Creating a Graph Using Technology

* Laptop: using <https://www.onlinecharttool.com/>
	+ Click on design your chart
	+ Choose bar or pie and click next
		- Pie
			* Go with choices on first screen; Scroll down a little and click **Next**
			* Name your graph. Choose 5 items and 1 group
			* Label each of the 5 items from the hours used in a day given to you
			* Under group, assign each item with the time spent and check “piece out of pie”
			* Scroll down a little to Click **NEXT**
			* Choose the font that you like by clicking in bullet beside your choice (may use the one already chosen). Click **NEXT**
			* Complete the form to email your instructor your chart; answer the questions in the comments. Don’t forget to attach chart; click submit
			* Bar Graph
			* Go with choices on first screen (vertical, background color, 3D, etc)
			* Scroll down a little and click **NEXT**
			* Give your graph a title such as Hours Spent Each Day
			* Label your x-axis (the horizontal label). Suggestion is “activity”
			* Label your y-axis (vertical label) Suggestion is “Time Spent”
			* Choose items in your data set. In this case there are five (5).
			* Enter each item individually on the left and the time spent for each on the right. If you press “Enter” you will go back a screen. Just click **NEXT** again. Once all are entered, continue to the next screen.
			* The next screen allows you to choose fonts and sizes of fonts. If you have no particular choice, you can just continue on to the next screen.
			* When you are happy with your graph, email it to your instructor on the next screen. Don’t forget to attach the graph before you send.
			* iPhone or iPad
				+ Open the App Store and search graph builder. Many options cost or have in-app purchase. Choose one that is free. Suggestion: Chartistic- Charting App
				+ You can choose the type of chart that you would like to create from the icons. Below will be instructions for Bar Graph. In this app, the pie chart requires percentages which we will leave for another day.
				+ Bar Graph

Touch the Bar icon

Touch the graph title to enter the name of your chart such as “How I Spend My Day”

Complete the chart: the first row will be what you will see at the bottom of your chart (This is called the x-axis): In the first “box” type the label for the items that will be listed such as “Activities”. In the following boxes, moving left to right, type in each category name with the five (5) activities: Sleeping, Working, etc. On the second row, the first box will be the description for the values on the left side of your chart such as “Time Spent”. Type in the values moving from left to right, matching the values with the expense in the first row. When finished, tap “Done”

You should be notified that it is saved. Tap **SHARE** in the upper right corner

Tap the mail icon and complete the instructor’s email address. Follow instructor’s instructions such as maybe put your name in the subject so the instructor will know who the assignment is from.

May add another day:

Pie Chart

Tap on circle graph

Tap on areas that you want to edit. Begin with title

This circle graph is going to require you to evaluate your percentages. Round to the nearest whole percent (8/24 = .33333; rounded to .33 which is 33%) you will use your finger to drag from top to reveal editing options.

The first row will include labels even they do not show on the graph. Fill in the first row with the five (5) categories of your time: Sleeping, Working, etc.

The second row will be the percentages

Press “Done” when you are happy with your chart. It will show that it is saved and you will see that you can share it.

Share by emailing to your instructor with your name in the Subject line. You can type in any information that you want to share as well.