

# Winter Olympic Games

## Creating a Line Chart

### New Skills

- Inserting a Line Chart
- Formatting a Line Chart

### Lesson Overview

The Winter Olympics are an event that happens every four years. Athletes from around the world get the chance to compete against each other and truly find out who is the best in the world at their sport. The Winter Olympics have steadily grown in both the number of athletes and the number of countries who participate. A line chart is the best way for you to show the increase in the number of athletes participating.

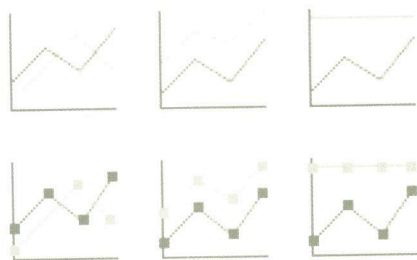
*In this lesson, you will create a line chart using the data from your Winter Olympic Games research.*

### Tools & Terms You'll Use

Review the following tools and terms that you will practice in this lesson, as you may be required to take a written assessment test after completing this unit.



#### 2-D Line



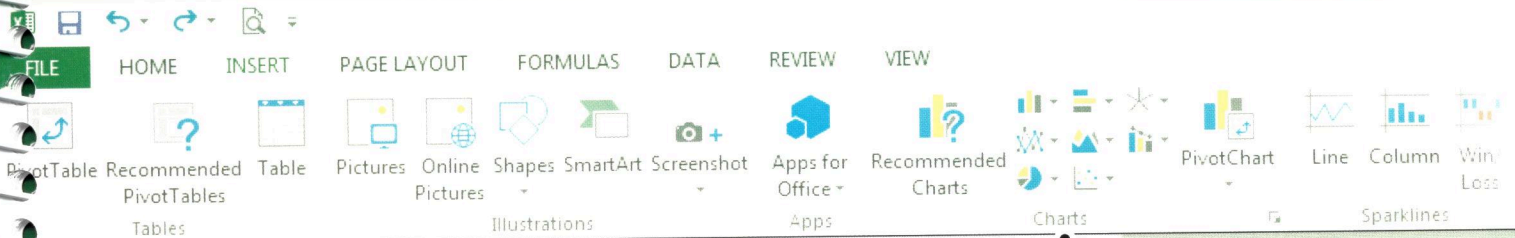
#### 3-D Line



 [More Line Charts...](#)

#### Line Chart:

Use this icon to create a chart to show trends over time (years, months, and days) or categories.

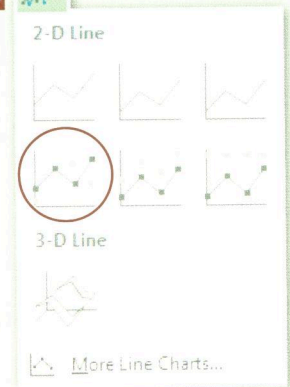


### Instructions

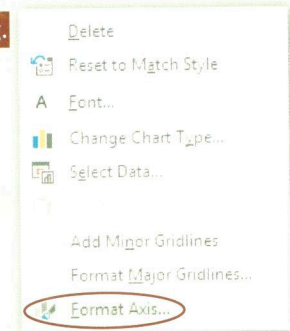
1. Using Microsoft Excel 2013, create a new Blank workbook.
2. Save the file as *6.3 Winter Olympic Games* in your **My Excel Projects** folder.
3. Key the data as shown in *6.3 Source Doc. A*.
4. Make the following formatting changes:
  - a. Resize the column widths so that all data displays properly
  - b. Right align cells A3, B3 and D3
  - c. Format column D for comma, 0 decimal places
5. From the **INSERT** tab, **Charts** group, do the following:
  - a. Select cells D4 through D8
  - b. Insert a **Line Chart**
  - c. Choose the **2-D Line with Markers** chart option
  - d. Position the Chart under the data
  - e. Change the Chart Title to [Winter Olympic Games]
  - f. Select the Vertical Axis
  - g. Right click and select **Format Axis**
  - h. Format the Vertical Axis Bounds **Minimum** to **1600**, then hit Enter. Notice the Vertical Axis Bounds **Maximum** changes to **2800**
  - i. Select the Horizontal Axis
  - j. Right click and select **Select Data**

5.

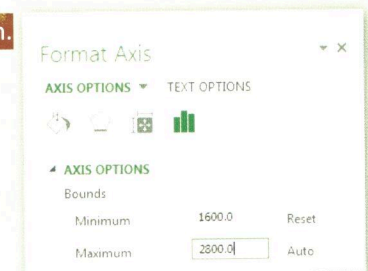
5c.



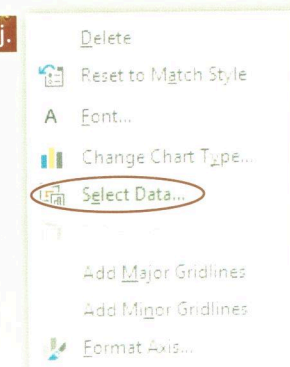
5g.

