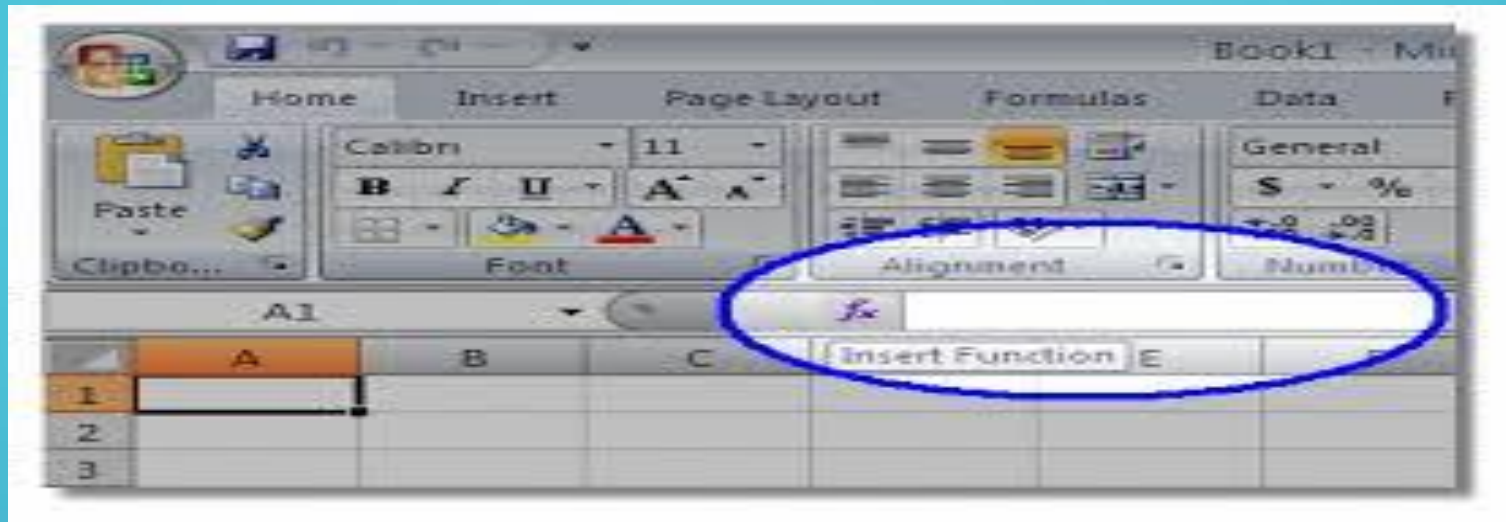


CLASS --- VIII

CHAPTER 3 ----- FUNCTIONS
AND CHARTS IN EXCEL



FUNCTIONS

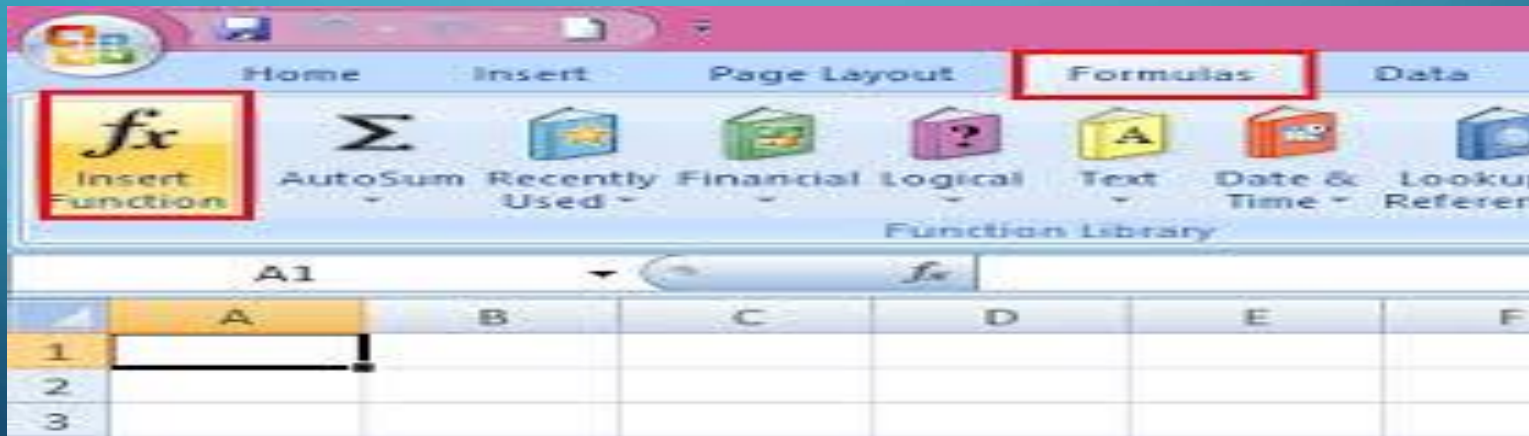
- A predefined formula in Excel is known as function.

