How to sort the bars from largest to smallest

Suppose you have created a basic bar chart:



Currently the bars are sorted alphabetically by the Product Line's label (e.g. Camping Equipment, Golf Equipment, etc). However, you would like to sort the bars by the highest value of quantity first, and so on. This makes it easier to scan quickly on a dashboard. This chapter will show you how to do that...

- 1. Start with the bar chart you recently created (see <u>How do I build a bar chart?</u>).
- 2. Select the bar visualization.
- Fields 🧮 3. Open the Fields panel: ■ IBM Cognos Analytics New dashboard 🗸 0 4 (8 9. Bar 🗉 🐵 🕲 📋 🗰 🖉 🖆 🍈 Filters 😯 🛛 Fields 🚍 💽 Edit 🖺 🗸 🛸 0 2 Analytics 🗠 Tab 1 + ീദ Selected sources / 🗈 Bars GO_Sample_File_Sales.xlsx II Product line \$ -+--Quantity by Product line Q Search لما Navigation paths + 28 # Length* ₽ Retailer country II Quantity O
 Province or State 🕨 🛞 City Postal code # y-start Short postal code atc Order method type as: Retailer type Targe atc Retailer atc Product line atc Product type 🔿 Color atc Product E Product num • 🕓 Year Repeat (column) • 🕓 Quarter 📙 Quantity La Unit cost Repeat (row) L Unit price 🗓 Unit sale price # Tooltip L. Revenue
- 4. Click the ellipsis button next to *Quantity*:



5. In the resulting menu, click *Sort* and then *Descending*:



6. Now the bar chart looks like this:

