Total sightings of birds at Lymington salt marshes

Black tailed Godwit 350

Dark Bellied Brent Goose 1450

Grey Plover 450

Wigeon 2150

Shoveler 50

Dulin 2000

Curlew 400

Pintail 100

Shelduck 100

Red-breasted Merganser 25

Gadwall 25

Little Grebe 25

Oystercatcher 350

Lapwing 2100

1. Open up Microsoft Excel and enter the names of the birds in each row starting at A1 and going down
2. Next to each species of bird enter the number of sightings of each bird starting at B1 and going down

|  |  |  |
| --- | --- | --- |
|  | A | B |
| 1 | Black tailed Godwit | 350 |
| 2 | Dark Bellied Brent Goose | 1450 |

1. When you entered all the names of the birds and the number of sightings highlight both rows by using your mouse.
2. Then go to Insert on your tool bar, select Column and choose 2-D Column and pick Clustered Column
3. Then Double click each bar to select it go to Format on the tool bar and go to Shape Fill.
4. Choose a different colour or shade for each bird and a key should automatically appear.