

# BAR GRAPH

## What it is:

A bar graph is a chart that uses either horizontal or vertical bars to show comparisons among categories. One axis of the chart shows the specific categories being compared, and the other axis represents a discrete value. Some bar graphs present bars clustered in groups of more than one (grouped bar graphs), and others show the bars divided into subparts to show cumulative effect (stacked bar graphs).

## How to use it:

**Determine the discrete range.** Examine your data to find the bar with the largest value. This will help you determine the range of the vertical axis and the size of each increment. Then label the vertical axis.

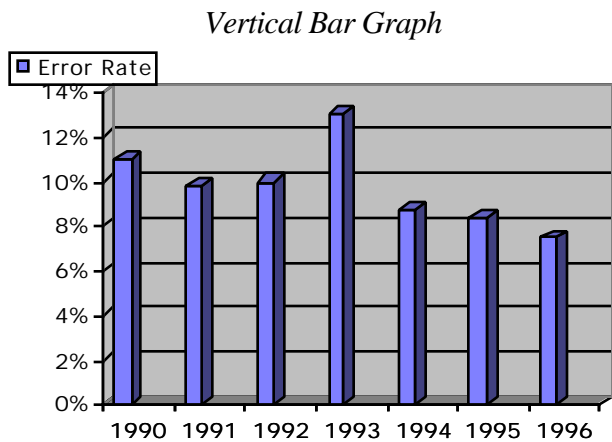
**Determine the number of bars.** Examine your data to find how many bars your chart will contain. These may be single, grouped, or stacked bars. Use this number to draw and label the horizontal axis.

**Determine the order of the bars.** Bars may be arranged in any order. (A bar chart arranged from highest to lowest incidence is called a Pareto chart.) Normally, bars showing frequency will be arranged in chronological (time) sequence.

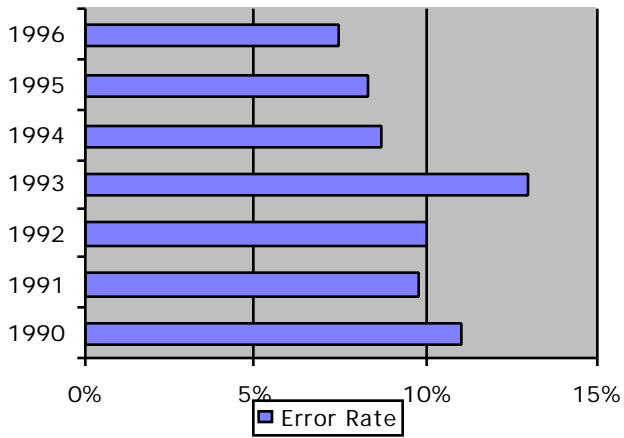
**Draw the bars.** If you are preparing a grouped bar graph, remember to present the information in the same order in each grouping. If you are preparing a stacked bar graph, present the information in the same sequence on each bar.

**Label and title the graph.**

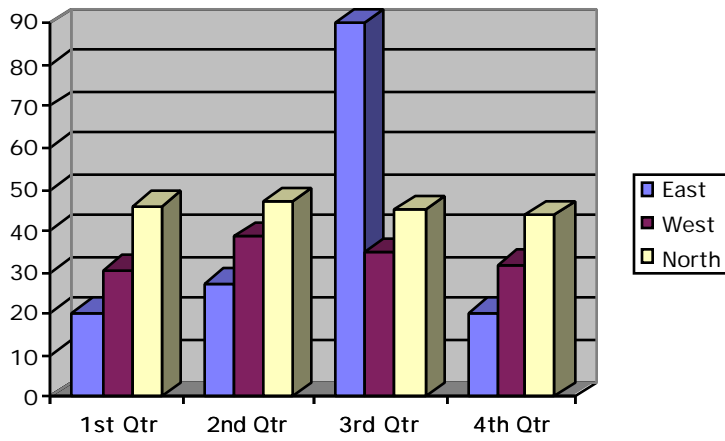
## Bar Graph Examples



*Horizontal Bar Graph*



*Grouped Bar Graph*



*Stacked Bar Graph*

