

Piktochart Instructions

[Piktochart Tutorial Video \(5:11 mins\)](#)

Go to www.piktochart.com to login or sign up for an account.

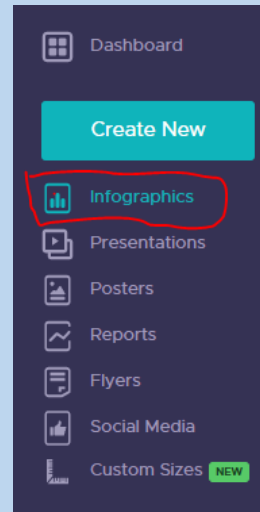


Two ways to sign up/login

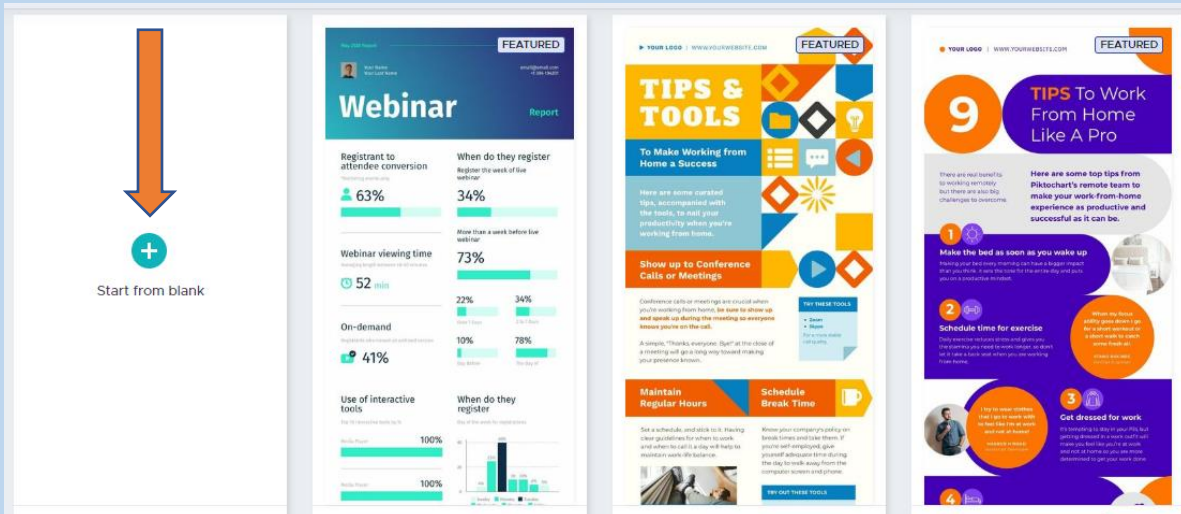
- 1) Using your Google or Facebook account
OR
- 2) Sign up with an email address
 - You can sign up using your school email account (**your student number@burnabyschools.ca**) or your personal email address.
 - **You don't need to put in your full name.**
 - Create your password.
 - Once you're signed in, you may need to go to your email account to activate the account first and then log in.
 - Go back to www.piktochart.com to log in.

A screenshot of the 'One-Step Sign Up' form on the Piktochart website. The form is white with a teal header containing the Piktochart logo and the text 'PIKTOCHART'. Below the header is the title 'One-Step Sign Up' and a sub-header 'Create your free account for instant access to the world's easiest to use visual creator'. There are two rows of sign-up options: 'Sign up with' followed by 'Google' and 'Facebook' buttons, and 'or with email' followed by three input fields for 'Full Name', 'Email', and 'Password'. Below the password field is a note: 'Minimum 10 characters. For strong passwords, use phrases that are unique only to you.' At the bottom, there is a declaration: 'By creating an account, I declare that I have read and accepted Piktochart's Terms and Conditions and Privacy Policy.'

