PiktoChart Quick Guide

superhighways
harnessing **technology** for **community** benefit

GREAT COLOR SCHEMES

f   41   y   8   P   g+

3 Easy Ways to Pick Great Color Schemes
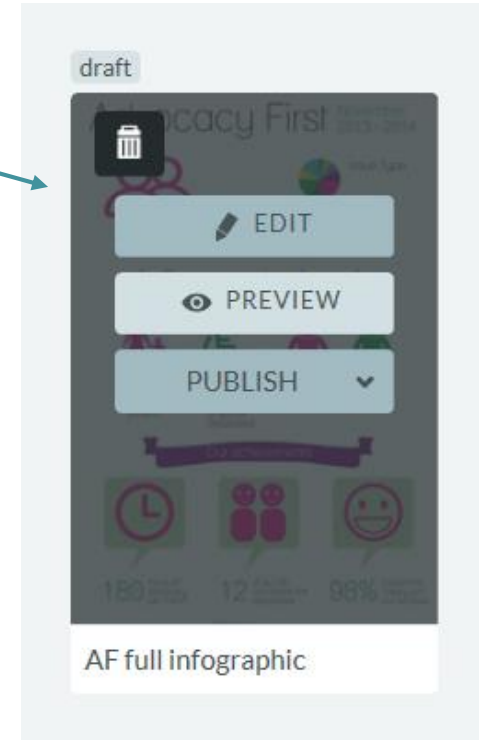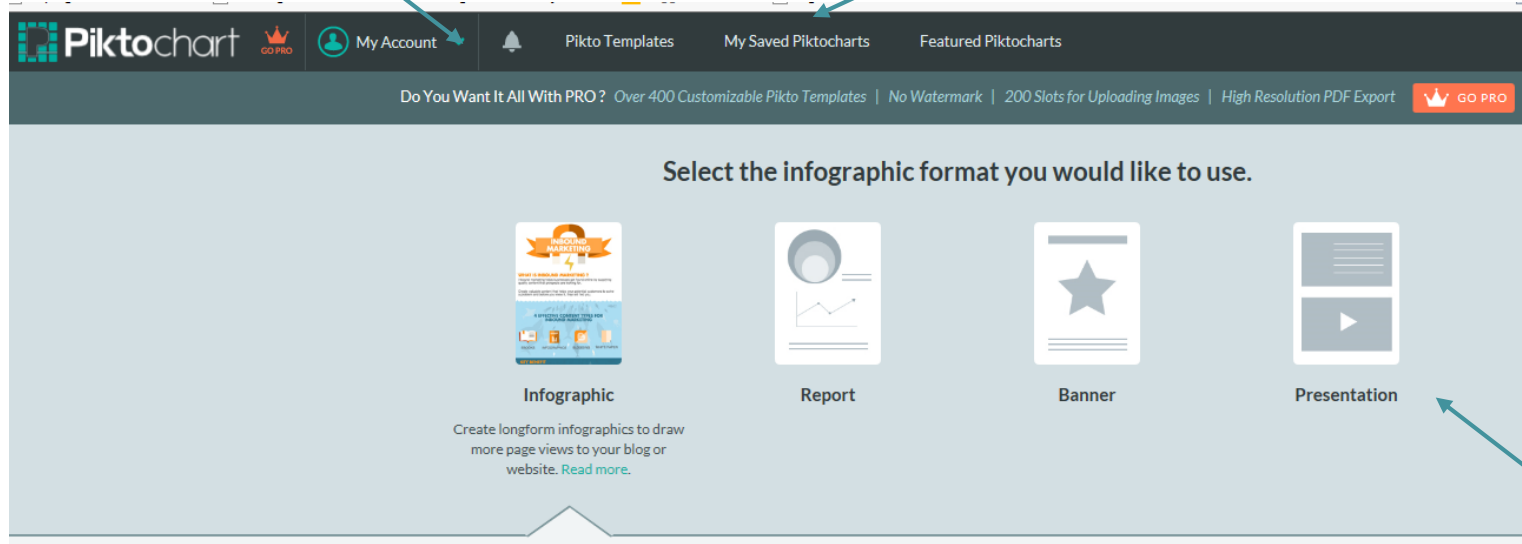For Your Infographics

http://piktochart.com/blog/

www.superhighways.org.uk

Choose your new design type

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Each individual design appears on your **home screen** when you click here – you can open your designs to edit, delete or publish them but not to copy

