



Module 5 : Charts that Update Automatically

5.1 Charts that Update Automatically

In Excel charts are used to give a graphic representation of numeric data.

This can make data easier to understand, especially if there is a lot of data to view. They are also useful in representing the relationship between data. Charts are normally created in excel with a given set of data, but they can also be made to auto update when additional data is added. This is particularly useful if you are collecting data over a period of time.

To make a chart update automatically:-

Select your existing list and format it as a table by going to the Home tab and clicking on Format as Table.

Now you can add to the bottom of your source list and the data will automatically appear in your chart.

5.2 Video Instruction

Charts that Update Automatically - 2m 40s

5.3 Task

Estimated Time: 10 minutes

Download the worksheet that accompanies this video by clicking below. Once downloaded, you can follow the video above as a reference and you will see how the results are reached for Charts that Update Automatically.

[Download Worksheet](#)

Option #2: Worksheet without formula

[Download Worksheet](#)

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