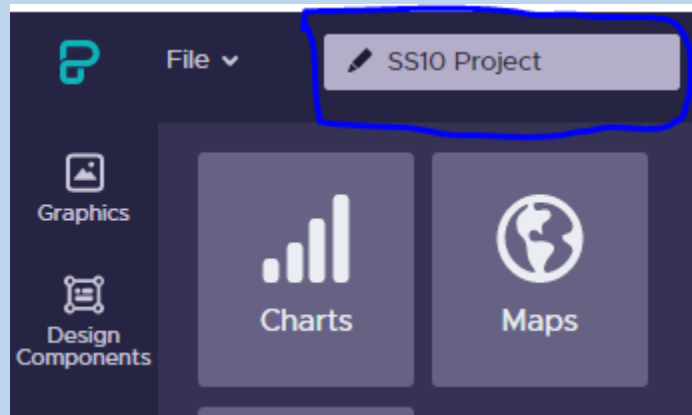
Once you've logged in, it will take you to the **Dashboard** page. Select the **Infographics** option



Next, select a blank template or one of the pre-designed templates.



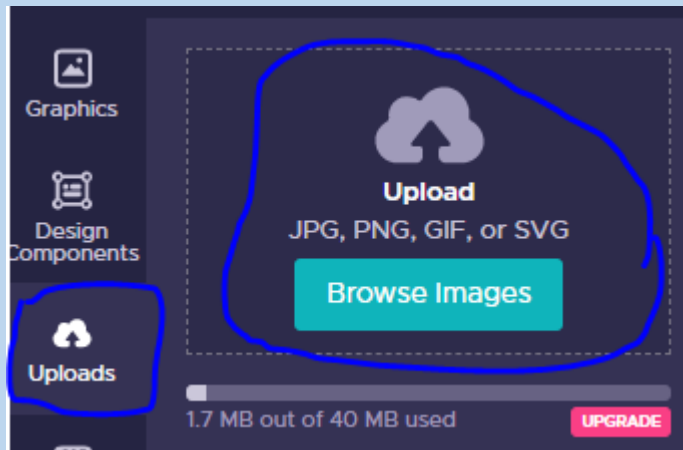
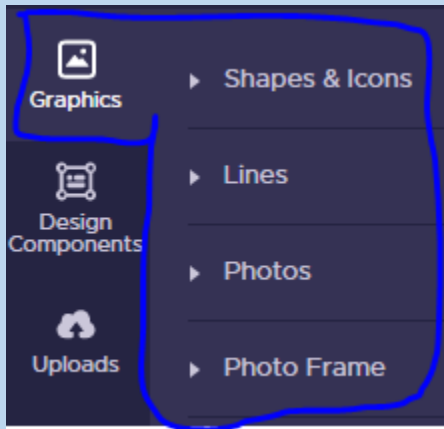
Then give your your infographic a file name.



The following are features that you can select.