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draft

EDIT

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AF full infographic

Top Tip - You don't have to create a full infographic: create the element you need, download the design and when you insert it into your document you can crop away the white space, or shrink the image if you filled the whole design space with one chart or graphic.

Top tip 2: 'Minimalist' template is the easiest to manipulate - you can change all the elements but if you keep them to the same size it will be a well spaced infographic.

Some types of templates are only available if you 'Go Pro' and pay

PiktoChart Toolbox

Drag and drop graphics onto your template – includes shapes, icons and photos
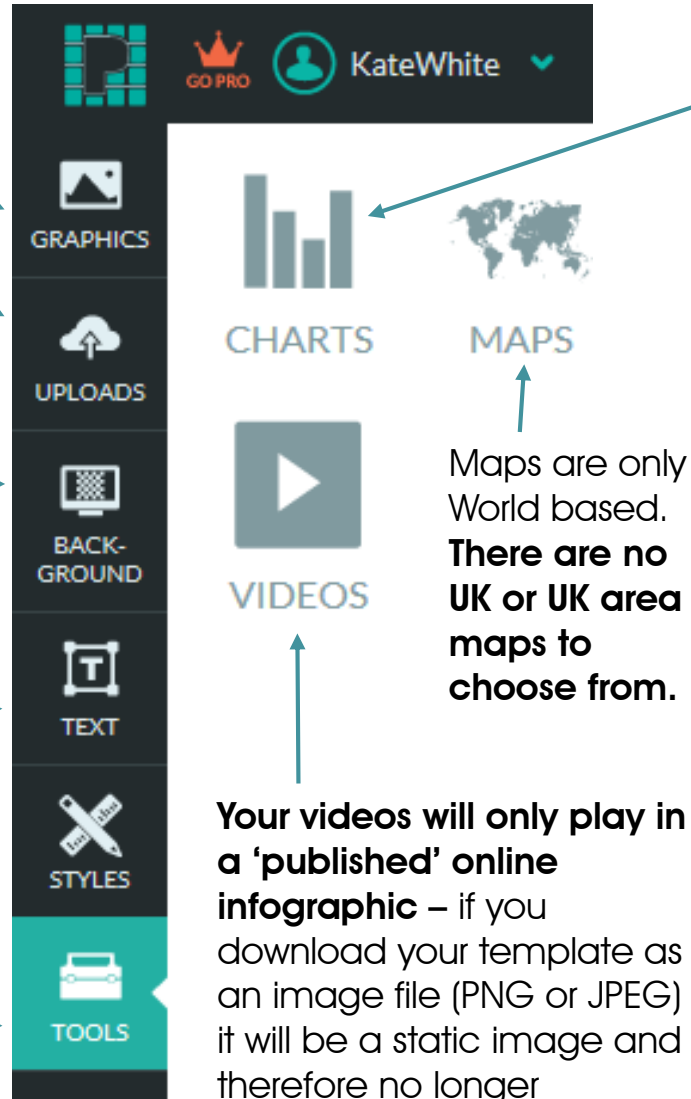
Upload your own photos

