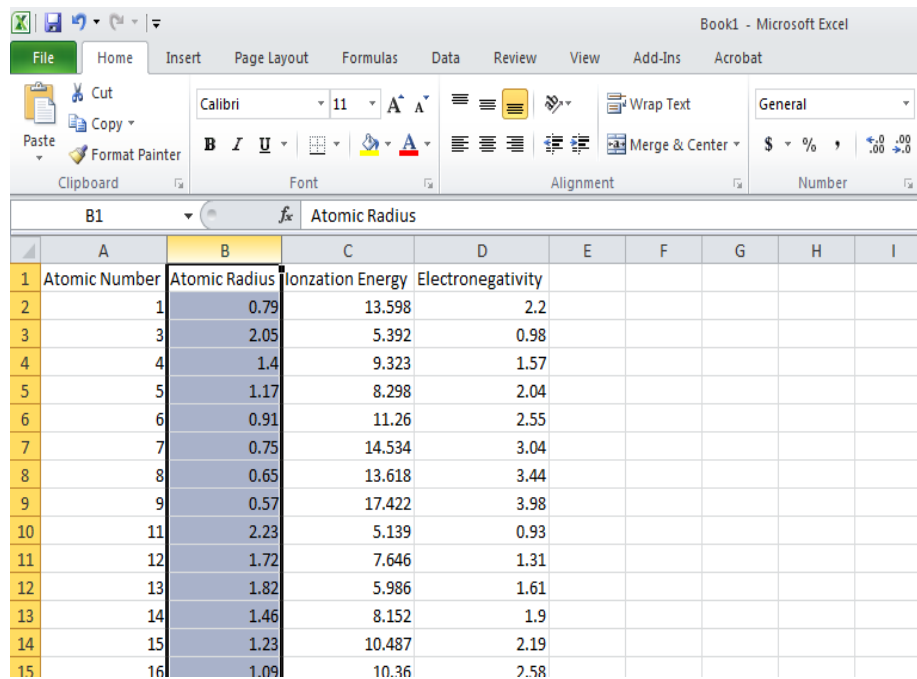


Excel Charts for Trend Lab

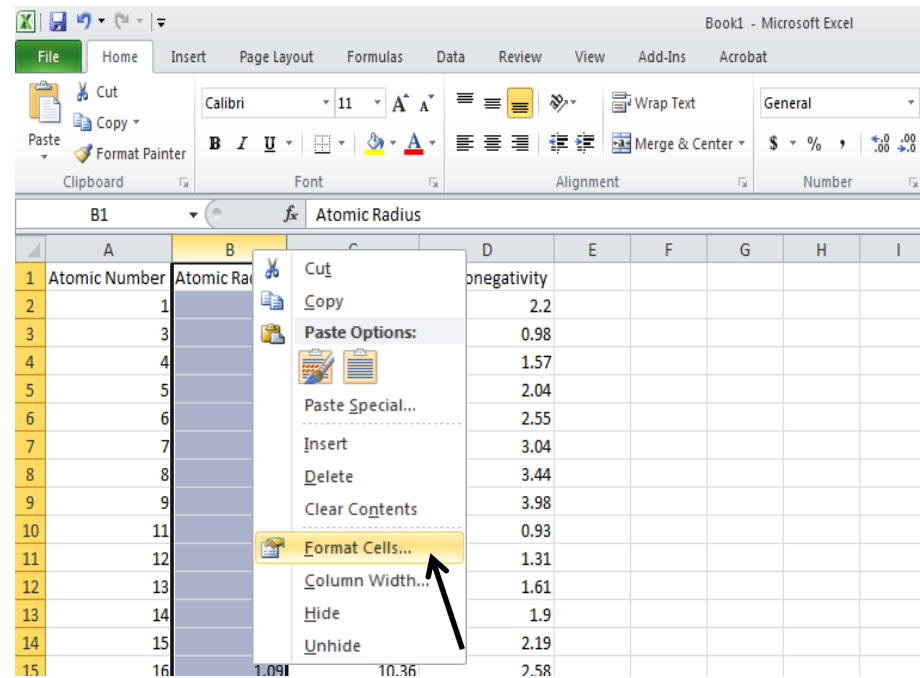
(Windows 7 / Microsoft Office 2013)

