Column Charts

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Overview

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Type	Icon	When to Use
Vertical Column		You want to highlight values for easy comparison and plot your numbers vertically. Use a column chart to place less emphasis on time and focus on comparing values.
3D Vertical Bar		Similar to the vertical bar chart, but in three dimensional form.
Stacked Vertical Bar		Also referred to as stacked column charts and used when part-to-whole comparison is important.
Cylinder		Similar to the vertical bar, but having chart components shown in cylindrical form.
3D Stacked Vertical Bar		Similar to the 3d stacked vertical bar chart, but in three dimensional form.
Layered		Compares the contribution of each value to a total across categories.

Chart Data Options

Option	Description
Horizontal Axis	This is the category label for the X axis
Vertical Axis	Typically a numeric value such as $. An item that you want to measure on your Chart
Colour	This option is only available if you have a cross tab data set available and is used to determine the colour applied for cross tab series data.

Column Chart Tutorial

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Summary

In order to set up a Column Chart you will need:

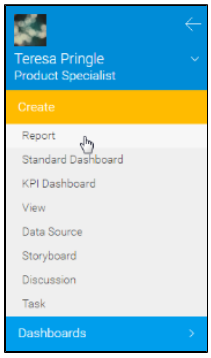
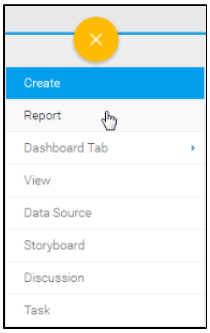
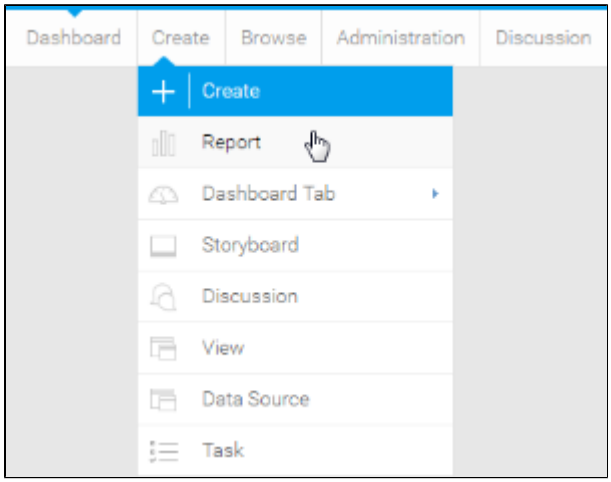
1. Create a report with chart display
    a. Select a field to use as the **Horizontal Axis**
    b. Select a field to use as the **Vertical Axis**
    c. Select a field to use as the **Colour** (if you have decided to create a cross tab report)
2. Create your chart, selecting **Column** as the type
3. Provide the **Horizontal Axis**, **Vertical Axis**, and **Colour** options
4. Customise the Chart as required
5. Proceed to the **Output** step
6. **Save** your report

Tutorial

1. Start the **Report** creation process by using one of these methods:

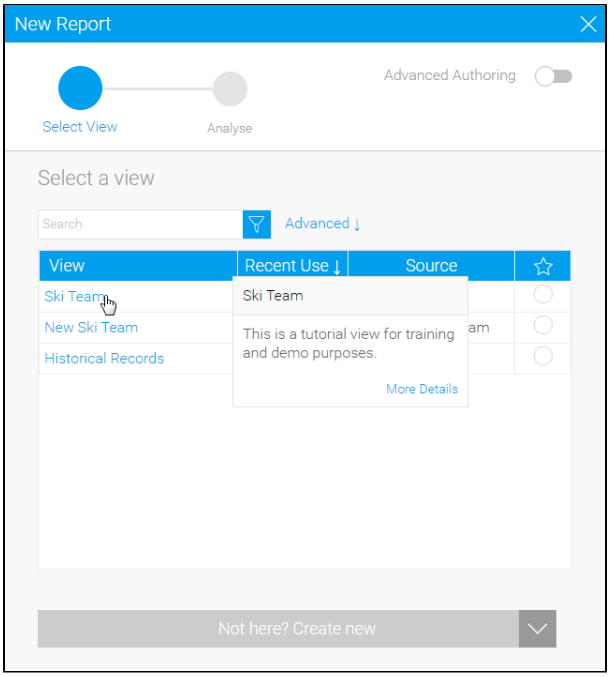
- **Left Side Nav** - open the left side navigation panel, click on Create, select the Report option
- **Top Right Button** - click on the create button, select the Report option.
- **Toolbar** - click on the Create link in the toolbar, select the Report option.