First click on your canvas to select a block – then click on your colour or background. Think about how and where you'll be using your chart – is it better to have a white background?
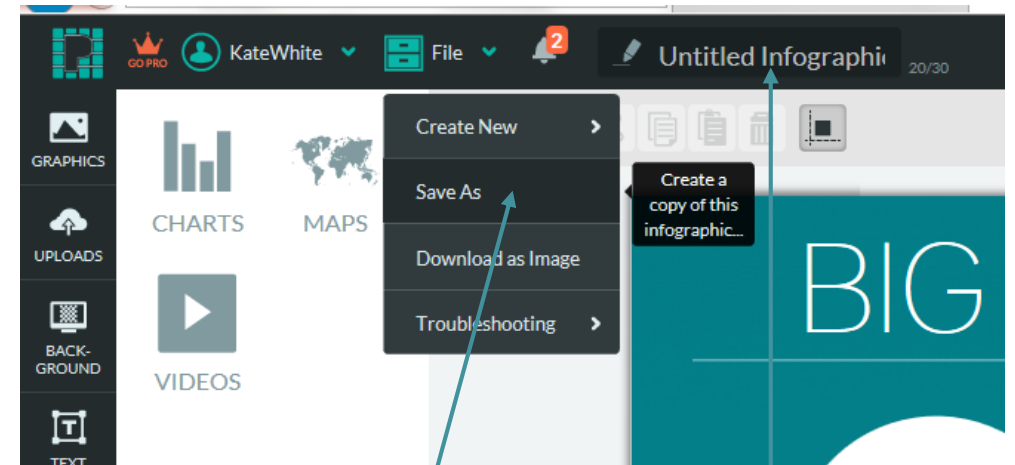
Drag and drop the text onto your template or text holder frames

Set a colour palette

In tools you can add charts, maps and videos

GRAPHICS

UPLOADS

BACK-GROUND

TEXT

STYLES

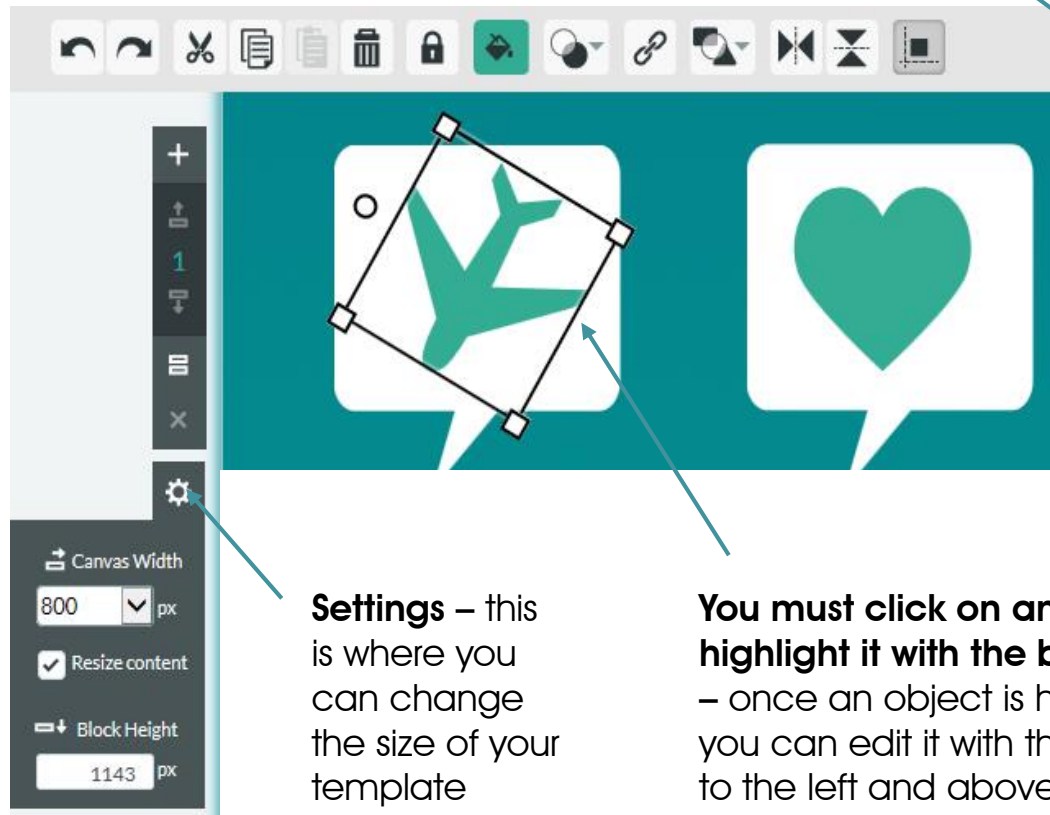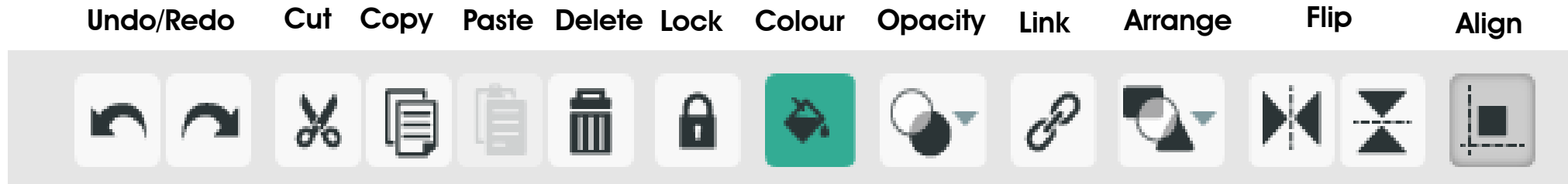**TOOLS**

