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Question what you get. Media education to fight Disinformation

07.02. 2025

Online Course

During this session, we will go through:

✅ **The basics of using Canva**
✅ **Step-by-step instructions on key features**
✅ **How to create engaging infographics**
✅ **Saving and exporting designs efficiently**

CANVA

What is Canva

- Canva is an online design and publishing tool with a mission to empower everyone in the world to design anything and publish anywhere.

- It offers teachers and other users the opportunity to create attractive slideshows, images, videos, quizzes, certificates, infographics, and other media.

- Canva is accessible in eight different languages through most web browsers with the possibility to download mobile IOs or Android app or desktop app for Windows or Mac.

Canva

Canva versions

Free version offers:

- Drag-and-drop editor for easy customizations
- 250.000 + free templates
- 100+ design types
- 1+ million free photos and graphics
- 5GB of cloud storage

Pro version offers:

Additionally to free version features:

- 100+ million of images
- Image background remover
- 100GB of cloud storage

Teams version offers

Additionally to Pro version features:

- Possibility to add team members
- Share the editable version of developed designs with team members
- Unlimited features

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Canva Free VS Canva Pro 👑

Canva Free		Canva Pro
200K Free Photos		71M Free Photos
57K Graphic Elements		4.5M Graphic Elements
250K Free Templates		420K Free Templates
13K Free Videos		2.5M Free Videos
1700 Premium Fonts		3000 Premium Fonts
75 Audio Tracks		25K Audio Tracks
5GB Cloud Storage		1TB Cloud Storage
└ Limited Brand Kit		└ Unlimited Brand Kit

Canva

IMPORTANT!

Canva for NGOs

Canva offers free Pro version for non-profit organisations - you need to provide a documents proving your status.
You could also add your team members to Canva and then your account automatically coverts to Teams version for free.

NON PROFIT

How to use Canva?

Step 1: Defining the Challenge

Choose a real-world situation that poses a disinformation challenge relevant to your students.

Example 1: A viral hoax spreads among students via social media, causing concern and debate.

Example 2: A discussion on WWII propaganda leads students to reflect on modern-day disinformation.
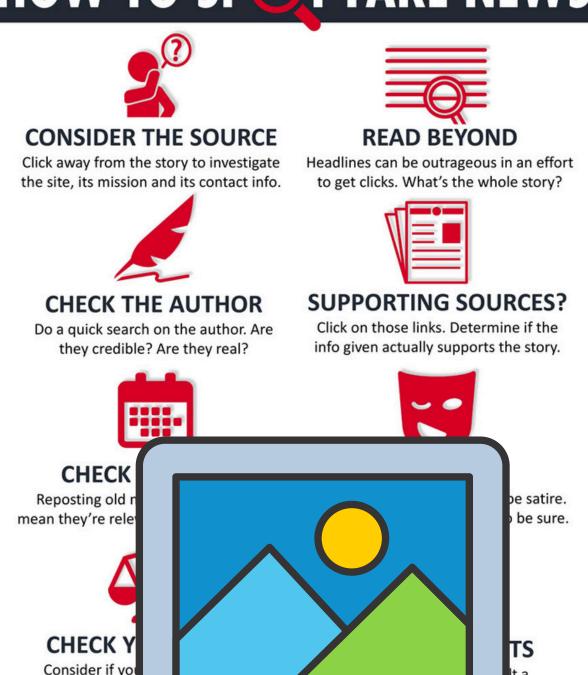
Suggested materials:

- Hoax Example
- WWII Propaganda Image: USHMM Poster:
- Educational Video: WWII Private Snafu: https://www.history.com/news/wwii-propaganda-private-snafu-flashback

How to use Canva?

Slide 4: How to Insert Images/Videos in Canva
1. Click on 'Uploads' and select 'Upload Files' your device.
2. Drag and drop the image onto your canvas
3. Use Canva's Elements tab to find stock images
4. Resize and position as needed.

How to use Canva?

How to Add a Link to Canva

1. Select the text or element where you want to add a link.
2. Click on the 'Link' icon in the top menu.
3. Enter the URL and press 'Apply'.
4. To test the link, switch to Present Mode and click on it.

Link to Aidkit Prpoject

How to use Canva?

How to Add a PDF to Canva
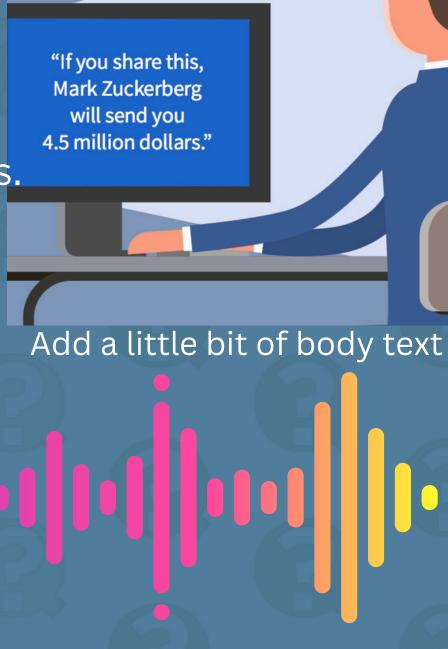
1. Click on 'Uploads' in the left-hand toolbar.
2. Select 'Upload Files' and choose a PDF from your computer.
3. Once uploaded, drag and drop the PDF onto your design canvas.
4. Adjust size and position as needed.

PDF

How to use Canva?

How to Add Audio to Canva

1. Click on 'Uploads' and upload an audio file.
2. Drag the audio file onto the design.
3. Adjust the timing and volume in the audio settings.
4. Use voiceover recordings to add instructions.

"If you share this, Mark Zuckerberg will send you 4.5 million dollars."

Add a little bit of body text

How to use Canva?

How to Create Infographics Related to Disinformation

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- Step 1: Define the purpose of your infographic (e.g., explaining misinformation, countering hoaxes, showing fact-checking steps).
- Step 2: Gather reliable data and sources.
- Step 3: Choose a Canva infographic template.
- Step 4: Add visual elements such as icons, grap and illustrations.
- Step 5: Include concise text with key points.
- Step 6: Customize colors, fonts, and layout for clarity and engagement.
- Step 7: Download and share the infographic.

HOW TO SPOT FAKE NEWS

CONSIDER THE SOURCE
Click away from the story to investigate the site, its mission and its contact info.

READ BEYOND
Headlines can be outrageous in an effort to get clicks. What's the whole story?

CHECK THE AUTHOR
Do a quick search on the author. Are they credible? Are they real?

SUPPORTING SOURCES?
Click on those links. Determine if the info given actually supports the story.

CHECK THE DATE
Reposting old news stories doesn't mean they're relevant to current events.

IS IT A JOKE?
If it is too outlandish, it might be satire. Research the site and author to be sure.

CHECK YOUR BIASES
Consider if your own beliefs could affect your judgement.

ASK THE EXPERTS
Ask a librarian, or consult a fact-checking site.

IFLA
International Federation of Library Associations and Institutions
With thanks to www.FactCheck.org

How to use Canva?

How to Save and Export Your Canva Project

1. Click on 'Share' in the top-right corner.
2. Choose the format: PDF, PNG, MP4, or GIF.
3. Click 'Download' and select quality settings.
4. Save to your device or share a link for collaboration.

Additional Links:

Aid kit project about Canva:

https://aid-kit.erasmus.site/platform/mod/book/view.php?id=644

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