

# How To: Funnel Chart in PowerPoint

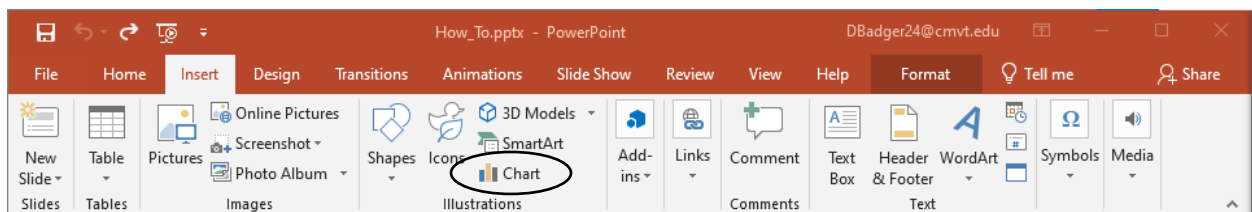
---

## What is a funnel chart and why would I use it?

A funnel chart is a specialized graph with horizontal bars, used to visualize the linear process that has sequential connected stages.

---

1. Open your PowerPoint file is not done so already
2. Click the insert tab and click “Chart”



3. Click “Funnel” then click “Ok” to put it in your presentation
4. An Excel window will pop up, that’s where you put your information (see next page)

Chart in Microsoft PowerPoint

	A	B	C	D	E	F	G	H	I	J
1		Series1								
2	Sent	5676								
3	Veiwed	3872								
4	Clicked	1668								
5	Added to ca	610								
6	Purchased	565								
7										