GO PRO KateWhite

CHARTS MAPS

VIDEOS

You can insert a range of charts. Don't forget to click on your template where you want it to be added first.
You can also import data from your own Excel spreadsheets.

Maps are only World based. **There are no UK or UK area maps to choose from.**

Your videos will only play in a 'published' online infographic – if you download your template as an image file (PNG or JPEG) it will be a static image and therefore no longer interactive.

GO PRO KateWhite File Untitled Infographic 20/30

GRAPHICS

UPLOADS

BACK-GROUND

TEXT

CHARTS MAPS

VIDEOS

Create New

Save As

Download as Image

Troubleshooting

Create a copy of this infographic...

BIG

'Save as' is to create a copy of your design, not to save the original.

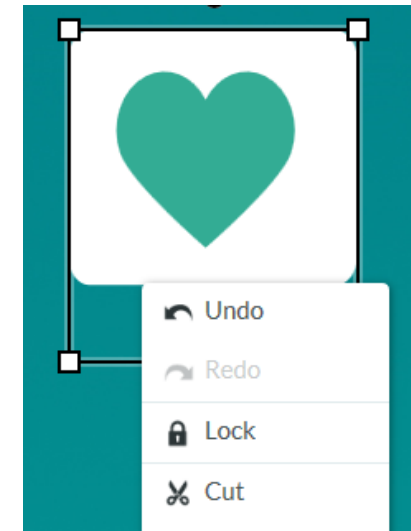**Re-name your design so it's easy to find in your saved templates.**

PiktoChart Toolbox – main editing tools

Undo/Redo **Cut** **Copy** **Paste** **Delete** **Lock** **Colour** **Opacity** **Link** **Arrange** **Flip** **Align**

Lock your individual objects to stop them moving around when working on your design.

Settings – this is where you can change the size of your template

You must click on an object to highlight it with the black square – once an object is highlighted you can edit it with the tool bars to the left and above

You can right click (unlike Canva) as a short cut to some of the main tool bar items

PiktoChart Toolbox – getting started with charts

Click to change your title and chart categories

Don't forget to update your chart when you have finished.

