User Manual Version 3



Thank you for choosing *Chart-me XLS*. With *Chart-me XLS* you make Microsoft Excel your professional tool for business charts. In this user manual you find a detailed guideline to the numerous features of *Chart-me XLS*.

For more information, visit our website at http://support.hi-chart.com

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Installation

Chart-me XLS will be installed on your computer through a setup assistant program (installer). The installer program is part of the delivered zip archive and consists of two files:

Name	
闘 Chart me Setup.msi 診 setup.exe	
3	

Figure: Zip-archive with Chart-me XLS installer files

Start the setup process by double-clicking the setup.exe file and follow the dialog boxes.

ᇕ chart-me	
Welcome to the chart-me Setup Wizard	C HI- CHART
The installer will guide you through the steps required to install chart-me on your	computer.
Cancel < Back] Next >

Figure: Installation dialog box of Chart-me XLS

谩 chart-me	
Select Installation Folder	HI- CHART
The installer will install chart-me to the following folder.	
To install in this folder, click "Next". To install to a different folder, enter it be	low or click "Browse".
Folder:	
C:\Program Files (x86)\HI-CHART\chartme\	Browse
	Disk Cost
Install chart-me for yourself, or for anyone who uses this computer:	
© Everyone	
Just me	
Cancel < Back	Next >

Figure: Confirm installation folder for Chart-me XLS

🛃 chart-me		X
License Agreement		CHART
Please take a moment to read the licer Agree", then "Next". Otherwise click "I	ise agreement now. If you accept the term Cancel''.	s below, click ''l
License agreement HI-CH Single-User license agreemer version 1	ART chart-me nt (SLA) for demo and full version of	main
This license agreement concer GmbH, Blumenthalstrasse 51, Please read the following licen any of the conditions stated her any copy of chart-me. Provided s	rns the software product chart-me of I 13156 Berlin (hereinafter called HC) se conditions carefully. If you do not re, you are not allowed to install, cop you have not concluded a license ag	HI-CHART agree with y or pass on reement with
🔘 I Do Not Agree	I Agree	
	Cancel < Back	Next >

Figure: License agreement of Chart-me XLS

🗒 chart-me	
Confirm Installation	HI- CHART
The installer is ready to install chart-me on your computer.	
Click "Next" to start the installation.	
Cancel < Back	Next >

Figure: Start of Chart-me XLS setup program

😼 chart-me		
Installing chart-me		HI- CHART
chart-me is being installed.		
Please wait		
	Cancel < Back	Next >

Figure: Chart-me XLS is being installed

In the last step of the setup process, the activation window appears. Put in your name and activation code here, as stated on your license documents or in the e-mail from our web shop.

Chart-me XLS with Tables module

Depending on the Chart-me XLS version you purchased, you get different activation codes. When acquiring Chart-me XLS with the Tables module, the following message appears on your screen.

t		Ch	art-me activation		×
Computer ID	1844073760 Holger Getths				ОК
Activation code	2002000222001010	2041 0400	///J/11010E0D0D0J0J10200		OK
Chart-me lic	enced		Tables module licenced	ø	Automation module licenced

Figure: Installation of *Chart-me XLS* is finished; enter the activation code (copy&paste) for the licensed Tables module

If you want to use the free 30-day trial period, click on the Demo button. This will activate the demo version. The remaining trial-days are displayed in the lower part of the window. Then click OK.

t		Chart-me activation		×
Computer ID Name Activation code	1844073760		 <	OK Close Demo

Figure: Start demo mode (trial period)

t		Chart-me activation	×
Computer ID Name	1844073760]	OK Close
Activation code	cenced (Demo)	Tables licenced (Demo)	Automation licenced (Demo)

Figure: Demo mode has been activated for 30 days

Once the trial period has finished, *Chart-me XLS* stops working until you purchase a license and enter a valid activation code.

Upon successful installation, the following entries will appear in your Windows Start-menu in the folder HI-CHART*chart-me*.



- 📗 chart-me
 - 🚦 Chart-me Activation
 - 🚦 Chart-me Brief manual
 - 🚦 Chart-me Performance Guide
 - Eicence agreement Chart-me

Figure: Contents of the menu folder Start/Programs/HI-CHART/chart-me

Chart-me XLS Activation will open the activation window.

Chart-me XLS Brief Manual will open this document.

Chart-me XLS Performance Guide will open a guideline to optimize performance while working with Chart-me XLS.

License agreement *Chart-me XLS* will open the license agreement that has previously been shown during the installation process.

Create page layouts and charts

Starting Chart-me XLS

Upon successful installation of *Chart-me XLS*, start your MS Excel (2007 or 2010) as usual. There will be a *Chart-me* menu item on your MS Excel menu bar.



Figure: Chart-me menu ribbon

Create page layout

Start your Chart-me XLS project by first selecting a page layout:



Figure: page layout

Choose between five different page formats: Screen = PowerPoint (4:3, 16:9 or individual dimensions), A4 landscape or portrait, A3 landscape or portrait.



Figure: PowerPoint page grid options

Each page layout then provides various chart templates from which to choose:



Figure: Grid options for paper formats

Every print and on-screen layout option provides various predefined page grid definitions. Choose from 4 basic types featuring a single chart with differing margins or one of the multi chart grid

definitions: 2x2, 3x3, 4x4 grids featuring 4, 9, and 16 charts (or other content) per page respectively. There is also a tree structure option composed of 6 charts.

Upon selection of the page grid, choose the number of lines for message and title display from the dialog window. Select whether to insert the new worksheet into the existing workbook or create a new workbook.

Depending on the selected page template – *Screen* or *Paper* – the page dimensions can be individually adjusted.

Message rows Title rows 0 0 1 0 2 0 3 0 4 Add as sheet into current workbook Cancel Size PowerPoint 4:3 Width in cm 25.4	Page layout parameters	×
Height in 19.05	Message rows 0 1 2 3 4 Vidth in cm 25,4 Height in 19.05	Insert as new workbook Add as sheet into current workbook Cancel

Figure: Page parameters for page type Screen

Selecting the page type *Screen* produces a template with fixed page size precisely fitting onto a PowerPoint slide with the same setting. You can choose from predefined PowerPoint page sizes or define your own.

Page layout parameters								
Message rows Title row 0 1 2 3 4	s Insert as new workbook Add as sheet into current workbook Cancel							
Size PowerPoint 16:9 PowerPoint 16:9 PowerPoint 16:10 Userdefined J								

Figure: PowerPoint page sizes

The page type *Paper* generates a layout that will print on a single sheet of paper, without page break.

Page layout param	eters	×
Message rows 0 1 2	Title rows 0 1 2 3 4	Insert as new workbook Add as sheet into current workbook Cancel
Page margins	in cm	
Тор	1	
Bottom	1	
Left	1	
Right	1	

Figure: Page parameters for page type Paper

- A.	A	BCD	NJ K L	. M	N	0	P	Q	RIT	U	V	W	X	Y	Z	AA ,	AB ACAD AB	AF	AG		AH A	LA L	
1 9	6dpi	20 20	28 58	58	58 58	58	58	58	29 28	58	58	58	58	58	58	58	29 # 20 20) 10	0	200	60 20	0	100
4																				ao dhi			
3	20	100															1.00	Widt	'n	960 px			
4	20																	Heigh	nt	720 px			
6	21		Message 1															Message	1 Message 1				
10	17		Title 1															Title	1 Title 1				
11	17		Title 2															Title	2 Title 2				
15	21		Chart title 1						Chart	title 2								Footnote le	ft Footnote left				
16	19																	Footnote righ	nt Footnote right			Datainsert a	rea
17	19																	Chart title	1 Chart title 1				
18	19																	Chart title	2 Chart title 2				
19	19																	Chart title	3 Chart title 3				
20	19																	Chart title	4 Chart title 4				
21	19																	Gridline	s Yes				
22	19																	Selec	ct Exhibit (between gray squar	es)			
23	19																						
24	19																						
25	19																						
26	19																						
27	18																						
28	17																						
29	17																						
30	17																						
22	21		Chart title 3						Chart	title 4													
22	10		Gilar title 5						Chan	uue 4													
34	10																						
26	10																						
36	10																						
37	10																						
20	10																						
30	10																						
40	19																						
41	19																						
42	10																						
43	19																						
44	17																						
45	17																						
46	17																						
47	17																						
48	17																						
49	18	-	Footnote left													Footnote r	ight						
50	20																						

The new page layout can be inserted into a new workbook or as a worksheet in the current workbook.

Figure: Newly created report page layout

Once a page layout has been created, it can be easily adjusted at any time:



Figure: Change page layout settings

In the following window, the page type can be switched between Screen and Paper.

Page layout parameters	×
Message rows Title rows	ОК
2 2 3 4	Cancel
Size PowerPoint 4:3	Pagetype
Width in cm 25.4	PowerPoint
Height in 19.05	C Paper

Figure: Edit layout – page type Screen

When switching the page type to *Paper*, the page margins can be defined.

Page layout paramete	ers	×
Message rows 0 1 2	Title rows 0 1 2 3 4	OK Cancel
Page margins in o Top Bottom Left Right	m	Pagetype C PowerPoint (Paper

Figure: Edit layout - page type Paper

For printed output we recommend to adjust the printer options in Excel corresponding to the settings you chose here in *Chart-me XLS*.

Page Layo	ut	Formulas	Data	Revie	w ۱	/iew	Dev
		j 🗋 🛉				131 111	Width: Height
Orientation *	Size	Print Br Area ▼	eaks Back	ground	Print Titles		Scale:
• (=		Letter 21,59 cm	x 27,94 cm	1			e
D		Tabloid 27,94 cm	x 43,18 cm	ı			
		Ledger 43,18 cm	x 27,94 cm	n			
		Legal 21,59 cm	x 35,56 cm	ı			-
		Executive	e x 26,67 cm	ı			
		A3 29,7 cm x	42 cm				
		A4 21 cm x 2	19,7 cm				
		11 x 17 27,94 cm	x 43,18 cm	ı			

Figure: Choose printer page size of Excel worksheet

If you make any changes to the page size definition or modify any column width or row height in the page layout sheet, the page grid has to be recalculated.



Figure: Recalculate page grid

This function adjusts the layout width and height, depending on the page type:

- Page type Paper

The size of all cells is proportionally adjusted to a point just before a page break would appear. (maximum possible size without page break)

- Page type Screen

The size of all cells is proportionally adjusted so that it meets the overall dimension in cm. (layout fits precisely on a PPT slide)

If the DPI-resolution¹ of the screen changes (this setting may differ from one computers to another), the page grid has to be recalculated. Charts that have already been placed inside the layout will be adjusted to the correct new page dimensions automatically.

Every *Chart-me XLS* generated page grid states its DPI-resolution in the top right range of the sheet.



Figure: Display of DPI-resolution in a page layout sheet

If *Chart-me XLS* detects that the DPI-resolution has changed but the page layout has not yet been recalculated, the DPI-display turns red.

¹ The DPI-resolution can be changed in Windows 7 *Control Panel – Display – User defined text size (DPI).* DPI (or PPI) means: pixels per inch. This is a factor used by input and output devices to translate pixel dimensions into inches or centimeters.

	96 dpi
Width	960 px
Height	720 рх

Figure: Red DPI-display means: page grid has to be recalculated

Recalculate/Refresh the page grid by clicking the recalculate icon: 😳

Insert main chart

There are 3 chart types from which to choose: Horizontal, Vertical, XY:



Figure: Main chart types



Figure: Predefined types of main charts

Set the chart size in the dialog window with one of the following options:

- Enter chart size as pixel values
- Highlight a cell range in the worksheet or
- Select one of the pre-defined cell range ranges by clicking on one of the blocks in the lower half of the dialog window

Insert chart	
Font size	Close
Input columns	🗆 Rebuild chart
	More options
Select cell range	,
1	2
3	4

Figure: Options for inserting a main chart

The Select cell range option allows you to insert the chart in one of the predefined ranges. Only a single chart can be inserted at a time. By holding the STRG key, you may select multiple predefined cell ranges simultaneously, increasing the size of the single chart to be inserted. The chart size corresponds to the outer circumference of all highlighted cell ranges. The worksheet in the background displays your cell range selection, provided that a worksheet has already been created into which you are inserting this new chart.

If there is no open workbook, clicking *OK* will create a new chart template in a new workbook, regardless of the number of selected cell ranges.

The *Input columns* option determines the number of input values for the chart. When creating a one-year time series for example, the *input columns* option should be set to 12, 1 column per month.

Message 1



Figure: Choose chart position inside the page grid





Figure: Choose multiple grid cells using CTRL (chart will cover the whole selected range)

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The *font size* option sets the font size for all text elements in the chart including various dependent elements such as column width and point sizes.



Figure: Select font size

The sample chart is rendered and configured based on your selections in the chart size window and will be inserted into the selected grid position.



Figure: Main chart has been placed in the page grid and data insert range was automatically linked (see left side of figure)

If the option *Show datainsert* was activated, the data insert range from the chart control sheet (Chart*n*) is automatically linked into the grid sheet.

Insert sub chart

When using unstacked charts, you can insert up to two deviation charts.

Unstacked charts are displayed in the first 5 rows of both horizontal and vertical main charts:



Figure: Unstacked charts

There are horizontal and vertical sub chart templates. The available sub chart options depend on the type of main charts that have been created at a given time.



Figure: Insert horizontal or vertical sub charts



Figure: Insert horizontal sub charts only



Figure: Insert vertical sub charts only

The sub chart options are inactive and unavailable for selection when either both sub charts have already been added to a main chart or there is no appropriate main chart to which a sub chart could be added.



Figure: Sub chart insert options are unavailable

You may choose from the following predefined sub chart types: .



Figure: Horizontal and vertical sub charts

Upon inserting a sub chart, select the main chart to which to add a sub chart by clicking on the appropriate chart representation in the dialog box.



Footnote left Figure: Select main chart to which to add a sub chart







Figure: The first sub chart has been added

Mes Mes	sag sag	je 1 je 2											
Title Title	1 2												
Char +25	t title	1 +10	+13	+10		+11	+24						Chart title 2
	-22				-22			-15	-53	-77	-33		
+25	_	+10	+13	+10	_	+11	+24		_	_	_		
	-22				-22			-15	-53	-77	-33		
100	166	145	154	178	189	155	<u>165</u>	176	188	211	188		
Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	-	
Char	t title	3											Chart title 4

Figure: The second sub chart has been added

Define chart range sizes through margin settings

When adding main and sub charts to a chart object, *Chart-me XLS* allocates the space for the chart elements automatically. You can view and edit these space allocations by first making the margins visible:

- 1. Activate the control menu
- 2. In the *Control panel* select one or more chart objects (e.g., Chart1), select the *General* tab and set the *Display marks* option to Yes. In order to see the effects of your selections displayed on screen automatically, check the *Save immediately* box. If the *Save immediately* box is not checked, you need to *Confirm* your selection to see its effect on screen.

Celit	🔢 Move and size 🖙 Control menu
Shrink	₩ Snap to grid
😅 Duplicate	∲.]] Scaling
	Settings

Figure: Activate the Control menu

Control panel			×
Conf	iguration	ΟD	ata
Chart1			
General Subchart 1 Subchar	t 1A Sul	ochart 1B	Subch 🔸 🕨
Category width	Mon	ths	•
Column thickness	U Wei	aht 3	–
First category start X	□ 0		
Factor Y base			•
Data insert mode percent	auto)	–
Factor Y percent	L 10		–
Max range percent	0,8		
Alternative factor Y lines			-
Bubble deviation factor			
Scaling data insert	_ <un< td=""><td>scaled></td><td>_</td></un<>	scaled>	_
Scale levels base	─ No		-
Scale levels percent	─ No		-
Display colour pos.	Gree	en 🛛	-
Display marks	No		
	Yes No		
	110	-	
		L	ink cells.
Save immediately			Close

Figure: Control panel

Chart view with visible display marks:



Figure: Chart with display marks made visible

These margins (visible through the display marks option) determine the amount of space allocated to each of the 3 subcharts within the chart object. You may change these space allocations by modifying the top and bottom margins of a subchart:

Control panel	×
Config	guration C Data
Chart1)
General Subchart 1 Subchart	t 1A Subchart 1B Subch
Visible	🗖 Yes 💽
Axis pos. Y	
Chart type columns	🗖 Yes 💌
Diagrammtyp Punkt	No 🔽
Display columns	ACT 🗾
Darstellung Punkt	ACT 🗾
Line	Vertical 💌
Coloured	Red-green 💌
Cum. for deviations	Yee 🔻
Margin top	279
Margin bottom	21
DX	0

Figure: Adjust top and bottom margins in the Control panel

Chart settings

This section details various options that can be applied to modify existing charts and layout pages.



Figure: Menu ribbon with additional Chart-me XLS features

Edit...

The *Edit...* features allow you to modify chart size, font size and x-resolution of existing charts. The *Select chart* range allows you to highlight multiple charts to be edited at the same time.

Chart settings	×
- Font size	OK Close Delete
8 Points Input columns 12 Select chart □	✓ Resize chart spaces □ Re-apply stylesheet ✓ Adapt datainsert □ More options
Chart1	Chart2
Chart3	Chart4

Figure: Chart settings dialog window

The *Listview* check box provides you with an alternative view and selection option of charts. This may prove useful when multiple charts are stacked on top of each other.

Chart settings		×
		ОК
		Close
		Delete
Font size	🗵 Resiz	e chart spaces
	🗌 Re-a	pply stylesheet
	🔽 Adap	t datainsert
Select chart	□ More	options
Chart2 Chart3 Chart4		
Chart1		

Figure: Chart settings dialog window, Listview

To facilitate a cell range selection, you may want to temporarily hide the displayed charts by unchecking the *Show charts box* and then clicking in the *Select* field and highlighting a cell range directly on the worksheet.

The checkbox Resize chart spaces provides the following three options:

- Chart spaces will not be recalculated and resized
- Chart spaces will only be resized if charts have not been adjusted manually (setting per chart object)
- Chart spaces for all charts will be recalculated and resized

The *Re-apply stylesheet* option determines whether the currently active style sheet will be applied to the selected charts. If the existing style sheet has been modified or a new style sheet was activated, the *Re-apply stylesheet* option allows you to cascade these changes through to the existing charts.

If the number of *Input columns* is changed and if the option *Adapt datainsert* is activated, the linked data insert ranges are automatically resized.

The **Delete** button will remove the selected charts permanently and irrevocably.

If the option *Adapt datasheet* has been selected, the data insert range is also deleted. This will only work with ranges that have been linked with Chart-me XLS functions.

Shrink...

The *Shrink...* function reduce the files created with *Chart-me XLS* in size to retain the necessary features used in the chart objects (e.g., chart types, number of data points, x-resolution).

