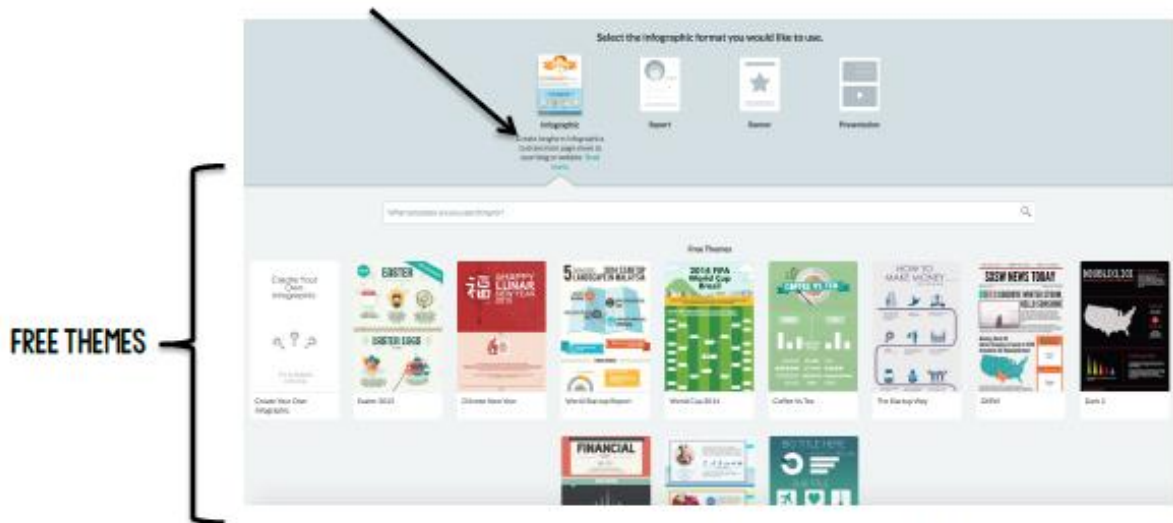


# How to Make an Infographic:

AN **INFOGRAPHIC** IS A GRAPHIC, VISUAL REPRESENTATION OF INFORMATION. THEY PRESENT INFORMATION CLEARLY AND CONCISELY. THEY CAN EASILY COMMUNICATE DATA, PATTERNS AND TRENDS.

## MAKING A FREE PIKTOCHART ACCOUNT:

1. Go to piktochart.com and create a login and password using a valid email address.
2. Browse the free themes for infographics to get ideas or choose a template.



3. Decide whether you want to work from a pre-set or start from scratch. Either way, you will have the same access to the options below.
4. Place your cursor on a "block" of the infographic to edit that rectangle-sized section.



5. As you begin to add items, make sure to use the top toolbar to edit or delete the items.

6. Don't forget to title and save your work!

The screenshot shows a software interface for creating an infographic. At the top, there are two main actions: "RETITLE YOUR WORK" and "SAVE". The "SAVE" button is highlighted in green and has a checkmark. Below these are buttons for "PREVIEW" and "DOWNLOAD". The main toolbar contains icons for "UNDO & REDO", "CUT", "COPY", "PASTE", "DELETE", "GROUP & UNGROUP", "LOCK THE POSITION", "CHANGE COLOR", "CHANGE OPACITY", "CREATE LINK", "CHANGE OVERLAP/LAYERING", "FLIP LEFT/RIGHT", "FLIP TOP/BOTTOM", and "ALIGN WITH OTHER OBJECTS". On the left side, there is a vertical toolbar with icons for adding, moving, cloning, deleting, and resizing blocks. Annotations with arrows point to these icons and provide instructions: "ADD BLOCK" (Add a block to make your infographic longer.), "MOVE BLOCK" (Move block up or down.), "CLONE BLOCK" (Clone the block to copy the same block and add it to the infographic.), "DELETE BLOCK" (Delete a block that you no longer want.), and "RESIZE BLOCK" (Resize the height and width of the block.). The main workspace shows a partially completed infographic with the title "COFFEE VS TEA" in a large, bold, white font on a teal banner. The background features coffee beans and a circular graphic.

7. As you create your infographic, make sure to add a balance of graphics, titles, text, and charts. Data is a key component of a good infographic. It is a visual representation of a summary of information. Take your time editing and revising it.

8. When you are finished, you have options to download, publish, or share the infographic.

The screenshot shows the final options menu for the infographic. It is divided into three main sections: "PREVIEW", "DOWNLOAD", and "SHARE". The "PREVIEW" section has a button with an eye icon. The "DOWNLOAD" section has a button with a download icon. The "SHARE" section has a button with a share icon. Below these buttons is a "PUBLISH" section with a button featuring a globe icon. The text explains that the infographic can be downloaded as an image (PNG or JPEG) in original or medium quality. It also states that previewing allows you to view the final draft. The "SHARE" section lists options to share via email, evernote, facebook, twitter, google+, and pinterest. The "PUBLISH" section explains that publishing makes the infographic public and cannot be changed after publication, but it can be shared via email or embedded in a website with a given code, and it can be unpublished.

**PREVIEW**  
Preview will allow you to view the final draft of your infographic that will be published.

**DOWNLOAD**  
The infographic can be downloaded as an image (PNG or JPEG) in original or medium quality.

**SHARE**  
You have the options to share the infographic via email, evernote, facebook, twitter, google+, and pinterest.

**PUBLISH**  
You may publish the infographic public. This will allow everyone to see it. Make sure you saved your infographic (Step 6 of this worksheet) because this cannot be changed after you publish. You may share the link via email or embed in a website with the given code. You will have the option to unpublish.