Step 5a: Format Cells in Columns B through D to Reflect # of Decimal Points in Data
(Right-click on the letter above the column that you want to format)



| | A | B | C | D | E | F | G | H | I |
|----|---------------|---------------|-------------------|-------------------|---|---|---|---|---|
| 1 | Atomic Number | Atomic Radius | Ionization Energy | Electronegativity | | | | | |
| 2 | 1 | 0.79 | 13.598 | 2.2 | | | | | |
| 3 | 3 | 2.05 | 5.392 | 0.98 | | | | | |
| 4 | 4 | 1.4 | 9.323 | 1.57 | | | | | |
| 5 | 5 | 1.17 | 8.298 | 2.04 | | | | | |
| 6 | 6 | 0.91 | 11.26 | 2.55 | | | | | |
| 7 | 7 | 0.75 | 14.534 | 3.04 | | | | | |
| 8 | 8 | 0.65 | 13.618 | 3.44 | | | | | |
| 9 | 9 | 0.57 | 17.422 | 3.98 | | | | | |
| 10 | 11 | 2.23 | 5.139 | 0.93 | | | | | |
| 11 | 12 | 1.72 | 7.646 | 1.31 | | | | | |
| 12 | 13 | 1.82 | 5.986 | 1.61 | | | | | |
| 13 | 14 | 1.46 | 8.152 | 1.9 | | | | | |
| 14 | 15 | 1.23 | 10.487 | 2.19 | | | | | |
| 15 | 16 | 1.09 | 10.36 | 2.58 | | | | | |

Step 5b: Format Cells in Columns B through D to Reflect # of Decimal Points in Data
(Click on Format Cells)



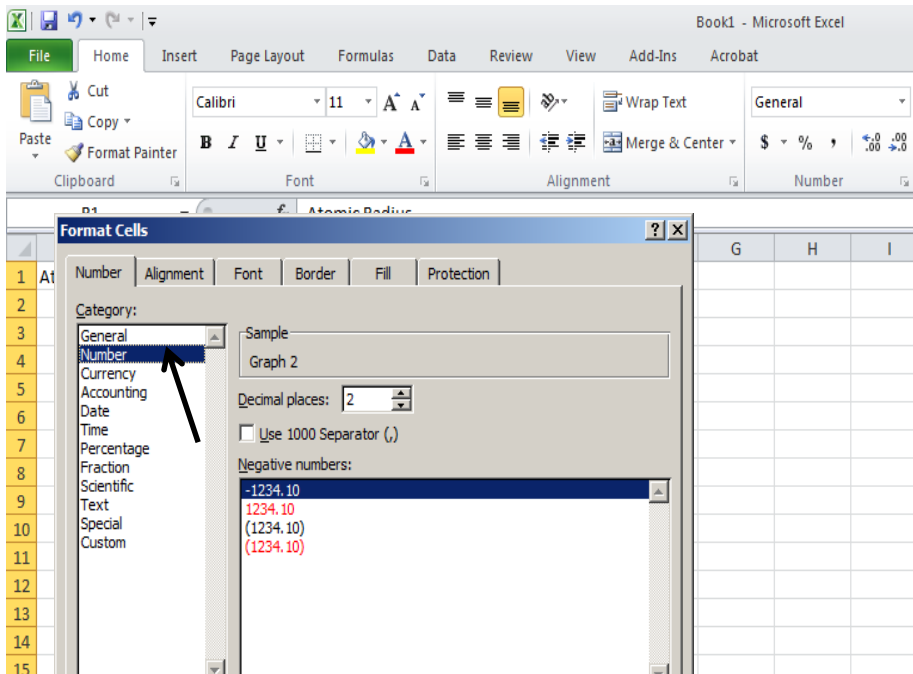
| | A | B | C | D | E | F | G | H | I |
|----|---------------|---------------|-------------------|-------------------|---|---|---|---|---|
| 1 | Atomic Number | Atomic Radius | Ionization Energy | Electronegativity | | | | | |
| 2 | 1 | 0.79 | 13.598 | 2.2 | | | | | |
| 3 | 3 | 2.05 | 5.392 | 0.98 | | | | | |
| 4 | 4 | 1.4 | 9.323 | 1.57 | | | | | |
| 5 | 5 | 1.17 | 8.298 | 2.04 | | | | | |
| 6 | 6 | 0.91 | 11.26 | 2.55 | | | | | |
| 7 | 7 | 0.75 | 14.534 | 3.04 | | | | | |
| 8 | 8 | 0.65 | 13.618 | 3.44 | | | | | |
| 9 | 9 | 0.57 | 17.422 | 3.98 | | | | | |
| 10 | 11 | 2.23 | 5.139 | 0.93 | | | | | |
| 11 | 12 | 1.72 | 7.646 | 1.31 | | | | | |
| 12 | 13 | 1.82 | 5.986 | 1.61 | | | | | |
| 13 | 14 | 1.46 | 8.152 | 1.9 | | | | | |
| 14 | 15 | 1.23 | 10.487 | 2.19 | | | | | |
| 15 | 16 | 1.09 | 10.36 | 2.58 | | | | | |

Excel Charts for Trend Lab

(Windows 7 / Microsoft Office 2013)

