

# How to Print an Excel 2010 Chart

By [Greg Harvey](#) from [Excel 2010 All-in-One For Dummies](#)

9 of 9 in Series: [The Essentials of Excel 2010 Pivot Tables and Pivot Charts](#)

Printing a chart in Excel 2010 is a breeze, but the method you choose for printing the chart depends on whether you want to print an embedded chart (with or without the surrounding [worksheet](#) data) or a separate chart sheet:

- **To print an embedded chart as part of the data on the worksheet**, you simply print the worksheet (from the Print panel in [Backstage view](#) by pressing Ctrl+P).
- Before you print an embedded chart along with worksheet data, view the chart in the Page Layout or Page Break Preview view. You may need to move or resize the chart so that it fits nicely on the page.
- **To print an embedded chart by itself without the supporting worksheet data**, click the chart to select it before you press Ctrl+P to open the Print panel in Backstage view, where Print Selected Chart appears as the default selection in the first drop-down menu under Settings.
- **To print a chart that's on a separate chart sheet**, activate the chart sheet by clicking its [sheettab](#) and then press Ctrl+P to open the Print panel in Backstage view, where Print Active Sheets appears as the default selection in the first drop-down menu under Settings.

When you want to print an embedded chart alone (without its supporting data) or in its own chart sheet, you may want to select the Printing Quality options on the Chart tab of the Page Setup [dialog box](#) before sending the chart to the printer. Select the chart and click the Page Setup [dialog box launcher](#) on the Page Layout tab of the [Ribbon](#) to open the Page Setup dialog box with the Chart tab available. The Print Quality options on the Chart tab include the following:

- **Draft Quality:** Select this check box to print the chart using your printer's draft-quality setting.
- **Print in Black and White:** Select this check box to have your color printer print the chart in black and white. If you only have a black-and-white printer, it doesn't make a difference.