

## Quick Launch (QL) Charts Seminar

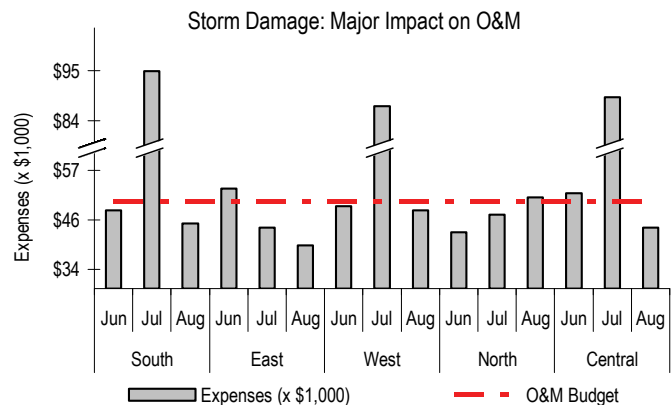
Analyze data, show accountability and communicate success with ease.

### What is the seminar about?

The seminar explores the purpose and use of charts contained in *QL Charts*. *QL Charts* are a robust, yet flexible portfolio of graphical displays **not** available in Excel's Chart Wizard or PowerPoint's Design Templates. The aim of the seminar is for participants to *produce graphical displays with ease*.

A featured benefit of this seminar is that each participant receives a full version, individual-use copy of *QL Charts* – a \$119.95 value. See contents of *QL Charts* below.

- ✓ 24 Excel charts templates with examples – variety of bar and line charts, pie chart, box plot chart, comparison charts, broken Y axis charts, survey charts, Gantt charts, histograms, Pareto chart, goal achievement chart, RUN charts (with histogram), and a variety of XmR charts (with histograms),
- ✓ 4 PowerPoint presentation templates,
- ✓ 13-page User's Guide containing chart descriptions and common uses, Excel commands, and worksheet tips.



*QL Charts Seminar* is a 1-day, computer-lab, seminar that examines various methods used to display and forecast performance, compare actual to expected performance, report findings, show progress, enhance decision-making, reveal cycles and trends, and much more.

### What are the seminar objectives?

Participants learn to:

- ✓ Enhance the clarity and credibility of graphical data,
- ✓ Create graphical displays in Excel using *QL Charts* templates,
- ✓ Display charts and link data in PowerPoint presentations and Word documents,
- ✓ Use *QL Charts* to analyze data, show accountability, and communicate results, and
- ✓ Produce sensible and effective charts in minutes: “What is the chart?” (2) “When do you use it?” and (3) “How do you use it?”

### How are the objectives achieved?

Once participants learn the mechanics, concepts, and conventions of tables and charts, they apply their knowledge and understanding of the purpose, utility, and limitations of graphical displays to their workplace data – it is a real world, hands-on learning opportunity.