To compare average monthly temperatures in various cities:

Choose two cities to compare their average monthly temperature profiles.
Enter the data onto a spreadsheet: months and data.

To enter the months easily, type *jan* into a cell and press enter.
Click on the bottom right-hand corner of the cell and drag it down until *dec* appears.

Fill in the temperature figures. Remember to use the minus key for temperatures below zero.
Maybe give both columns a title.
Adjust the width of the columns by clicking between them (where the letters are) and pull across.

Highlight the months and temperature cells.
Click on chart wizard (blue, yellow and red bars button).
Column chart (top left – already highlighted). Next.
Next. Next. Finish.
Make the chart a reasonable size and play around with the appearance.

Do the same again for another city.
Compare the temperatures charts. What do you notice?

To create a multiple bar chart so that you can compare them more easily:
Place the two temperature (numbers) columns next to each other.
Highlight both columns, chart wizard and click next, next, next, finish.

If you have time, try to compare two other cities.

To work out the average temperature for the year, use the formula
=**average(***first cell***:***last cell***)** then highlight the column and press enter.