

Insert

Column

2-D Clustered Column

Left Click Graph

Select Data

Legend Series

Edit

Series Name

Series Values – highlight the values that you want

Add –Repeat as many times as necessary

Series Name

Series Values

Horizontal (Category) Axis Labels – Edit- Highlight Axis Values- OK

Click on Graph

Layout(up top)

Axis Titles

Primary Horizontal (x-axis)

Primary Vertical (y-axis)