ARGUMENTS

- Values on which operations are performed are called arguments.

INSERTING FUNCTIONS

- FUNCTIONS CAN BE INSERTED FROM THE FORMULAS TAB.
- A FUNCTION ALWAYS BEGINS WITH AN EQUALS SIGN (=).
- FUNCTION ARGUMENTS ARE GIVEN IN SMALL BRACKETS () AFTER THE FUNCTION NAME.



COMMONLY USED FUNCTIONS

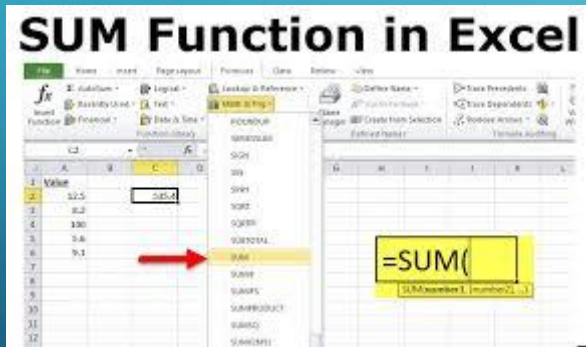
```
graph TD; A[COMMONLY USED FUNCTIONS] --> B[MATHEMATICAL FUNCTIONS]; A --> C[STATISTICAL FUNCTIONS];
```

**MATHEMATICAL
FUNCTIONS**

**STATISTICAL
FUNCTIONS**

MATHEMATICAL FUNCTIONS

SUM, PRODUCT, QUOTIENT, POWER

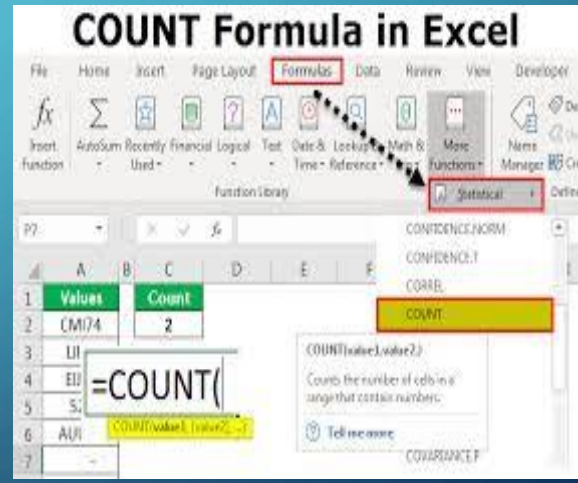
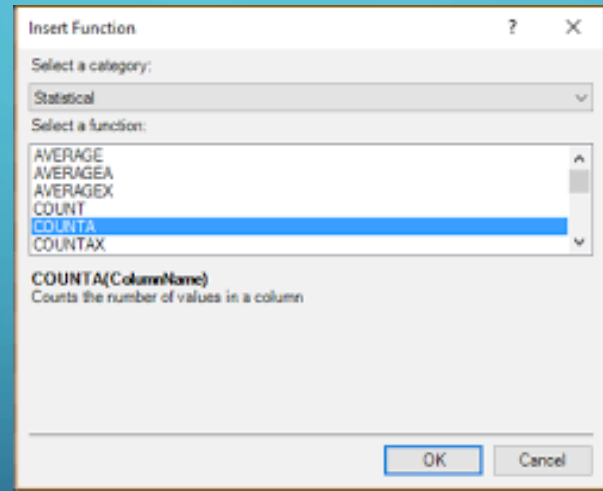


	A	B	C	D
1				
2		$f(x)$	<code>=SUM(A4,A6,C4:C6)</code>	
3				
4		458	47847	
5		896	987	
6		693	12	
7				