Click to change your chart format

| Chart Title | X Axis Title | Y Axis Title | CANCEL | UPDATE CHART |

Preview

Data   Dynamic Data   ⚙ Settings

Sample Data 1   Sample Data 2   ⬇ IMPORT YOUR DATA

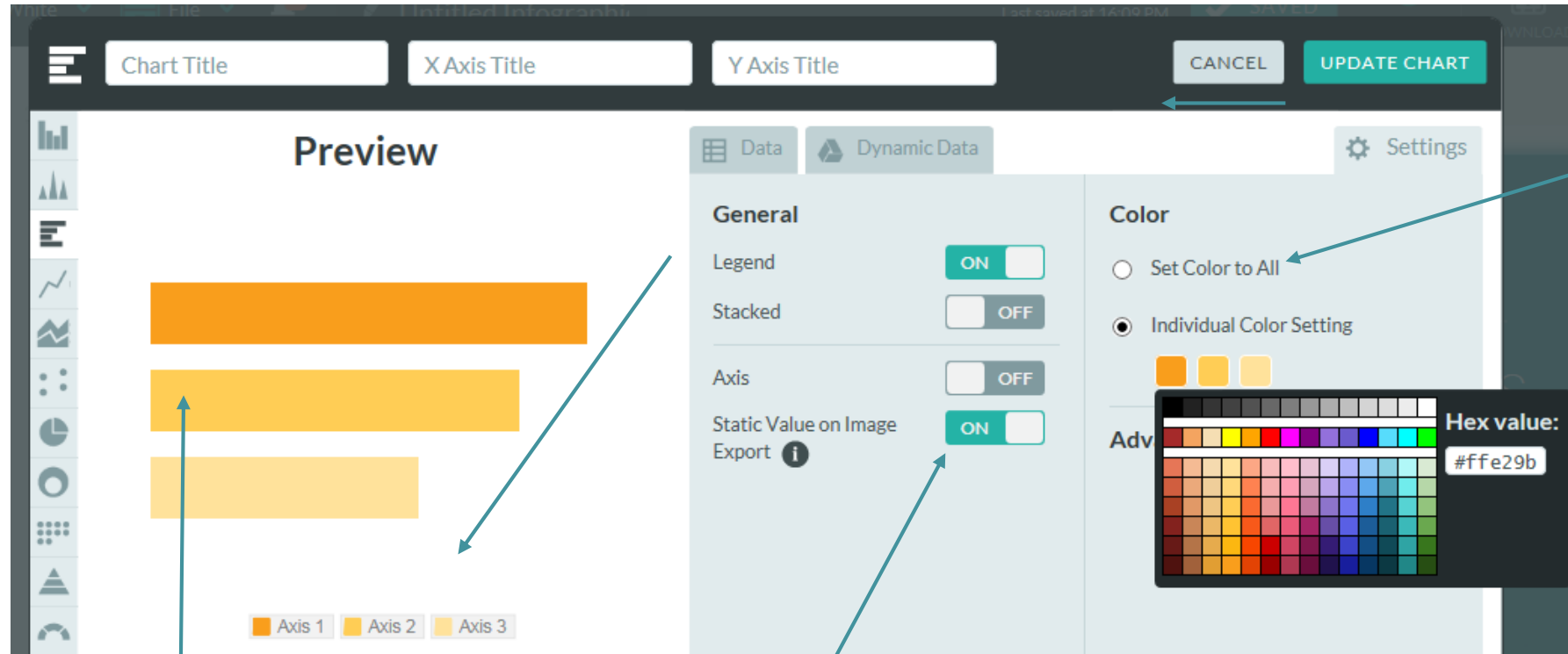|	A	B	C	D	E	F	G	H	I
1		Apples	Oranges	Berries					
2	Axis 1	10	40	30					
3	Axis 2	20	60	20					
4	Axis 3	30	50	10					
5									
6									
7									
8									
9									
10									
11									

Click on 'Settings' to change the colour and for more advanced features (see next page)

You can type any values into the data sheet or 'Import Your Data' from your own Excel spread sheets.

Top tip: Bar charts like this one are best for comparison of data, particularly showing dramatic highs and lows.

Dynamic Data - if you are using Google spreadsheets you can use your online data to link to the chart – **the chart will update as data is changed in Google.**

PiktoChart Toolbox – charts

If you want all your data to be one colour – great if you are keeping things simple and using one colour for background and one for objects

You can choose the hex code of your organisation's branding or choose from pre-set colours.

Top tip: Use one colour for your chart and use shades of the same colour to show de-creasing value. It is much easier to understand than three jarring colours.

