



Practice: prepare your visuals

Kinds of visuals and their uses

	To be used when you need to:
Photographs and drawings	explain a concept, an idea or a process
Graphs	display numerical information and statistics
- line graphs	show changes and trends
- pie graphs	show distribution patterns
- bar graphs	compare data
Charts	summarize data in a list
Info Graphics	communicate complex data through the use of attractive, dynamic diagrams that facilitate understanding
Videos	show or explain something more quickly and efficiently than words or graphics allow
Realia (physical objects and models)	show how something works stimulate the audience's interest