



CREATE AN EPI CURVE IN MICROSOFT EXCEL*

1. Highlight all data you want to include in your epi curve. Do not include column titles/headings.
2. Ensure date of onset is in column before (to the left of) number of cases.
3. Click the “Chart Wizard” on the tool bar.
4. Choose “Column” as the chart type and click “Next”.
5. Review graph and click “Next”.
6. Chart Options: Go to “Titles” tab: Add Chart title, X axis title, Y axis title.
7. Chart Options: Go to “Legend” tab: unclick “Show Legend”. Click “Next”.
8. Decide where to place chart, as object in sheet or as separate sheet.
9. Click “Finish”.
10. Double click on one of the bars. In “Options” tab, change “Gap width” to “0”.
11. Default background is gray. To change color, double click anywhere on gray background to view “Format Plot Area” pop up box. Select “none” under Border and “none” under Area for a white background.
12. If Y axis is in units of .5, double click on Y axis and select “Scale” tab. Change “Major unit” to 1 and “Maximum” to nearest whole number (if necessary).
13. PRACTICE, PRACTICE, PRACTICE!

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