CREATING Bar Graphs IN MICROSOFT EXCEL 2003
Step 1: Set up the Variables
AB Design

Use the top cells to Label the variables that will be displayed on X and Y axis of the graph
Step 1: Set up the Variables
X-Axis for AB design

<table>
<thead>
<tr>
<th>Variable(s) on Y axis</th>
<th>Variable on X axis</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>FAST</td>
</tr>
<tr>
<td>Rater</td>
<td>Attention/Tangible</td>
</tr>
<tr>
<td>Teacher</td>
<td>Escape</td>
</tr>
<tr>
<td>Parent</td>
<td>Automatic</td>
</tr>
<tr>
<td></td>
<td>Automatic Pain</td>
</tr>
</tbody>
</table>

Enter Y-axis label in this cell
For example: If you are graphing data obtained from a teacher and a parent for Y axis enter
Teacher
Parent
Step 1: Set up the Variables

For AB design, Enter Y-axis label in 2 cell alternating between the Baseline (A phase) and the Intervention (B phase).

For example:
• To graph data for Baseline phase and NCR using AB design, Label the cell B1 “Baseline” and cell C1 NCR.

Enter X-axis label in this cell.
For example: If you are graphing data for a rating scale or test results enter the labels for the rating scale or the test.

The Functional Analysis Screening Tool has four categories:
1. Attention/tangible
2. Escape
3. Automatic
4. Automatic Pain

If we were to graph the results of the FAST we would enter the above categories for X axis.
Step 1: Set up the Variables

<table>
<thead>
<tr>
<th>A</th>
<th>B</th>
<th>C</th>
<th>D</th>
<th>E</th>
<th>F</th>
</tr>
</thead>
<tbody>
<tr>
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Excel sheet showing multiple baseline and prob design.
Step 2: Enter the Data

For example; the FAST results from parent and teacher are shown below as it is shown above.

<table>
<thead>
<tr>
<th>Variable(s) on Y axis</th>
<th>Rater</th>
<th>Attention/Tangible</th>
<th>Escape</th>
<th>Automatic</th>
<th>Automatic Pain</th>
</tr>
</thead>
<tbody>
<tr>
<td>Parent FAST</td>
<td>Teacher</td>
<td>2</td>
<td>4</td>
<td>0</td>
<td>1</td>
</tr>
<tr>
<td></td>
<td>Parent</td>
<td>1</td>
<td>4</td>
<td>0</td>
<td>1</td>
</tr>
<tr>
<td>Teacher FAST</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Attention</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
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Enter the FAST results from parent and teacher reports (see below) as it is shown above.
Creating the Bar Graph
Step 3: Create the Bar Graph

- Position the mouse on cell A3
- Click and hold the left mouse button
- Move the mouse till all the data points are highlighted
- Release the left button
Step 3: Create the Line Graph

ABAB Design

- Position the mouse on cell B1
- Click and hold the left mouse button
- Move the mouse till all the data points are highlighted
- Release the left button

- If data collection for re-implementation of the intervention is ongoing, highlight additional empty cells. For example: if the data collection for re-implementation of NCR is going to continue for additional 4 days, cells 25, 26, 27 and 28 will be highlighted as well.
Step 3: Create the Bar Graph

Click on Graph Icon
You can choose to create 2D or 3D bar graphs. Click on 2D option then click Next >
Data Range:

Series in:
- Rows
- Columns
Step 3: Create the Line Graph

Fill in the
• Chart title:
• Category (X) axis: Possible Function
• Value (Y) axis: Number of “Yes” answers
• Then click Next
Step 3: Create the Bar Graph

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Click As new sheet then Finish
Step 3: Create the Bar Graph
Adjust the Plot Area of the Graph

1. Click on any area of the graph:
2. Right click
3. Click on Format Plot Area
Step 3: Create the Bar Graph
Adjust the Plot Area of the Graph

1. Click on: “None” under Border and Area
2. Then click OK