A number of reduction steps are applied including the following:

- 1. Reduction in the number of data points
- 2. X-resolution adjustment for bar charts
- 3. Deletion of unused features such as
 - a. Sub charts
 - b. Individual data rows
 - c. Data types

The elimination of unused elements cannot be undone and results in the loss of aforementioned features. This, however, does not or only slightly affect the existing chart images.

The *Shrink...* function is used to reduce the file in size and therefore its storage requirements and speed up performance.

The following figure shows the *Autoshrink chart* dialog window. You are provided with the option to adjust the X-Resolution for bar charts (also refer to *X-Resolution in column and bar charts*). All other settings are determined automatically.

Autoshrink chart	•
X-Resolution	OK Close
Select chart — Listview	
Chart1	Chart2
Chart3	Chart4

Figure: Autoshrink chart, auto detection

When checking the *Advanced options* box and clicking on *Next...*, you can customize the reduction process in the *Shrink settings* window.

Autoshrink chart	23
	Next
X-Resolution	Advanced options
Select chart — 🗌 Listview	
Chart1	Chart2
Chart3	Chart4

Figure: Autoshrink, advance options

Shrink settings		×
Shrink settings Stacked columns and bars Stack count Stack count Shader Shader Chart 1 Columns only Axis with meaning 1 Chart 1A Basevalues Chart 1A Deviations Chart 1B Chart 2 Columns only Axis with meaning 2 Chart 3 Columns only Axis with meaning 3	XY points and bubbles	Cancel
Columns only Columns only Axis with meaning 3 Scaling indicator Shader Categories 12 X-Resolution V Update 2	- Pixels	

Figure: Shrink settings, advanced options

Duplicate...

This feature allows you to duplicate an existing chart into one or more identical charts on the same page grid. The *Duplicate...* feature is particularly useful when creating multiple charts of the same type. We recommend first finishing the "master chart," reducing it in size with the *Shrink...* function, and then duplicating it.

The *Duplicate...* feature steps you through the process with two dialog windows, letting you first select the chart to be duplicated and then choosing the destination position(s).



Figure: Duplicate chart dialog window, chart selection



Figure: Duplicate chart dialog window, select destination range



Figure: Duplicated charts

NOTE: When you duplicate a chart that has not yet been reduced in size with the *Shrink...* feature, a warning will be displayed. Although the duplication process is possible, it may, at least temporarily, result in very large data files along with slow processing times.

Duplicate chart	×
Performance can be improved, if duplicating.	Close Charts with this warning are shrunk before
Select chart Clistview	

Figure: Warning display when attempting to duplicate a chart that has not been shrunken

Move and Size

The Move and Size feature allows you to reposition an existing chart by first selecting it:

Move chart	×
	Next Close
Chart1	

Figure: Move chart, chart selection

...and then choosing a new location:

Select destination range	X
	OK Close
Select cell range	
1	2
3	4

Figure: Select destination range

Check the *More options* box to select a cell range manually as well as resize the chart.

Select destination range			
Chart Position and Size			ок
Width 466 🔽 Change	size		
Height 305 Pixels			Close
Cellrange Show ch	iarts	More	options
Select cell range			
1		2	
3		4	

Figure: Move and Size dialog box for advanced options

Snap to grid

The feature repositions the selected charts to align with the layout grid.

Before:



Figure: Charts have been added but are not aligned with the layout grid

After:

Message 1 Message 2



Figure: Charts snapped to grid

Scaling

With the function *scaling*, multiple charts can be grouped to scaling groups, wherein all charts automatically get the same scaling.



Figure: Menu item Scaling

The following three charts are scaled separately, not commonly over all. This can be misinterpreted and cause to be not understood from the viewer.



Figure: Charts that are scaled separately

In the dialog *scaling groups*, multiple charts can be selected and grouped to a scaling group with *Create scaling group*.

Scaling groups	
Create scaling group Remove s	Close Charts that are members of a scaling group, use the same automatic scaling. One chart can only be member in one scaling group.
Chart1	Chart2
Chart3	

Figure: Dialog scaling groups

Scaling groups		— ×
Chart1,Chart2,Chart3		Close
Create scaling group	Remove scaling group	Charts that are members of a scaling group, use the same automatic scaling. One chart can only be member in one scaling group.
Select chart	Listview	
Chart1		Chart2
Chart3		

Figure: Dialog scaling groups

The following figure shows three charts, that are scaled commonly by grouping them into a scaling group.



Figure: Charts that are scaled commonly

Scaling groups can be removed in the same dialog.

Scaling groups		x
Chart1, Chart2, Chart3	Close Charts that are members of scaling group, use the same automatic scaling.	a
Create scaling group	Remove scaling group	er
Select chart	istview	
Chart1	Chart2	
Chart3		

Figure: Dialog scaling groups

Charts are automatically arranged in one scaling groups, if they are newly inserted. If some changed where made to the existing scaling group, all charts that are inserted afterwards, must be scaled with the scaling procedure described in this paragraph.

Control menu...

You may change layout grid and chart settings in the blue formatted cells, cell style Datainsert.

Message 1	Message 1
Message 2	Message 2
Title 1	Title 1
Title 2	Title 2
Footnote left	Footnote left
Footnote right	Footnote right
Chart title 1	Chart title 1
Chart title 2	Chart title 2
Chart title 3	Chart title 3
Chart title 4	Chart title 4

Figure: Blue formatted data insert cells

neral *	≤			←			∑ AutoSum ▼	27 🕅	
× % , *.0 .00 .00 →.0	Conditional F Formatting * as	Format s Table 🔻 😫	Cell Styles 🕶	Insert *	Delete *	Format *	Q Clear ▼	Sort & Find & Filter ▼ Select ▼	
Custom									
Calculated value	Chart area	Datains	sert	For	otnote		Labelling	Linked	
Locked	Message	Object	name	Pe	rcent 2		Propert	y Seriesname	

Figure: Cell style datainsert

Switching between chart representation and chart configuration tabs and locating the appropriate configuration cells may, however, be cumbersome. *Chart-me XLS* provides easy access to various configuration settings through the *Control menu...*



Figure: Menu item Control menu...

Clicking on Control menu... opens a dialog window providing a variety of

- configuration settings or
- data insert values

for the current worksheet:

Control panel	—		
Listview Configuration C Data			
Chart1	Chart2		
Chart3	Chart4		
Labelling			
Message 1	Message 1		
Message 2	Message 2		
Title 1	Title 1		
Title 2	Title 2		
Title 3	Title 3		
Title 4	Title 4		
Footnote left	Footnote left		
Footnote right	Footnote right		
Chart title 1	Chart title 1		
Chart title 2	Chart title 2		
Chart title 3	Chart title 3		
Chart title 4	Chart title 4		
	Link cells		
✓ Save immediately	Close		

Figure: Dialog window Control panel

If the current worksheet is a layout grid page with one or more charts, then the control panel window will display one button for each chart on the grid. You can highlight one or more charts to activate the contextual settings for editing.

Control panel	×
Listview Conf	figuration 🔅 Data
Chart1	Chart2
Chart3	Chart4
General Subchart 1 Subchar	rt 2 Subchart 3 Percent
Category width	■ Months ▼
Column thickness	Weight 3
First category start X	
Factor Y base	
Data insert mode percent	auto 💌
Factor Y percent	10 💌
Max range percent	0,8
Alternative factor Y lines	
Bubble deviation factor	
Scaling data insert	<unscaled></unscaled>
Scale levels base	<u> </u>
Scale levels percent	<u> </u>
Display colour pos.	Green 💌
Display marks	No ▼
	Link cells
Save immediately	Close

Figure: Control panel view of available charts and contextual configuration settings

The configuration settings for a chart are presented in multiple tabs to facilitate navigation. When multiple charts are selected at the same time, you can cascade configuration changes to all selected charts simultaneously.

The *Save immediately* option at the bottom of the control panel allows you to apply changes to the configuration cells immediately (when checked), or require you to *Confirm* your changes if the box is not checked.

Control panel	— ×
Listview Conf	figuration C Data
Chart1	Chart2
Chart3	Chart4
General Subchart 1 Subchar	rt 2 Subchart 3 Percent. 🕢 🕨
Category width	Months 💌
Column thickness	Weight 3
First category start X	0
Factor Y base	–
Data insert mode percent	auto 💌
Factor Y percent	10 💌
Max range percent	0,8
Alternative factor Y lines	
Bubble deviation factor	
Scaling data insert	<unscaled></unscaled>
Scale levels base	No ▼
Scale levels percent	No 🔽
Display colour pos.	Green 💌
Display marks	No ▼
	Link cells
Save immediately Co	onfirm Close

Figure: Save immediately is deactivated

Selecting the *Listview* checkbox will display the chart objects as an itemized list. This may prove useful when charts are stacked on top of each. The button representation of charts in the control panel follows their chart order positions on the page grid. Control panel chart buttons may thus be in the background and invisible without the listview representation.

Control panel		—
✓ Listview	Configuration	C Data
Chart2 Chart3 Chart4 Chart1		
General Subchart 1	Subchart 2 Subch	art 3 Percenti 🕢 🕨
Category width Column thickness	Month Weigh	ns 💌 nt 3 💌

Figure: Control panel option *Listview*

To provide a future user of the chart layout page with some configuration options right on the layout page, activate the *Link cells* feature from the control panel.

The following example shows a page layout with four charts.



Figure: Page layout example

In this example, we want to provide configuration settings on the layout page for column width, horizontal chart positioning, and the option of displaying the second sub chart (chart 3, needles).

Open the *Control menu* and highlight all four charts.
Control panel	—
🗌 Listview 🤄 Confi	guration 🔿 Data
Chart1	Chart2
Chart3	Chart4
General Subchart 1 Subchart	t 2 Subchart 3 Percenti 🕢 🕨
Category width Column thickness First category start X	Months Weight 3 0
Factor Y base Data insert mode percent Factor Y percent	auto
Max range percent Alternative factor Y lines Bubble deviation factor	
Scaling data insert Scale levels base Scale levels percent	<unscaled> No No No</unscaled>
Display colour pos. Display marks	Green
	Link cells
Save immediately	Close

Figure: Control panel

Select the General tab and check the items Column thickness and First category start X.

Control panel	x
Listview Confi	guration C Data
Chart1	Chart2
Chart3	Chart4
General Subchart 1 Subchart	t 2 Subchart 3 Percenti 🕢 🕨
Category width Column thickness First category start X Factor Y base Data insert mode percent Factor Y percent Max range percent Alternative factor Y lines Bubble deviation factor Scaling data insert Scale levels base Scale levels base Scale levels percent Display colour pos. Display marks	Months Veight 3 Veight 4 Veigh
	Link cells
Save immediately	Close

Figure: Select configuration setting in the control panel for cell linking Select the *Subchart* 1 tab and check the *Visible* option.

Control panel				×
🗆 Listview 🔍 Conf	igura	tion	C Data	
Chart1			Chart2	
Chart3			Chart4	
Genera Subchart 1 Subchar	t 2	Subcha	rt 3 Percent	1 I F
Visible		Yes		•
Axis pos. Y				
Chart type columns		Yes		-
Diagrammtyp Punkt		No		•
Display columns		ACT		•
Darstellung Punkt		ACT		•
Line		Vertica	l	•
Coloured		Red-gr	een	•
Cum. for deviations		Yes		-
Margin top		279		
Margin bottom		21		
DX		0		
Points DX		0		
X-axis visible		Yes		-
Show deviationlines		Yes		-
Min column height		1		
Chop Y _at value		0		
_position Y				
Data insert waterfall		Differe	nce	-
Line_DX_left		0		
_DX_right		0		
White_DX		0		
White_DY		0		
			Link cel	S
Save immediately			Close	

Figure: Select additional configuration setting in the control panel for cell linking

Now select with the cursor the cell range on the layout page, which will hold the configuration settings and click *Link cells* in the Control panel window.

Message 1 Message 1	Control panel		X
Title 1 Title 1	🗆 Listview 🧿	Configuration	C Data
Title 2 Title 2			
Footnote left Footnote left	Chart1		Chart2
Footnote right Footnote right			
Chart title 1 Chart title 1			
Chart title 2 Chart title 2	Chart3		Chart4
Chart title 3 Chart title 3	Course Subdart 1 lo	ا م ا منا ما	test 2 Dennet () 1
Chart title 4 Chart title 4	General Subcriant I Su	ubchart 2 Sul	chart 3 Percenti
Gridlines Yes	Visible	🔽 Ye	s 🔳
Select Exhibit (between gray squares)	Axis pos. Y		
	Chart type columns	T Ye	s 🗾
	Diagrammtyp Punkt	No	<u> </u>
	Display columns		™ <u>-</u>
	Darstellung Punkt		⊤ <u>-</u>
	Line	_ Ve	rtical 🗾
	Coloured	C Re	d-green 💌
	Cum. for deviations	T Ye	s <u> </u>
	Margin top	27	9
	Margin Dottom	21	
	DX Defete DY		
	Y avia visible		
	X-axis visible	∏ Ye	s <u>•</u>
	Show deviationlines	re Ye	s 💆 🛛
	position V	_	
	Data insert waterfall	Dif	faranca 💌
	Line DX left		
	DX_right		
	White DX		
	White_DY		
			Link cells
	✓ Save immediately		Close

Figure: Highlight cell range and link cells

Starting at the previously marked cell, the configuration items are listed in turn with blue colored data entry ranges for each item previously selected in the control panel.

Column thickness	Weight 3
First category start X	0 px
Visible	Yes

Figure: Data entry range for configuration settings

Switching Control menu into mode Data (see the following figure) shows data insert ranges of selected chart, that are located in the chart control sheet.

Control panel			_		x
Listview	C Confi	iguration	0	Data)
Chart1			Cha	art2	
General Subchart	1 Subchar	t 1A Su	bchart	1B Lines	•
Category_1					
Category_2					
Category_3					
Differing category w	idth 🤇				
Shader					
Shouch					
			_		_
			\subset	Link cells	5
Save immediately				Close	

Figure: Control menu in Data mode

Check one or more data insert ranges to be shown near the charts. With *Link cells*, the selected ranges are automatically linked to the grid sheet.

The linked ranges are positioned automatically. These ranges can simply be moved later on.

The following figure shows a data insert range that has been created by inserting two charts.

Datainsert area

Chart1

onarti			
Category_1	Jan	Feb	Mar
Values_1	100	166	145
Display_1	В	В	В
Labelling_1	x	x	x
Values_2	125	144	155
Labelling_columns_2	x	x	x
Values_3	125	144	155
Labelling_points_3	x	x	x
Chart2			
Category_1	Jan	Feb	Mar
Values_1	100	166	145
Display_1	В	В	В
Labelling_1	x	x	x
Values_2	125	144	155
Labelling_columns_2	х	x	x
Values_3	125	144	155
Labelling_points_3	x	х	x

Figure: Data insert ranges for two charts with sub charts

Datainsert area			
Chart1			
Category_1	Jan	Feb	Mar
Values_1	100	166	145
Display_1	В	В	в
Labelling_1	x	x	x
Values_2	125	144	155
Labelling_columns_2	x	x	x
Values_3	125	144	155
Labelling_points_3	x	x	x
Chart2			
Category_1	Jan	Feb	Mar
Values_1	100	166	145
Display_1	В	В	В
Labelling_1	x	x	x
Values_2	125	144	155
Labelling_columns_2	x	x	x
Values_3	125	144	155
Labelling_points_3	x	x	x
Charti			
Differing category width			

Figure: Newly inserted data insert range Differing category width

Create tables

In the Excel menu Chart-me besides the known diagram features a section shows *Insert Table*. There are three types of tables as templates to choose from:

- 1. *Table with time series* by default, a table with a description column and 12 monthly columns is generated.
- 2. *Table with flat structure* by default, a table with a description column and 4 columns of data and three bar charts deviation generated.
- 3. *Table with hierarchy* has the same construction as the table with a flat structure, with the difference that on the formatting of the line hierarchy levels are taken into account.

X 🚽	۳) - (۳ -	14	3 🞽 📜	• 🚽• 🛙	oii∣ ,									
File	Home	Insert	Page	layout	Formulas	Data	Review	View	Foxit Read	ier PDF Acro	obat Tea	m Chart	-me	
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Screen	Paper	Horizon	tal Vertical	XY	Horizontal \	ertical	Table with time series f	Table with at structure	Table with hierarchy	ada Duplicate	Caling			
Pag	e layout		Main chart		Sub chart			Insert table			Setti	ings		
		A1				f_{x}								
	А	В	С	D	E	F	G	Н	1	J	К	L	М	
1														
2														
3														

Figure: Menu ribbon with Insert table - features

Tables with time series

Based on the chart type *Table with time series* the creation sequence will be shown. After clicking on the icon *Table with time series* the selection menu *Insert Table* appears.

										Book1	- Mic
	Data	Revie	ew	View Fox	kit Reader PE	DF Acro	bat Tear	n Chart	-me		
	F	5	b Tabl			Edit Shrink	🛄 Move ar 🌐 Snap to	nd size 🔤 🤇 grid	Control menu	🌧 Mor	re ▼ ⊃y
Ve	rtical	time series flat structure		tructure hier	archy	Duplicate	🧓 Opt	👼 Options			
nart			Inter	rt table				Tools			
	f_{x}										
	F	F G H I		1	J	K	L	М	N	0	

Insert table							
Font size 8 Points	Insert as new workbook Add as sheet into current workbook Cancel						

Figure: Menu ribbon and selection menu Insert table

The following selection options are available:

Font size due to better use of space is recommended size of 8 pt or 10 pt. *Paste as new workbook* Creates a new section with table worksheet *Paste As New Sheet* Adds to existing folder a new worksheet. *Cancel* Exit the function We create a new workbook with 8 pt font size to.



Figure: Selection options at Insert table - Table with time series



Figure: Creation process Insert table - Table with time series

The newly created workbook contains a time series table composed of a label column and 12 monthly columns.

Ŀ) - (° -	🗋 🙆 🔣	🞽 🗒 T	• 😏• (<u>o</u> -													
File		Home	Insert	Page La	ayout	Forr	nulas	Dat	а	Review	Vi	iew	Foxit	Reader	PDF	Acr	obat	Team	
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	42					Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	-	
	47		Berlin			266	245	234	255	257	289	290	299	303	280	289	304	-	
	48		Munich			213	184	211	204	193	260	232	224	273	224	217	274	ŀ	
	49 Dresden			234	230	274	247	154	231	255	280	355	271	174	244				
	50		Leipzig			293	322	438	420	193	323	408	476	444	379	278	415		
	51		Cologne			733	902	1.270	1.386	695	1.260	1.714	2.142	2.220	2.274	1.946	2.739		
-	52 53		Hamburg			1.173	1.533	1.905	1.940	556	1.386	2.057	2.999	4.440	5.003	2.335	2.465		

Figure: Table type table with time series - Display range of the worksheet

Based on the shown creation logics the other table types *Table with flat structure* and *Table with hierarchy* can be created accordingly.

