

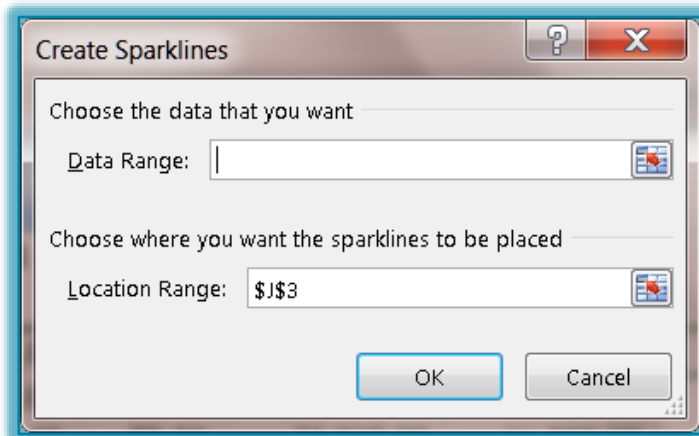
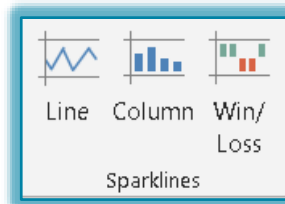
## Sparklines

Sparklines are tiny charts that appear in a worksheet cell. They provide a visual representation of data that can be used to show trends in a series of values. Since a sparkline is a tiny chart embedded in a cell, it is possible to enter text in a cell and use a Sparkline as the background for the cell. Color schemes can be applied to a Sparkline by choosing a built-in format from the Style gallery.

With Sparklines it is possible to see the relationship between a Sparkline and the underlying data. When the data changes the change in the Sparkline will display immediately. Multiple Sparklines can be created by selecting multiple cells that correspond to underlying data. When a worksheet is printed, the Sparklines will print as well.

### Create a Sparkline

- ✦ Select an empty cell or group of empty cells.
- ✦ Click the **Insert Tab**.
- ✦ In the **Sparkline Group**, select the type of **Sparkline** to create (see illustration).
- ✦ The options are:
  - ✦ **Line** - Select this **Sparkline** to insert a **Line Chart** within a single cell.
  - ✦ **Column** - Click this **Sparkline** to insert a **Column Chart** within a single cell.
  - ✦ **Win/Loss** - This **Sparkline** is used to insert a **Win/Loss Chart** within a single cell.
- ✦ The **Create Sparklines** dialog box will display (see illustration below).

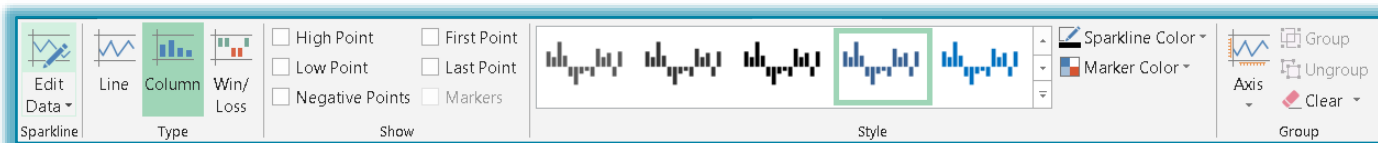


- ✦ In the **Data Range** box, do one of the following:
  - ✦ Type the range of cells that contain the data on which the **Sparkline** is to be based.
  - ✦ Click the **Collapse (red)** button at the end of the **Data Range** box and then select the data on which the Sparkline is to be based.
- ✦ In the **Location Range** box, do one of the following:
  - ✦ Input the cell where the **Sparkline** is to be inserted.
  - ✦ Click the **Collapse (red)** button at the end of the **Location Range** box and then select the cell where the Sparkline is to be placed.
- ✦ Click the **OK** button to insert the **Sparkline** into the designated cell.
- ✦ The illustration on the right is an illustration of a **Column Sparkline**.



## Sparkline Tools Design Tab

This tab is used to make design and formatting changes to a sparkline. To access the tab, click on a Sparkline and then click the Sparkline Tools Design Tab. The table below describes each of the groups and buttons that are available for this tab.



Group and Button	Description
<b>Sparkline Group</b>	
<b>Edit Data</b>	This button is used to edit the group location and data. Click the arrow at the bottom of the button to display the available options.
<b>Edit Group Location and Data</b>	Select this option to edit the location and data source for the selected Sparkline group.
<b>Edit Single Sparkline's Data</b>	Use this option to edit only the data source for the selected Sparkline.
<b>Hidden &amp; Empty Cells</b>	This option is used to select how hidden and null values are displayed in the selected Sparkline group.
<b>Switch Row/Column</b>	To switch between whether to display the Sparkline by column or by row, select this option. This option is only available if the data source has the same number of columns and rows.
<b>Type Group</b>	
<b>Line</b>	Click this button to change the selected Sparkline group to a line Sparkline.
<b>Column</b>	Use this button to change the selected Sparkline group to a column Sparkline
<b>Win/Loss</b>	This button can be used to change the selected Sparkline Group to a Win/Loss Sparkline
<b>Show Group</b>	
<b>High Point</b>	Click this button to highlight the highest point of data in the selected Sparkline group.
<b>Low Point</b>	This button should be selected to highlight the lowest point of data in the selected Sparkline group.
<b>Negative Points</b>	To highlight the negative values on the selected Sparkline Group with a different color or marker, click this checkbox.
<b>First Point</b>	Select this button to highlight the first point of data for the selected Sparkline group.
<b>Last Point</b>	Click this button to highlight the last point of data for the selected Sparkline group.
<b>Markers</b>	To highlight each point in each line Sparkline in the selected line Sparkline group, click this checkbox.

Group and Button	Description
<b>Style Group</b>	
<b>Style</b>	This is a gallery of styles that can be applied to a selected Sparkline. To display more designs, click the <b>More</b> button in the bottom right corner of the gallery.
<b>Sparkline Color</b>	To change the color and weight of the Sparklines in the selected Sparkline group, click this button. A gallery of different colors will display.
<b>Marker Color</b>	Click this button to change the color for negative points, markers, and all other points for the selected Sparkline group. When this button is clicked a list of different data points will appear. Move the mouse pointer over each one to display a gallery of different colors. Click the <b>More Colors</b> link to display a gallery of additional colors.
<b>Group Group</b>	
<b>Axis</b>	To change the scaling and visibility of each Sparkline axis for the selected Sparkline group, click this button. When the button is clicked, a list of different options will appear.
<b>Group</b>	This button is used to group Sparklines together so they can share formatting and scaling options.
<b>Ungroup</b>	Use this button to break a set of Sparklines apart so they are individual Sparklines.
<b>Clear</b>	Click this button to clear a selected Sparkline.