

Chart elements

You can move or resize individual elements of a chart element independently of other chart elements. For example, you can move the chart legend to a different position. Pie charts allow individual wedges of the pie to be moved as well as “exploding” the entire pie.

- 1) Double-click the chart so that it is in edit mode.
- 2) Click any chart element to select it. Selection handles appear.
- 3) Move the cursor over the selected element and when the cursor changes shape, click and drag to move the element.
- 4) Release the mouse button when the element is in the desired position.



Note

If the chart is 3D, round selection handles appear; these handles control the three-dimensional angle of the chart. You cannot resize or reposition the chart while the round selection handles are showing. *Shift+click* to get back to the square resizing handles. You can now resize and reposition the 3D chart.

Changing chart area background

The chart area is the area surrounding the chart graphic and includes the (optional) main title and key.

- 1) Double-click the chart so that it is in edit mode.
- 2) Go to **Format > Chart Area** on the Menu bar, or right-click in the chart area and select **Format Chart Area** in the context menu, or double-click in the chart area to open the Chart Area dialog.
- 3) Click the **Area** tab and select the button corresponding to the type of background fill you want to use. The available options will change depending on the type of fill selected.
- 4) Make your selections and click **OK** to close the dialog and save the changes.

Changing chart wall background

The chart wall is the area that contains the chart graphic. Keep in mind that some chart types do not use a wall, like the pie chart for example.

- 1) Double-click the chart so that it is in edit mode.
- 2) Select the chart wall and go to **Format > Format Selection** on the Menu bar, or right-click in the chart wall and select **Format Wall** in the context menu, or double-click in the chart wall to open the Chart Wall dialog.
- 3) Click the **Area** tab and proceed as above.
- 4) Click **OK** to close the dialog and save the changes.

Audio and video

Although linked audio and video files are irrelevant when a Writer document is printed, if the document is opened on a computer or exported to PDF or HTML, you can play the files by clicking on the links.