X	- ") - (- 🗋 🗳	, 🔜 🞽 🗒	• 🚽 🖻	0 ∓				-						
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Scree	Paper	Horiz		Ť	Horizontal	ertical	time series	flat structure	hierarchy	8-0 0	Daplicate	Caling			
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		A1			-	f_{x}									
	А	В	С	D	E	F	0	i H		I	J	К	L	М	
1															
2															
3															

Figure: Menu ribbon Insert table - selection of table type 2 and 3

Table with flat structure

The newly created workbook contains a worksheet with a table with 5 columns and 3 deviation charts.



Figure: Table type Table with flat structure

Table with hierarchy

The newly created workbook contains a worksheet with a hierarchically structured table consisting of 5 columns and 3 deviation charts as a default.

_	2																						
2	A	AU AV AW	AY AY	1	BA	E	BC	E E	BE	BG	E	CE	((G	¢	CI	(СК	(CM		(CO	CFCQ
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	39																						
	40																						
	41	<mark>a</mark>																					ца)
	42	1			2014	4	2015		BU	∆2014%	6	Δ2	014			4	2014%				ΔE	BU	
	47		Regional Income		24	4	300	_	388	+23%			+56				+23	%		-88			
	40		B*D Coata		0'		50		444	409/		27 📕				409/ -					-		
	40	- T	Control Marketing		3.		10		26	-40%	•	-57				700/ -				-33	10		
	43	· · ·	Central Admin		*	, ,	01		20	-/0/	•					-/0/0 =	,				-10		
	50	-	Central Admin.		00		02		21	-17	•	-0				-/	*					+00	
	51	+	Other Inc. & Costs		1	1	12		55	+1.100%	6		+11						•	-	43		
	52	+	Integration Costs		3	3	2		5	-33%	6	-1				-33% 🔳	_				-3		
	53	+	PPA		123	3	99		221	-20%	6	-24				-20	6			-122			
	54	=	Special Prod. Costs		300)	198		123	-34%	6	-102				-34% =	_					+75	
	55		Clean EBIT		33	3	102		213	+209%	6		+69					+209%►		-111			
	56	+	Clean DA		96	6	51		145	-47%	6	-45 📕				-47% =	_			-94			
	57	1	Clean EBITDA		-23	3	51		22	-322%	6		+74	•				+322%►				+29	
	58	1	COGS IIa (excl. PPA)		44	4	23		90	-48%	6	-21				-48% =	_			-67	7 📃		
	59	+	SPC		4	5	5		99	-89%	6	-40				-89% =	_			-94			
	60	+	PPA in COGS llb		-23	3	12		88	-152%	6		+35					 +152	%	-76			
	61	=	COGS IIa (incl. PPA)		-24	4	17		114	-171%	6		+41					 = +1	71%	-97			
	62	=	Net Sales		376	6	555		466	+48%	6			+179				+48%				+89	
	63																					-	

Figure: Table type Table with hierarchy

Overview of the table worksheet elements

Table display range

In the table display part apear all the later in a report compiled content and design elements.

	ار ا	6	🗋 🙆 🔣	. 📂 📜 ·	• 🚽• 🛛	<u>o</u> i -												
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			НС_Тор			(-	f_{x}	:									
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F	47		Berlin			266	245	234	255	257	289	290	299	303	280	289	304	4
	48		Munich			213	184	211	204	193	260	232	224	273	224	217	274	4
	49		Dresden			234	230	274	247	154	231	255	280	355	271	174	244	ŧ.
	50		Leipzig			293	322	438	420	193	323	408	476	444	379	278	415	5
	51		Cologne			733	902	1.270	1.386	695	1.260	1.714	2.142	2.220	2.274	1.946	2.739)
	52		Hamburg			1.173	1.533	1.905	1.940	556	1.386	2.057	2.999	4.440	5.003	2.335	2.465	5
	53																	

Figure: Table display and print range

Other worksheet ranges

In addition to the first visible table display part AV37 up CQ53 there are more directly "visible" worksheet ranges that are necessary for creating a table. The following worksheet ranges are for input and selections, which are responsible for the definition of the table, as well as the appearance and dimensions of the selected table and diagrams. With the creation of each table type a few standard settings have already been taken, which can be changed by the user as necessary. A detailed description of the parameters follows in the section *Table settings*.

The worksheet is divided into nine different work ranges:

- 1 Datainsert
- 2 Row settings
- 3 Highlighting
- 4 Chart visibility
- 5 Footnote references
- 6 Column settings
- 7 Base settings
- 8 Detail settings

9 Ta	able chart set	tings										
<u>ت</u>	Delta Inc. Sales in Mio EUR AC, BU 2013-2014	2013	2014	BU	Δ2013%	۵	Pγ	۵	BU	ΔΕ	3U%	Mark table Datainsert Row settings Column settings Chart visibility
			=			1			dl.	0001		In the trees
	Regional Income	244 U	300	388	+23%		+23%	-88		-23%		Highlighting
+	R&D Costs	93	56 3	111	-40%	-40% =		-55		-50% =		Footnote references
+	Central Marketing	45	10 🔍	26	-78%	-78% =		-16		-62% =		Base settings
=	Central Admin.	88	82	27	-7%	-7%			+55		— +204%►	Detail settings
+	Other Inc. & Costs	1	12	55	+1100%			-43		-78% =		Chart settings
+	Integration Costs	3	2	5	-33%	-33%		-3		-60% =		
+	PPA	123	99	2	-20%	-20%			+97		>	
	Special Prod. Costs	300	198	123	-34%	-34%			+75		—= +61%	
	Clean EBIT	33	102	213	+209%			-111		-52%		
+	Clean DA	96	51	145	-47%	-47%		-94		-65%		
	Clean EBITDA	-23	51	22	-322%		+		+29		+132%	
	COGS Ila (excl. PPA)	44	23	90	-48%	-48% =		-67		-74% =		
+	SPC	45	5	99	-89%	-89%		-94		-95%		
+	PPA in COGS IIb	-23	12	88	-152%			-76		-86%		
=	COGS Ila (incl. PPA)	-24	17	114	-171%		+171%	-97		-85%		
-	Not Salos	376	555	466	+48%				+89		+19%	

Figure: Table overview with navigation hyperlinks



Figure: Worksheet ranges Datainsert, Row settings and Column settings



Figure: Worksheet ranges 3 *Highlighting* - 4 *Chart visibility* - 5 *Footnote references* and 9 *Table chart settings*



Figure: Worksheet Range 7 Base settings and 8 Detail settings

Datainsert

	4							
2		1	J	K	L	M	N	0
	40		Datainsert					
	41	Format		Base	Base	Base	Percent	
	42	Visible	•	x	х	x	x	
	47		Regional Income	244	300	388	0,23	
	48		R&D Costs	93	56	111	-0,40	
	49		Central Marketing	45	10	26	-0,78	
	50		Central Admin.	88	82	27	-0,07	
	51		Other Inc. & Costs	1	12	55	11,00	
	52		Integration Costs	3	2	5	-0,33	
	53		PPA	123	99	2	-0,20	
	54		Special Prod. Costs	300	198	123	-0,34	
	55		Clean EBIT	33	102	213	2,09	
	56		Clean DA	96	51	145	-0,47	
	57		Clean EBITDA	-23	51	22	-3,22	
	58		COGS IIa (excl. PPA	44	23	90	-0,48	
	59		SPC	45	5	99	-0,89	
	60		PPA in COGS llb	-23	12	88	-1,52	
	61		COGS Ila (incl. PPA)	-24	17	114	-1,71	
	62		Net Sales	376	555	466	0,48	
	and summaries							

Figure: Range datainsert

The *datainsert* range is the central entry point for the flow data and column-related meta data such as column header, width, data types, formatting and visibility.

Possible settings are enter *x* to show the column, leave empty to hide the column. This feature is only available together with Chart-me XLS AddIn.

Row settings

	4						
	-	D		E	F	G	Н
1.1	39	Table					
4	40	Row settings					
4	41						
4	42	Hierarchy level		Operator	Chart color	Visible	"ThereOf" row
4	47		1		Red-green	x	
4	48		3	+	Green-red	x	
4	49		3	+	Green-red	x	
5	50		1	=	Green-red	х	
ę	51		3	+	Green-red	x	
5	52		3	+	Green-red	x	
5	53		3	+	Green-red	x	
5	54	n 	1	=	Green-red	x	
-	55		2		Red-green	x	

Figure: Range for Row settings

In the row settings parameterizations are made relating to the rows of the tables and bar charts.

Column *Hierarchy level*: Herewith the hierarchical table row display can be controlled. Possible values are 1, 2 and 3. Automatic adjustment of row heights is only available together with Chart-me XLS AddIn.

The column Operator is text only for better comprehension and does not perform any calculation.

Column *Visible*: possible settings are *x* to show the row and *i* to interrupt chart axis lines, empty to hide the row.

Column "There off" highlights a row by indentation of values in order to show that this row is not part of a total.

The hyperlink Table navigates back to the table overview.

Highlighting



Figure: Range for *highlighting*

In the range *highlighting* single values in the table can be highlighted.

Possible settings are: the numbers 1 - 9 for footnote comments, X for highlighting in neutral color, R for red and G for green highlighting.

Chart visibility

- Long -					
	AQ	AR	AS	AT	AL
39					
40	CI	hart visibility			
41		Chart 1	Chart 2	Chart 3	
42		х	х	х	
47		0,23	-88,00	-0,23	
48		-0,40	-55,00	-0,50	
49		-0,78	-16,00	-0,62	
50		-0,07	55,00	2,04	
51		11,00	-43,00	-0,78	5
52		-0,33	-3,00	-0,60	
53		-0,20	97,00	48,50	
54		-0,34	75,00	0,61	

Figure: Range for Chart visibility

Whether a chart will be displayed or not is marked in the Chart visibility range.

Footnote references

14							
-	AQ	AR	AS	AT	AU AV AW	AY	4
14							
15	Fo	otnote refe	erences				
16			Text			Title	
17		1	Comment 1			Delta Inc.	
18		3	Comment 2			Sales in Mio EUR	
19			Comment 3			AC, BU	
20						2013, 2014	
21						Footnote	
22						Hi-Chart Gmbh, 2015	
23							
24							
25							
26							
27							

Figure: Range for footnote references

The marks delivered in *Highlighting* by giving a number or character for footnotes are filled with text in this range and displayed at the end of the table.



Figure: Range for footnotes references

If the setting *view* is switched to *output*, footnotes will be shown at their correct position at the bottom of the table.

Column settings

1	J	K	L	M	N	
	Column settings					
Column						
Title text		2013	2014	BU	∆2013%	
Data type		PY	ACT	BU	PY	
Column width:	s Labelling	Value	Value	Value	Value	
Bold						
Italic						
Grey		x				
Highlight						

Figure: Input range for column settings

The range Column settings is used to create the table headers and to specify the display of columns.

The row *Title text* is used to create the column title.

In the row *Data type* display of row headers is configured. The detail configuration of the 4 data types can be done in the stylesheet.

In the row Column widths the widths of each column can be set. This can be done either by selecting value in the drop down list or by entering a number in fontsize (fs).

Enter an x in the rows *Bold, Italic, Grey* to activate this type of format.

Highlighting: Enter x to show column with coloured highlighting.

Base settings



Figure: Input range for Base settings

The input range for *Base settings* inputs are provided referring to *Fontsize*, *Sort column*, number of *Title rows* and *View* type. The current table *Width* is shown for your information.

1				
2	CT	CU	cv	
47	Number format	Detail s	ettings > <	
18	hase values		a she to be a	
19	Decimal places	0		
50	Thousands senarator	Vee		
50	inousanus separator	163		
51	Hide null values	Yes		
52	Pos. sign			
53	Neg. sign			
54	lumber of thousands off	0		
55	Suffix			
56	Number format	#.##0:-#.##0:		
57	percent values			
58	Decimal places	0		
59	Thousands separator	No		
50	Hide null values	Yes		
1	Pos sign	+		
12	Nea sian			
	nog. orgi			
53	lumber of thousands off	0		
54	Suffix	%		
35	Number format	+0%;-0%;		
56	deviations base values	2		
57	Decimal places	0		
58	Thousands separator	Yes		
59	Hide null values	Yes		
0	Pos. sign	+		
1	Neg. sign			
2	sumper of thousands off			
5	Sunix			
4	deviations percent values	+#.##U,-#.##U,		
5	Decimal places			
77	Thousands separator	Vee		
12	Hide null values	Vec		
70	Pos eico	Tes		
30	Neg sign			
21	lumber of thousands off	0		
1	tumber of thousands off	U		

Figure: Input range for Detail Settings

The input range for *Detail Settings* includes more extensive information on the appearance of the table and graphs. As can be seen from the + mark above cell DJ, this is an area in which by extending through the detailed display further adjustment ranges for the table and chart formatting can be explored.

In general, these inputs are handled only once when fine tuning the layout. This range covers the definition of number formats to underlying base values and deviations, the representation of the hierarchical levels used, and scaling settings included in the presentation of diagrams and descriptions.

	CT	CU	CV CW	CX	CY		CZ	DA	DB	D	С	DD	DE	DF	DG
47	Number format	Detail s	ettings > Hierarchy lev	els Ir	dent	Indent	Row height	Row hei	ght B	old	Italic	Grey	Border	Row height	Row height
48	base values			# sn	ces There	of row		next ri	w				Bottom		next row
49	Decimal places	0		1	0	4	1 700 fs	2 350	fs	×	×		Donom	18 ox	25 px
50	Thousands separator	Yes		2	2	4	1 700 fs	0 000	fs	×	x			18 ox	0 nx
-				-										pro	
51	Hide null values	Yes		3	4	4	1,600 fs	0,000	fs				x	17 px	0 px
52	Pos. sign			0	0	4	1,600 fs	0,000	fs				x	17 px	0 px
53	Neg. sign	-	<u></u>												
54	lumber of thousands off	0	Base varianc	es											
55	Suffix		Scaling	ma	nual aut	omatic		Character bar		Width					
56	Number format	#.##0;-#.##0;		Y1		0,06				8	3,1 px				
57	percent values			Y2		0,00			E	8	3,1 px				
58	Decimal places	0	Limit												
59	Thousands separator	No	Y	1,Y2											
60	Hide null values	Yes													
61	Pos. sign	+	Percent varia	nces											
62	Neg. sign	-	Scaling	m	nual aut	omatic		Character needle	lin Characte	er n Width					
					and the second sec										
63	umber of thousands off	0		YI		2,67			-	•	1,2 px				
04	Sumix	70	1.1	12		0,09			-	10	1,2 px				
05	Number format	+0%;-0%;	Limit	1.1/2	0.00										
00	Desimal places	0	T Limit ovocodi	1,12 2	00%										
68	Thousands senarator	Ver	Linic exceeding	ig variances	0.0%										
69	Hide null values	Ves	Character	008											
70	Pos sion	+	Character	neg											
71	Neg sign		L imit text	ling.	30.0										
72	Jumber of thousands off			Text 9	99%										
73	Suffix		Text replacement	DOS	0.500.50										
74	Format	+#.##0;-#.##0;	Text replacement	neg											
75	deviations percent values	3													
76	Decimal places	0													
77	Thousands separator	Yes													
78	Hide null values	Yes													
79	Pos. sign	+													
80	Neg. sign	-													
81	lumber of thousands off	0													
82	Suffix	%													
83	Number format :	##0%;-#.##0%;													
84															

Figure: Detailed inputs for Detail Settings for data formats, hierarchy levels and scaling

Table chart-settings

	4	9								
2	6.1	BH CE (CG	(CI	10	СК	¢ CM	(CO	CF
	25	1								
	26	Chart 1		Chart 2			Chart 3			
	27	Labelling	ΔΡΥ	Label	ling	ΔBU	Labelli	ng	ΔBU%	6
	28	Display	percentua	l Disp	lay	Absolute	Displa	ay	percentua	al
	29	Axis	PY	A	xis	BU	A	is	BU	J
	30	Value 1	2	2 Valu	e 1	2	Value	1	1	2
	31	Value 2	1	Valu	e 2	3	Value	2		3
	32	Operation	(2 - 1) / 1	Operat	tion	2 - 3	Operati	on	(2 - 3) / 3	3
	33									

Figure: Input range for Table chart-settings

In this part the appearance of three possible bar graphs and calculation process in terms of absolute and percentage representation is determined.

In order to hide a chart, the entry *Display* should be deleted. Thereby the chart is no more part of common scaling with other charts.

Table settings

Parameterizations

The following section describes the detailed settings for (graphical) Tables. They are represented according to their classification in the data definition ranges 1 to 9.

- 1 Datainsert
- 2 Row settings
- 3 Highlighting
- 4 Chart visibility
- 5 Footnote references
- 6 Column settings
- 7 Base settings
- 8 Detail settings
- 9 Table chart settings

1 Datainsert

The *datainsert* range is the central entry point for the flow data.

1.1	4							
2	2	1	J	K	L	M	N	0
	39							
	40		Datainsert					
	41	Format		Base	Base	Base	Percent	
	42	Visible		x	x	x	x	
	47		Regional Income	244	300	388	0,23	
	48		R&D Costs	93	56	111	-0,40	
	49		Central Marketing	45	10	26	-0,78	
1	50		Central Admin.	88	82	27	-0,07	
	51		Other Inc. & Costs	1	12	55	11,00	
	52		Integration Costs	3	2	5	-0,33	
	53		PPA	123	99	2	-0,20	
-	54		Special Prod. Costs	300	198	123	-0,34	
3	55		Clean EBIT	33	102	213	2,09	
1	56		Clean DA	96	51	145	-0,47	
	57		Clean EBITDA	-23	51	22	-3,22	
	58		COGS IIa (excl. PPA	44	23	90	-0,48	
	59		SPC	45	5	99	-0,89	
1	60		PPA in COGS Ilb	-23	12	88	-1,52	
	61]	COGS Ila (incl. PPA)	-24	17	114	-1,71	
	62		Net Sales	376	555	466	0,48	
1	63							

Figure: Datainsert range

Flow data is the data that can be displayed directly in the table as the name and values. They can be entered here directly or adapted from specific data sheets.

2 Row settings

In the *row settings* parameterizations are made referring to the rows of the tables and bar charts. Settings can be made referring *hierarchy levels*, *operators*, *chart colours*, visibility and *"ThereOf"-rows*.

