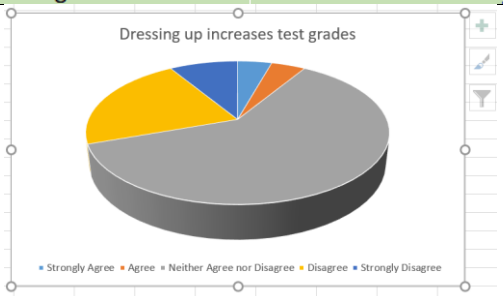
Making a Pie Chart (One variable only)

How to input the data:
To make a pie chart you must have the categories in one column and the TOTALS of each category in the second column

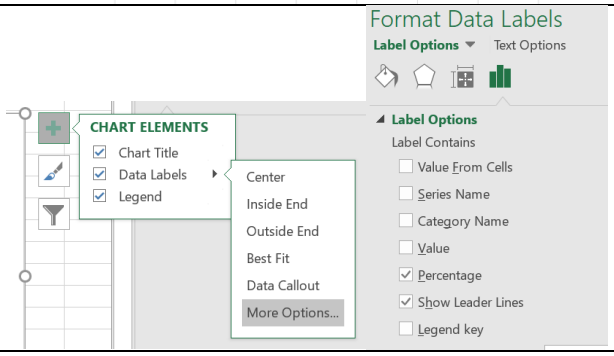
Category	Dressing up increases test grades
Strongly Agree	1
Agree	1
Neither Agree nor Disagree	14
Disagree	5
Strongly Disagree	2

Highlight your entire table (including the headings), then go to the insert tab at the top and select the pie chart



Spruce it up! Click on the "+" sign next to the graph (then hover over data labels and click the triangle). UNCLICK value and CLICK percentages

You can also click on the paintbrush to change colors, and effects to make it look more professional/cleaner

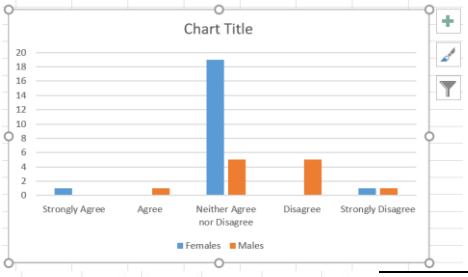


Making a Bar Graph

How to input the data:
The SAME as a pie chart UNLESS you want to include a second factor like gender or grade level. Then you would put the totals in for each group

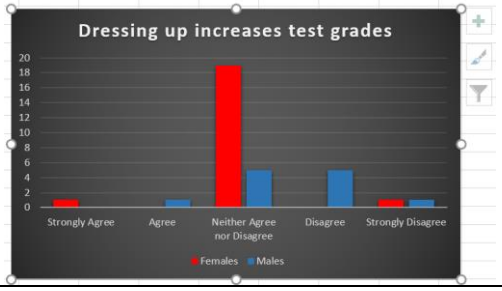
Dressing up increases your test grades	Females	Males
Strongly Agree	1	0
Agree	0	1
Neither Agree nor Disagree	19	5
Disagree	0	5
Strongly Disagree	1	1

Highlight your entire table (including the headings), then go to the insert tab at the top and select the bar graph



Make sure to update your title

Use the paintbrush and "+" to make it look professional and clean



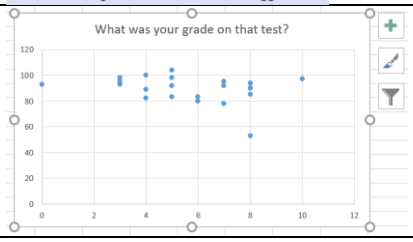
WHEN IN DOUBT! GOOGLE "HOW DO I……"

Making a scatter plot (used for comparing two variables)

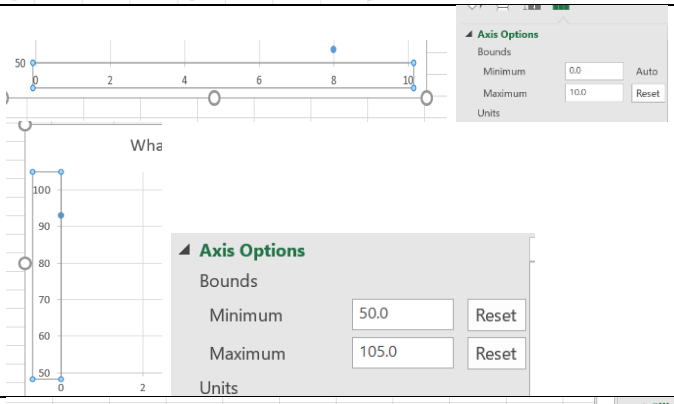
Enter every piece of your data (NOT totals). The data should be paired by subject, for example the first person said they dressed up at 7 and then got a 95 on the test. The next person said they dressed up as a 3 and got a 95 on the test.

On a scale of 1-10 how dressed up were you on the last time you took a test	What was your grade on that test?
7	95
3	95
8	90
8	53
5	92
3	93
8	90
3	98
5	83
7	78
6	80
4	82
6	83

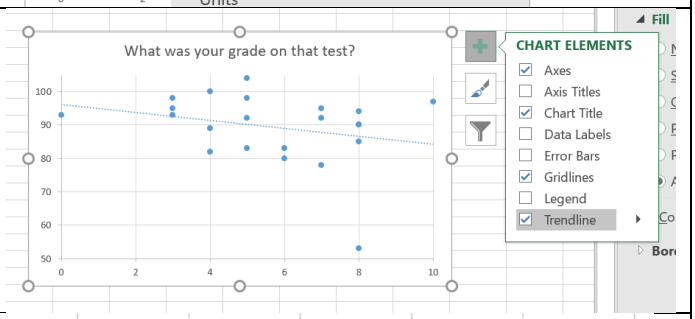
Highlight your entire table (including the headings), then go to the insert tab at the top and select the bar graph. It will look ugly at first, we need to change the settings to zoom in and get a better analysis



Click on the blue, axes (click the triangle and more options). Right now the max is set at 12, but the highest dress up scale we had is 10. So change the max to 10. Then, ON YOUR GRAPH, click on the vertical scale (the grades) to change those values. Our lowest grade is a 53 and the highest is a 104 so lets make our range be 50 to 105



If you click on the "+" again you can add a trendline which shows how the data are related. According to our date the More dressed up you are the WORSE your grade was on the test. Which is interesting because that is against the null hypothesis



Again, Use the paintbrush and other options to make it look more professional and not just the default. Add in axis titles! Make your title be informative