Name: _____   Date: _____

How to Make a Histogram in Microsoft® Excel

1. Decide on the size of the range for your data. The intervals should cover the smallest and largest value in the range of the data.

2. Enter the frequency for each interval.

	A	B
1	**Height Interval (cm)**	**Frequency**
2	170.5-173.5	2
3	173.5-176.5	4
4	176.5-179.5	4
5	179.5-182.5	3
6	182.5-185.5	5

3. Highlight the data.

	A	B
1	**Height Interval (cm)**	**Frequency**
2	170.5-173.5	2
3	173.5-176.5	4
4	176.5-179.5	4
5	179.5-182.5	3
6	182.5-185.5	5

4. Click on **Insert**, and then select **Chart**.
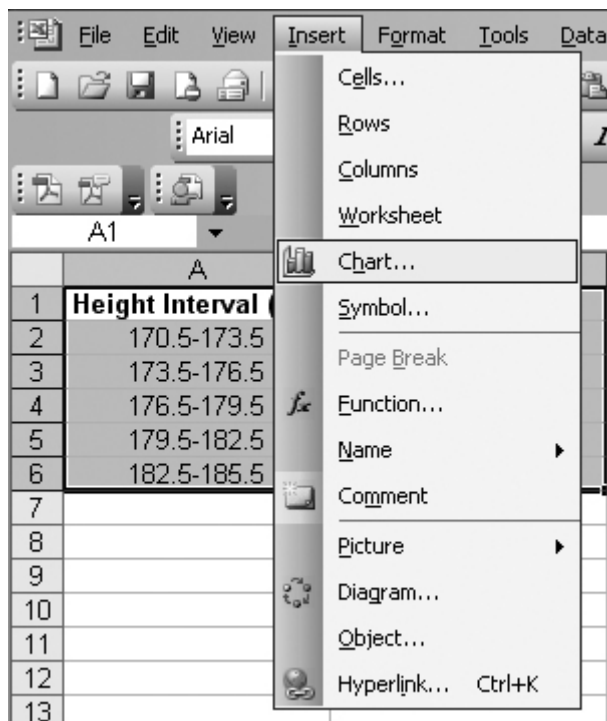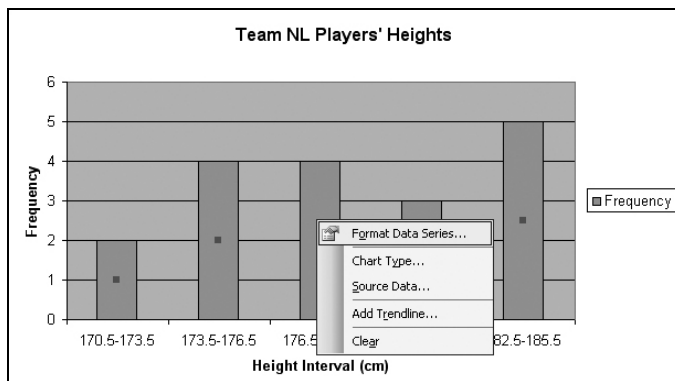
- Select a **Column Chart**, and click on **Next**. Click on **Next** again.
- Enter a **Title**, and **Axes** Labels for your chart.
- Click on **Finish**.
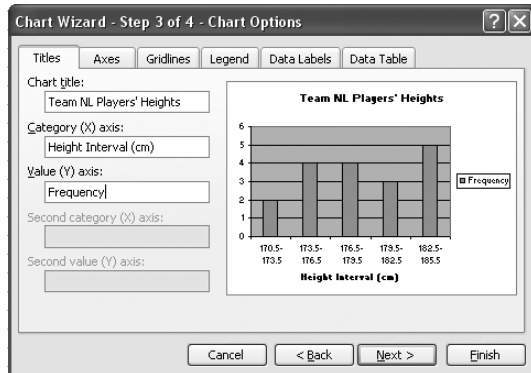
5. Right click on one of the bars. Select **Format Data Series**, and then select **Options**.

- Set the **Gap Width** to 0. Click on **OK**.