100					
	D	E	F	G	Н
39	Table				
40	Row settings				
41					1
42	Hierarchy level	Operator	Chart color	Visible	"ThereOf" row
47		1	Red-green	x	
48		3 +	Green-red	x	
49		3 +	Green-red	x	
50		1 =	Green-red	х	
51		3 +	Green-red	x	
52		3 +	Green-red	x	
53		3 +	Green-red	x	
54		1 =	Green-red	x	
55		2	Red-green	x	

Figure: Datainsert ranges for row settings

Hierarchy levels

Hierarchies are mainly used with *table with hierarcy* as table type. The table module provides up to 4 hierarchies. When using hierarchies its corresponding *hierarchy level* must be specified for each row.

The definition of hierarchical levels and their associated parameters are made in the *Settings* section. Among other things, a level is defined by the indention of a certain number of blanks in the label.

	2	•	•	•	•
2		CV	CW	CX	CY
	42				
	47		Hierarchy levels	Indent	Indent
	48			# spaces	ThereOf row
	49		1	0	4
	50		2	2	4
	51		3	4	4
	52		0	0	4

Figure: Datainsert range for hierarchy levels

Operators

The operators +, -, = are simple text markers in order to help understand the calculation logic of the table. It should be noted that the operators generate any calculations. In the flow data so far only calculated values are used. (It would be conceivable, however, that in a separate data sheet calculation logic is built in, or even directly within the flow data input range.)

	2					
2		D	E	F	G	Н
	37	Row settings				
	39					
	40					
	41				_	
	42	Hierarchy level	Operator	Chart color	Visible	"ThereOf" row
	47	1		Red-green	х	
	48	3	+	reen-red	x	
	49	+		reen-red	x	
	50	-		reen-red	x	
	51	3	+	Green-red	x	

Figure: Selection options for field operator

Chart color

The *chart color* specifies the color in which the bars of the deviation diagrams are to be shown. In general, red for negative and green used for a positive difference. In the case of a cost analysis, this sequence can be inverted accordingly.

The color neutral is generally used for special deviation neutral situations or for displaying stock sizes.

	2						
2		D	E		F	G	Н
	37	Row settings					
	39						
	40						
	41						
	42	Hierarchy level	Operato	r	Chart color	Visible	"ThereOf" row
	47	1			Red-green	х	
	48	3	+		Green-red	~	
	49	3	+	Red-gre	een		
	50	1	=	Green-r Neutral	red		
	51	3	+		Green-red	x	

Figure: Selection options for *chart color*

Visible

Either a row can be shown and thus marked at *visible* with <x> or classified as invisible and marked in the respective field with <blank>.

	2					
2		D	E	F	G	Н
	37	Row settings				
	39					
	40					
	41					
	42	Hierarchy level	Operator	Chart color	Visible	"ThereOf" row
	47	1		Red-green	х	
	48	3	+	Green-red	х	
	49	3	+	Green-red	х	

Figure: Insert range for visible

A special case is the marking with <i> in which the chart axis line is interrupted. This is useful if, for example, when within a table two ranges are to be presented in a differentiated way. The example how to handle this case is explained below.

	2	1000							
2		D	E	F	G	Н	I.	J	K
	37	Row settings					Highlight		
	39								
	40								
	41	-				Empty to	hide the row		
	42	Hierarchy level	Operator	Chart color	Visible	"TI "x" to sho	w the row		
	47		1	Red-green	х	"i" to inte	rrupt chart axis lin	es	
	48		3 +	Green-red	х				

Figure: Input parameters for visible

"ThereOf"-row

By using the mark <x> in the *"ThereOf"-row* the given values will be indented and thus signalizing that this value is not involved in the summation.

	2									
2		D	E	F	G	H	1	J	K	
	37	Row settings					Highlight			
	39									
	40									
	41						Highlights a	row by indentation	n of values in or	der
	42	Hierarchy level	Operator	Chart color	Visible	"ThereOf" row	Vis to show that	t this row is not pa	rt of a total.	
	47	1		Red-green	x		1			

Figure: Datainsert range for "ThereOf"-row

The scope of the indentation is set in the Settings under hierarchy levels - Indent. Default is 4 spaces.

	2	•	•	•	•
2		CV	CW	CX	CY
	42				
	47		Hierarchy levels	Indent	Indent
	48			# spaces	ThereOf row
	49		1	0	4
	50		2	2	4
	51		3	4	4
	52		0	0	4

Figure: Datainsert range for indentation

Examples

	2							
2		D	E	F	G	H	l I	J
	37	Row settings					Highlight	
	39							
	40							
	41						Format	
	42	Hierarchy level	Operator	Chart color	Visible	"ThereOf" row	Visible	
		Thorarony lover	oporator	onarcolor	Tobleto			
	47	1		Red-green	х			Regional Income
	48	3	+	Green-red	х			R&D Costs
	4 9	3	+	Green-red	x			Central Marketing
	50	1	=	Green-red	x			Central Admin.
	51	3	+	Green-red	x			Other Inc. & Costs
	52	3	+	Green-red	x			Integration Costs
	53	3	+	Green-red	x			PPA
	54	1	=	Green-red	x			Special Prod. Costs
	55	2		Red-green	x			Clean EBH
	56	2	+	Red-green	х			Clean DA
	57	3		Red-green	х			Clean EBITDA
	58	3		Green-red	х			COGS IIa (excl. PPA)
	59	2	+	Green-red	x			SPC
	60	2	+	Green-red	х			PPA in COGS IIb
	61	2	=	Green-red	x			COGS Ila (incl. PPA)
	62	1	=	Red-green	x			Net Sales





Figure: Representation of row settings in table and charts

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Difference between <i> and <blank>

Case Visible <i>

	2	_								
2		D	E	F	G	Н	l l	J	K	
	37	Row settings					Highlight			
	30									
	40									
	41						Format		Base	
	42	Hierarchy level	Operator	Chart color	Visible	"ThereOf" row	Visible		x	
			operate:							
	47	1		Red-green	х			Regional Income	244	
	48	3	+	Green-red	x			R&D Costs	93	
	49	3	+	Green-red	x			Central Marketing	45	
	50	1	=	Green-red	x			Central Admin.	88	
	51	3		Green red	×			Other Inc. & Costs	1	
	52	3		Green-red	×			Integration Costs	3	
	52	3		Green-red	×				103	
	55	J	_	Green-red	^			Createl Dred Costs	125	
	54	1	-	Green-red	X			Special Prod. Costs	300	
	55	2		Red-green	х			Clean EBIT	33	
	56	2	+	Red-green	х			Clean DA	96	
	57	3		Red-green	i 🚽					
	58	3		Greentred	i 🖌					
	59	2	+	Green-rea	х			SPC	45	
	60	2	+	Green-red	х			PPA in COGS llb	-23	
	61	2	=	Green-red	x			COGS IIa (incl. PPA)	-24	
	62	1	=	Red-green	x			Net Sales	376	
	02			neu green	~			Het Ouloo	510	

Figure: Datainsert ranges for the definition of an interrupted axis

In *visible* the corresponding row is marked with <i> and in the flow data range the cell contents outspaced. The labeling cell gets a leading
blank>.

As can be seen in the graph by using the <i> mark the original row structure remains and only the axis is interrupted.

2														
Al	U AV AW A	AY	A BA E	BC E	BE	E BG E	CE	(CG	(CI	¢	CK (CM	(CO	CECQ
37														
39														
40														
41	μ.			0045				~						μ.
42			2014	2015	BU	Δ2014%	Δ2	014		Δ2014%			ΔBO	
47		Regional Income	244	300	388	+23%		+56		+23%		-88		
48	+	R&D Costs	93	56	111	-40%	-37		-40%			-55		
49	+	Central Marketing	45	10	26	-78%	-35		-78% =-	_		-1	6	
50	=	Central Admin.	88	82	27	-7%	-6			7%			+55	
51	+	Other Inc. & Costs	1	12	55	+1.100%		+11			►	-43		
52	+	Integration Costs	3	2	5	-33%	-1		-33%	-			3	
53	+	PPA	123	99	221	-20%	-24		-2	0%		-122		
54	=	Special Prod. Costs	300	100	120	-34%	-102		-34%	-			+75	
55		Clean EBIT	33	102	213	+209%		+69			209%►	-111		
56	+	Clean DA	96	51	145	-47%	-45		-47%	-		-94		
57														
58													- 11	
59		SPC	45	5	99	-89%	-40 📕		-89% =-			-94		
60	+	PPA in COGS lib	23	12	88	-152%		+35			+152%	-70		
61	=	COGS IIa (incl. PPA)	-24	17	114	-171%		+41			+171%	-97		
62	=	Net Sales	376	555	466	+48%		+	179	—= +4	8%		+89	

Figure: Charts with interrupted axis lines

Case Visible <blank>

	2									
2		D	E	F	G	Н	I	J	K	
	37	Row settings					Highlight			
	39									
	40									
	41						Format		Base	
	42	Hierarchy level	Operator	Chart color	Visible	"ThereOf" row	Visible		х	
	47	1		Red-green	x			Regional Income	244	
	48	3	+	Green-red	x			R&D Costs	93	
	49	3	+	Green-red	x			Central Marketing	45	
	50	1	=	Green-red	x			Central Admin.	88	
	51	3	+	Green-red	x			Other Inc. & Costs	1	
	52	3	+	Green-red	х			Integration Costs	3	
	53	3	+	Green-red	х			PPA	123	
	54	1	=	Green-red	х			Special Prod. Costs	300	
	55	2		Red-green	x			Clean EBIT	33	
	56	2	+	Red-green	x			Clean DA	96	
	57	3	1	Red-greer				Clean EBITDA	-23	
	58	3		Green-red				COGS IIa (excl. PPA)	44	
	59	2	+	Green-red	×			SPC	45	
	60	2	+	Green-red	х			PPA in COGS IIb	-23	
	61	2	=	Green-red	x			COGS IIa (incl. PPA)	-24	
	62	1	-	Red-green	x			Net Sales	376	

Figure: Datainsert ranges for hierarchy level, operator, chart color and visibility

If the corresponding field in *visible* is only marked with
blank>, as we can see in the following figure the two marked rows are simply omitted in table and charts.

2 2 AU	AV AW	AY	/ BA	E BC	E	BE E	BG E	CE	((CG	(CI	(CK	(C	M	СО	CFCQ
37																
39 40 41	۳,															ц [`]
42			2014	20	15	BU	Δ2014%	Δ2	014		Δ2	014%		Δ	BU	
47		Regional Income	244	3	00	388	+23%		+56			+23%		-88		
48	+	R&D Costs	93		56	111	-40%	-37			-40% =-	-		-55		
49	+	Central Marketing	45		10	26	-78%	-35			-78% =	•		-16		
50	=	Central Admin.	88		82	27	-7%	-6			-7%				+55	
51	+	Other Inc. & Costs	1		12	55	+1.100%		+11				•	-43		
52	+	Integration Costs	3		2	5	-33%	1			-33%			-3		
53	+	PPA	123		99	221	-20%	-24			-20%		-12	2		
54	-	Special Prod. Costs	300	1	98	123	-34%	-102			-34% =-	-			+75	
55		Clean EBIT	33	1	02	213	+209%		+69			+209%	-1	111		
56	+	Clean DA	96		51	145	-47%	-45			-47% =-	•		-94		
51	+	SPC	45		5	99	-89%	-40			-89%	•		-94		
58	+	FLOID COGS IIb	-23		12	88	-152%		+35			 +152	%	-76		
59	=	COGS IIa (incl. PPA)	-24			- 111	4749/		+41				7.1%	-97		
60	=	Net Sales	376	5	55	466	+48%			+179		—= +48%			+89	
														,		

Figure: Table with hierarchy and deviation charts

3 Highlighting

By using *highlighting* some special cell-based ranges in the table can be marked.



Figure: Cell-based input options in the highlighting ranges

The following options are available:

- **X** The specific location will be highlighted with a neutral color
- **R** The specific cell will be marked with red
- **G** The specific cell will be marked with green
- **number** The specific cell will be marked with a number, which represents in the footnote range a specific text and displayed below the table.

۵														a
		Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	
	Berlin	266	245	234	255	257	289	290	299	303	280 📿	289	304	
	Munich	213	184	211	204	193	260	232	224	273	224 📿	217	274	
	Dresden	234	230	274	247	154	231	255	280	355	271	174	244	
	Leipzig	293	322	438	420	193	323	408	476	444	379	278	415	
	Cologne	733	902	1.270 🤇	1.386	695	1.260	1.714	2.142	2.220	2.274 3	1.946	2.739	
	Hamburg	1,173	1.533	1.905	1.940	556	1.386	2.057	2.999	4,440	5.003	2.335	2.465	

Figure: Table with flat structure and cell-based highlightings

4 Chart visibility

The table module of *Chart-me XLS* provides the display of up to three deviation bar charts. If the corresponding cells are marked with <x>, the related charts are displayed to the right of the table. But they still have to be defined in terms of design and calculation rules and which will be explained in detail in chapter 9 – Chart description.

the state of the s					
-	AQ	AR	AS	AT	AL
39					
40	CI	hart visibility			
41		Chart 1	Chart 2	Chart 3	
42		х	х	х	
47		0,23	-88,00	-0,23	
48		-0,40	-55,00	-0,50	
49		-0,78	-16,00	-0,62	
50		-0,07	55,00	2,04	
51		11,00	-43,00	-0,78	
52		-0,33	-3,00	-0,60	
53		-0,20	97,00	48,50	
54		-0,34	75,00	0,61	

Figure: Selection ranges for visible charts

In the given range, all or no or some charts can be selected for display. Selection is made by using <x>-marks.

	2														
2		AU AV AW	AY AY	A BA E	BC E	BE E	BG E	CE	(C	G (CI	(CK	(CM	(CO	CFCQ
	36	_													
	37														
	39														
	40														
	41	<mark>`ش</mark>													ົ່
	42			2014	2015	BU	∆2014%	Δ2	014		Δ20	14%	Δι	BU	
	47		Regional Income	244	300	388	+23%		+56			+23%	-88		
								_							
	48	+	R&D Costs	93	56	111	-40%	-37			-40% =		-55		
	49	+	Central Marketing	45	10	26	-78%	-35			-78% =		-16		
	50	=	Central Admin.	88	82	27	-7%	-6			-7%			+55	
	51	+	Other Inc. & Costs	1	12	55	+1.100%		+11				► -43 <mark> </mark>		
	52	+	Integration Costs	3	2	5	-33%	-1			-33% 💶 🗕		-3		
	53	+	PPA	123	99	221	-20%	-24			-20%		-122		
	54	=	Special Prod. Costs	300	198	123	-34%	-102			-34% =			+75	
	55		Clean EBIT	33	102	213	+209%		+69			+209%	-111		
	56	+	Clean DA	96	51	145	-47%	-45 📕			-47% =		-94		
	57	+	SPC	45	5	99	-89%	-40			-89% =		-94		
	58	+	PPA in COGS IIb	-23	12	88	-152%		+35			—— = +1529	% -76		
	59	=	COGS IIa (incl. PPA)	-24	17	114	-171%		+41			 = +17	'1% -97		
	60	=	Net Sales	376	555	466	+48%			+179		—= +48%		+89	

Figure: Here, all three marked charts are displayed..

5 Footnote references

Texts provided in the input ranges of *Footnote references and titles* will be shown by default in the corresponding ranges above and below the table.



Figure: Text data input ranges for comments, title and footnote

The given number of the highlightings range will be connected at this place to the corresponding text delivered here. Eleven (11) different comment fields can be filled in.



Figure: Text data input range for comments

	Jan	Feb	Mar	Apr	Мау	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Berlin	266	245	234	255	257	289	290	299	303	280	289	304
Munich	213	184	211 🗧	204	193	260	232	224	273	224 🤇	217	274
Dresden	234	230	274 🗧	247	154	231	255	280	355	271	174	244
Leipzig	293	322	438	420	193	323	408 🤇	476	444	379	278	415
Cologne	733	902	1.270 (1	1.386	695	1.260	1.714	2.142	2.220	2.274	3) 1.946	2.739
Hamburg	1.173	1.533	1 905 (1	1 940	556	1 386	2 057	2 999	4 4 4 0	5 003	2 335	2 465

Figure: Table with flat structure and empty text fields

The *title* can be up to four lines and can occupy the whole width of the table. Positions can be found from cell AY39. The footnote and comments at end of table.

