

Indiana Counties – Excel

- 1.) Select all of worksheet one by clicking the triangle in the top left corner in between A and I.
- 2.) Copy the entire worksheet and paste it on worksheet two “population” and worksheet three “area.”
- 3.) On worksheet two “population” delete the area column by right clicking on “C.” Click “delete.”
- 4.) Resize the A & B columns by double clicking on the line in between.
- 5.) Select cell A1-B93.
- 6.) Go to the “Insert” ribbon and choose column. (You may choose any in the first or fourth column.)
- 7.) On worksheet two “area” delete the population column by right clicking on “B.” Click “delete.”
- 8.) Resize the A & B columns by double clicking on the line in between.
- 9.) Select cell A1-B93.
- 10.) Go to the “Insert” ribbon and choose bar. (You may choose any in the first column.)

