

Box & Whisker Chart



Timelapse



Step 1: Select range

The screenshot shows the Microsoft Excel interface with the following data table selected:

Year	Manager	Sales
2012	Chris Seaman	33
2013	Chris Seaman	53
2014	Chris Seaman	26
2015	Chris Seaman	47
2011	Nelson Cross	29
2012	Nelson Cross	24
2013	Nelson Cross	27
2014	Nelson Cross	40
2015	Nelson Cross	44
2012	Bryce Hoti	22
2013	Bryce Hoti	20
2014	Bryce Hoti	13
2015	Bryce Hoti	42
2012	John Donaldson	9
2013	John Donaldson	24
2014	John Donaldson	29
2015	John Donaldson	41
2011	Mike Trump	5
2012	Mike Trump	30
2013	Mike Trump	27
2014	Mike Trump	36
2015	Mike Trump	41
2011	Jose Roque	43
2012	Jose Roque	27
2013	Jose Roque	28
2014	Jose Roque	35
2015	Jose Roque	40

Step 2: Insert Box & Whisker Chart

The screenshot shows the Microsoft Excel interface with the 'Insert' tab selected. The 'Recommended Charts' dropdown menu is open, and the 'Box and Whisker' chart type is highlighted. A green arrow points from the 'Box and Whisker' icon in the dropdown to the chart area. The data table on the left contains the following information:

Year	Manager	Sales
2012	Chris Seaman	33
2013	Chris Seaman	53
2014	Chris Seaman	26
2015	Chris Seaman	47
2011	Nelson Cross	29
2012	Nelson Cross	24
2013	Nelson Cross	27
2014	Nelson Cross	40
2015	Nelson Cross	44
2012	Bryce Hoti	22
2013	Bryce Hoti	20
2014	Bryce Hoti	13
2015	Bryce Hoti	42
2012	John Donaldson	9
2013	John Donaldson	24
2014	John Donaldson	29
2015	John Donaldson	41
2011	Mike Trump	5
2012	Mike Trump	30
2013	Mike Trump	27
2014	Mike Trump	36
2015	Mike Trump	41
2011	Jose Roque	43
2012	Jose Roque	27
2013	Jose Roque	28
2014	Jose Roque	35
2015	Jose Roque	40

The chart titled 'Chart Title' displays box plots for the following managers: Chris Seaman, Nelson Cross, Bryce Hoti, John Donaldson, Mike Trump, Jose Roque, Albert Peters, Carlos Gonzalez, Edwin..., and Chris Dutton. The y-axis represents sales values from 0 to 80.

Step 3: Edit Chart Name

The screenshot displays the Microsoft Excel interface. The ribbon is set to 'Chart Design' and 'Format'. The chart is a box and whisker chart titled 'Top Sales Managers' located in the range D2:O28. The chart shows the distribution of sales for ten different managers. The data table on the left provides the source data for the chart.

Year	Manager	Sales
2012	Chris Seaman	33
2013	Chris Seaman	53
2014	Chris Seaman	26
2015	Chris Seaman	47
2011	Nelson Cross	29
2012	Nelson Cross	24
2013	Nelson Cross	27
2014	Nelson Cross	40
2015	Nelson Cross	44
2012	Bryce Hoti	22
2013	Bryce Hoti	20
2014	Bryce Hoti	13
2015	Bryce Hoti	42
2012	John Donaldson	9
2013	John Donaldson	24
2014	John Donaldson	29
2015	John Donaldson	41
2011	Mike Trump	5
2012	Mike Trump	30
2013	Mike Trump	27
2014	Mike Trump	36
2015	Mike Trump	41
2011	Jose Roque	43
2012	Jose Roque	27
2013	Jose Roque	28
2014	Jose Roque	35
2015	Jose Roque	40

Step 4: Completed