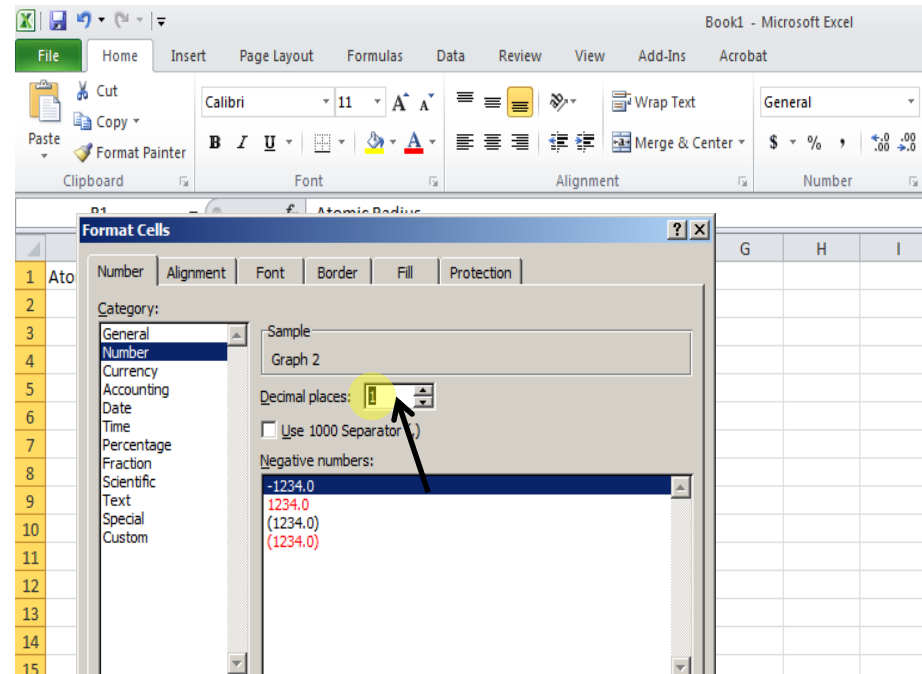
Step 5c: Format Cells in Columns B through D to Reflect # of Decimal Points in Data

(Click on Number under the Number tab)



Step 5c: Format Cells in Columns B through D to Reflect # of Decimal Points in Data

(Change the number of decimal places from two to whatever you need)

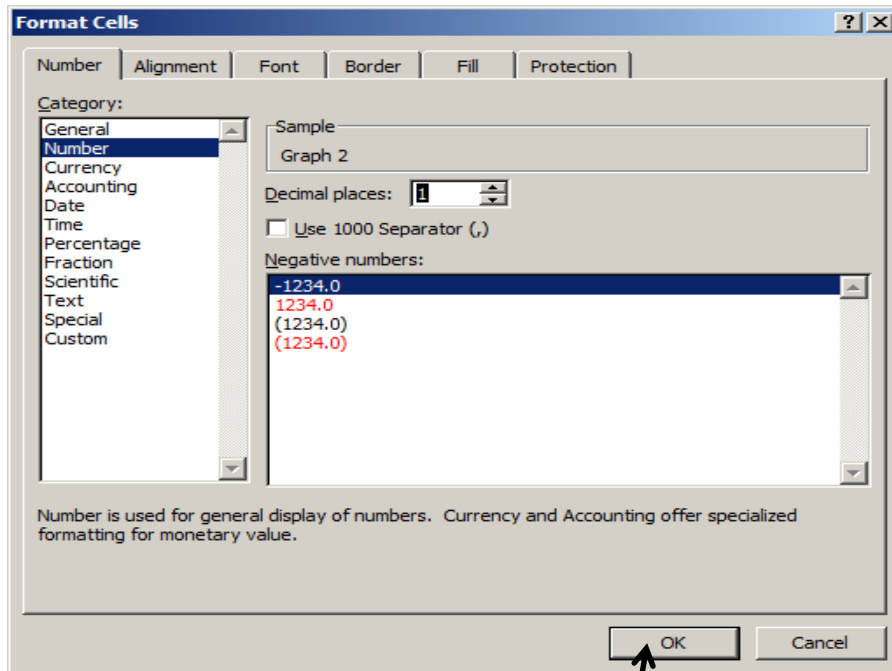


Excel Charts for Trend Lab

(Windows 7 / Microsoft Office 2013)