2	2																
2	🔺 AU AV AW	A A	Y 🖌 🖌 BA	E BC	E BE E	BF BG E	BI	E BK	E BM E	BN BO	EBQ	E BS BT	Γ BU	E BV	V ECIC	Q CR	CS
2	:6															Fontsize	8 pt
2	27															Sort column	
2	8															Sort order	Descending
2	9															Title rows (14)	4
3	0															View	Design
3	1															Width	649 px
3	2																
3	3																
3	4																
3	15																
3	6																
3	7																Mark table
3	19																Datainsert
4	0																Dutumber
4															6	o'	
	2		Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sen	Oct	Nov		•r	•	Sottinge
4	-2		oun	100	Widi	7 qui	may	Uun	U CUI	7 (09				-	-		Settings > >
4	7	Berlin	266	245	234	255	257	289	290	299	303	280 📿	289	- 30)4		
4	8	Munich	213	184	211	204	193	260	232	224	273	224 📿	217	2	74		
4	9	Dresden	234	230	274	247	154	231	255	280	355	271	174	24	14		
5	i0	Leipzig	293	322	438	420	193	323	408	476	444	379	278	4	15		
5	i1	Cologne	733	902	1.270	1.386	695	1.260	1.714	2.142	2.220	2.274 3	1.946	2.73	39		
5	12	Hamburg	1.173	1.533	1.905	1.940	556	1.386	2.057	2.999	4.440	5.003	2.335	2.4	55		
5	i3																

Figure: Positions of standard text display ranges

	2																				
2		AQ AR	AS	AT	AU AV AW	AY	A BA	E	BC	E	BE	BF	BG	E	BI	E	ΒK	E	BM	BN	BO
	15	Footnote referen	ices																		
	16		Text			Title															
	17	0	with PGr1			With the new table tool from Hi	i-Chart	iťs	very	eas	sy to I	build	profe	essi	onal	rep	ort t	able	s		
	18	2	w/o Reg13			By adding charts the table will	be mor	re e	expre	ssiv	/e										
	19	3	1 day more			Convince yourself]													
	20					Chart-me from Hi-Chart		-													
	21					Footnote															
	22					Footnote: The new TableTool f	from Hi	-C	hart												
	23																				
	24																				
	25																				

Figure: Text data input range with data in all three text blocks

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Berlin	266	245	234	255	257	289	290	299	303	280 🤇	289	304
Munich	213	184	211 🛡	204	193	260	232	224	273	224 🤇	217	274
Dresden	234	230	274 🔴	247	154	231	255	280	355	271	174	244
Leipzig	293	322	438	420	193	323	408	476	444	379	278	415
Cologne	733	902	1.270 (1)	1.386	695	1.260	1.714	2.142	2.220	2.274	1.946	2.739
Hamburg	1.173	1.533	1.905 ①	1.940	556	1.386	2.057	2.999	4.440	5.003	2.335	2.465

- ① with PGr1
- 2 w/o Reg13
- 3 1 day more

Figure: Table with flat structure empty title fields and filled in comments

ش	With the new table tool from H By adding charts the table wi Convince yourself	li-Chart i I be more	t's very e e expres	easy to buil sive	d profes	sional r	eport ta	bles						ش
	Chart-me from Hi-Chart	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	
	Berlin	266	245	234 •	255	257	289	290	299	303	280 📿	289	304	
	Munich	213	184	211 🔴	204	193	260	232	224	273	224 📿	217	274	
	Dresden	234	230	274 🔴	247	154	231	255	280	355	271	174	244	
	Leipzig	293	322	438	420	193	323	408	476	444	379	278	415	
	Cologne	733	902	1.270 (1)	1.386	695	1.260	1.714	2.142	2.220	2.274 🕄	1.946	2.739	
	Hamburg	1.173	1.533	1.905 (1)	1.940	556	1.386	2.057	2.999	4.440	5.003	2.335	2.465	

Figure: Table with flat structure filled in four row title fields without footnote and comments

With the new table tool from Hi-Chart it's very easy to build professional report tables

By adding charts the table will be more expressive

Convince yourself

Chart-me from Hi-Chart	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Berlin	266	245	234 •	255	257	289	290	299	303	280 (2)	289	304
Munich	213	184	211 🗕	204	193	260	232	224	273	224 📿	217	274
Dresden	234	230	274 🔴	247	154	231	255	280	355	271	174	244
Leipzig	293	322	438	420	193	323	408	476	444	379	278	415
Cologne	733	902	1.270 🛈	1.386	695	1.260	1.714	2.142	2.220	2.274 3	1.946	2.739
Hamburg	1.173	1.533	1.905 (1)	1.940	556	1.386	2.057	2.999	4.440	5.003	2.335	2.465

Footnote: The new TableTool from Hi-Chart

3 1 day more

Figure: Table with flat structure filled in title, footnote and comments

6 Column settings

Column Is the numbering of the data column referenced for example when calculating the values in the diagram and calculation procedure. There are a total of 15 data columns. Is the direct column naming. As far as needed, other names can be added using the header definition

Data type By using the *data types* (ACT, BU, PY, FC) columns for better differentiation are identified graphically.

151	1						
1.04	1	J	к	L	M	N	0
29		Column setting	js				
30	Column						
31	Title text		2013	2014	BU	∆2013%	
32	Data type		PY	 ACT 	BU	PY	
33	Column widths	Labelling	ACT	Value	Value	Value	
34	Bold		BU				
35	Italic		FC				
36	Grey		x				
37	Highlight						
39							
40		Datainsert					
41	Format		Base	Base	Base	Percent	
42	Visible		×	х	х	x	

Figure: Selection options for field data type

¹ with PGr1

[🖉] w/o Reg13

Column width The *column width* can be defined as for the section width of a chart by fixed sizes such as days, weeks, months, quarters, years. Moreover, even the type label stands for text fields and value for numeric fields.

14							
1 cal	1	J	к	Ľ	M	N	0
29		Column settings					
30	Column						
31	Title text		2013	2014	BU	∆2013%	
32	Data type		PY	ACT	BU	PY	
33	Column widths	Labelling	Value	Value	 Value 	Value	
34	Bold			Labelling			
35	Italic			Value			
36	Grey		x	Weeks			
37	Highlight			Months Ouarters			
39			l	Years			
40		Datainsert					
41	Format		Base	Base	Base	Percent	
42	Visible		х	x	×	х	

Figure: Selection options for field column width

Fields for column marks - Input <blank> or <X>

- **Bold** Marked with <blank> or <X> indicates whether the signature of the corresponding column should be displayed normal or bold.
- Italic Marked with <blank> or <X> indicates whether the signature of the corresponding column should be displayed normal or in italics.
- **Grey** Marked with
blank> or <X> indicates whether the characters of the corresponding column should be displayed normal or grey.
- **Highlight** Marked with
blank> or <X> indicates whether the header of the corresponding column should be underlined with an ocher color.

_		1.12						
2		1	J	к	L	M	N	
	29		Column settings					
	30	Column						
	31	Title text		2013	2014	BU	∆2013%	
	32	Data type		PY	ACT	BU	PY	
	33	Column widths	Labelling	Value	Value	Value	Value	
	34	Bold		x				
	35	Italic		x				
	36	Grey	•	x				
	37	Highlight		x				
	39	1 m						
	40		Datainsert					
	41	Format		Base	Base	Base	Percent	
	42	Visible	•	x	x	x	x	

Figure: Datainsert ranges for highlightings

In the above example, column 1, shall receive a special formatting, while columns 2 and 3 are shown normally.

114

1	4							
2	1.1	1	J	К	L	M	N	
	29		Column settings					
	30	Column						
	31	Title text		2013	2014	BU	∆2013%	
	32	Data type		PY	ACT	BU	PY	
	33	Column widths	Labelling	Value	Value	Value	Value	
	34	Bold		x				
	35	Italic		х				
	36	Grey		х				
	37	Highlight		x				
	39							
	40		Datainsert					
	41	Format		Base 👻	Base	Base	Percent	
	42	Visible		Base	x	x	x	
	47		Regional Income	∆ Base ∆ Percent	300	388	0,23	
	48		R&D Costs	93	56	111	-0,40	

Figure: Selection option for field format

Format In the *Format* field is set, what number format type is applied to the column. There are basic, percent, Δ base and Δ percent to choose from. The format types can be specified in more detail in the *Settings*. (see chapter "*Settings*")
 Visible Marked with <blank> or <X> indicates whether the corresponding column should be visible or not.

Case studies

By the following combinations of selections the parametrisation can be clearly shown



Case 1 – Column Jan and Dec using all special column formattings

Figure: Datainsert ranges for column-based highlightings

		\frown	\searrow									/		
	/													۵
		Jan	Feb	Nar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	
Berlin		266	245	234	255	257	289	290	299	303	280	289	304	
Munich		213	184	21	204	193	260	232	224	273	22	217	274	
Dresden		234	230	774	247	154	231	255	280	355	271	174	244	
Leipzig		293	322	438	420	193	323	408	476	444	379	278	415	
Cologne		733	902	.270	1.386	695	1.260	1.714	2.142	2.220	2.274	1.946	2.739	
Hamburg		1.173	1.532	1,905	1,940	556	1.386	2.057	2 9 9 9	4 4 4 0	5.003	2.35	2.465	

Figure: Highlighted columns in Table with flat structure









Figure: Table with hidden columns

Case 3 - Column Jan, Feb, Mar visible, PY and highlighted, Columns Jan and Feb without flow data, Column Dec bold and highlighted



Figure: Datainsert ranges for value cells

Empty cells are shown in the table according to number format as "0".



Figure: Table with empty value cells

In contrast to the "fixed" positioned *title*, footnote and commentary it is also possible by using the preset Excel cell structure to generate individual table headers and headers and remodel value columns into text columns.

	2																
2		AU AV AW A	AY	/ E	BA E	BC	E BE	E BG	E BI	E BK	E BM	E BO	E BQ	E BS	E BU	E BW	ECI CQ
	35																
	36																
	37																
	39																
	40																
	41	<u> </u>															
	42				Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	
	47	Be	rlin	2	266	245	234	255	257	289	290	299	303	280	289	304	
	48	Mu	inich	2	213	184	211	204	193	260	232	224	273	224	217	274	
	49	Dre	esden	2	234	230	274	247	154	231	255	280	355	271	174	244	
	50	Le	ipzig	2	293	322	438	420	193	323	408	476	444	379	278	415	
	51	Co	logne	ī	733	902	1.270	1.386	695	1.260	1.714	2.142	2.220	2.274	1.946	2.739	
	52	Ha	mburg	1.1	173	1.533	1.905	1.940	556	1.386	2.057	2.999	4.440	5.003	2.335	2.465	

Figure: Table display range of a table with flat structure

	2					
2		U	V	W	Х	Y
	30					
	31	Nov	Dec	Comment		
	32	BU	BU			
	33	Months	Months	Labelling		
	34		х			
	35		х			
	36		х			
	37		х			
	39					
	40					
	41	Base	Base			
	42	х	х	х		
	47	289	304	it is also		
	48	217	274	possible		
	49	174	244	that we		
	50	278	415	can write		
	51	1946	2739	text directly		
	52	2335	2465	into the column		

Figure: Datainsert range with newly created column for comments

Attaching a comment column is simply done by adding a text column to the existing value columns. In the title text box eg. "Comment" is inserted. The *data type* field is left blank and *column width* is marked with the identifier "labelling". The *format* field also remains empty and the column is still marked with <x> in *Visible*. In the values cell then the corresponding text can be entered.

	2															
2		AU AV AW A	AY / BA	E BC	E BE B	F BG E	BI	E BK	E BM E	BN BO	E BQ	E BS BT	BU	E BW	E BY	ECI CQ
	36															
	37															
	39															
	40		Colum	in heade	r											
	41	<mark>д</mark>	Previo	us year		Actual				Budget						Ш,
	42		Jan	Feb	Mar	Apr	Мау	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Commer	nt
	47	Berlin	266	245	234	255	257	289	290	299	303	280 📿	289	304	it is also	0
	48	Munich	213	184	211	204	193	260	232	224	273	224 📿	217	274	possibl	le
	49	Dresden	234	230	274	247	154	231	255	280	355	271	174	244	that we	е
	50	Leipzig	293	322	438	420	193	323	408	476	444	379	278	415	can writ	te
	51	Cologne	733	902	1.270 (1	1.386	695	1.260	1.714	2.142	2.220	2.274 3	1.946	2.739	text directly	у
	52	Hamburg	1.173	1.533	1.905 (1	1.940	556	1.386	2.057	2.999	4.440	5.003	2.335	2.465	into the colum	n





Figure: Table with flat structure with individual column headers

If there is a need, individual, cell-related header and column headers can be inserted in the rows 39 to 41. The range from line 42 is reserved for the *title text* of the data input range and the related formatting specifications for *data types*, etc..

7 Base settings

In the input field for the display parameter details are given to the overall representation of a table in terms of font size, sorting, header lines, display type and size of the table in pixels.

	2			
2		CQ	CR	CS
	25			
	26		Fontsize	8 pt
	27		Sort column	
	28		Sort order	Descending
	29		Title rows (14)	4
	30		View	Design
	31		Width	793 рх
	32			

Figure: Input fields for Fontsize and Title rows

- **Fontsize** According to the specified font size in points (pt), the entire table is resized. Useful sizes are usually pt 6-12.
- **Title rows (1..4)** Specifies how many rows should be reserved in the header range for headlines. By default, 4 are provided.

	2					
2	1	CQ	CR		CS	
	25					
	26		1	Fontsize 8 pt	0	
	27		Sor	t column		×
	28	2	S	Chart 1		^
	29		Title row	Chart 2		
	30			Chart 3		
	31			2		
	32			3		
	33			4		~
	34		6	5		

Figure: Selection field sort column

Sort column As criteria for *sort column* can be used value columns 1 to 15 as well as charts 1 to 3.
 <br/



Figure: Selection field sort order

Sort order By referring to the selected *sort column* the table can be sorted in an ascending or descending order.


Figure: Selection field *view*

View

You can choose between design and output. By default, the Design *view* is set. When switching to output then the footnote and the defined comment lines are appended to the end of the table.

Example

	2				
	<u>د</u>	~~	0.0	00	
2		CQ	CR	65	
	25				
	26		Fontsize	6 pt	
	27		Sort column	2	
	28		Sort order	Descending	
	29		Title rows (14)	4	
	30		View	Output	
	31		Width	595 px	
	32				

Figure: Display parameters for sorted Output table

As can be seen in the example, the entire table is reformatted to font size 6 pt and sorted in descending order with respect to the Feb-column. Since the *view* is set to output, the footnote and comment lines are displayed at the bottom of the table.

ar Apr 5 (1) 1.940	May 556	Jun 1 386	Jul	Aug	Sep	Oct	Nov	Dec	Commer
$5 \bigcirc 1.940$	556	1 386							
0 1 1 3 6		1.000	2.057	2.999	4.440	5.003	2.335	2.465	into the colum
	695	1.260	1.714	2.142	2.220	2.274 3	1.946	2.739	text direct
8 42 <mark>0</mark>	193	323	408	476	444	379	278	415	can writ
4 🔍 2 <mark>.</mark> 5	257	289	290	299	303	280 📿	289	304	it is als
4 🔸 🚺 47	154	231	255	280	355	271	174	244	that w
1 🔸 204	193	260	232	224	273	224 📿	217	274	possibl
	4	4	4 245 257 289 4 47 154 231 1 204 193 260	4 25 257 289 290 4 47 154 231 255 1 204 193 260 232	4 2 5 257 289 290 299 299 4 147 154 231 255 280 1 204 193 260 232 224	1 245 257 289 290 299 303 4 47 154 231 255 280 355 1 204 193 260 232 224 273	1 215 257 289 290 299 303 280 2 4 47 154 231 255 280 355 271 1 204 193 260 232 224 273 224 2	1 245 257 289 290 299 303 280 289 4 47 154 231 255 280 355 271 174 204 193 260 232 224 273 224 217	1 215 257 289 290 299 303 280 2 289 304 4 47 154 231 255 280 355 271 174 244 1 204 193 260 232 224 273 224 217 274

Figure: Flat, fully formatted and sorted Output table with individual table headings and column for comments

8 Detail Settings

The Settings range includes more extensive information on the appearance of the table and graphs. By clicking on the + mark above the cell DJ, further setting ranges for the table and chart formatting can be explored. In general, these inputs are handled only once when fine tuning the layout. This range comprises the definition of number formats to underlying base values and deviations, the representation of the hierarchical levels used, and scaling settings used for the presentation of diagrams and descriptions.



Figure: "Hidden" Datainsert range settings (accessible by klicking on +-mark)



Figure: Datainsert range settings

	2		•	•
2		CS	CT	CU
	47		Number format	
	48		base values	
	49		Decimal places	0
	50		Thousands separator	Yes
	51		Hide null values	Yes
	52		Pos. sign	
	53		Neg. sign	-
	54		Number of thousands off	0
	55		Suffix	
	56		Number format	#.##0;-#.##0;
	57		percent values	
	58		Decimal places	0
	59		Thousands separator	Yes
	60		Hide null values	Yes
	61		Pos. sign	+
	62		Neg. sign	-
	63		Number of thousands off	0
	64		Suffix	%
	65		Number format	ŧ.##0%;-#.##0%;

Figure: Datainsert range for number format base values

In this range the *number format* for absolute and relative base values are defined. Input options, see below.

	2		•	•
2		CS	CT	CU
	66		deviations base values	
	67		Decimal places	0
	68		Thousands separator	Yes
	69		Hide null values	Yes
	70		Pos. sign	+
	71		Neg. sign	-
	72		Number of thousands off	
	73		Suffix	
	74		Format	+#.##0;-#.##0;
	75		deviations percent values	
	76		Decimal places	0
	77		Thousands separator	Yes
	78		Hide null values	Yes
	79		Pos. sign	+
	80		Neg. sign	-
	81		Number of thousands off	0
	82		Suffix	%
	83		Number format	ŧ. ##0%;-#.##0%;

Figure: Datainsert range for number format deviations

In this range the *number format* for absolute and relative deviation values are defined. There are provided the same input options for both basic as well as deviation values.

Decimal places	<0> means without decimal places, starting with <1> indicates respective
	number.
Thousands separator	<yes> adds sparator defined as default in Excel, <no> without separator</no></yes>
Hide null values	<yes> hides zeroes, <no> keeps zeroes</no></yes>
Pos. Sign	 -blank> without sign, <+> with pos. sign

Neg. sign	<blank> without sign, <-> with neg. sign</blank>
Number of thousands	off hides <n> thousands, <blank> shows default.</blank></n>
Suffix	adds special characters to values like symbols for currency (%, \$,)
Number format	shows the number format in the personalized Excel standard

	2	•	•	•	•	•	•	•	•	•	•	·	•
2		CV	CW	CX	CY	CZ	DA	DB	DC	DD	DE	DF	DG
	47		Hierarchy levels	Indent	Indent	Row height	Row height	Bold	Italic	Grey	Border	Row height	Row height
	40				These Of some						Detterre		
	48			# spaces	ThereOf row		next row				Bottom		next row
	49		1	0	4	1,700 fs	2,350 fs	х	0	0	x	18 px	25 px
	50		2	2	4	1.700 fs	0.000 fs	х	0	0	х	18 px	0 px
	51		3	4	4	1,600 fs	0,000 fs	0	0	0	х	17 px	0 px
	52		0	0	4	1,600 fs	0,000 fs	0	0	0	х	17 px	0 px

Figure: Datainsert range for hierarchy levels

The entry range *hierarchy levels* allows settings for up to four hierarchies. Initially the defined default values in the stylesheet are applied. These settings apply to the formatting of the table row (as well as the diagram row) of a particular hierarchy level.

Input fields Indent -	
# spaces	Indents the text of the labelling column by the given number of blanks to the right
ThereOf row	Indents the text of the labelling column of a ThereOf-row by the given number of blanks to the right
Row height	insertion of the value in fontsize (fs) for the height of the given row
Row height -	insertion of the value in fontsize (fs) for the height of the next row.
next row	Thus facilitating the building of layout blocks.
Bold	<x> shows the chosen hierarchy level in bold, <0> for normal display</x>
Italic	<x> shows the chosen hierarchy level in italics, <0> for normal display</x>
Grey	<x> shows the chosen hierarchy level in grey, <0> for normal display</x>
Border -	
Bottom	<x> shows for the chosen hierarchy level an underline, <0> for normal display without underline</x>
Display fields	
Row height	shows the value for the height of the present row in pixel which was earlier calculated by <i>Chart-me XLS</i> according to the given fontsize input.
Row height - next row	shows the value for the height of the following row in pixel which was earlier calculated by <i>Chart-me XLS</i> according to the given fontsize input.