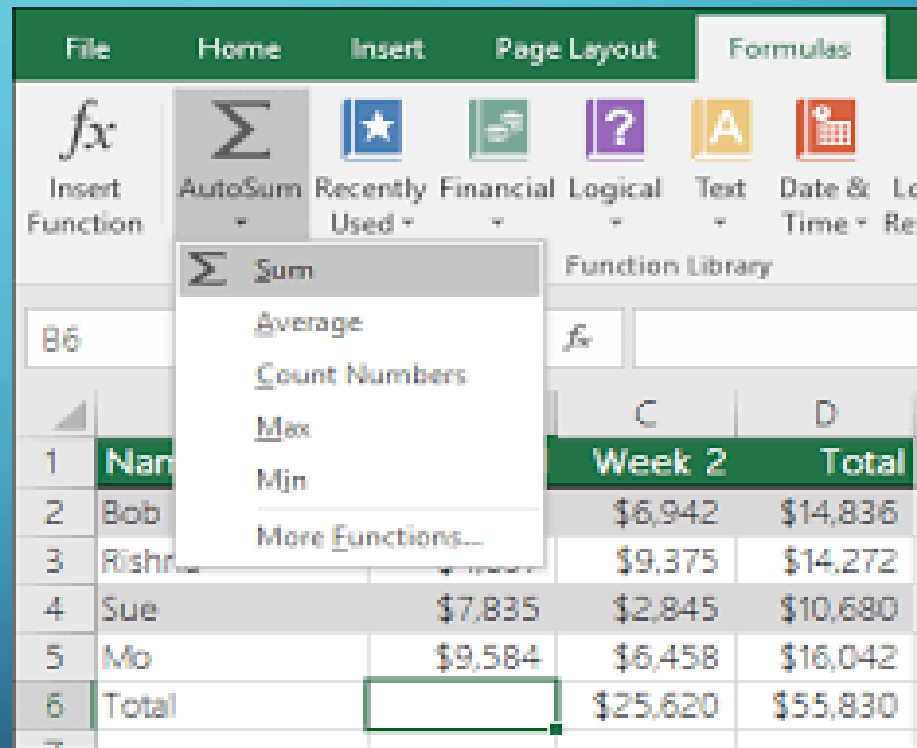
STATISTICAL FUNCTIONS

MAX, MIN, COUNT, COUNTA, AVERAGE

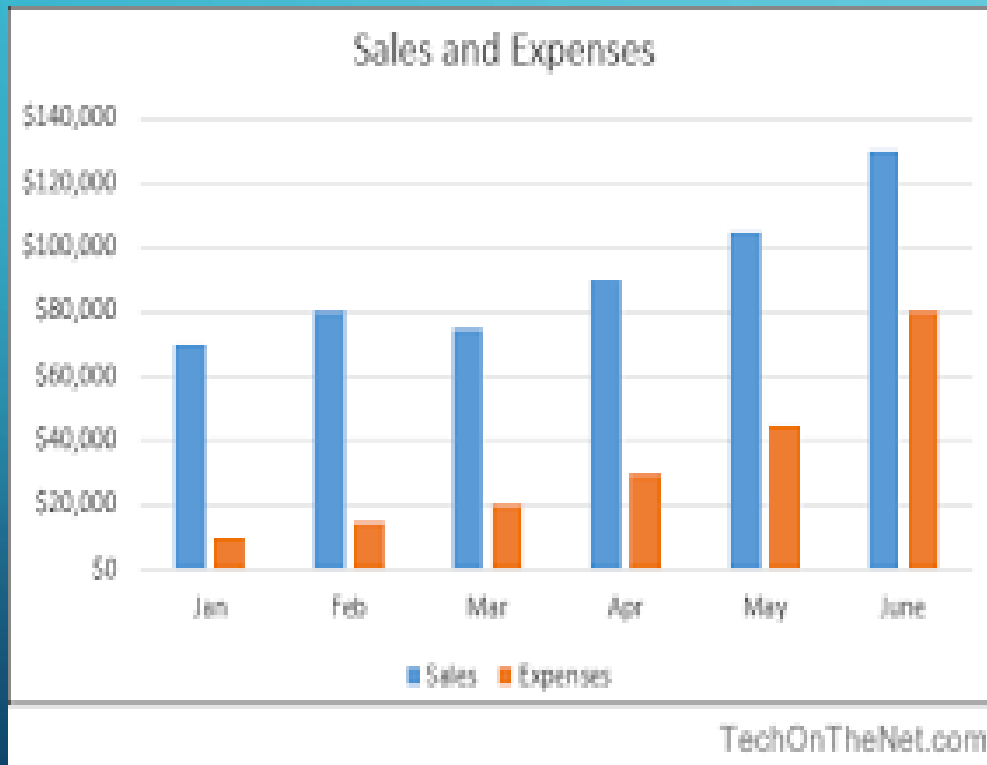


AUTOSUM

AutoSum is used to insert commonly used functions such as Sum, Average, Max, Min and Count Numbers.



