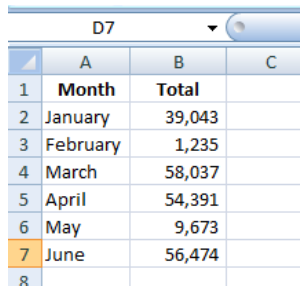


**Question:** Is there a way to add a chart to some data without going through the Chart Wizard?

**Answer:** Yes, using a keyboard shortcut

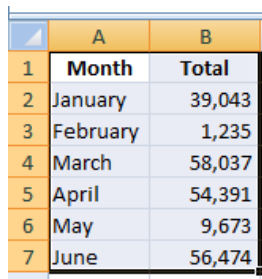
**Process (Excel 2003 and 2007):**

There is a very simple keyboard shortcut that can create a bar chart graph with the push of one button. The example today will use a table containing six months worth of sales figures:



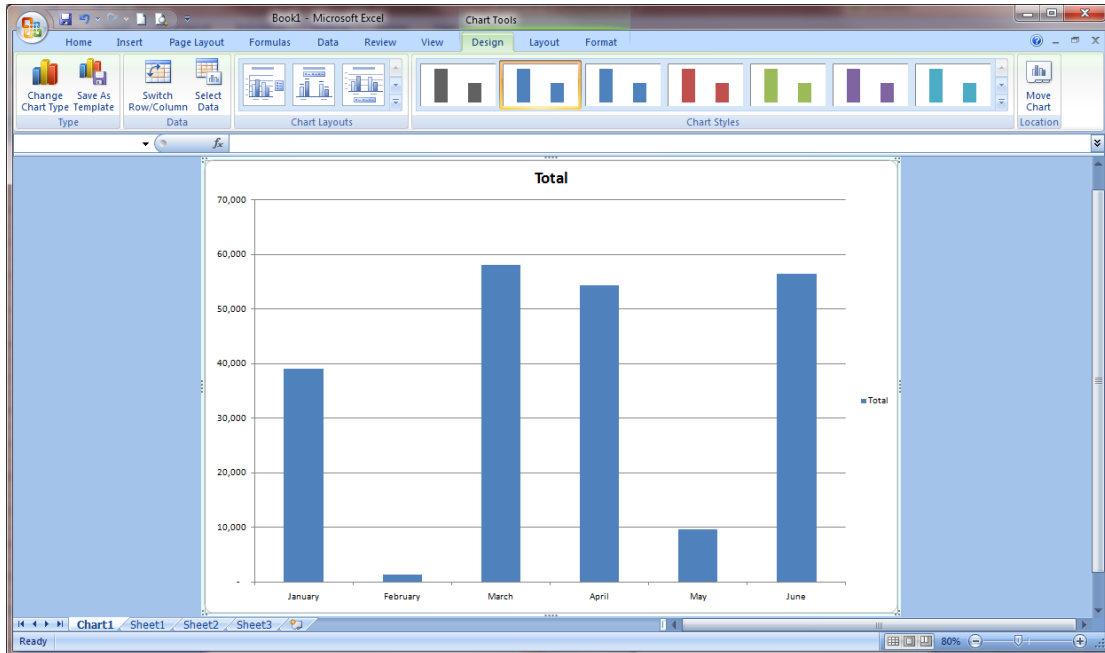
	A	B	C
1	Month	Total	
2	January	39,043	
3	February	1,235	
4	March	58,037	
5	April	54,391	
6	May	9,673	
7	June	56,474	
8			

1. Using the table above, select cells A1:B7



	A	B
1	Month	Total
2	January	39,043
3	February	1,235
4	March	58,037
5	April	54,391
6	May	9,673
7	June	56,474

2. Press the F11 key.



A new chart is automatically added as a sheet, with this new sheet inserted in front of the sheet your data is on. You can further customise your chart by changing the colour and layout options.

**NB:** the chart that is added is based on your default chart options.

If you have any suggestions for an Excel Tips & Tricks topic, or you would like help with a particular function, please email [enablement@alchemex.com](mailto:enablement@alchemex.com) and yours could be the next Tip Of The Week.

*Alchemex provides examples of MS Excel procedures for illustration only, without warranty either expressed or implied, including but not limited to the implied warranties of merchantability and/or fitness for a particular purpose. The MS Excel procedures on this web site are provided "as is" cannot be guaranteed that they can be used in all situations*