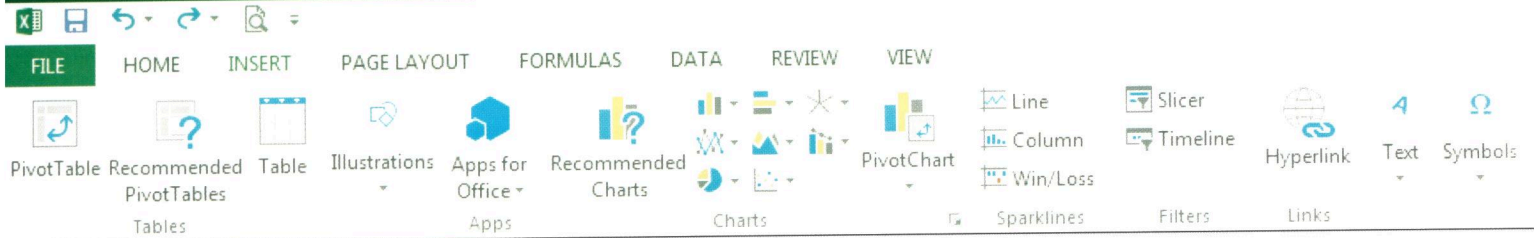


5h.

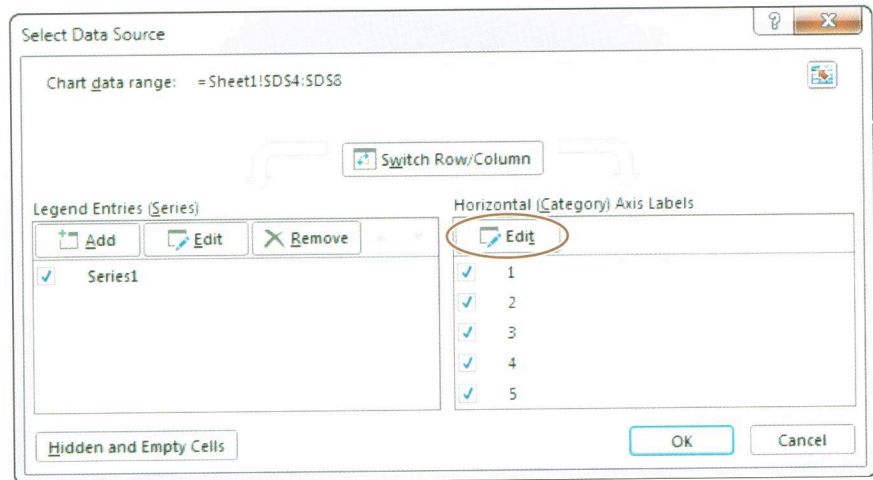


5j.



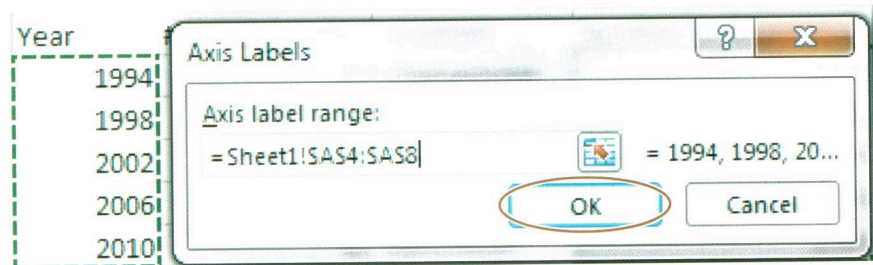


k. Click on **Edit** under **Horizontal (Category) Axis Labels** (as shown below)