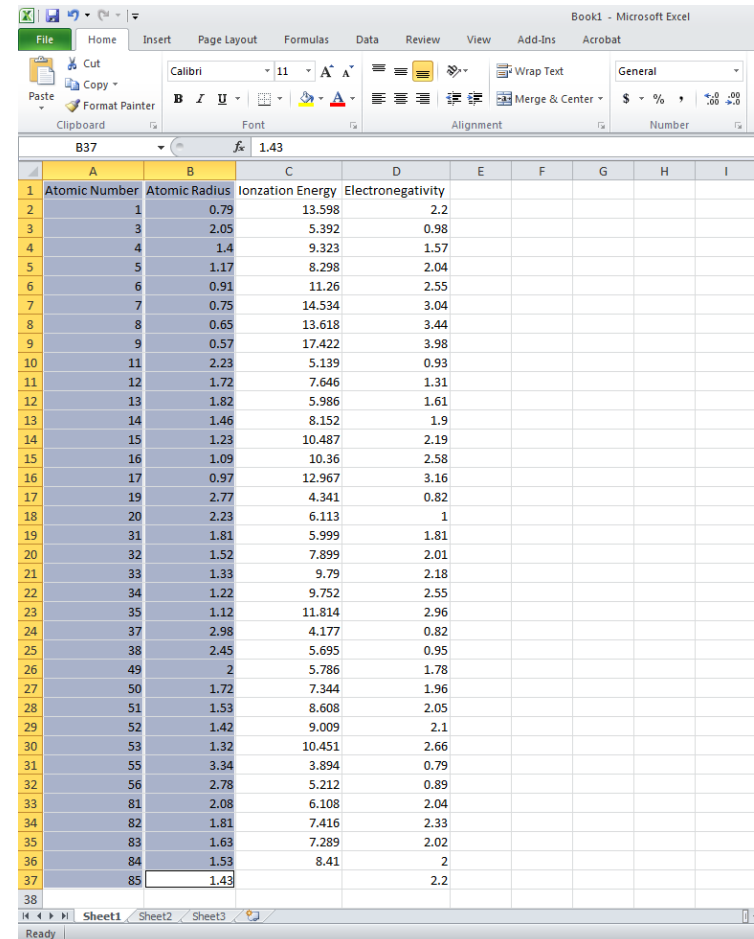
Step 5e: Format Cells in Columns C & D to Reflect # of Decimal Points in Data

(Click OK)



Step 6: Highlight the Data that you want to Graph

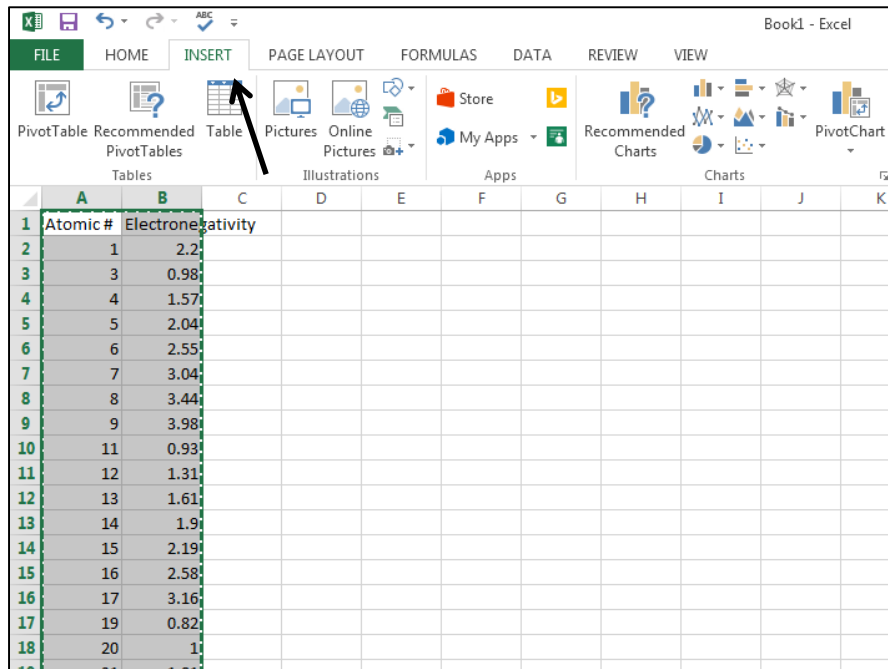
(Click in Cell A1 and drag to Cell A37, hold down the Ctrl key on the keyboard, click the cell in row 37 of the data you want to graph against Atomic Number, then drag to the cell in row 1 at the top of that column)



Excel Charts for Trend Lab

(Windows 7 / Microsoft Office 2013)