CHARTS IN MS-EXCEL



A chart is a graph on an Excel worksheet used to represent data in a pictorial form.

COMPONENTS OF A CHART

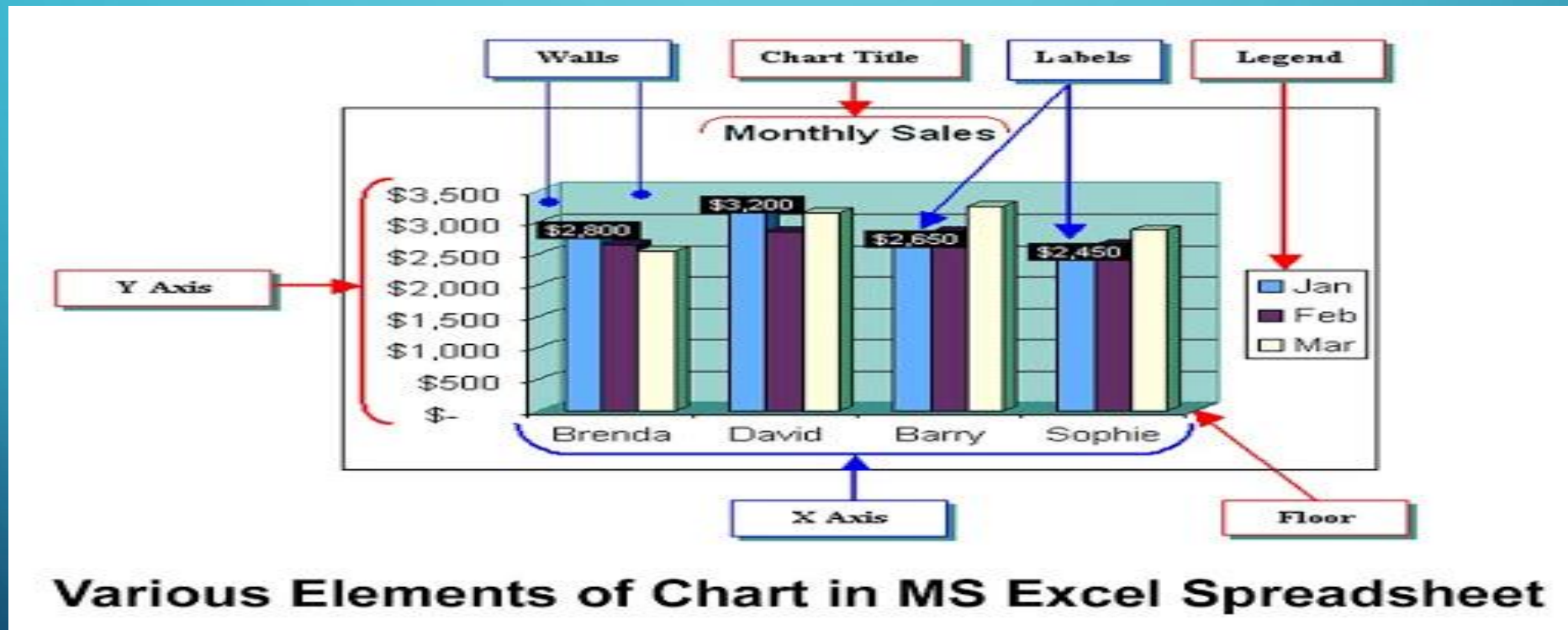
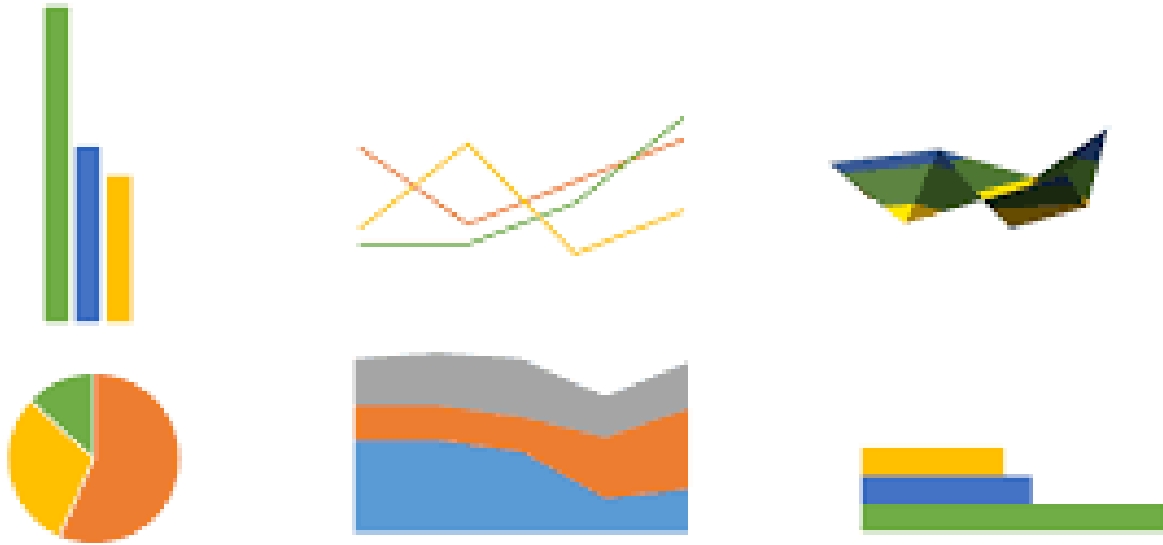


