

***Tips for Mac Users in Project in Textbook**

Excel Module 4

SAM says that this project is not compatible with Mac. Here are some alternatives to try on a Mac. (App Stream 2.0 may be sluggish, but you could avoid network or Internet slowdown by using Excel installed on your personal computer.)

Find data Analysis tool in Excel on Mac (per Google):

If you're using Excel for Mac, **in the file menu go to Tools > Excel Add-ins. In the Add-Ins box, check the Analysis ToolPak check box, and then click OK.**

Quick Analysis Tool: How to Use Excel's Shortcut on Mac (per Google)

The Quick Analysis Tool is **located in the upper-right corner of the Excel window, and it looks like a small button with a drop-down arrow.** To use it, simply select the data you want to analyze, and then click the Quick Analysis button. A small window will appear with a variety of options for analyzing your data.

1. If you don't have QuickAnalysis toolbar plugged in your Excel as an Add-in or it doesn't ever work, then, with the selected cells, go to Insert tab then find Column and you should pick the Column Design, you can also find options to change the format of the chart.
2. If you can't rename the worksheet, just simply click Save As and delete the previous worksheet.
3. When it asks you to go to Chart Elements, just go to "Add Chart Elements" and you can still proceed to the process.
4. Vertical Axis Title is the same as Primary Vertical in the Axis Titles.
5. Just hold command while selecting the cells.
6. Doughnut Chart Button is unnecessary, just go to Pie section.