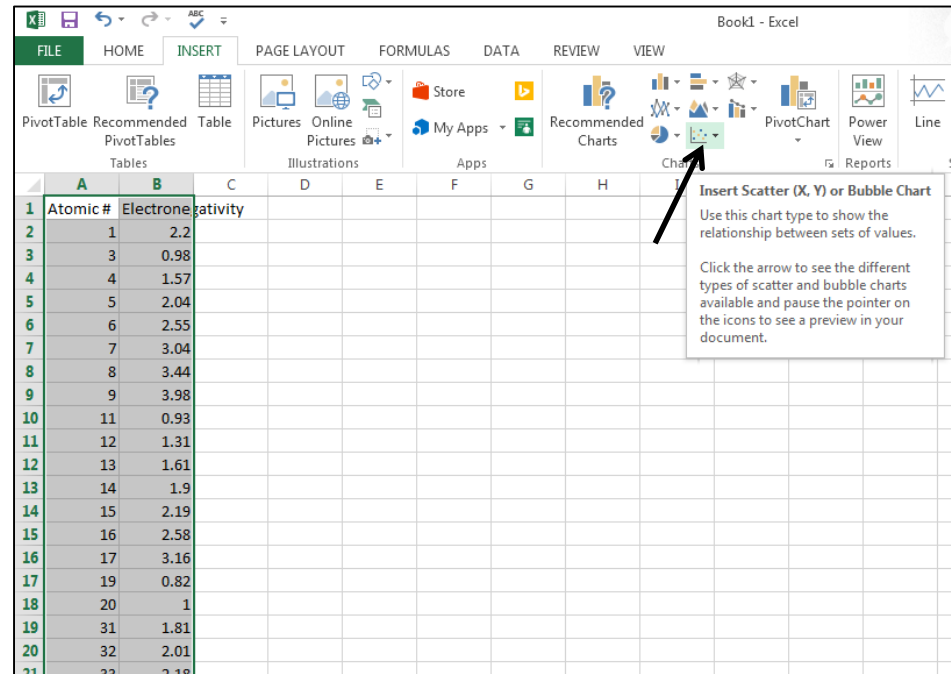
Step 7: Click on the Insert Ribbon



The screenshot shows the Microsoft Excel interface with the 'INSERT' ribbon selected. The 'Tables' group contains the 'Table' icon, which is highlighted by a black arrow. The spreadsheet below shows a table with the following data:

| Atomic # | Electronegativity |
|----------|-------------------|
| 1 | 2.2 |
| 3 | 0.98 |
| 4 | 1.57 |
| 5 | 2.04 |
| 6 | 2.55 |
| 7 | 3.04 |
| 8 | 3.44 |
| 9 | 3.98 |
| 11 | 0.93 |
| 12 | 1.31 |
| 13 | 1.61 |
| 14 | 1.9 |
| 15 | 2.19 |
| 16 | 2.58 |
| 17 | 3.16 |
| 19 | 0.82 |
| 20 | 1.81 |
| 22 | 2.18 |

Step 8: Click on Scatter



The screenshot shows the Microsoft Excel interface with the 'INSERT' ribbon selected. The 'Charts' group contains the 'Scatter' icon, which is highlighted by a black arrow. A tooltip is visible over the icon, providing instructions on how to use the chart type.

Insert Scatter (X, Y) or Bubble Chart
Use this chart type to show the relationship between sets of values.

Click the arrow to see the different types of scatter and bubble charts available and pause the pointer on the icons to see a preview in your document.

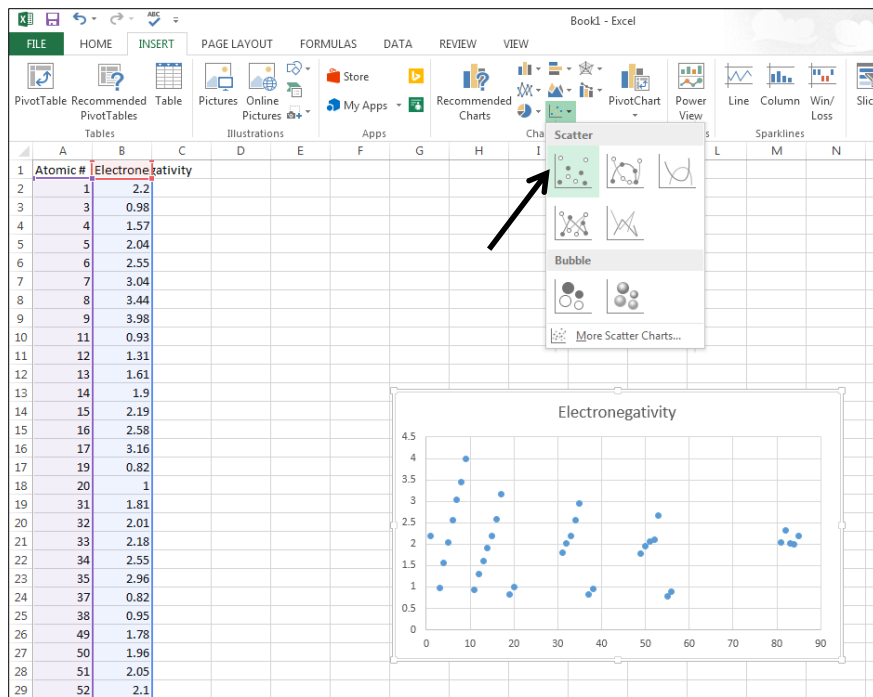
The spreadsheet below shows the same data as in Step 7:

| Atomic # | Electronegativity |
|----------|-------------------|
| 1 | 2.2 |
| 3 | 0.98 |
| 4 | 1.57 |
| 5 | 2.04 |
| 6 | 2.55 |
| 7 | 3.04 |
| 8 | 3.44 |
| 9 | 3.98 |
| 11 | 0.93 |
| 12 | 1.31 |
| 13 | 1.61 |
| 14 | 1.9 |
| 15 | 2.19 |
| 16 | 2.58 |
| 17 | 3.16 |
| 19 | 0.82 |
| 20 | 1.81 |
| 22 | 2.18 |