Chart Elements

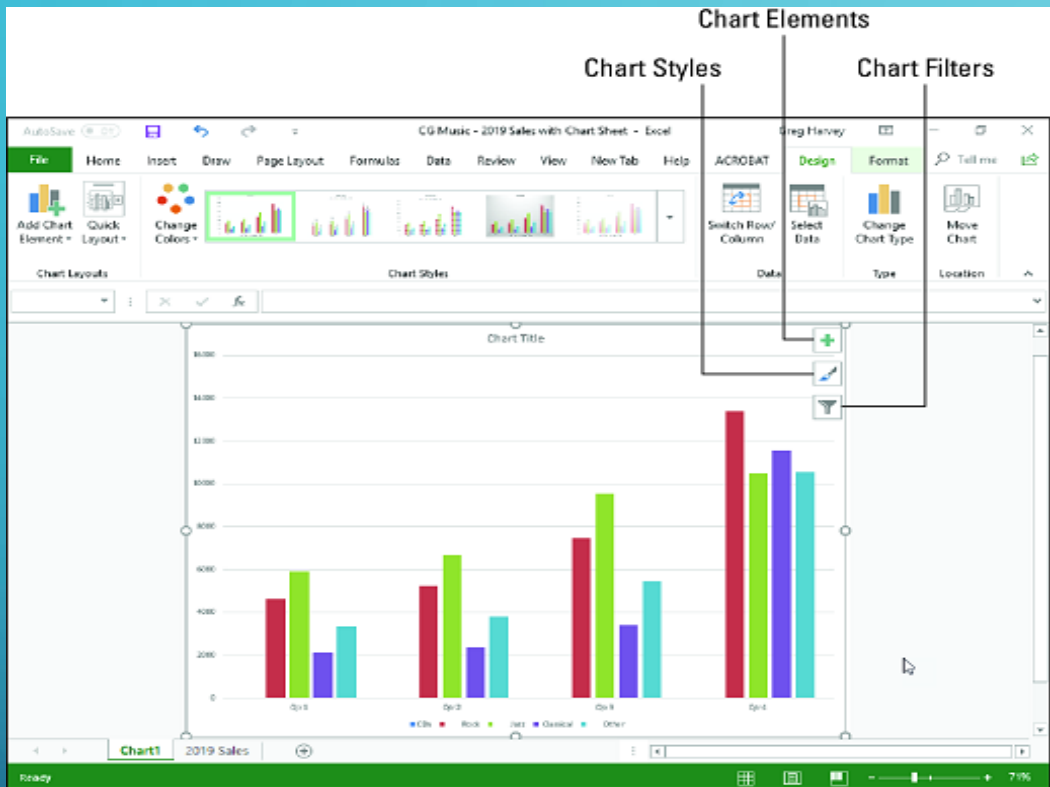
- ❑ The **title** is a text box you can place anywhere on the chart.
- ❑ The **plot** is the area on the chart that displays the data in the chart type you choose.
- ❑ A **data point** is one piece of data appearing on the chart. For most chart types, each data point shows the value of the contents of one cell in the data range linked to the chart.
- ❑ A chart's **legend** shows what each color on a chart represents.
- ❑ **Gridlines** are the lines on a chart added to improve its readability.
- ❑ **X-axis** (Category axis) is the horizontal axis displaying the categories.
- ❑ **Y-axis** (Value axis) is the vertical axis displaying values.

