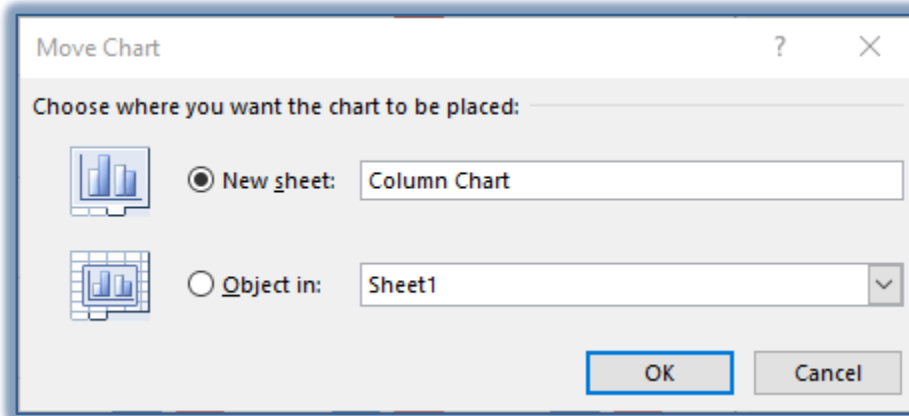
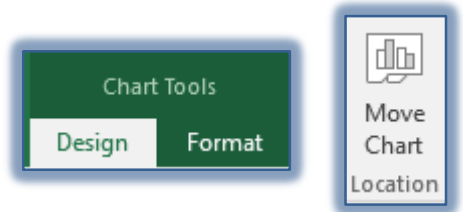


CHANGE LOCATION OF CHART

When a chart is created, the default location for the chart is embedded into the worksheet. However, there are times when this location needs to be changed. When changing the sheet location, it is possible to add the chart to a current worksheet or to add a new chart sheet to the workbook.

AS NEW SHEET

- ✦ Click the **Chart Tools Design Tab**.
- ✦ In the **Location Group**, click the **Move Chart** button.
- ✦ The **Move Chart** dialog box will appear.
- ✦ Choose **As New Sheet** for the location of the chart.
- ✦ Input a name for the chart in the **New Sheet** text box.
- ✦ Click **OK** to exit the dialog box.

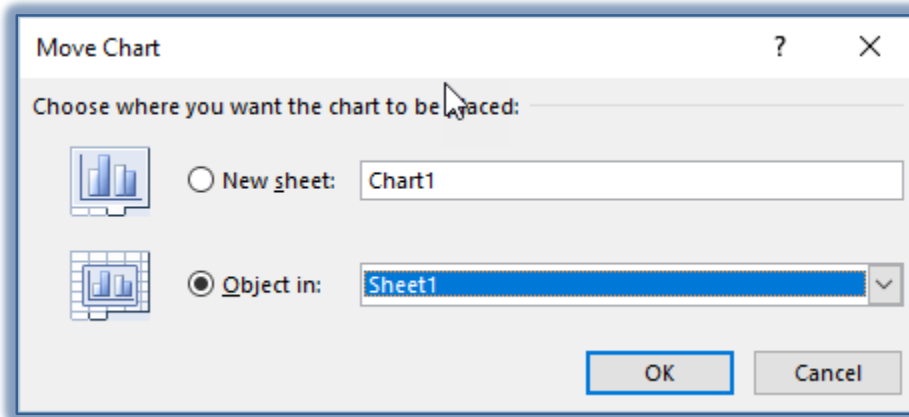
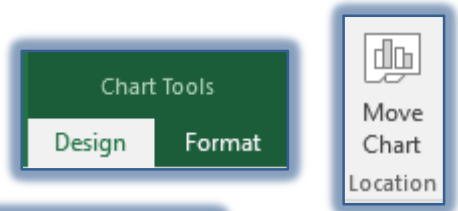


- ✦ The chart should appear in a chart sheet instead of being embedded in the worksheet.

OBJECT IN

This feature can be used to embed a chart into a different worksheet than the one it was created in.

- ✦ Choose the chart for which the location is to be changed.
- ✦ Click the **Chart Tools Design Tab**.
- ✦ In the **Location Group**, click the **Move Chart** button.
- ✦ The **Move Chart** dialog box will appear.
- ✦ Choose **As object in** for the location of the chart.



- ✦ Click the list arrow at the end of the box.

- † Choose the **Worksheet** where the chart is to be embedded.
- † Click **OK** to exit the dialog box.
- † The chart should appear embedded in the worksheet that was selected.