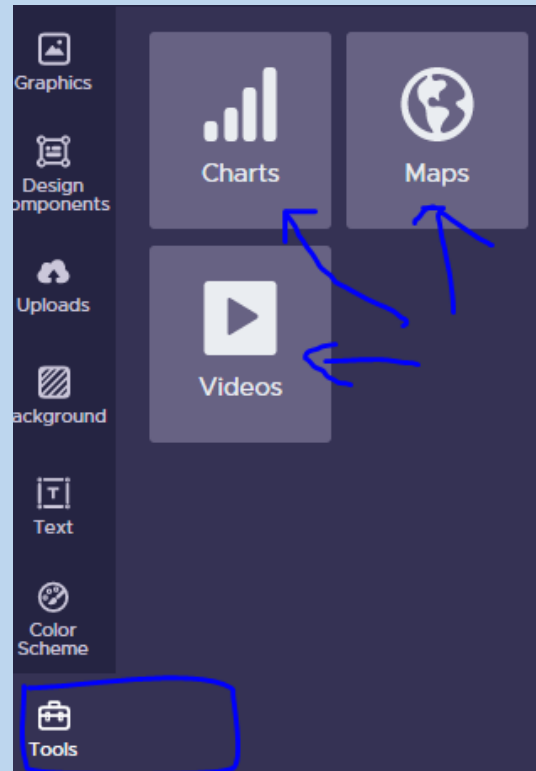
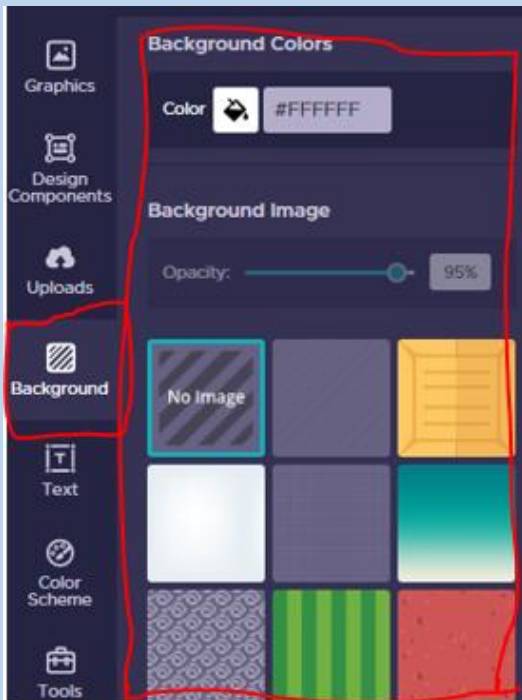
Graphics

To upload your own images or insert image

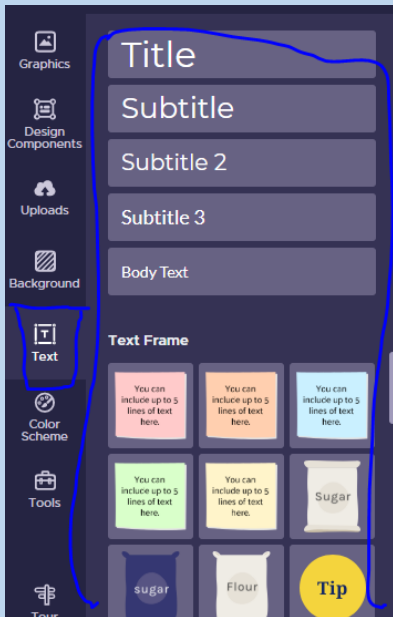


To choose background

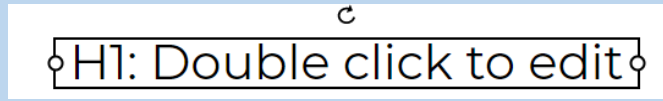
Selecting **Tools** will allow you to create your own charts, maps and insert Youtube & Vimeo videos.



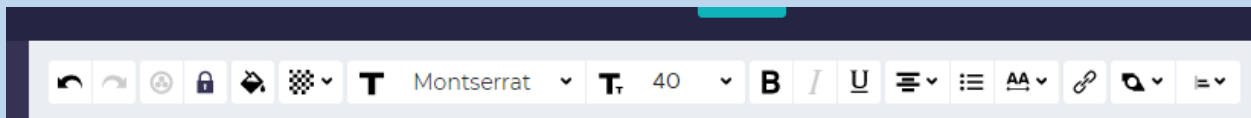
Click on the **Text** size you want



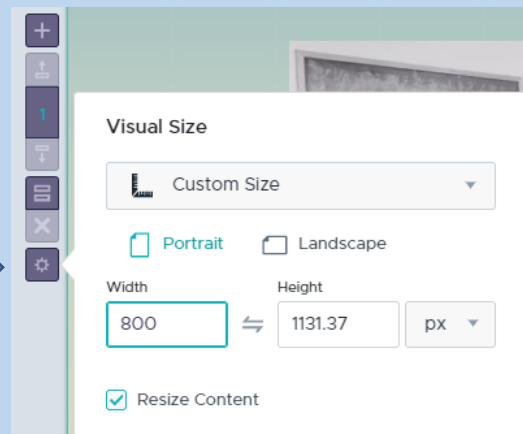
To **EDIT the text**, double click on the box.



