

## Changing the Appearance of Excel Charts

### To use pictures or clipart instead of bars

1. First create a 2-dimensional bar chart.
2. Then right-click on one of the bars and select **Format > Data Series**.
3. On the **Patterns** tab, select **Fill Effects**, and then click **Picture**.
4. Click **Select Picture**.
5. Locate and select the picture you want to use.
6. Click **OK**.
7. Make sure **Stack** is selected.
8. Then click **OK**.

### To select a different background for a chart

1. Double-click the background of the chart.
2. Click on **Patterns > Fill Effects**.

### To select a line graph, instead of a bar graph

1. First create a 2-dimensional bar chart.
2. Then, replace the bars with pictures.
3. From the Excel menu, select **Chart > Chart Type**.
4. Change the chart to a Line.