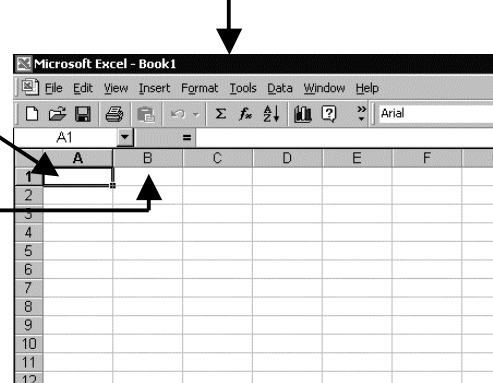


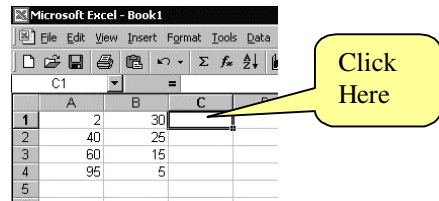
## Science 9 Making a Graph for Experiment 19B Using Microsoft Excel

1. Have your data table with Force of Gravity and Mass ready.
2. Log on to a computer, click the “Start” button on the bottom left, go the “Programs” and click “Microsoft Excel” You will get a screen that looks like this:

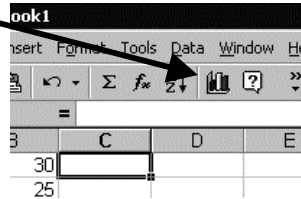


3. Type in your Mass (kg) values in the “A” column. Just use the numbers. Don’t type any words yet!
4. Now type in your Force of Gravity (N) values in the “B” column. Don’t type any words in yet! Make sure that the Force read for each Mass is right beside it.

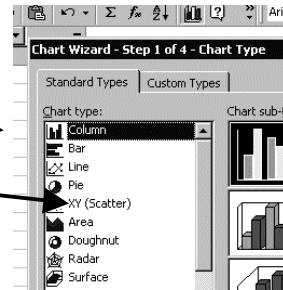
5. When you have entered all your values for your Mass and Force of Gravity, put the cursor at the top of the “C” column and left click the mouse. After you have done this, it will look something like this:



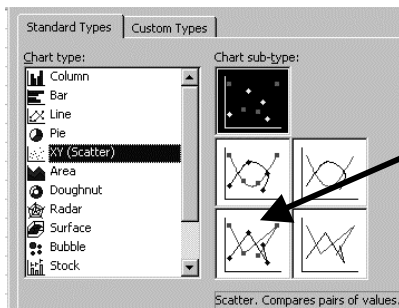
6. Now on the screen just above the “D” column, you will see a little icon with blue, yellow and red lines. Click that!



Now, you will get a box that looks like this:  
Click “XY (Scatter)”

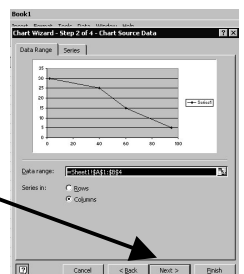


After you do that, the screen will now look like this:



Click on the bottom left “Chart sub-type”. Then click the “Next” button at the bottom of the box.

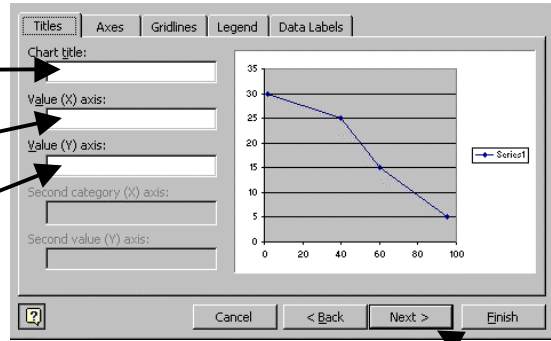
You will now see a box that looks like this:  
Just click the “Next” button on this box:



Now you will get a box like this:  
 In the space that says ‘Chart Title’, type  
 ”*Force of Gravity vs Mass*”

In the ‘Value (X) axis’ box, type  
 ”*Mass (kg)*”

In the ‘Value(Y) axis’ box, type “ *Force of Gravity (N)*”

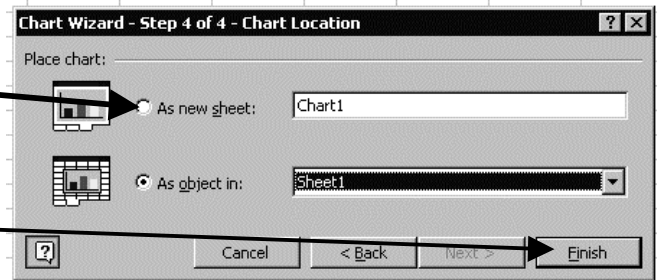


After that, click the ‘Legend’ button at the top of the box, and then click in the little box that says ‘Show Legend’ in order to remove the checkmark. Now, click the ‘Next’ button at the bottom!

You will now get a box like the this:

**Click the little circle beside**  
**”As new sheet”**

Then click the ‘Finish’ button at the bottom of the box.



You now have your completed graph. Save it in your space if you want. Print enough copies for your group. You may want to add some colour to it with pencil crayons. (Please don’t use crayons on the computer screen!)

***Please return this sheet to the teacher when you are finished with it.***