TYPES OF CHARTS

Types of Charts

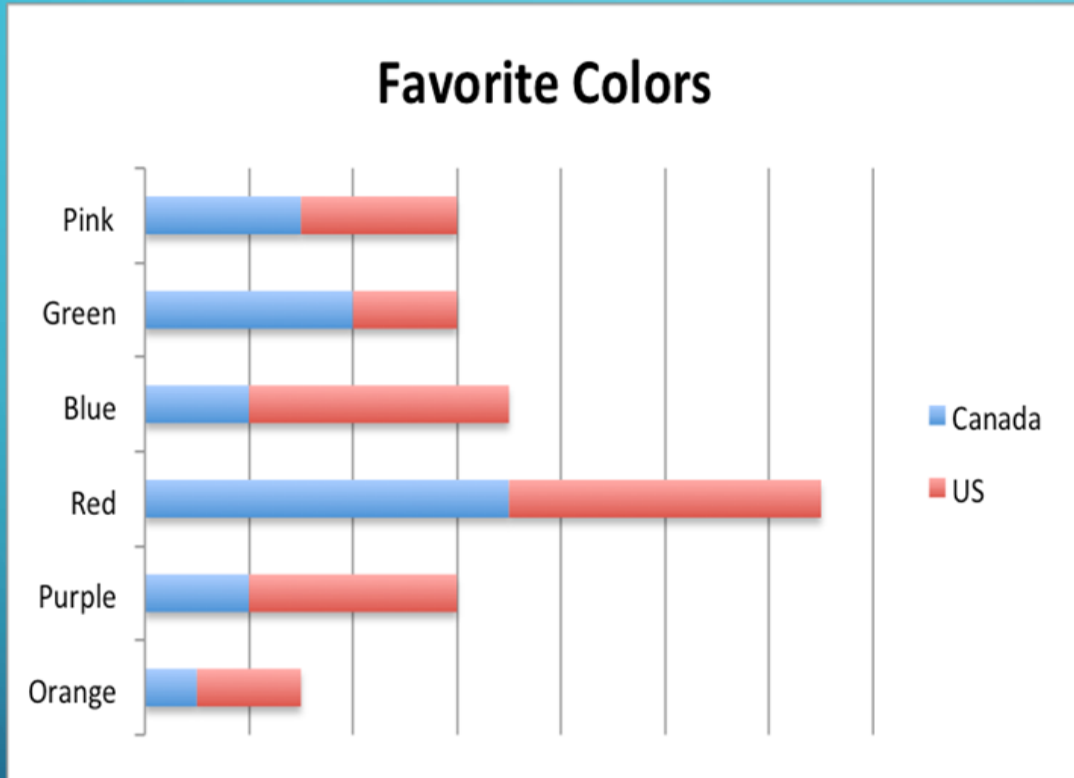


- ❖ **Column**
- ❖ **Line**
- ❖ **Pie**
- ❖ **Bar**
- ❖ **Area**



It compares data using vertical bars.

