

Rename Columns and Axes

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When you perform a search or view and edit a Chart, you can rename the axes on your chart or the columns on your table.

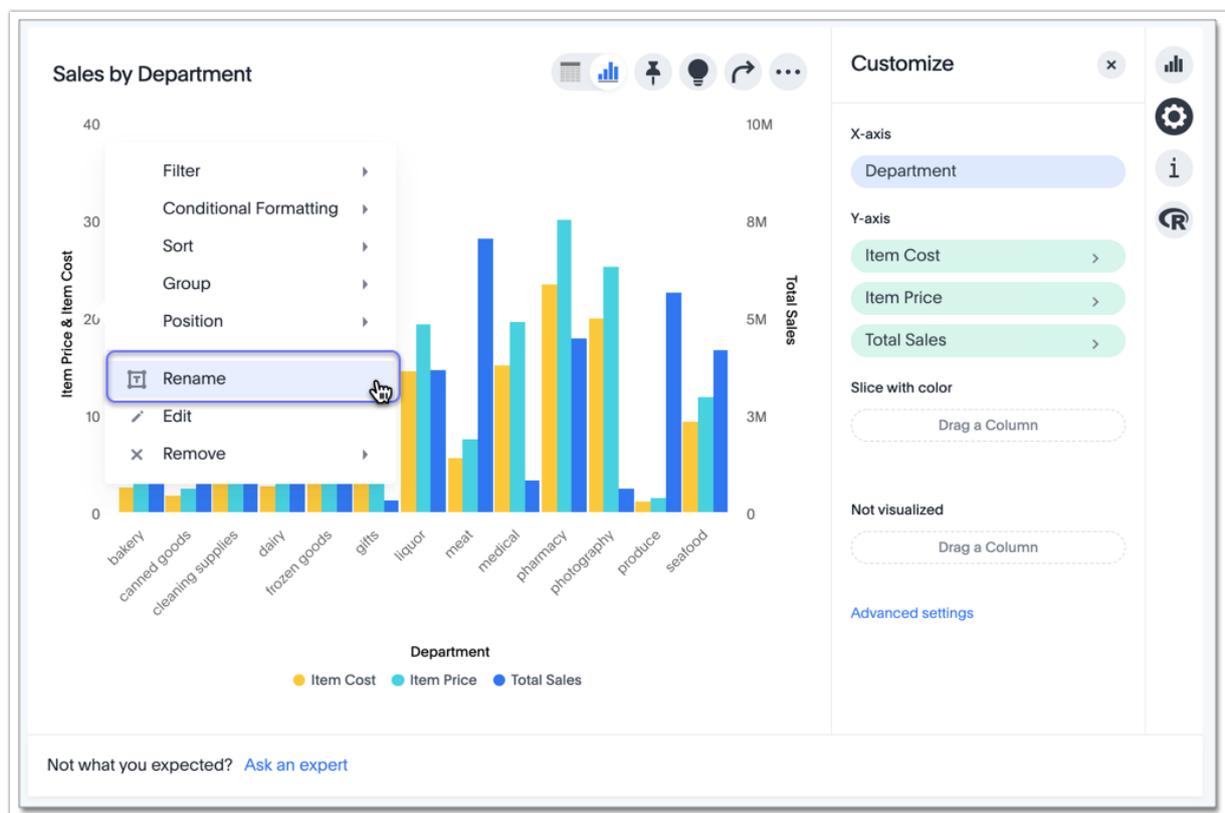
Rename a chart axis

You can always rename a chart axis for clarity, brevity, format, and so on.

In the following example, it makes sense to rename the axis created from grouping as *Item Price & Item Cost* to something shorter, like *Item Price and Cost*.

To rename an axis, follow these steps.

1. While viewing your Chart as a chart, open the dropdown menu icon next to the axis label you want to rename.
2. Select **Rename**.



3. Type the new name in the text box that appears, and either click out or select **Enter/Return** on your keyboard.

Alternatively, you can select the chart configuration icon, select the tile for the axis name, enter the new name in the text box, and click **Enter**.

