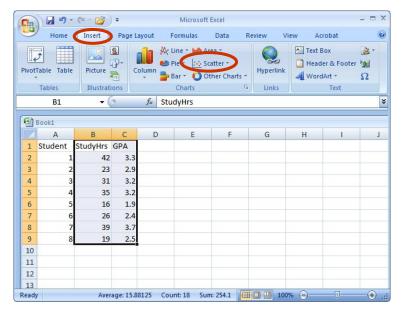
How to Make a Scatterplot Using Excel 2007

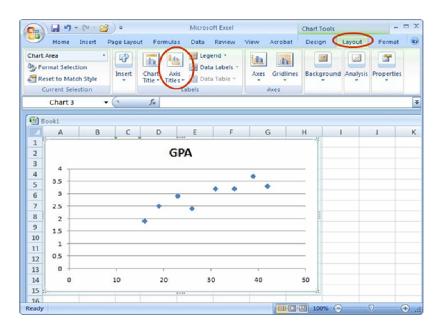
Emily W. Clark, Ph.D., Dept. of Psychology, University of Washington

- 1. Highlight both columns of variables you wish to plot.
- 2. Click on the tab labeled 'Insert,' and then select 'Scatter' from the 'Charts' menu.



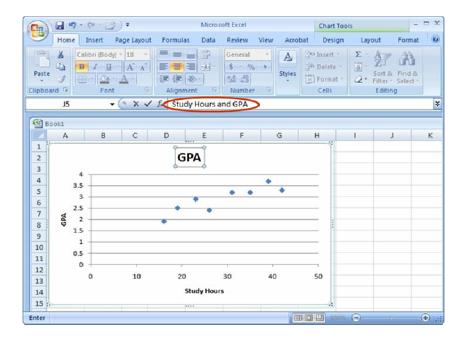


- 3. Choose the first plot style from the drop-down menu:
- 4. Once your scatterplot appears, you'll need to clean it up. First, remove the legend by simply clicking on it and pressing 'Delete.'
- 5. Next, add axis titles by clicking anywhere on the scatterplot, selecting the 'Layout' tab at the top and then clicking on 'Axis Titles.'



For the horizontal title, you want it to appear below the x-axis. For the vertical (y-axis) title, you want the 'Rotated Title' option. NOTE: For scatterplots, it does not matter which variable goes on each axis. However, you need to label your axes with the proper variable names. This is usually apparent if your two variables use different scales or ranges, but if the scales/ranges are similar, you will need to double-check by referring back to your data set. Here is a helpful hint: Excel will automatically put the first variable entered (i.e., the left-hand column) on the x-axis and the second variable entered (i.e., the right-hand column) on the y-axis.

6. Change the chart title by selecting it, typing in your new title, and pressing 'Enter.'



Additional information:

- The Excel Help function is the blue question mark located in the upper-right corner of the screen:
- You can re-size your scatterplot by clicking on any of the corners or sides of the chart (over the places indicated by the 'dots').
- To move your whole scatterplot around the worksheet, place your cursor on the chart, making sure that the cursor itself now looks like four arrows facing north, south, east, and west. Now, click and hold your mouse down and move the chart wherever you like.
- Chart and axis titles may be altered (e.g., font, size, style, etc.) by right-clicking on them.
- Axis formatting may be altered (e.g., range, scale, major and minor gridlines, etc.) by right-clicking on the axis.