

STEPS TO CREATE HISTOGRAM ON MINITAB (ACTIVITY SOLUTION)



DISCLAIMER: SOME STEPS MAY SLIGHTLY DIFFER BASED ON YOUR MINITAB VERSION

1. Open the Excel Sheet "ACTIVITY DATA - Histogram.xlsx".
2. Choose **Graph > Histogram**.
3. Choose **Simple**, then click **OK**.
4. In **Graph variables**, enter *No. of Employees late to work*.
5. Click **Scale**.
6. Under **Y Scale Low** and **X Scale Low**, check **Minor ticks**.
7. Click **OK** in each dialog box.

Graph window output