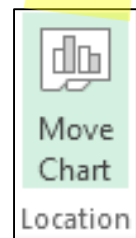
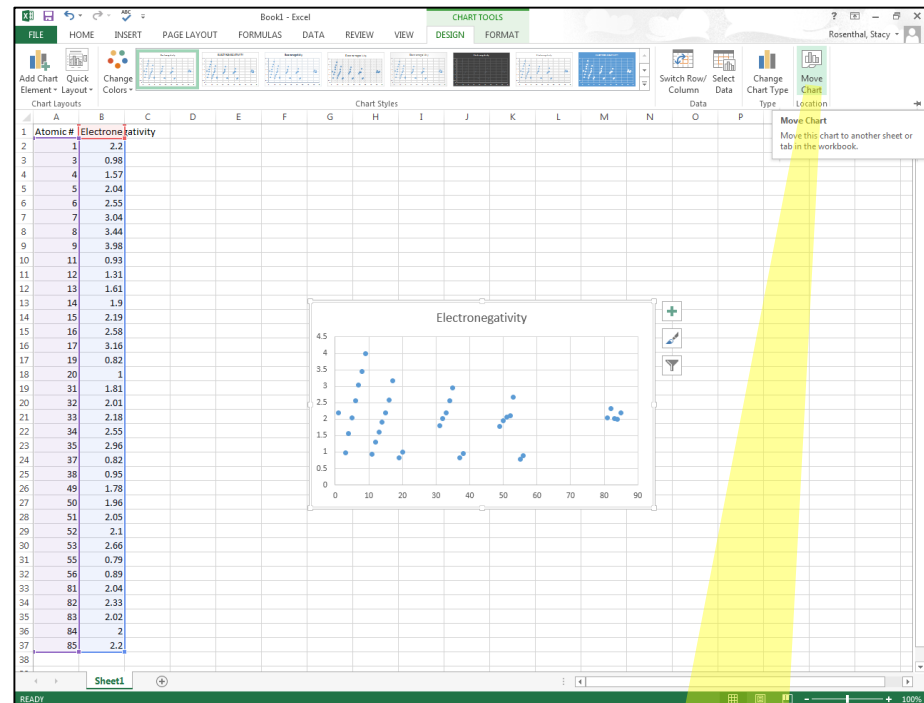
Excel Charts for Trend Lab

(Windows 7 / Microsoft Office 2013)

Step 9: Click on Scatter



Step 10: Click on Move Chart on the Design tab



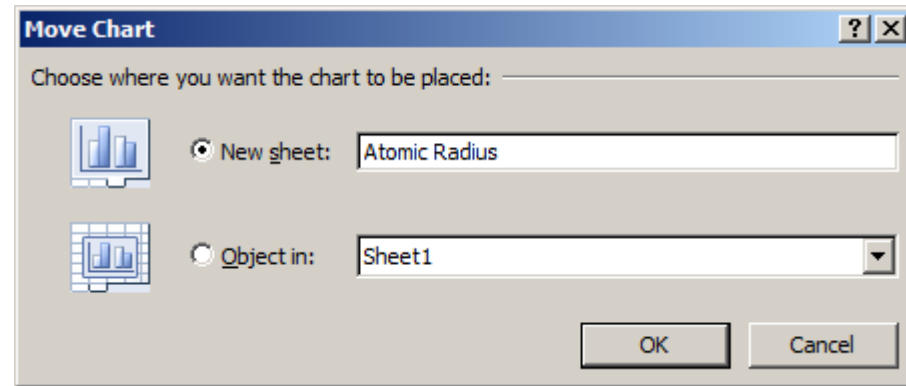
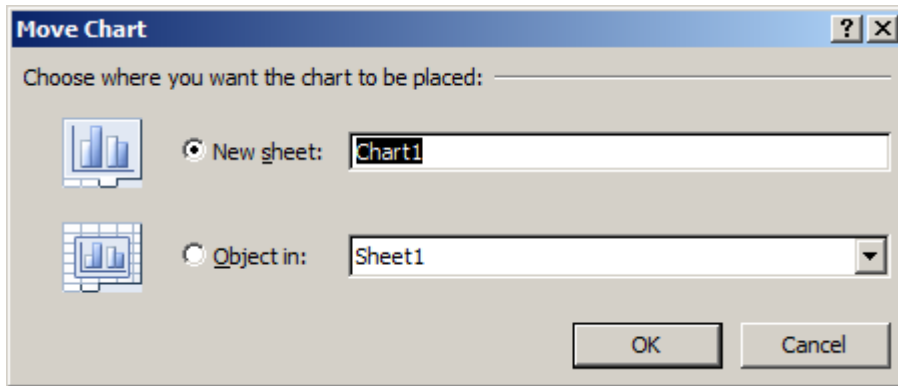
Excel Charts for Trend Lab

(Windows 7 / Microsoft Office 2013)