	2	•	•	•	•	•	•	•	•
2		CV	CW	CX	CY	CZ	DA	DB	DC
	54		Base variances						
	55		Scaling	manual	automatic		Character bar		Width
	56		Y1		0,04				8,1 px
	57		Y2		0,00		-	I	8,1 px
	58		Limit						
	59		Y1,Y2						
	60								
	61		Percent variances						
	62		Scaling	manual	automatic		Character needle line	e Character n	e Width
	63		¥1		3,14		_		11,2 px
	64		Y2		0,49		_		11,2 px
	65		Limit						
	66		Y1,Y2	200%					
	67		Limit exceeding var	iances					
	68		Value	200%					
	69		Character pos.	►					
	70		Character neg.	<					
	71		Limit text						
	72		Text	999%					
	73	Te	ext replacement pos						
	74	Te	ext replacement neg						

Figure: Datainsert range for absolute and relative deviations in charts

In this input range of *settings*, the values for the appearance of the charts and their adaptation to their representable value ranges in terms of absolute and percentage deviations are defined. These parameters therefore determine crucially the appearance of the respective graphs.

Settings Absolute Deviations

The graphical limits of the diagrams are automatically determined and adjusted in the rule. Likewise, the setting of the graph elements, initially are made in the stylesheet. In special cases it may happen that the user wants to make certain settings manually.

Base variances								
Scaling	manual	automatic	Character bar	Width				
Y1		0,04		8,1 px				
Y2	_	0,00	-	8,1 px				
Limit								
Y1,Y2								

Figure: Datainsert range for absolute deviations in charts referring to scaling, limits and bar graph symbols

Scaling

Y1, Y2	enables different scaling for different value ranges
Scaling	scaling factors that are automatically calculated from the input of the data input ranges
Manual	scaling factor is given manually. < blank> will use the automatically calculated factor.
Automatic	scaling will be calculated with the shown factor.

Character bar



Figure: Datainsert range for absolute and relative deviations in charts referring to bar graph symbols

The default setting of the graphic elements of bar chart can be changed according to the selection menu. Width shows how much space in pixels is occupied by the corresponding element.

Limit

Using a scaling factor in limit, two normally incompatible value ranges can still be presented in a legible manner.

Base variances				
Scaling	manual	automatic	Character bar	Width
Y1		0,04		8,1 px
Y2		0,00		8,1 px
Limit	K	Limit between two di	fferent scaling	
Y1,Y2		factors (Y1 and Y2). Default is empty.		
Percent variances				

Figure: Datainsert range for absolute and relative deviations in charts

Percentual deviations

The same input rules for absolute deviations as shown in the previous section are valid also percentage deviations.

Percent variances			
Scaling	manual	automatic	Character needle line Character ne Width
Y1 V2		3,14	— ■ 11,2 px
Limit		0,40	— II,2 PA
Y1,Y2	200%		
Limit exceeding va	riances		
Value	200%		
Character pos.	►		
Character neg.	•		
Limit text			
Text	999%		
Text replacement pos			
Text replacement neg			

Figure: Datainsert range for absolute and relative deviations in charts - percent variances

Chart-me XLS identifies automatically the limit percentage for Y1,Y2.

Character needles

For the display of percentage variances *Chart-me XLS* selects according to the *IBCS* standards needles as graphic elements. These are composed of a base part and header part. Consequently, using personalized representation, a needle line as well as a pin head can be selected from the drop-down list.



Figure: Selection list for needle line and pin head

Limit exceeding variances and Limit text



Figure: Datainsert range for percent variances

With the help of these fields can be determined how the charts are presented, when certain representation limits are exceeded.

Limit exceeding variances

Value is the value in % from which on the display form will be changed. Within this limit, all the elements such as needles, needle head and texts are shown

Character pos. shows the symbol which indicates exceeding limits in a pos. direction **Character neg.** shows the symbol which indicates exceeding limits in a neg. direction

Limit text

Text is the value in % from which on the text display will be substitued by a symbol. Text replacement pos. shows the symbol which will substitute text when exceeding limits in a pos. direction

Text replacement neg. shows the symbol which will substitute text when exceeding limits in a neg. direction

Example

In the following example can be seen how a percent deviation that exceeds the limit of 999% positive (+ 1.100%) is plotted in the middle diagram: A needle line without header and text, in which the arrowhead indicates that the % - value exceeds the limit value of 200%.

In the lower part is shown that the deviation of + 209% exceeds the limit of 200%, but lies below the text representation limit of 999%. Thus it is shown with a shorter needle line and arrow but with text. The properties of this parameterization will be obvious when compared to the presentation of value + 152%, which is within defined boundaries.



Figure: Forms of representation when limits are exceeded

Example

Hierarchies partially bold without bottom border



Figure: Different selection options for hierarchy levels

The figure below shows how the representation changes when hierarchies are shown only partially bold and without a frame. In addition, two data rows are labeled "visible", but without input values.

		2014	2015	BU	Δ2014%	Δ2014	Δ20	14%	ΔE	SU
	Regional Income	244	300	388	+23%	+56		+23%	-88	
+	R&D Costs	93	56	111	-40%	-37	-40% =		-55	
+	Central Marketing	45	10	26	-78%	-35	-78% =		-16	
=	Central Admin.	88	82	27	-7%	-6	-7%			+55
+	Other Inc. & Costs	1	12	55	+1.100%	+11		►	-43	
+	Integration Costs	3	2	5	-33%	-1	-33% =		-3	
+	PPA	123	99	221	-20%	-24	-20%		-122	
=	Special Prod. Costs	300	198	123	-34%	-102	-34% =			+75
	Clean EBIT	33	102	213	+209%	+69			-111	
+	Clean DA	96	51	145	-47%	-45	-47% =		-94	
+	SPC	45	5	99	-89%	-40	-89% =		-94	
+	PPA in COGS IIb	-23	12	88	-152%	+35		—— = +152%	-76	
=	COGS IIa (incl. PPA)	-24	17	114	-171%	+41		 +171%	-97	
=	Net Sales	376	555	466	+48%	+1	79	—∎ +48%		+89

Figure: Table and charts without bottom border

Hierarchy levels Indent	Indent	Row height	Row height	Bold	Italic	Grey	Border	Row height	Row height
# spaces	ThereOf row		next row				Bottom		next row
1 0	4	1,700 fs	2,350 fs	х	0	0	х	18 px	25 px
2 2	4	1,700 fs	0,000 fs	х	0	0	х	8 px	0 px
3 4	4	1,600 fs	0,000 fs	0	0	0	x	7 px	0 px
0 0	4	1,600 fs	0,000 fs	0	0	0	х	17 px	0 px

Figure: Scenario option for table with hierarchy

The following example shows a "default" representation of a *table with hierarchy*, where all hierarchy levels have a bottom border and levels are indicated by indented spaces.

		2014	2015	BU	Δ2014%	Δ2	014	Δ20)14%	Δ	BU
	Regional Income	244	300	388	+23%		+56		+23%	-88	
+	R&D Costs	93	56	111	-40%	-37		-40% =		-55	
+	Central Marketing	45	10	26	-78%	-35 📕		-78% =		-16	
=	Central Admin.	88	82	27	-7%	-6		-7%			+55
+	Other Inc. & Costs	1	12	55	+1.100%		+11		>	-43	
+	Integration Costs	3	2	5	-33%	-1		-33% 💶		-3	
+	PPA	123	99	221	-20%	-24		-20%		-122	
=	Special Prod. Costs	300	198	123	-34%	-102		-34% 💶			+75
	Clean EBIT	33	102	213	+209%		+69		— +209%►	-111	
+	Clean DA	96	51	145	-47%	-45 📕		-47% 💶		-94	
	Clean EBITDA	-23	51	22	-322%		+74		— +322%►		+29
	COGS IIa (excl. PPA)	44	23	90	-48%	-21		-48% =		-67	
+	SPC	45	5	99	-89%	-40 📕		-89% =		-94	
+	PPA in COGS llb	-23	12	88	-152%		+35		——— +152%	-76	
=	COGS IIa (incl. PPA)	-24	17	114	-171%		+41		 +171%	-97	
=	Net Sales	376	555	466	+48%		+179		 +48%		+89

Figure: "default" representation of table with hierarchy

Examples

By replacing the default graph symbols personalized deviation bar charts can be designed easily.



Figure: Selection ranges for graphical representation symbols

Bar blocks were replaced by bubbles (points) in absolute deviations and needle lines by dotted lines in percent deviations.

	2014	2015	BU	Δ2014%	Δ2	014	Δ20	14%	Δ	BU
Regional Income	244	300	388	+23%		•• +56		••= +23%	-88 ••••	
R&D Costs	93	56	111	-40%	-37 •		-40% =		-55 ••	
Central Marketing	45	10	26	-78%	-35 •		-78% =		-16	
Central Admin.	88	82	27	-7%	-6		-7%			•• +55
Other Inc. & Costs	1	12	55	+1.100%		+11		····· »	-43 ••	
Integration Costs	3	2	5	-33%	-1		-33% =••		-3	
PPA	123	99	221	-20%	-24 •		-20% =•		-122 •••••	
Special Prod. Costs	300	198	123	-34%	-102 ••••		-34% =••			••• +75
Clean EBIT	33	102	213	+209%		••• +69		+209	-111 •••••	
Clean DA	96	51	145	-47%	-45 ••		-47% =		-94 ••••	
Clean EBITDA	-23	51	22	-322%		••• +74		+322		• +29
COGS IIa (excl. PPA)	44	23	90	-48%	-21 •		-48% =		-67 •••	
SPC	45	5	99	-89%	-40 •		-89% =		-94 ••••	
PPA in COGS IIb	-23	12	88	-152%		• +35		+152%	-76 •••	
COGS IIa (incl. PPA)	-24	17	114	-171%		• +41		+1719	-97 ••••	
Net Sales	376	555	466	+48%		•••••• +179		+48%		•••• +89

Figure: Table with hierarchy using graph symbol substitution

9 Table chart settings

In this part the appearance of three possible bar graphs and calculation process in terms of absolute and percentage representation is determined.



Figure: Datainsert range for chart description and respective part of chart display

Parameterizing input options are identical for all three charts.

	2							
2		E CE (CG	(Cl	CK	CM	(CO	CICQ
	25							
	26	Chart 1		Chart 2		Chart 3		
	27	Labelling	Δ2014	Labelling	∆2014%	Labelling	ΔBU	1
	28	Display	Absolute	Display	percentual	Display	Absolute	
	29	Axis	PY	Axis	BU	Axis	BU	1
	30	Value 1	2	Value 1	2	Value 1	2	
	31	Value 2	1	Value 2	1	Value 2	3	
	32	Operation	2 - 1	Operation	(2 - 1) / 1	Operation	2 - 3	
	33							

Figure: Datainsert range for chart description

The options will be shown referring to Chart 1.

	2							
2		E CE	CG	(Cl	(CK	CM	(CO	CFCC
	25							
	26	Chart 1		Chart 2		Chart 3		
	27	Labelling	Δ2014	Labelling	∆2014%	Labelling	ΔBU	
	28	Display	Absolute	Display	percentual	Display	Absolute	
	29	Axis	PY	Axis	BU	Axis	BU	
	30	Value 1	2	Value 1	2	Value 1	2	
	31	Value 2	1	Value 2	1	Value 2	3	
	32	Operation	2 - 1	Operation	(2 - 1) / 1	Operation	2 - 3	
	33							

Figure: Datainsert range for three charts – Field Labelling

Labelling Text entry, showing the diagramm title.

The title appears in the middle of the chart above the axis.

	2											
2		E CE (CG	¢	CI	C	CK	¢	CM	(CO	C
	41											
	42	Δ2014			Δ2014%				ΔΒυ			
	47	+56			+23% -88							

Figure: Display and position of chart label

Display

	2							
2		E CE 🤇	CG (CI	(CK	CM	(CO	CICQ
	25							
	26	Chart 1		Chart 2		Chart 3		
	27	Labelling	Δ2014	Labelling	Δ2014%	Labelling	ΔBU	
	28	Display	Absolute	Display	percentual	Display	Absolute	
	29	Absolute		Axis	BU	Axis	BU	
	30	percentual	2	Value 1	2	Value 1	2	
	31	Value 2	1	Value 2	1	Value 2	3	
	32	Operation	2 - 1	Operation	(2 - 1) / 1	Operation	2-3	
	33							

Figure: Selection field Display

Display According to the selection <absolute> / <percentual> the appropriate chart type is generated.

Axis



Figure: Selection field axis characterized by data types

Axis The axis is formatted according to the selected *data type*. There are the values of ACT, BU, PY, FC available

Value 1

	2							
2		E CE (CG	CI	(CK	CM CM	(CO	С
	25							
	26	Chart 1		Chart 2		Chart 3		
	27	Labelling	Δ2014	Labelling	∆2014%	Labelling	ΔB	U
	28	Display	Absolute	Display	percentual	Display	Absolut	te
	29	Axis	PY	Axis	BU	Axis	В	U
	30	Value 1	2	 Value 1 	2	Value 1		2
	31	2	/	Value 2	1	Value 2		3
	32	Or 3		Operation	(2 - 1) / 1	Operation	2 -	3
	33	5						
	34	6						
	35	7						
	36	9		-				
	37							

Figure: Selection field value 1

Value 1 The row numbers 1 to 15 of the value columns are available

Value 2

	2						
2	1	E CE	CG	CI	(CK	CM CM	CO C
	25						
	26	Chart 1		Chart 2		Chart 3	
	27	Labelling	∆2014	Labelling	Δ2014%	Labelling	ΔBU
	28	Display	Absolute	Display	percentual	Display	Absolute
	29	Axis	PY	Axis	BU	Axis	BU
	30	Value 1	2	Value 1	2	Value 1	2
	31	Value 2	1	Value 2	1	Value 2	3
	32	Or 1		 Operation 	(2 - 1) / 1	Operation	2 - 3
	33	2					
	34	4					
	35	5					
	36	6					
	37	8		~			

Figure: Selection field value 2



Calculation process

	2							
2		E CE	CG	(Cl	CK	CM CM	(CO (CI
	25							
	26	Chart 1		Chart 2		Chart 3		
	27	Labelling	Δ2014	Labelling	Δ2014%	Labelling	ΔBU	
	28	Display	Absolute	Display	percentual	Display	Absolute	
	29	Axis	PY	Axis	BU	Axis	BU	
	30	Value 1	2	Value 1	2	Value 1	2	
	31	Value 2	1	Value 2	1	Value 2	3	
	32	Operation	2 - 1	Operation	(2 - 1) / 1	Operation	2 - 3	
	33							

Figure: Operation according to absolute and relative representation

Operation If in field display <absolute> was choosen, the subtraction result from value 1 and value 2 form the representation for the deviation chart. When displaying <percentual> the subtraction is additionally divided by value 1

According to the inputs made in the above figure the resultung display will be the following, presented in the example below::

- absolute previous year deviation in chart 1,
- percentual deviation of previous year in chart 2 and
- absolute Actual-Budget-deviation in chart 3.

		2014	2015	BU	Δ2014%	Δ20	014	Δ20	14%	ΔE	3U
	Regional Income	244	300	388	+23%		+56		+23%	-88	
+	R&D Costs	93	56	111	-40%	-37 📕		-40% =		-55	
+	Central Marketing	45	10	26	-78%	-35 📕		-78% =		-16	
=	Central Admin.	88	82	27	-7%	-6		-7%			+55
+	Other Inc. & Costs	1	12	55	+1.100%		+11		>	-43	
+	Integration Costs	3	2	5	-33%	-1		-33% =—		-3	
+	PPA	123	99	221	-20%	-24		-20%		-122	
=	Special Prod. Costs	300	198	123	-34%	-102		-34% =			+75
	Clean EBIT	33	102	213	+209%		+69		— +209% ►	-111	
+	Clean DA	96	51	145	-47%	-45		-47% =		-94	
	Clean EBITDA	-23	51	22	-322%		+74		— + 322%►		+29
	COGS IIa (excl. PPA)	44	23	90	-48%	-21		-48% =		-67	
+	SPC	45	5	99	-89%	-40		-89% =		-94	
+	PPA in COGS IIb	-23	12	88	-152%		+35		——— = +152%	-76	
=	COGS IIa (incl. PPA)	-24	17	114	-171%		+41		 +171%	-97	
=	Net Sales	376	555	466	+48%		+179		 +48%		+89

Figure: Table with absolute and percentual deviation charts

	2									
2		E CE	CG	()		СК	CM	(CO	CF
	42	Δ20)14		Δ2014	1%		ΔBU		
	47		+56		4					
	48	-37			-40% 💶		-5	5		
	49	-35 📕		-76	8% =			-16		
	50	-6			-7%				+55	
	51		+11		-	►	-	43		
	52	-1			-33% 💻			-3		
	53	-24			-20%					
	54	-102			-34% 💶				+75	
	55		+69		-		-111			
	56	-45			-47% 💻		-94			
	57		+74		-	+322%►			+29	
	58	-21			-48% 💶		-6	7 🔜		
	59	-40		-8	9% 💶 —		-94			
	60		+35		-	+152%	-76			
	61		+41		-	 +171%	Jahar -97			
	62		+179		_	 +48%			+89	

Figure: Zoom on absolute and relative deviation charts

Variations 1

As can be seen in the following case, it may happen that, for example, no axis is to be displayed. In this case, the content of the field axis is simply set to
blank>.



Figure: Deviation charts without axis

Variations 2

If the range will be used for other objects than deviation charts, by deleting all content of the input field in the charts the display range will be preserved. Visibility markers <x> for charts in chart selection range must be set.

	2								
2		BE	E BG	E CE	CG	(Cl	СК	CM	CO CI
	26			Chart 1		Chart 2		Chart 3	
	27			Labelling		Labelling		Labering	
	28			Display		Display		Display	
	29			AXIS		Axis		Axis	
	21			Value 1		Value 1		Value 1	
	32			Operation		Operation		Operation	
	33			operation		operation		Operation	
	34								
	35								
	36								
	37								
	39								
	40								
	41	BU	A201/%						
	42		A201470	I					
	47	388	+23%						
	48	111	-40%						
	49	26	-78%						
	50	27	-7%						
	E1	E E	11 100%						
	52	5	+1.100%						
	53	221	-20%						
	54	123	-34%						
	55	213	+209%						
	56	145	-47%						
	57	22	-322%						
	58	90	-48%						
	59	99	-89%						
	60	88	-152%						
	61	114	-171%						
	62	466	+48%						

Figure: Space of deviation charts reserved for other chart types



Figure: Table display with free-for-use chart range

Control panel

All of the previously discussed details of parameterizing can also be done very easily via control panel. This has the further advantage that the parameterization is performed in a targeted way and it is easier to see which parameters may not be necessary or are even missing. In addition, this also prevents from frequent switching in the worksheet.

With respect to the input rules the same as in the corresponding data entry fields apply.

Chart-me	1000 Miles 1		
size 🔚 Control menu	🏟 More * 🛛 🕍 Draft *	Export *	
id	🚱 Copy 🕜 Help +	≣∮ Add to report	
	options	□E Edit report	
s	Tools	Automation	
Opens a userdefined	d menu which makes cells acc	essible in a dialog for read	fing and writing.
Chart me_s.xlan	n I-in help.		
CK	CM A CI	U UIUU	CR

Figure: Selection Control menu...

