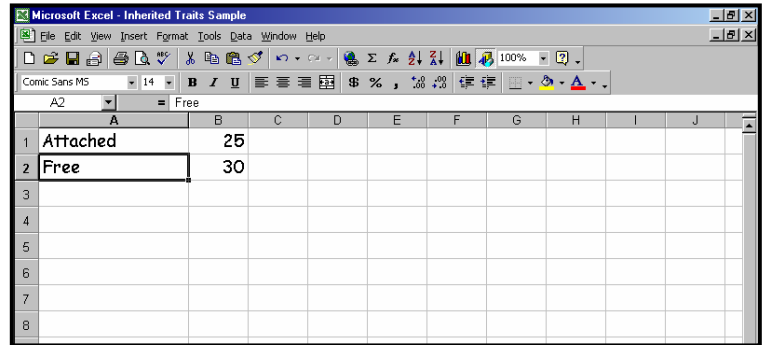


How to Graph Inherited Traits

To enter your information in Excel:

1. Double click on the icon for Excel to open the program.
2. Click in cell A1.
3. Type in your data. See the sample at right to set up your chart.
4. Save your chart.

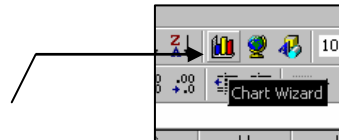


The screenshot shows a Microsoft Excel window titled "Microsoft Excel - Inherited Traits Sample". The spreadsheet has the following data:

	A	B	C	D	E	F	G	H	I	J
1	Attached	25								
2	Free	30								
3										
4										
5										
6										
7										
8										

To create your graph:

1. Select all of your information. Click in cell A1, hold down the mouse button and drag it over all of your information to highlight it. Be sure NOT to select any extra (blank) cells. All of your cells will be in black except for the first one you selected.
2. Click on the Chart Wizard on the toolbar.
3. Choose the type of graph that best displays your information.
4. Click Next. On the next screen, Step 2 of 4, Chart Source Data, click Next again.
5. Now you are on Step 3 of 4, Chart Options. In the first tab, Titles, click where it says Chart Title. Type in the title for your graph. If it is not grayed out, click in the second box, Category (X) axis. This is your horizontal axis. Type in a label. Then click in the third box, Value (Y) axis (your vertical axis) and type in a label.



Now click on the tab at the top that says Legend. Decide as a group whether or not your graph needs a legend.

Now click on the tab at the top that says Data Labels. Decide as a group if you need data labels.

6. Click Next.
7. Now you are on Step 4 of 4 - Chart Location. Click on the button next to As New Sheet (Chart 1) - this is the first button. Then click Finish.

To modify your Graph:

1. To Change the Font, Font Size, or Font Color of any of the text in your graph:
Click once on the text you want to select (the title, each of the labels, the horizontal words, or the vertical words). Pull down the arrow next to the font (probably Arial) and change it. Pull down the arrow next to the font size (probably 10) and change it. Pull down the arrow next to the A with the red underline and change the color.
2. To change the color of the parts of your graph:
Click once on the color you want to change to select it. Then click once again to get the handles around that section of the graph. Now double click on it. This will bring you to the colors. Click on a color or fill effect. When you have made a decision, click OK.

Put your names on your graph! To do this, Click once to select your chart title. Then click once after the last letter in your title. Press Enter to put in another line. Type in your names.

Save your work!

Print your graph to the color printer.