**Step 11: Click on the Radio Button
Next to New sheet**

**Step 12: Name Your Graph Accordingly,
then click OK**

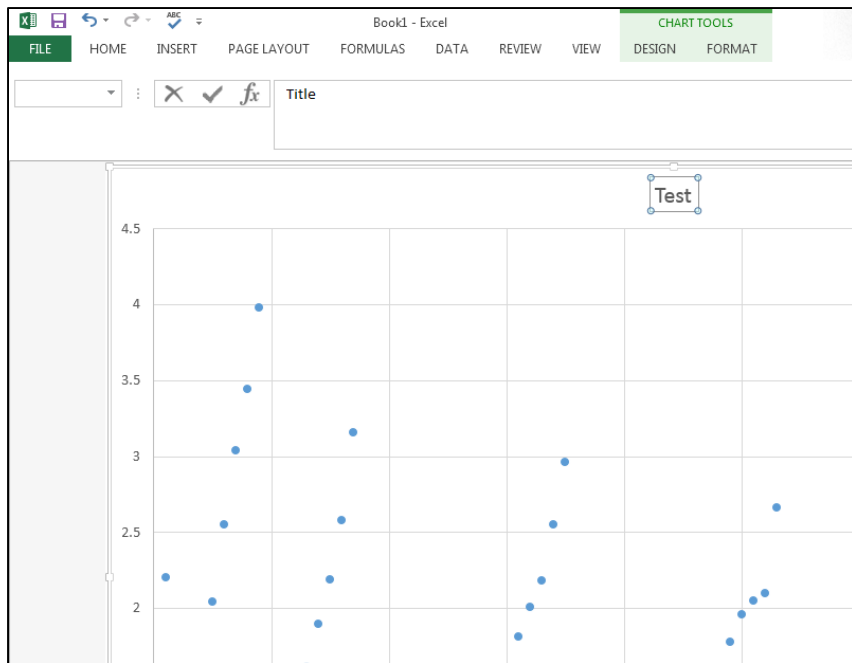
(Example: Atomic Radius, Ionization Energy, and Electronegativity)



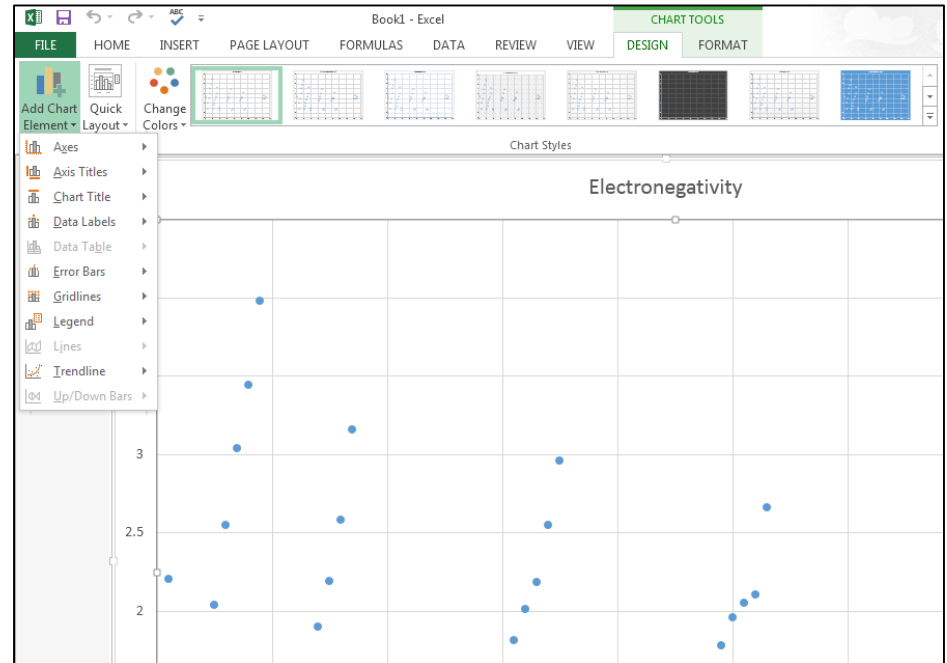
Excel Charts for Trend Lab

(Windows 7 / Microsoft Office 2013)