You will now see the **New Report** lightbox.

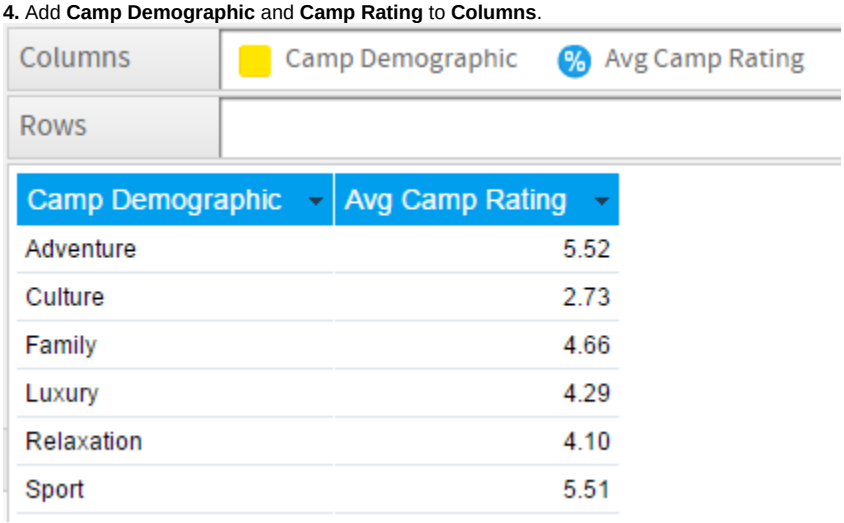
Left Side Nav	Top Right (with Left Side Navigation enabled)	Toolbar
		

2. Click on the **Ski Team** view in order to use the fields defined within it for creating the report.

3. You will now be taken to the **Data** step of the Report Builder.



4. Add **Camp Demographic** and **Camp Rating** to **Columns**.



Camp Demographic	Avg Camp Rating
Adventure	5.52
Culture	2.73
Family	4.66
Luxury	4.29
Relaxation	4.10
Sport	5.51

5. Proceed to the **Charts** step of the builder.

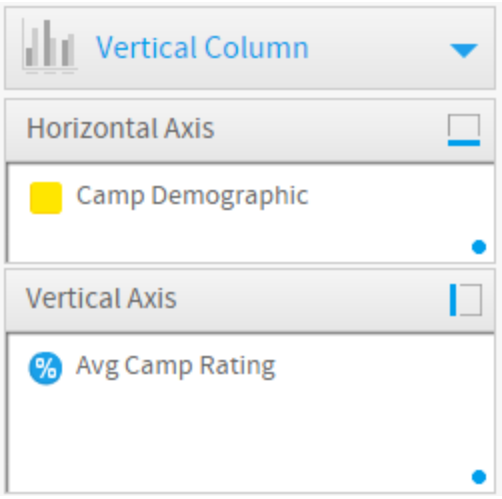


6. Select the **Vertical Column** chart from the **Column** section of the charts panel on the right of the screen.

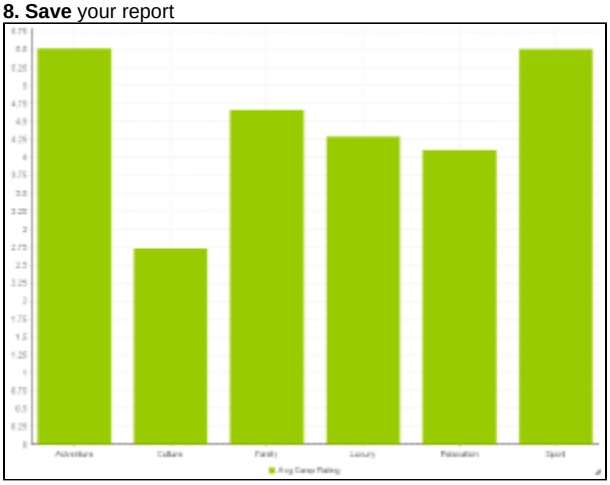


7. Set the following components:

- **Horizontal Axis:** Camp Demographic
- **Vertical Axis:** Avg Camp Rating



8. Save your report



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