You'll want to set 'Static Value on Image Export' as ON if you want the numbers to show on your charts when you save them as PNG or JPEG files. If you publish your files to web, people will be able to hover over the chart to see the values.
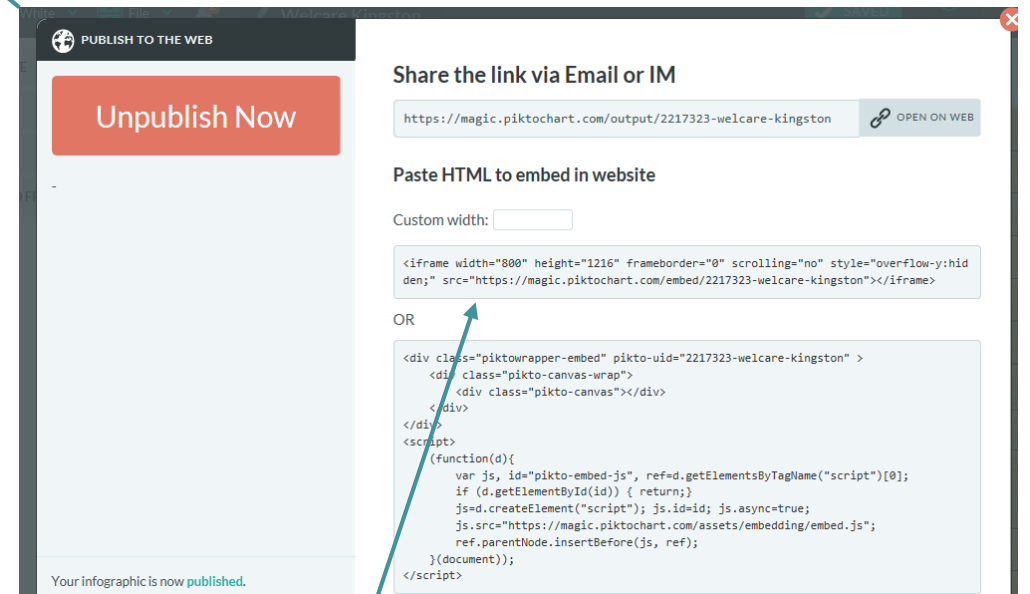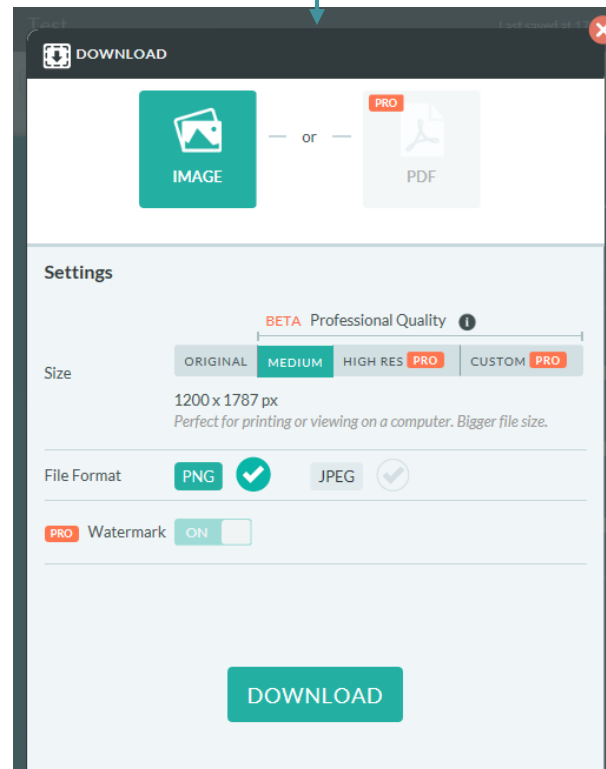
Download and share

Share: You can share straight to social media

SAVE your work as you go along. PiktoChart does not automatically save your work for you.

You can only **download original and medium resolution designs.** For a print ready PDF or high resolution image you'd have to pay.

Top tip: The watermark appears at the bottom of your design, so it's easy enough to crop this out before using in your documents.

Publish: Publishes as webpage of PiktoChart. You can also get the embed code to insert your design into your website as an interactive iframe.