Once you select your text, an editing menu shows up at the top

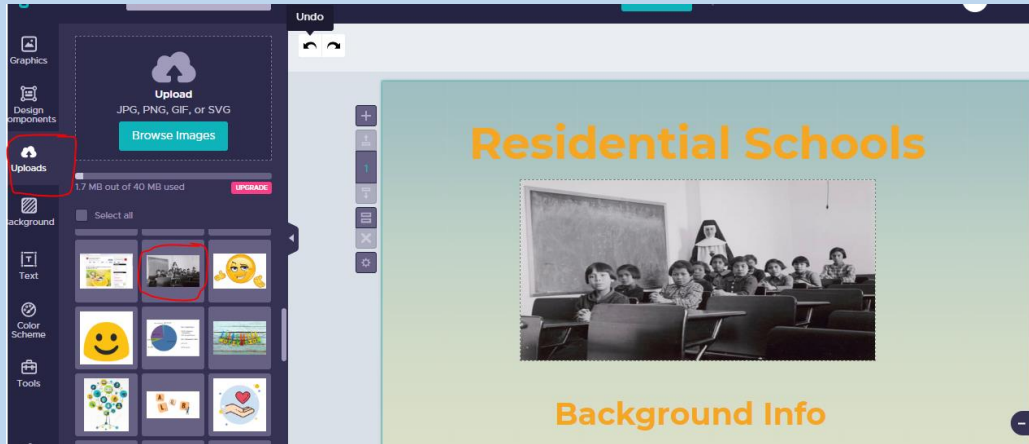


Settings icon – to select the size & orientation of the infographic

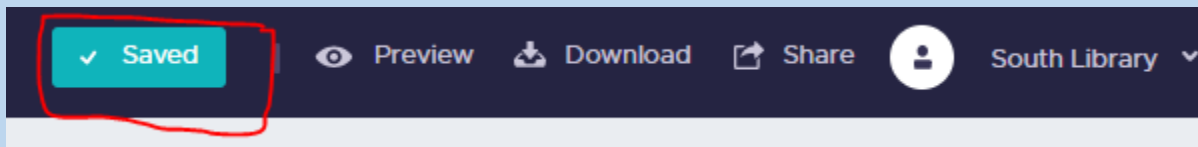


To add an image, upload a saved image from your device.

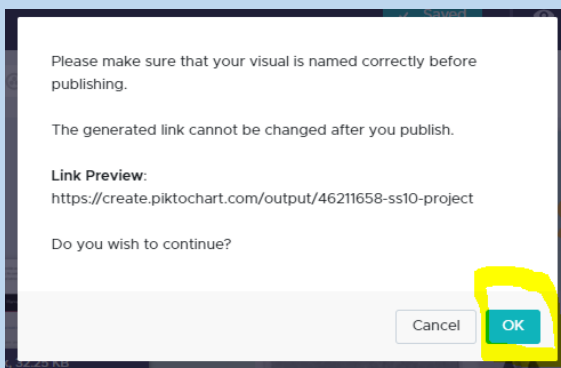
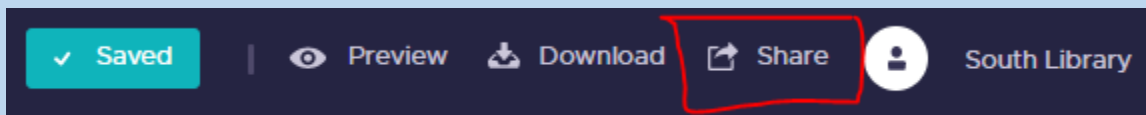
Click on the **image** you want and it'll be added to the template. Click on the image to drag it where you want it to be.