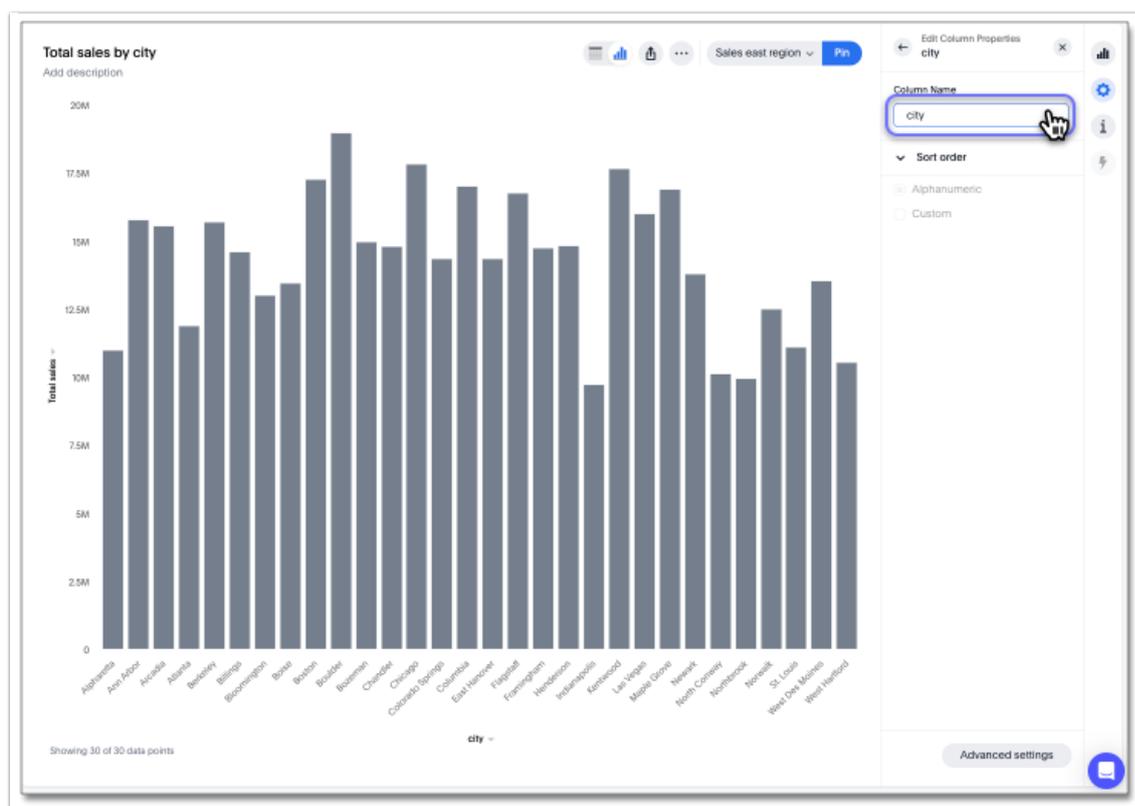
Rename a column in a chart

You can rename a column in a chart in a similar way.

To rename a column, follow these steps.

1. While viewing your Chart as a chart, click the chart configuration icon and click the name of the column you want to rename.

2. Enter the new name in the **Column Name** text box.



3. Click **Enter**.

Rename a table column

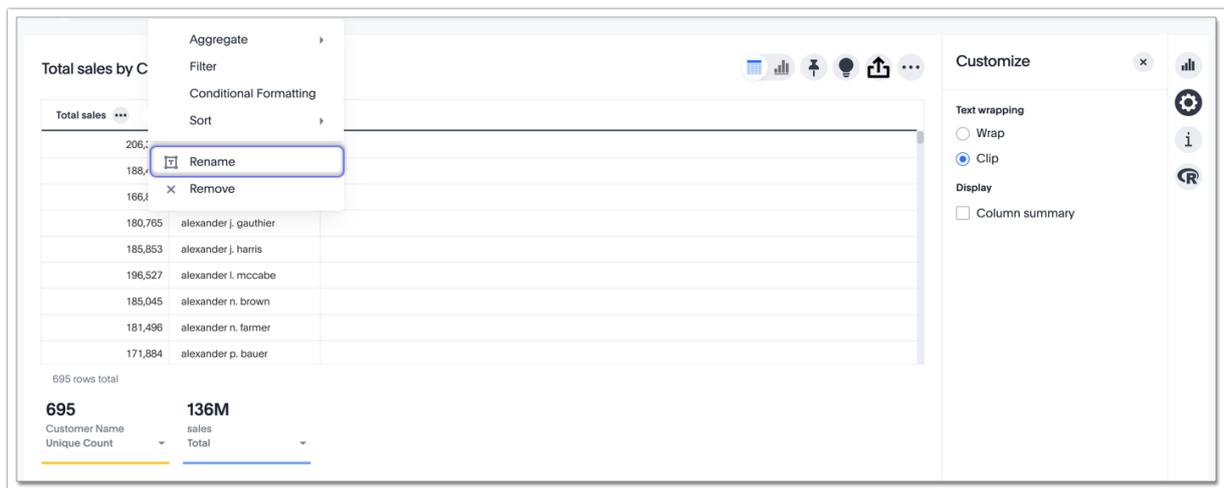
You can rename a table column, or a pivot table column, in a similar way.

To rename a column, follow these steps.

1. While viewing your Chart as a table, open the **more options** menu icon that appears when you hover over a column name.

more options menu icon

2. Select **Rename**.



3. Type the new name in the text box that appears, and either click out or select **Enter/Return** on your keyboard. The new name will be reflected in the table header, tooltips, legend, and chart configuration menu. Changes made to a table are not reflected in the underlying Worksheet.

Alternatively, you can select the chart configuration icon, select the tile for the column name, enter the new name in the text box, and click **Enter**.

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