Control panel											
General	Footnote references La	abelling	Number forma	1							
Fontsize		8									
Sort colun	nn			-							
Sort order	r	Descen	nding	-							
Title rows	(14)	4									
View		Design		<u> </u>							
			Link cel	s							
🔽 Save in	nmediately		Close								

Figure: Control panel

Stylesheet

The stylesheets received a new range for table definitions.

	Options	×
Buffer folder (must NOT	contain own files, will be cleared automatically) II\AppData\Roaming\HI-CHART\chartme\TemplateBuffer	ок
Stylesheet file		
C:\Users\ulrichseidl-de	ll\AppData\Roaming\HI-CHART\chartme\Chart-me_stylesheets.xlsb	Close
Language	En	
Style	IBCS	
Updates	Check automatically for product updates	Activate
Max. buffer size (MB)	0	
Oldest files that exceed deletion.	specified size, will be deleted on closing Excel. 0 deactivates	
Log	Log activities in a log file	

Figure: Calling Stylesheet via Options

New range 3. Tables



Figure: Default Stylesheet with new definitions range for tables

2	A E C	D	E	F	G	Н		1	J	K	L	М	Ν
370	3. Tabl	es											
372													
373		Column widths			Row heigh	ts							
374													
375		Text columns	13,10 fs		Hor. spacer	0,40) fs						
376		Values	4,10 fs	Table	head inner height	0,30) fs						
377		Chart	8,90 fs	Tableh	ead border width	0,05	5 fs						
378		Vert. spacer	0,40 fs		Title row height	1,70) fs						
379		Vert. Spacer highlighting	1,50 fs		Margin top	0,60) fs						
380		X-axis	0,30 fs	Indent The	reOf row (blanks)		4						
381		Margin left	2,10 fs										
382		Margin right	1,00 fs										

Figure: Definitions range column widths and row heights

2 🖌 A E	С	D	E	F	G	Н	I	J	К	L M I
406		Hierarchy levels								
407		-	Indentation	Indentation	Row height	Row height	Bold	Italic	Grey	Border
408			# spaces			Next row				bottom
409		1	0	4	1,700 fs	2,350 fs	x			х
410		2	2	4	1,700 fs		х			х
411		3	4	4	1,600 fs					х
412		0	0	4	1,600 fs					х
413										
414										

Figure: Definitions range hierarchy levels

For example, when all *hierarchy levels* are provided with an underlying bottom border, an existing sheet can be duplicated and renamed and then be modified accordingly.



Figure: Stylesheet – Example with newly created sheet *Demo*

	Options	×								
Buffer folder (must NOT contain own files, will be deared automatically) C:\Users\ulrichseidl-dell\AppData\Roaming\HI-CHART\chartme\TemplateBufferOK Stylesheet file C:\Users\ulrichseidl-dell\AppData\Roaming\HI-CHART\chartme\Chart-me_stylesheets.xlsbClos										
Language	En]								
Style	Demo	Activate								
Max. buffer size (MB)										
Oldest files that exceed deletion.	Oldest files that exceed specified size, will be deleted on closing Excel. 0 deactivates deletion.									
Log	Log activities in a log file									

Figure: New style Demo

Other features...

Function Edit

In the Table module the Edit function is also active. Thus, font size changes and new style sheet definitions can be applied to tables.

2	2 Al	U AV AW	AY	A BA	A F	BC F	BE	F BG	F	CF	ć	CG	C		CK	ć	СМ	(CO	CECO
	36			, <u> </u>							11									
	37																			
	39																			
	40																			
	41	Ш.																		ц.
	42			20	014	2015	BU	Δ20149	%		Δ2014			Δ20	014%			ΔB	U	
	47		Regional Income	+;	244	+300	+388	+23%	%		+	56			+23%		-88			
	48	+	R&D Costs		+93	+56	+111	-409	%	-37				-40% =			-55			
	49	+	Central Marketing	•	+45	+10	+26	-789	%	-35	5		-7	8% 💶 —				-16		
	50	=	Central Admin.	•	+88	+82	+27	-7%	%		-6			-7%					+55	
	51	+	Other Inc. & Costs		+1	+12	+55	+1.1009	%		+11						-4	13		
	52	+	Integration Costs		+3	+2	+5	-339	%		-1			-33% =				-3		
	53	+	PPA	+'	123	+99	+221	-209	%	-4	24			-20%			-122			
	54	=	Special Prod. Costs	+	300	+198	+123	-34%	%	-102				-34% =—					+75	
	55		Clean EBIT		+33	+102	+213	+209%	%		+	69			— +209% ►		-111			
	56	+	Clean DA	•	+96	+51	+145	-47%	%	-45	5			-47% =			-94			
	57		Clean EBITDA		-23	+51	+22	-3229	%			+74			<u> </u> +322%▶				+29	
	58		COGS IIa (excl. PPA)	-	+44	+23	+90	-489	%	-2	21			-48% =			-67			
	59	+	SPC		+45	+5	+99	-89%	%	-40			-8	9% 💶 🗕			-94			
	60	+	PPA in COGS IIb		-23	+12	+88	-152%	%		+3	5			——— = +1	52%	-76			
	61	=	COGS IIa (incl. PPA)		-24	+17	+114	-171%	%		+4	1				+171%	-97			
	62	=	Net Sales	+	376	+555	+466	+48%	%			+179			 +48%				+89	

Figure: Graphical table layout acording to old stylesheet definition

	Options	×
Buffer folder (must NOT o C:\Users\ulrichseidl-dell Stylesheet file C:\Users\ulrichseidl-dell Language Style	ontain own files, will be cleared automatically) \AppData\Roaming\HI-CHART\chartme\TemplateBuffer	OK Close
Updates	Check automatically for product updates	Activate
Max. buffer size (MB) Oldest files that exceed s deletion. Log	0 becified size, will be deleted on dosing Excel. 0 deactivates	

Figure: Style switched to Demo

Calling menu *Edit* provides new stylesheet definition for present table.

							1	F_01_En2 - N	/licrosoft E>
Data	Review	View	Foxit Read	ler PDF Acr	obat Team	Chart-me			
1	5		QQQ	Centre Contraction Contractic Contracti	Move and s	ize 🛛 Contr	ol menu	→ More •	👱 Draft ▼
ertical *	Table with time series	Table with flat structure	Table with hierarchy	aka Duplicate.	‡] Scaling	u		Options	- neip
t		Insert table			Settings			Too	ls
f _x									
		I PC		E PC		E	d	<u> </u>	4
	F BA	t BC	t BE	t BG	ι C	E	(CG	(

Figure: Activate function Edit

Settings					
Font size 8 Points Re-apply stylesheet	OK Cancel				

Figure: Selection options under edit

Settings					
Font size	ок				
8 V Points	Cancel				
Re-apply stylesheet					

Figure: Settings– Re-apply stylesheet marked

	2																	
2	AU AV	AW /	AY	/ BA	E E	BC E	BE	E BG E	CE	(CG	(CI	(CK	¢	CM	¢	CO	CFCQ
	36																	
	37																	
:	39																	
4	40																	
4	¥1 🛄	1																μ.
4	12			201	4	2015	BU	Δ2014%		2014		Δ20	14%			ΔBU		
4	47		Regional Income	+24	4	+300	+388	+23%		+56			+23%		-88			
4	18	+	R&D Costs	+9	3	+56	+111	-40%	-37			-40% =			-55			
4	19	+	Central Marketing	+4	5	+10	+26	-78%	-35			-78% =				16		
1	50	=	Central Admin.	+8	8	+82	+27	-7%	-	3		-7%					+55	
	51	+	Other Inc. & Costs	+	1	+12	+55	+1 100%		+11					-4	3		
	52	+	Integration Costs		3	+2	+5	-33%				-33%				3		
	53	+	PPA	+12	3	+99	+221	-20%	-24			-20%			-122			
-	54	=	Special Prod. Costs	+30	0	+198	+123	-34%	-102			-34% =					+75	
	55		Clean EBIT	+3	3	+102	+213	+209%		+69			+209%		-111			
	56	+	Clean DA	+9	6	+51	+145	-47%	-45			-47% =			-94			
-	57		Clean EBITDA	-2	3	+51	+22	-322%		+74			+322%►				+29	
1	58		COGS IIa (excl. PPA)	+4	4	+23	+90	-48%	-2			-48% =			-67			
1	59	+	SPC	+4	5	+5	+99	-89%	-40			-89%			-94			
(50	+	PPA in COGS IIb	-2	3	+12	+88	-152%		+35			 +15	2%	-76			
(61	=	COGS Ila (incl. PPA)	-2	4	+17	+114	-171%		+41			+ '	171%	-97			
(62	=	Net Sales	+37	6	+555	+466	+48%		-	-179		—= +48%				+89	

Figure: New graphical table with settings from stylesheet Demo

Tools

More



- Reset chart...

Resets a chart to its original configuration and deletes all data.

When *Reset chart...* is selected from the layout page with one or more charts, the following dialog window appears, in which you can select the charts to be reset.

Reset chart	
	OK Close
Select chart — Eistview	,
Chart1	Chart2
Chart3	Chart4

Figure: Dialog box Reset chart

- Clone settings...

For every chart on the page layout sheet, there is a chart configuration sheet, which contains all chart settings and data entry ranges for that single chart.

ppt_5 Chart1 Chart2 Chart3 Chart4

The *Clone settings...* function copies the settings of one such chart configuration tab to another. You may specify both a source workbook and worksheet and a destination workbook and worksheet. Both workbooks must already be opened in Excel.

Copy settings			×
	Workbook	Worksheet	
Source	R_00_En1	▼ ppt_5	•
Destination	R_00_En1	▼ ppt_5	•
Names prefix	HP_CFG_*	Style-filter (Dest)	•
		Cancel OK	

Figure: Copy settings dialog box for clone function

All data entry and configuration range are named with Excel name ranges. The clone function copies all name range ranges to the new worksheet, which correspond to the character string defined in the *Names prefix* field.

The Style-filter allows you to further limit the copy process to a particular cell format.

- Merge styles...

Excel defined cell styles are often duplicated, when copying multiple tabs into a single Excel workbook. This occurs primarily if the cell styles carry the same predefined name but vary slightly in their definition.

Linked	Linked 2		Locked	Message	Objectname	*	
Property	Seriesname	63	Seriesname 2	Normal	Followed Hyperlink	*	

Figure: Excel cell styles

Although the duplication of cell styles does not limit their functionality, it is cumbersome for any user trying to apply them. The *Merge styles*... feature allows you to resolve this duplication either manually or automatically.

Merge styles		×
From Chart area Comma Comma Comma [0] Currency Currency Currency Currency Currency Datainsert Followed Hyperlink Footnote Hyperlink Labelling Linked Linked Linked Linked Locked Message Normal Objectname Percent Property Seriesname Seriesname 2 ▼	To Range Active workbook C Active worksheet C Selection	OK Auto merge all Cancel

Figure: Dialog box Merge styles

You can select duplicate cell styles from the *From*-list to be merged with a style specified in the *To*-list. In the *Range* block, you can specify whether to apply these changes to the active workbook, the active worksheet, or a marked selection. Deleting styles is not recommended for any range selection other than the active workbook.

Alternatively you can remove all duplicate styles via the *Auto merge all* button, which also deletes obsolete styles upon completion.

Show chart sheets

Chart-me XLS automatically hides chart control sheets on chart insertion. This function controls visibility of chart control sheets.

Sharepoint compatibility

Workbooks created with Chart-me XLS can be displayed and edited in SharePoint and MS-Office 365. For this purpose this function is needed as preparation. Please apply this function only to a copy of your original workbook, because any further editing is very limited.

Customize control menu

	Aore 🝷 🔛 Draft 👻		
5	Reset chart		
<u>.</u> ^	Clone settings		
00	Merge styles		
	Customize control menu 🔸	-	Create menu table
	Recalc 🕨 🕨	∺ ••	Add menu items

Create menu table

The *Customize control menu* items provide you with the option of defining special menus in your Excel workbooks.

Highlight a cell range on the worksheet tab, which will later be hidden to the user. Select from the *Chart-me* menu *More* > *Customize control menu* > *Create menu table* to create a definition table, which can then be used to customize the menu in each worksheet. The definition table requires 5 columns and a dynamic number of rows. A blank menu table consists of 13 rows and an additional row for every menu item. *Chart-me XLS* creates this basic definition table for you with the *Create menu table* feature.

Menu control				
Mnu_Labels_VPos	3	3		
Mnu_Labels_Width	130)		
Mnu_Text_Box_VPos	133	3		
Mnu_Text_Box_Width	100)		
Mnu_Style_DataInput	Datainsert			
Mnu_Style_Labelling	Labelling			
Mnu_Style_Property	Property			
Register	Text	Cell reference Control	Option	
Register 1				
Mnu End				

Figure: Empty menu table

Add menu items

You can now create your own menu entries by adding custom rows into an existing menu table.

The image below shows three configuration cells.

General	
Column thickness	Weight 3
First category start X	0 px
Chart 1	
Visible	Yes

Figure: Example for custom configuration cells

Highlight the cells to be added into your menu table. Empty rows may be selected without affecting the menu table, as they are automatically filtered from the menu table.

General		
Column thickness	Weight 3	*
First category start X	0 px	
Chart 1		
Visible	Yes	

Figure: Highlight configuration values

Now select from the *Chart-me* menu *More* > *Customize control menu* > *Add menu items*. The blue configuration cells are added as menu items to the menu table.

Menu control				
Mnu_Labels_VPos	3			
Mnu_Labels_Width	130			
Mnu_Text_Box_VPos	133			
Mnu_Text_Box_Width	100			
Mnu_Style_DataInput	Datainsert			
Mnu_Style_Labelling	Labelling			
Mnu_Style_Property	Property			
Register	Text	Cell reference	Control	Option
Register 1	Column thickness	\$AG\$25	Mnu_Edit	VALIDATION_LIST_OPTIONAL:HP_CFG_LIST_ColumnWidths_Text
	First category start X	\$AG\$26	Mnu_Edit	
	Visible	\$AG\$28	Mnu_Edit	VALIDATION_LIST_MATCHREQUIRED:HP_XLIST_YesNo
Mnu_End				

Figure: Menu table with three new menu items

The new menu items will be displayed in the control panel (Control menu).

Control panel					×
Listview	Configure	gura	tion	🔿 Data	
Chart1				Chart2	
Chart3				Chart4	
Register 1					
Column thickness			Weight	: 3	-
First category start X			0		
Visible			Yes		-
				Link cel	ls
Save immediately				Close	

Figure: Control panel with new menu items

If the menu entries are deactivated, make sure the cell format of the input cells are open for editing. Right-click the configuration cells and click on *Format Cells…*, select the Protection tab and uncheck the *Locked* checkbox.

General	
Column thickness	Weight 3 💌
First category start X	0 px
Chart 1	
Visible	Yes
Format Cells	? <mark>*</mark>
Number Alignment Fon	t Border Fill Protection
Locked Hidden	
Locking cells or hiding formulas group, Protect Sheet button).	has no effect until you protect the worksheet (Review tab, Changes
	OK Cancel

Figure: Unlock cell formatting

Once the configuration cells are unlocked, the control panel entry range will be open for editing.

In order to distribute the menu entries across multiple menu tabs, specify different register names in the *Menu control* cell range. A register name needs to be listed to the left of the first menu entry of that register.

Menu control		
Mnu_Labels_VPos		3
Mnu_Labels_Width		130
Mnu_Text_Box_VPos		133
Mnu_Text_Box_Width		100
Mnu_Style_DataInput	Datainsert	
Mnu_Style_Labelling	Labelling	
Mnu_Style_Property	Property	

Register	Text	Cell reference	Control	Option
General	Column thickness	\$AG\$25	Mnu_Edit	VALIDATION_LIST_OPTIONAL:HP_CFG_LIST_ColumnWidths_Text
	First category start X	\$AG\$26	Mnu_Edit	
Chart 1	Visible	\$AG\$28	Mnu_Edit	VALIDATION_LIST_MATCHREQUIRED:HP_XLIST_YesNo
Mnu End				

Figure: Entry of register names in the definition table

Control panel	X
Listview Confi	guration C Data
Chart1	Chart2
Chart3	Chart4
General Chart 1	
Column thickness First category start X	Weight 3
	Link cells
Save immediately	Close

Figure: Control panel with multiple register tabs

The following list details possible menu entries for the menu control table:

Mnu_Labels_VPos

Position of menu item label measured in points, starting from the left edge of the dialog window

Mnu_Labels_Width

Width of menu item label measured in points

Mnu_Text_Box_VPos

Position of menu item text range measured in points, starting from the left edge of the dialog window

Mnu_Text_Box_Width

Width of menu item text range measured in points

Mnu_Style_DataInput

Cell style for configuration cell, to be displayed in menu control

Mnu_Style_Labelling

Cell style for labeling (alternative 1)

Mnu_Style_Property

Cell style for labeling (alternative 2)

The Mnu_Style_* cell styles (*Mnu_Style_DataInput, Mnu_Style_Labelling und Mnu_Style_Property*) are essential for the *More* > *Customize control menu* > *Add menu items* function. New entries to the control menu will be added only if the data input cell carries the cell style *Mnu_Style_DataInput*, and the data cell to its left is defined as either cell style *Mnu_Style_Labelling* or *Mnu_Style_Property*.

Explanation of the menu control table columns:

Register

The name of the control menu tab, listed only once next to the first entry of the tab.

Text

Label of entry item to be displayed in the control menu.

Cell reference

Cell reference of the data value to be displayed in control menu. Cell references are listed in A1labelling convention or Excel defined names and are references within the same worksheet (not the entire workbook).

Control

Carries either the value *Mnu_Edit* to denote a data entry item or *Mnu_Separator* for a blank line.

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Option

May denote a validation list, if the data entry cell offers a dropdown menu, which was previously defined through the Excel *Data Validation* feature.

Example:

General		
Column th	ickness	Weight 3 💌
First categor	Weight 1	
Chart 1	Weight 2	
	Weight 3	

Figure: Configuration cell with data validation dropdown list

Register	Text	Cell reference	Control	Option
Register 1	Column thickness	\$AG\$25	Mnu_Edit	VALIDATION_LIST_OPTIONAL:HP_CFG_LIST_ColumnWidths_Text
	First category start X	\$AG\$26	Mnu_Edit	
	Visible	\$AG\$28	Mnu_Edit	VALIDATION_LIST_MATCHREQUIRED:HP_XLIST_YesNo
Mou End				

Mnu_End

Figure: Control menu entries with data validation dropdown definitions

The data validation lists are prefixed with a character string. Either:

VALIDATION_LIST_MATCHREQUIRED

To denote that the entry value must correspond to a value on the validation list, or

VALIDATION_LIST_OPTIONAL

To denote that the entry value may be chosen from, but doesn't have to correspond to a value on the validation list.

