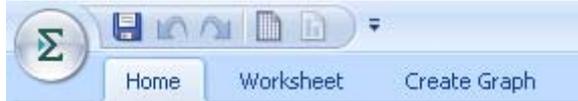**Adding Graph Page and Data Worksheet Icons to the Quick Access Toolbar**

To switch easily between a graph page window and its corresponding worksheet window, add icons for both of them to the Quick Access Toolbar.

Click on the little down triangle in the Quick Access Toolbar, select „More Commands…".
From the Select dropdown list, choose Home, in there select **Data...**, and move it from the left to the right field.

Also from the Home pane, select **Page**, and move it to the right. Click OK.

Your Quick Access Toolbar should now look similar to this one:

The icons to the right are the worksheet and page icons.
(You can also use the F4 and F7 function keys.)