Step 13: Click on the existing chart title, type a new title, hit Enter



Step 14: Click on Add Chart Element on the left side of the Design tab



Excel Charts for Trend Lab

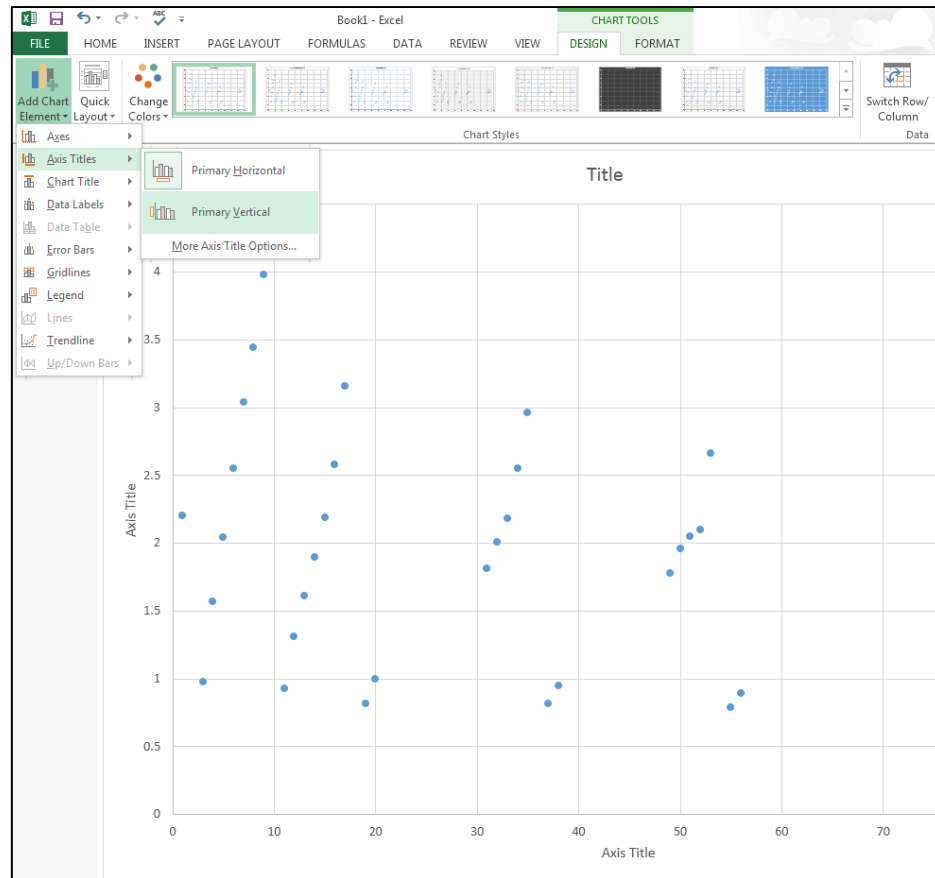
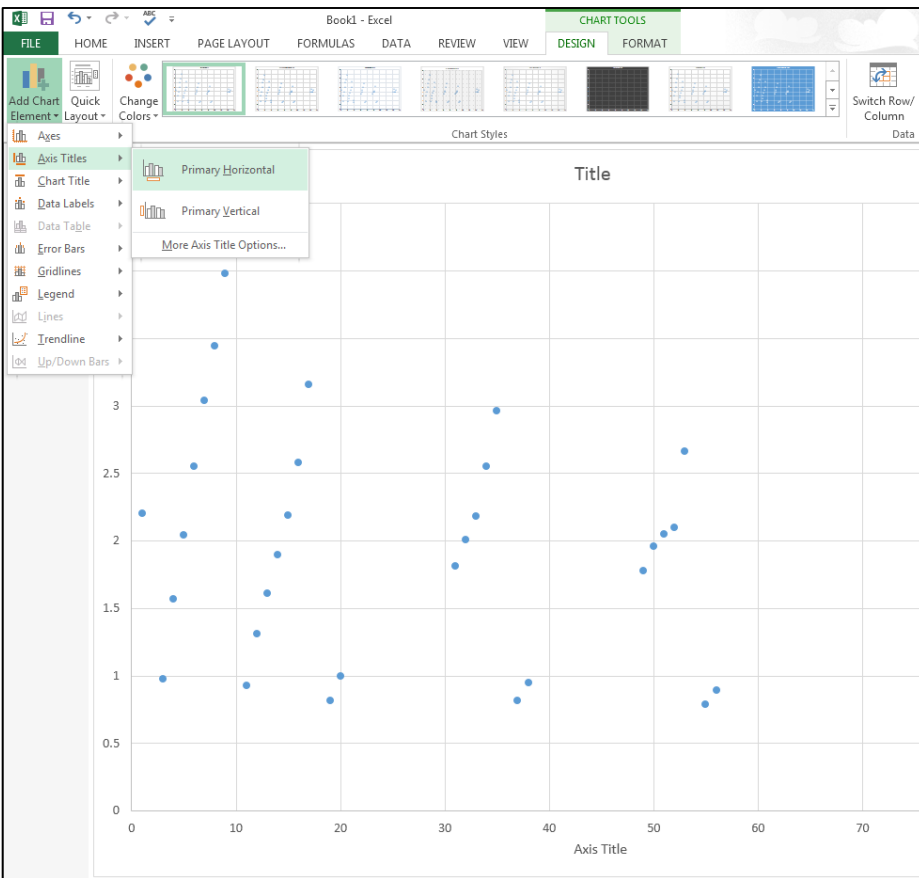
(Windows 7 / Microsoft Office 2013)

Step 15: Add a Horizontal Axis Title

(Click on Axis Titles, then on Primary Horizontal (X) Axis Title, and then edit the title as needed)

Step 16: Add a Vertical Axis Title

(Click on Axis Titles, then on Primary Vertical (Y) Axis Title, and then edit the title as needed.)



Excel Charts for Trend Lab

(Windows 7 / Microsoft Office 2013)

Step 17: Remember to Add the Unit of Measurement to your Vertical Axis Title

Step 18: Double-check your work, then save and print

Atomic Radius = Angstroms

Ionization Energy = V