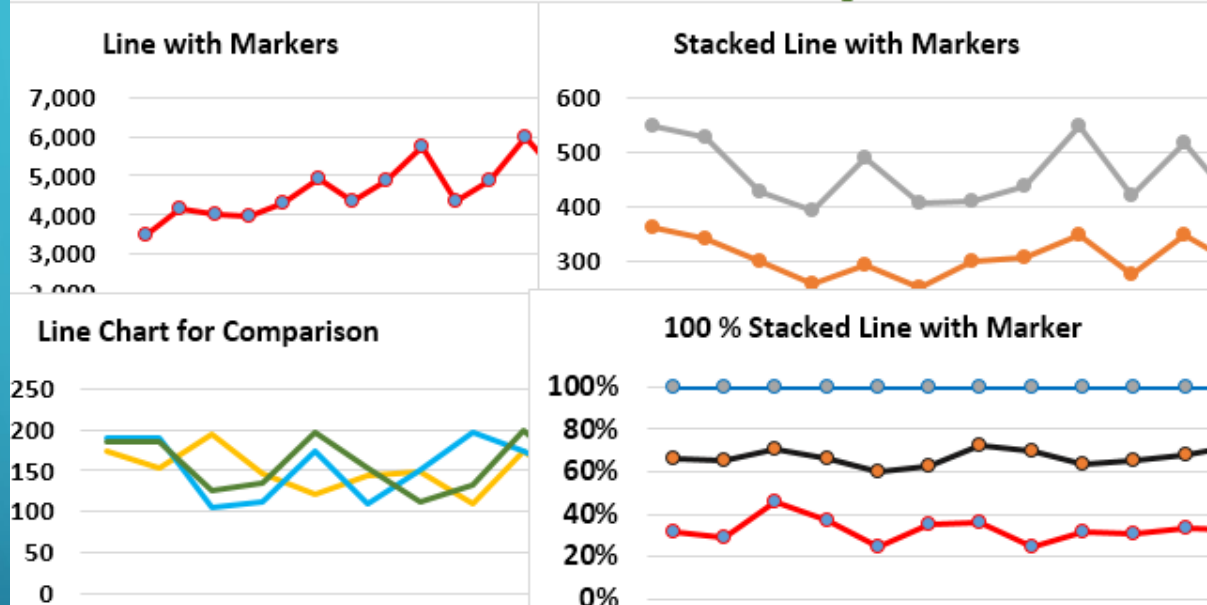
COLUMN CHART



It compares data using horizontal bars.

BAR CHART

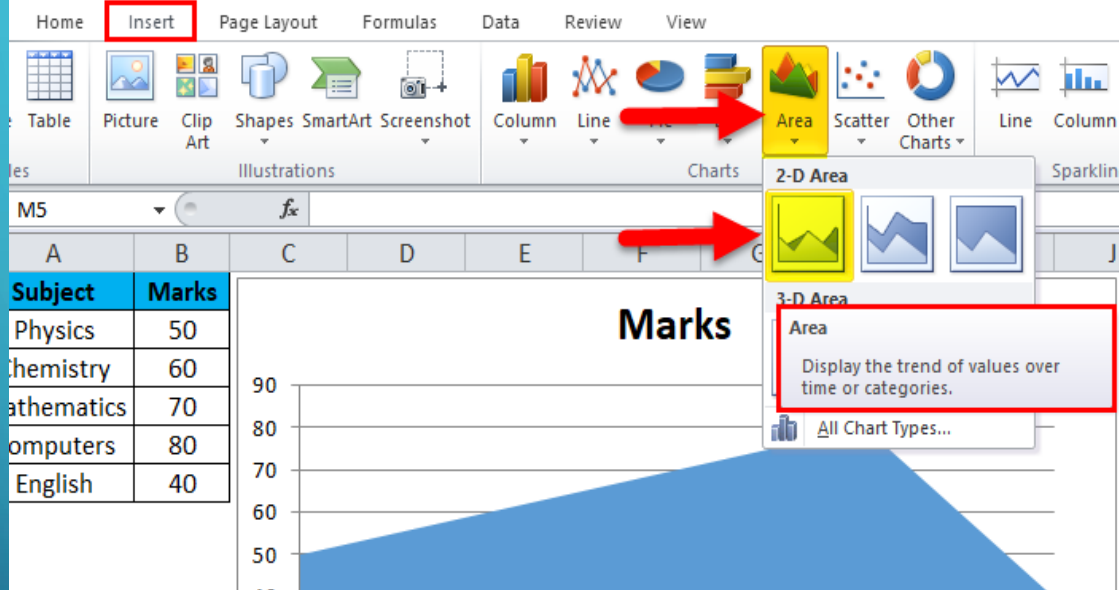
Line Chart Examples



It shows trends over time using lines.

LINE CHART

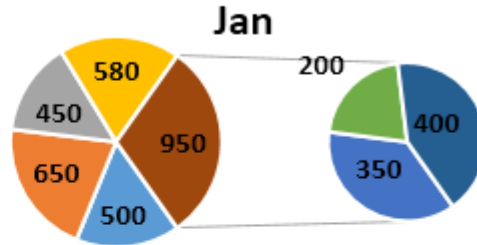
Area Chart in Excel



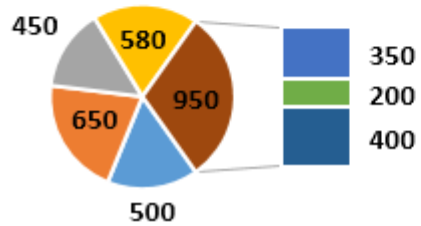
It is similar to a line chart with areas under the lines filled in.