- Recalc



The *Recalc* function can be used to either recalculate the entire workbook or the current worksheet. Unlike the Excel Recalc function, *Chart-me XLS* sets the status of all workbook or worksheet cells to "not updated" and subsequently initiates a full recalculation.

This feature may prove useful when Excel fails to initiate a full recalculation when complex charts have been created.

Copy (for PowerPoint)

The *Copy* function places the entire page layout on the clipboard.





You can paste the copied range into PowerPoint or Word with the *File > Paste Special > Paste link* feature. The copied chart can then be updated as needed.



Figure: Paste Special



Figure: Paste link

Set the linked object size in PowerPoint to 100% in order to achieve the same image size as in Excel.



Figure: Format linked object in PowerPoint

Format Object	8 2
Fill	Size
Line Color	Size and rotate
Line Style	Height: 7.51" 🐳 Width: 10.01" 🛬
Shadow	Rotation:
Reflection	Scale
Glow and Soft Edges	Height: 100% 🔶 Width: 100% 🔶
3-D Format	Lock aspect ratio Relative to original nicture size
3-D Rotation	Best scale for slide show
Picture Corrections	Res <u>o</u> lution 640 x 480 👻
Picture Color	Original size
Artistic Effects	Height: Width:
Crop	Reset
Size	
Position	
Text Box	
Alt Text	
	Close

Figure: Set object size to 100%

Format Object	? 💌
Fill	Position
Line Color	Position on slide
Line Style	Horizontal: 0" 🚖 Erom: Top Left Corner 🗸
Shadow	Vertical: 0" = From: Top Left Corner
Reflection	
Glow and Soft Edges	
3-D Format	
3-D Rotation	
Picture Corrections	
Picture Color	
Artistic Effects	
Crop	
Size	
Position	
Text Box	
Alt Text	
	Close

Figure: Set horizontal and vertical linked object position to 0

Options...

Options		×
Buffer folder (must NOT conta	ain own files, will be deared automatically)	
C:\Users\Administrator\App	Data \Roaming \HI-CHART \chartme \TemplateBuffer	 ОК
Stylesheet file		
C:\Users\Administrator\App	Data\Roaming\HI-CHART\chartme\Chart-me_stylesheets.xlsx	 Close
Language	En	
Style	Default	
Updates T	Check automatically for product updates	Activate
Max. buffer size (MB)	0	
Oldest files that exceed speci deletion.	fied size, will be deleted on closing Excel. 0 deactivates	

Figure: Options dialog box

The options dialog box allows you to modify path, language, and style settings and activate the license for your copy of *Chart-me XLS*.

The *Master Template Folder* contains the Master Templates, which are applied when inserting new chart templates.

The *Buffer Folder* serves as temporary storage space during the processing and rendering of *Chartme XLS* objects (please refer to *Background Information* for further details).

NOTE: All content of the buffer folder will be deleted when installing a new version of *Chart-me XLS*! **Never save any of your work in this folder**!

The *Stylesheet file* is both the directory path and file name for the *Chart-me* style sheet. During the standard installation, the style sheet file is saved in the user profile. The style sheet can also be saved to a central directory to provide easy access for working groups.

- Change Language

Chart-me XLS supports both German (*De*) and English (*En*) language settings. The language setting affects the *Chart-me XLS* user interface as well as language display on the page layout and chart template worksheets.



Figure: Chart-me menu band in English

– Apply Style

Style denotes a collection of predefined settings for colors, line thickness, category widths, etc., which are applied when inserting a new chart. The basic installation package of *Chart-me XLS* includes the styles *Default* and *IBCS*. You can open (and modify) styles by clicking on "…" next to the Style dropdown selection box.



Figure: IBCS style sheet

The style sheet file contains a single worksheet with all settings relevant for chart formatting. The name of the worksheet reflects the style option available in the *Options* dialog box. You can define

new styles by duplicating one of the existing sheets and modifying various settings according to your needs.

The style sheet file is located in the current users profile path: C:\Users\[user name]\AppData\Roaming\HI-CHART\chartme\Chart-me_stylesheets.xlsx This is the directory path the way you would see it in *Windows Vista* und *Windows 7*.

NOTE: Only the blue shaded cells of the style sheet may be edited, i.e. overwritten. In order for the style sheet to be interpreted correctly, the structure of the file may not be change, i.e., you cannot add or delete rows or columns or move cell blocks to other positions.

- Updates > Check automatically for product updates

When the box is checked, a notification will pop up on screen whenever an updated product version becomes available.

- Max. buffer size (MB)

In order to prevent the buffer directory from overflowing, the *Max. Buffer size* setting automatically deletes files in the template buffer file when the set buffer size is reached. Least recently used and saved data files are eliminated first. A data value of 0 in the buffer size entry value deactivates the deletion of any files in the buffer directory. Please also refer to *Background Information > File buffering*.

- Activate License

Upon initial installation of *Chart-me XLS* on your personal computer, you obtain a demo license for testing purposes limited to a 30 day period. This testing period begins when you launch MS Excel with the *Chart-me XLS* add-in installed and activate the demo version. The *Chart-me XLS* option on the menu bar will read *Chart-me XLS DEMO*. The *Chart-me* ribbon band will then read Chart-me *DEMO* (*nn days remaining*).

🚦 chart-me activa	ition			×
Computer ID Name Activation code	612679753		×	OK Close Demo

Figure: Activate the 30-day demo license

Add-Ins	Chart-me DEMO (21 days remaining)
🀝 More 🔹	🕍 Draft 🔻
📳 Сору	🕜 Help 🔻
👸 Options	
Too	bls

Figure: Chart-me Menu ribbon showing the remaining days left for the demo license

During the demo period, *Chart-me XLS* will occasionally remind you about the status and remaining days of the demo license and your option to purchase this useful and very reasonably priced software app. We look forward to welcoming you as a paying member to the *Chart-me* family.



Figure: Chart-me XLS demo reminder

Once your demo period has expired, or if you haven't activated the demo period at all, the *Chart-me* menu tab will display an "expired" status:

Add-Ins	Chart-me D	EMO expired
🏟 More 🕤	🖳 Draft 🕤	
📳 Сору	🕜 Help 🔻	
👸 Options		
Тос		

Figure: Deactivated Chart-me menu tab

Use the *Activate* button in the *Options* dialog box to activate *Chart-me XLS*. Since the activation process must be executed with the administrator user, the following User Account Control dialog window will pop up under Windows Vista, which you need to confirm with Yes.

٢	Do you want to allow the following program from an unknown publisher to make changes to this computer?			
	Program name: Publisher: File origin:	Chart me Activation.exe Unknown Hard drive on this computer		
Show details		Yes No		

Figure: User Account Control

🚦 chart-me activa	ation				×
Computer ID Name Activation code	612679753 Markus Wolff 273036421824303C4854606C	551529997	52416	ОК	OK Close

Figure: Chart-me XLS activation dialog box

You need to enter your name and the 3 parts of your license code. Once the license code has been accepted, close and re-launch Excel.

Once the demo period has expired, the *Demo*_button will no longer be displayed.

Draft functions

۵ 실)raft 👻			
69	Link	⊩		
#	Size	F		
– Link				
2 0)raft 👻			
69	Link	×.	69	Link labels
#	Size	►	~	Relink labels

Link labels

The Link labels function allows you to customize the data point labels in the charts you create.

In the following example, the labels of the column data points refer to the scaled values represented in the chart, rather than the actual base values.



Figure: Self-compiled chart displaying incorrect data labels

Excel 2013 provides functionality allowing you to link the labeling of the data points to a separate cell range. In older versions of Excel, this is also possible, however only by individually relinking every single label of a data point, which can prove to be very time consuming and tedious.

The *Chart-me XLS Link labels* function provides a quick and easy way to speed up that process. Select the data labels series in the chart and navigate to the *Link labels* function.



Figure: Data labels are selected

2	raft 🔹			
69	Link	×.	69	Link labels
$ $ \ddagger	Size	Þ	~	Relink labels

Figure: Choose Draft > Link > Link labels

In the *Link data labels to cells* dialog box, select the appropriate cell range which holds the correct labeling for your data series.



Figure: Highlight data labels cell range



Figure: Results for linked data labels

The chart displays the data labels of the cell range range, to which you established the link.
Relink labels

The *Relink labels* function allows you to update existing data linkages, which you created in the previous steps. This may be useful when the column setup of the data entry range has changed.

STOP! Do not add rows or columns to any *Chart-me XLS* configuration page! You may only add rows and columns to the charts you created without the *Chart-me XLS* application.



Figure: Additional column inserted

The new column value is automatically displayed in the chart. Fix the labeling by clicking on Draft > Link > Relink labels.



Figure: Data labels have been relinked.

Starting with Excel 2013, the *Chart-me XLS Link labels* feature is also available in standard Excel and handles column inserts automatically. For any chart templates created prior to Excel 2013 and which are now opened in Excel 2013, the *Relink labels* feature will update the linking process to now use the standard Excel 2013 version.

- S i	– Size			
	Draft 🔻			
GÐ	Link	⊩		
#	Size	•	#	Size Pixels
S			\ddagger	Size mm
			\ddagger	Size inch
			\mathbf{x}	End Size

The *Size* feature helps you to create pixel perfect row and column grids. When using this function, *Chart-me XLS* reserves the first row and first column of a worksheet to hold the row and column specifications for the chart.

Size Pixel

	А	В	С	D	E
1	96dpi				
2					
3					
4					
5					
6					

Figure: Size function using pixel

You can activate the *Size Pixel* feature by selecting it from the *Draft* > *Size* menu or entering "x" into cell A1 of the worksheet. Cell A1 then displays the current dpi setting of your computer display.

You can now measure any column width or row height by simply typing "x" into the first row or first column respectively.

	А	В	С	D	E
1	96dpi	x			
2					
3					
4					
5					
6		3			

Figure: Measuring width of column B by typing in "x"

	A	В	С	D	E
1	96dpi	80			
2					
3					
4					
5					
6					

Figure: Column width of column B measured in pixel

	A	В	С	D	E
1	96dpi	80			
2					
3	х				
4					
5					
6					

Figure: Measuring height of row 3 by typing in "x"

	A	В	С	D	E
1	96dpi	80			
2					
3	17				
~ <u>4</u>					
5					
6					

Figure: Row height of row 3 in pixel

Entering a number in the first row or column of this worksheet will automatically resize that column or row to the number of pixels specified.

	A	В	С	D	E	F	G
1	96dpi	80	60	60	60	60	60
2							
3	17						
4	25						
5	25						
6	25						
7	25						
8	25						
9							
40							

Figure: Modify row height and column width by specifying pixel values in the first column and row of the worksheet

Size mm

Analogous to Size Pixel, measurement unit in millimeter.

Size inch

Analogous to Size Pixel, measurement unit in inches.

End Size

Turn off the sizing mode by clicking *Draft > Size > End Size* or deleting the entry in cell A1.

Help menu



Documentation

Opens this document. A PDF viewer is required on your computer.

Goto support-page

Opens the online *Chart-me XLS* support page, where you will find videos, FAQs, and other frequently updated support materials.

About Chart-me XLS ...

The About *Chart-me XLS* window provides information on the registration status of your copy of *Chart-me XLS*, currently installed version, and a link to the HI-CHART product website.

Click on Check for software update to see if new Chart-me XLS updates are available.



Figure: Chart-me XLS Info

Background information

- Master template charts

When creating a chart via the *Chart-me XLS* add-in user interface, *Chart-me XLS* inserts and configures a template chart from the chart master templates (a.k.a. Diagramm-Mastertemplate – DMT). The chart worksheet contains the chart object and its cell ranges for data entry, configuration and control settings. The worksheets are named according to the chart's position on the layout page, e.g., *Chart1, Chart2...*

– File buffering

The rendering of a chart template from the chart master templates is resource intensive. In order to speed up the process, already used chart templates are cached in the *TemplateBuffer* directory.

If a new chart template of the same chart type and settings (same font size, chart size in pixels, and style sheet) is inserted, the applicable template is pulled from the cache rather than drawn from the chart master template files.

If, however, for any reason, you want to ensure that a chart template is created from the chart master template even if a cached version may be available, then the *Rebuild chart* option needs to be checked in the *Insert chart* dialogue box.

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Figure: Option Rebuild chart

- X-resolution in column and bar charts

When creating standard column and bar charts with MS Excel, the program is limited to a uniform width display across all columns and bars within a chart. If you want to graph different types of periods within a time series, there must be a way to differentiate graphically between, say, monthly and annual values. Below is a typical example of a differentiated display of various data types.



Figure: Time series with varying category widths (year, quarter, month, day)

In order to be able to chart any type of Excel range diagrams, *Chart-me XLS* utilizes the approach of rendering many, many columns (about 1000) across the X-Axis. These columns are wafer-thin and must be rendered exactly where they are needed. Bar charts utilize point diagrams with connecting lines drawn between the appropriate points. Data series with 1000 data points require data configuration ranges with an analogous number of data entry cells. With this many data points, it becomes apparent that the data files will grow very quickly.

The *Chart-me XLS Shrink*... process reduces the number of data points to the actual number utilized in the chart. So, if a chart uses only 400 pixels, shrinking the chart will reduce the number of data points to just these 400 pixels used. If the x-resolution was set to 2, *Chart-me XLS* will reduce the data points further to the corresponding 200 pixels. The x-resolution is an input parameter on the *Shrink*... dialog box.

Automation

The automation module supports the creation of multipage reports that are published recurring with changed data. The aim is that the recurring effort of data update and output is minimized.

The following output media are supported:

- PDF
- Vector image EMF

Multi-page PDF files can already represent an entire report.

Vector images are suitable for integration into other Office documents in Word, PowerPoint or Excel in itself.

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Projects

To create a multi-page report, a project can be defined.

The active project is displayed in the Chart-me XLS Excel ribbon menu.



With *Projects – New* a new project can be added.



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With *Projects – Edit* existing projects are listed and can be edited.

	Edit projects		×
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A project consists of a sub folder in the Chart-me XLS project root folder.

The project root folder can be set in Chart-me XLS - Options.

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The project folder contains three sub folder

- Data for external data files
- Objects for Chart-me XLS Excel-workbooks as the report content
- Output here PDF and image files are automatically saved.

In addition, the file Hi-Config_Engine.xlsb in the project directory. This file contains the definition of the individual project pages and images.

Data

The section *Data* supports the outsourcing of data into an external Excel workbook. In a multi-page report, which consists of several Excel figure files, you would have normally to open every single file, update the data and then output to the target format. With these functions, the data inputs of several figure workbooks can be outsourced into one (or several) external Excel workbooks with only data. Thus, to update the report, it needs only to replace or update, the (small) data file.



Add external file

First, you add an Excel data workbook file to the project. It is recommended to store them in the project folder under *Data*. But there are also other locations possible. It may be a blank workbook or a workbook that already contains data.

This workbook is first added to a project with *Data – Add External File*. Now the data file can be used to outsource data from figure workbooks.

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Add link to external file

Open an existing Excel file, which is intended to a be part of your project. It is recommended that this is previously stored in the project directory in the *Objects* folder. Select an empty cell in this file and choose the *Chart-me* menu *Data - Add link to external file*. In the following dialog the data workbook is

displayed, which was added to the project in the previous step. If this is selected in the left list, all worksheets of this file are displayed in the right list.



With OK a 2 x 2 sized cell range is inserted, by means of which the external data shortcut created in the next step can be controlled.



Insert and link range

Now different cell ranges can be outsourced from the report workbook into the data workbook. Outsourced is here that the respective range will be copied from the report workbook in the data workbook and the cell range in the report workbook then gets an external reference to the copied range in the data workbook. File name and sheet name of the external link can be changed if necessary in the two in the previous step created cells. From now on the data workbook must always be opened together with the report workbook so that correct pictures are displayed. As long as Chartme XLS is running, the data workbook is opened automatically whenever a report workbook is opened.

Now the data can be updated or replaced in the (small) data workbook, and the chart will be automatically updated on next usage.

Proceed as follows:

Select the data input cell range in the report workbook to be outsourced in the external data file. Then click *Data – Insert and link range*. In the following dialog select the file name and sheet name of the related data file.



After clicking OK, the selected range of cells appears highlighted.

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You can (e.g. with CTRL-F6) change to already open data file and see there that the selected data range has been added there. Here database formulas or any other calculations can be inserted. The data file can also be exported from another system with modified data. Once the report workbook is opened, the updated data from the data file will be displayed.

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Export

With *Export* Excel ranges can be exported to PDF or EMF vector images, linked with a PowerPoint presentation and a whole project can be processed. In this chapter you learn how to define a project.

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	Start project output												

Vector graphic (EMF)

After selecting the function *Export - Vector graphic (EMF)*, the following dialog appears:

	Chart-me	×
?	Export once (=Yes) or add this range to the project to be exported repeatedly (=No)?	
	Yes No Cancel	

As described in the dialog, the selected Excel range can be exported once with "Yes". The image file gets the same name as the source Excel file with the extension "EMF".

PDF

After selecting the function Export - PDF, the following dialog appears:

Chart-me	×
Export once (= Yes) or add this range to the project to be exported repeatedly (= No)?	
Yes No Cancel	

As described in the dialog, the selected Excel range can be exported once with "Yes". The PDF file gets the same name as the source Excel file with the extension "PDF".

If you select "No" for repeated export (no matter if EMF or PDF file) is no file will be exported in the moment, but it is recorded in the project that this area at the next Project Export (with Start project

output, see below) is exported. This action will be visible when the project is opened with *Projects* - *Edit* - *Edit*. You can see that the range to be exported appears as a new row in the project list.

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The exported files are stored in the project folder in the directory *Output*. If different ranges are stored as EMF images in this way, then the same number of EMF files will be created. If several ranges in PDF format are stored, then a PDF file that contains multiple pages will be created.

PowerPoint

Export - PowerPoint links the current Excel selection to PowerPoint. For this purpose, PowerPoint must be open. The link is created in the current PowerPoint slide and automatically adjusted to 100% size. The PowerPoint links can be updated manually. When you open PowerPoint, a message appears asking if the existing links are to be updated. After linking to PowerPoint, it is advisable not to move or rename the Excel source files.

Start project output

The project list shown above includes all actions that are executed on project output. The data files are always placed at the beginning of the list because they have to be open during processing. The list entries can be changed by moving rows in the order or rows can be deleted as well. Columns should be neither deleted nor moved.

The output can be started via Chart-me menu *Export* – *Start project output* or in the project file with the button *Start*.