

Excel Sparklines

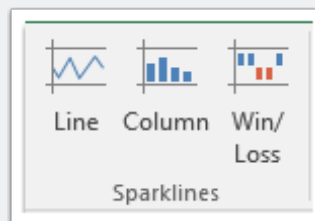
A sparkline is a tiny chart in a worksheet cell that gives a visual representation of your data. Sparklines are generally used to show trends in a series of values, for example economic cycles, or to highlight maximum and minimum values.

1. Create a Sparkline

To create sparklines:

- select the data from which you want to make a sparkline
- go to Insert tab, Sparkline and select the type of sparkline (line, column and win-loss chart)
- specify a target cell where you want the sparkline to be placed

Tip: Position a sparkline near its data to get the greatest impact.



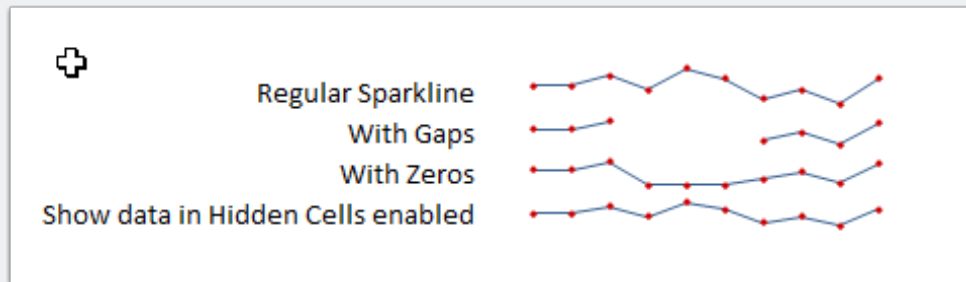
2. Sparklines and Missing Data

If the sparkline source data contains non-numeric data, they are neglected while plotting the sparklines.

- if data has some #NA values, they are neglected
- if data has blanks, sparkline shows blanks too
- if data has zeros, zero value is plotted

Excel Sparklines

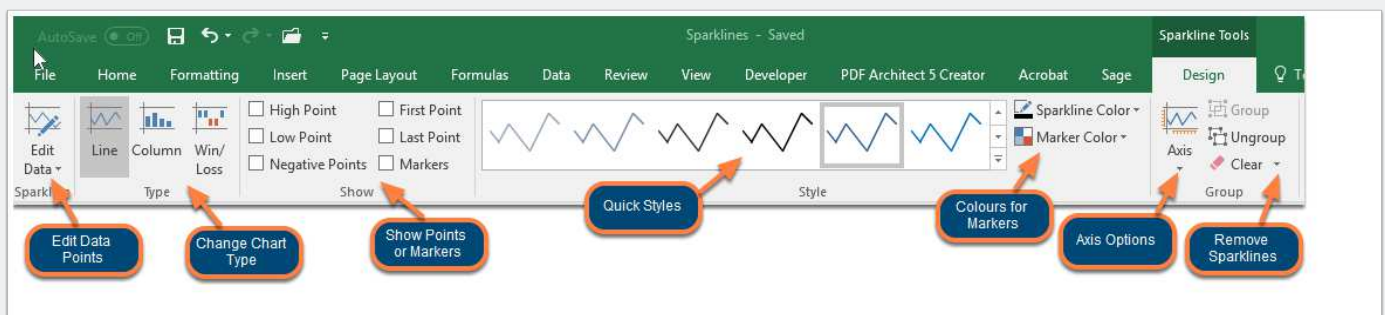
- if data has some hidden rows / columns, the values are neglected (unless you enable “Show data in hidden cells” option)



3. Sparkline Formatting

Select the sparklines you want to format. From the Sparkline Tools tab, you can:

- change the sparkline type
- change the source data / target cells of sparkline
- set different colours for first point, last point, highest & lowest points
- set axis options
- group/un-group a bunch of sparklines
- remove sparklines



Excel Sparklines

4. Change Sparkline Style

You can change the style of a sparkline using the Style group on the Design tab. To activate the Design tab, you need to select the cell containing the sparkline first.

- select a single sparkline or a sparkline group
- to apply a predefined style, click the Design tab, Style group, and then select a style
- **or** click the dialog box launcher at the lower right corner of the box to see additional styles
- to apply specific formatting to a sparkline, use the Sparkline Color or the Marker Color commands



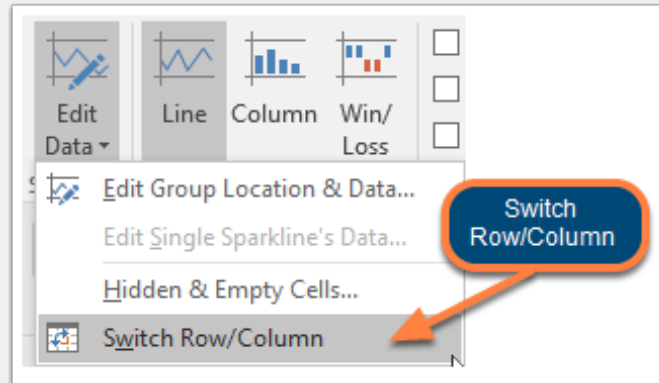
5. Changing the Data Series Orientation

When you create a chart, Excel determines the orientation of the data series based on the number of worksheet rows and columns that are included in the chart. After you create a chart, you can change the way that worksheet rows and columns are plotted in the chart by switching rows to columns or vice versa.

Note: This option is only available when you have the same number of rows and columns in your chart.

- click the chart that contains the data that you want to plot differently
- this displays the Chart Tools, adding the Design, and Format tabs
- on the Design tab, in the Data group, click Switch Row/Column

Excel Sparklines



6. Control which Value Points are Shown

You can highlight individual data markers (values) in a line sparkline by making some or all of the markers visible.

- to show all values, select the Markers check box
- to show negative values, select the Negative Points check box
- to show the highest or the lowest values, select the High Point or Low Point check boxes
- to show the first or the last values, select the First Point or Last Point check boxes
- In this sparkline, the first value marker is orange (1), and the last value marker is green (2). All other markers are shown in red (3)



Excel Sparklines

7. Delete Sparklines

- select the sparkline (or group of sparklines)
- on the Sparkline Tools, Design tab, click Clear, then select either Clear Selected Sparklines or Clear Selected Sparkline Groups

