



# Excel to New Heights: Reporting data with charts

## Excel webinar invitation!

We are excited to offer you an interactive micro-learning webinar that will provide advanced knowledge in Excel related to reporting data with charts.

Would you be interested in:

- How to create a chart in Excel in three simple steps?
- The different types of charts in Excel and when to use them?
- How to make changes to your chart's appearance?

## Who should attend?

All team members interested in expanding their ability to use Excel are welcome!

## Webinar date, time and location

Friday, May 8, 10 a.m. to 11 a.m.

Register through I-Learn by browsing for: z3635  
Excel to New Heights: Reporting data with charts.  
After registering, you will receive a confirmation  
email with further details for accessing the webinar.



## Objectives

The information shared in this course will help you use Excel to:

- Evaluate data for chart content and type.
- Create chart and identify components.
- Use the Chart Tools Ribbon to make changes.

## Webinar access instructions

Access instructions will be provided in your confirmation email from I-Learn after you register for the webinar.