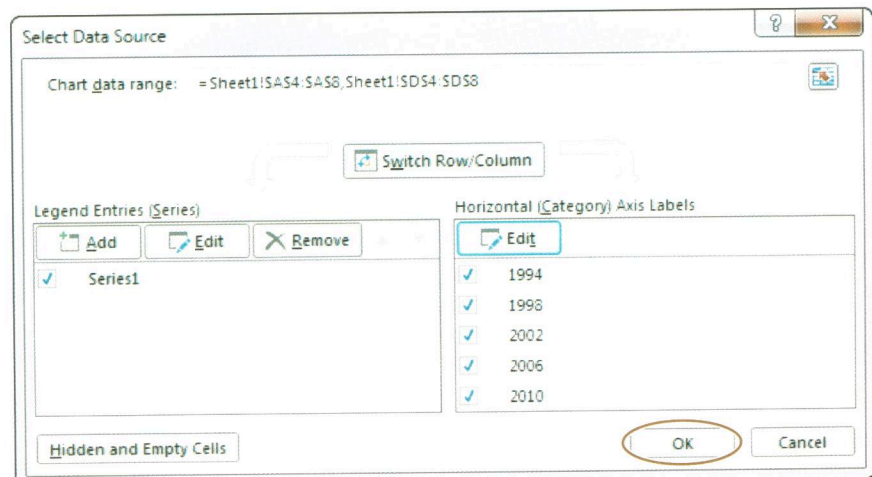


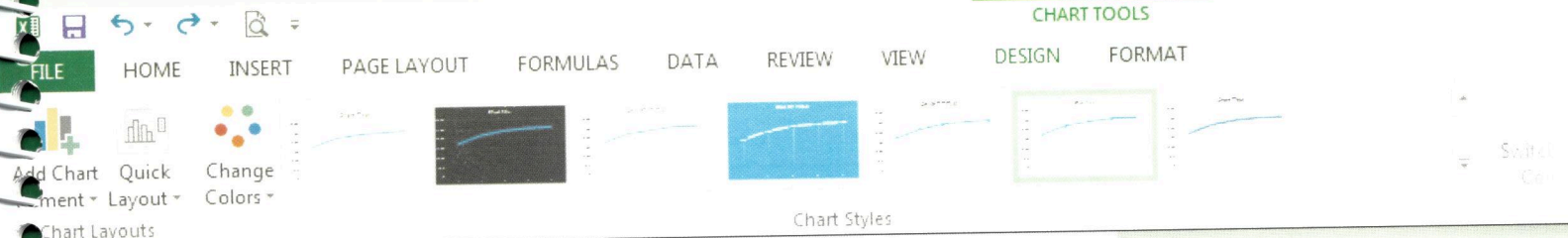
l. Select cells A4 through A8, then click OK

⊕ *Note: The Axis label range box will show the cells selected (as shown below).*



m. Click OK to return to the Chart (as shown below)

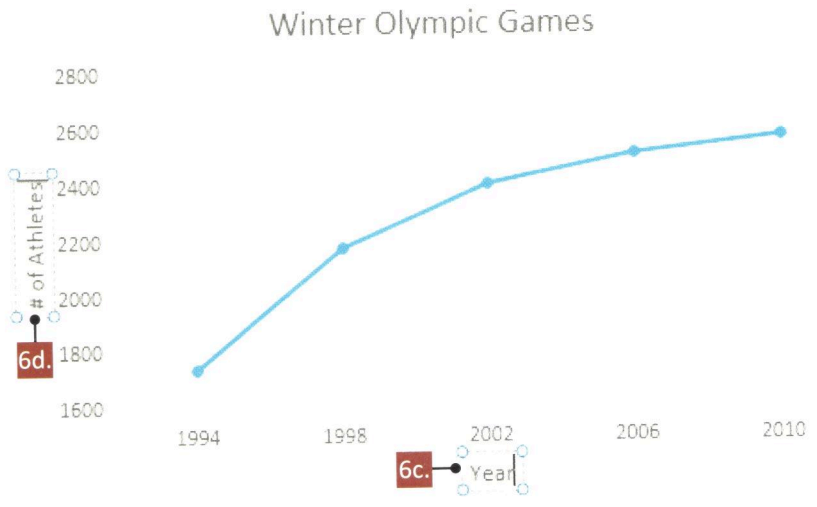
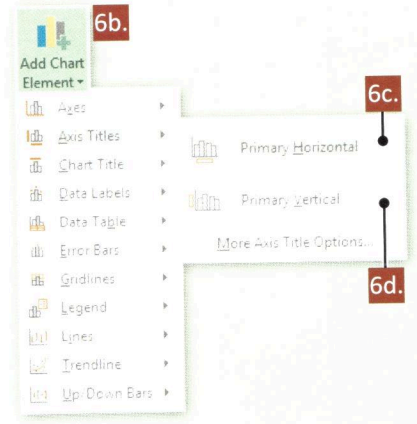




6.

6. From the **CHART TOOLS DESIGN** tab, **Chart Layouts** group, do the following:

- a. Select the chart
- b. Click on the **Add Chart Element** drop-down menu
- c. Select **Axis Titles**, then select **Primary Horizontal**, and key the text [Year] (as shown below)
- d. Select **Axis Titles**, then select **Primary Vertical**, and key the text [# of Athletes] (as shown below)



- e. Change the font size of the Chart Title to 18
7. Proofread your work for accuracy and format, then resave the file.
  8. Select all cells containing data and charts, then Print Preview your worksheet.
  9. Your worksheet should look similar to 6.3 Source Doc. B.
  10. Print a copy if required.



6.3 Source Doc. A

	A	B	C	D
1	Winter Olympic Games			
2				
3	Year	# of Countries	Location	# of Athletes
4	1994	67	Lillehammer	1,737
5	1998	72	Nagano	2,176
6	2002	77	Salt Lake City	2,399
7	2006	80	Turin	2,508
8	2010	82	Vancouver	2,566

Winter Olympic Games

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