Save your infographic regularly, especially after you've added content.

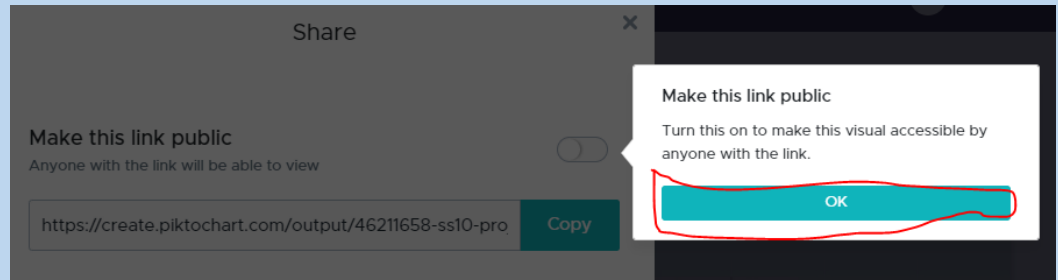


To share this infographic with your teacher, click on **Share**

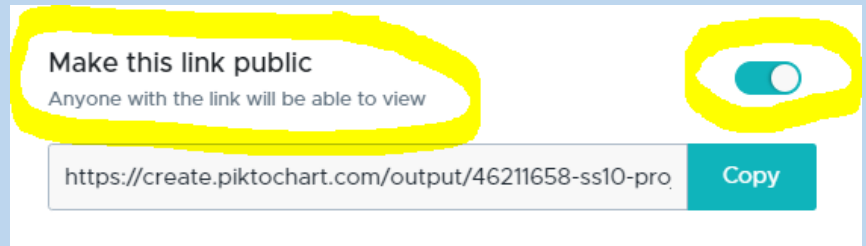


This screen will then appear.

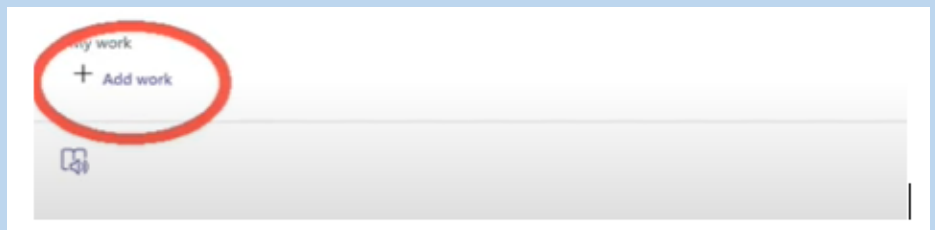
Click **OK**.



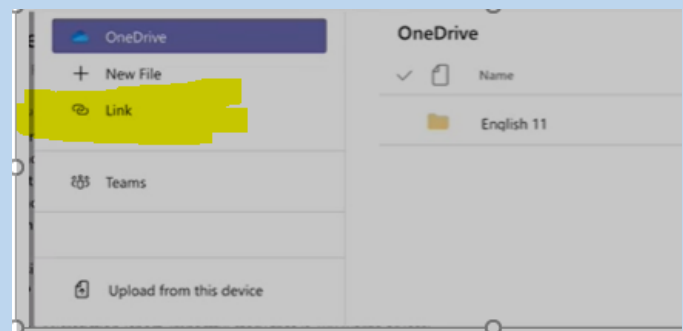
Slide the button over so it says **“Make this link public”**. Next, click on **“Copy”**



Now, go to the class you want to submit this assignment to in Teams Assignment tab. Click on **+ Add work**



Select **Link** and paste the link from Piktochart here. Click on **Attach** and then click on **Turn in**



When you see the animation on the top right corner, you'll know that the assignment has been submitted.