AREA CHART

Pie Chart Examples



Sales



Doughnut Pie Chart

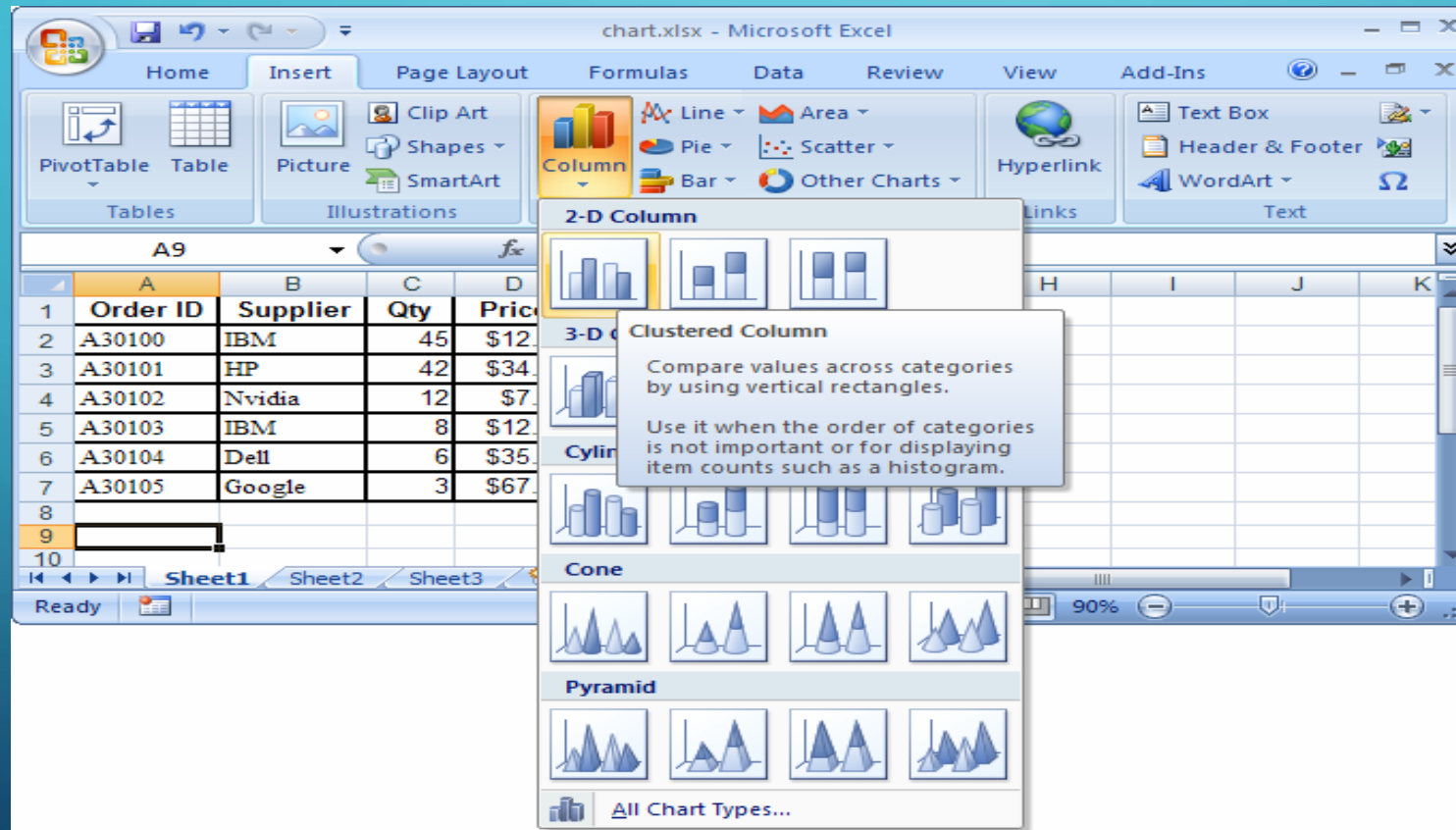


PIE CHART

It compares proportions or parts of a whole.

In MS-Excel you can-----

Create, Modify, Delete, Move or Resize a chart





THANK YOU