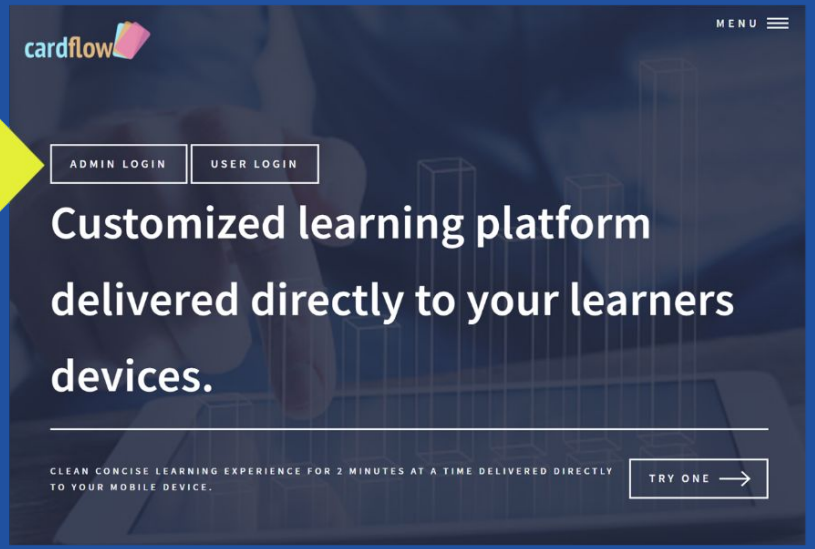
Building your Cardflow

1

Visit https://cardflow.ai in your browser.

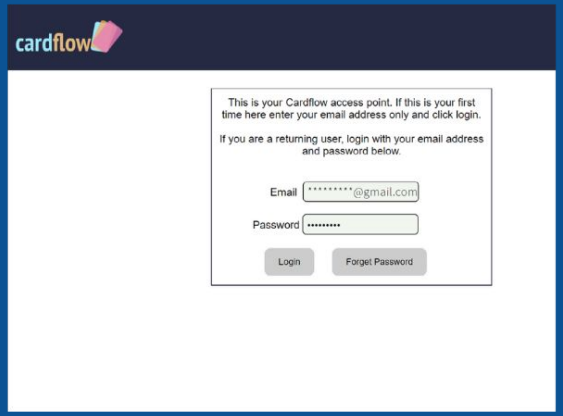
From the Cardflow website select Admin Login if you have a Corporate Administrator Account and User Login if you have a personal account.
Note: If you are a new user select User Login to Register.



cardflow

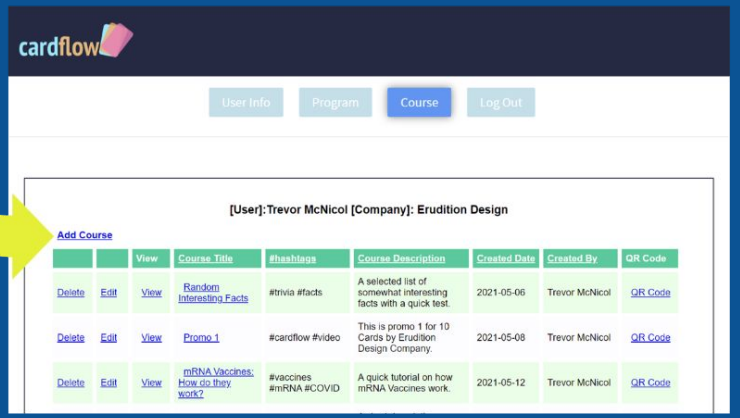
2

Login with your credentials. If this is your first time logging in to a User Account you will need to Register.

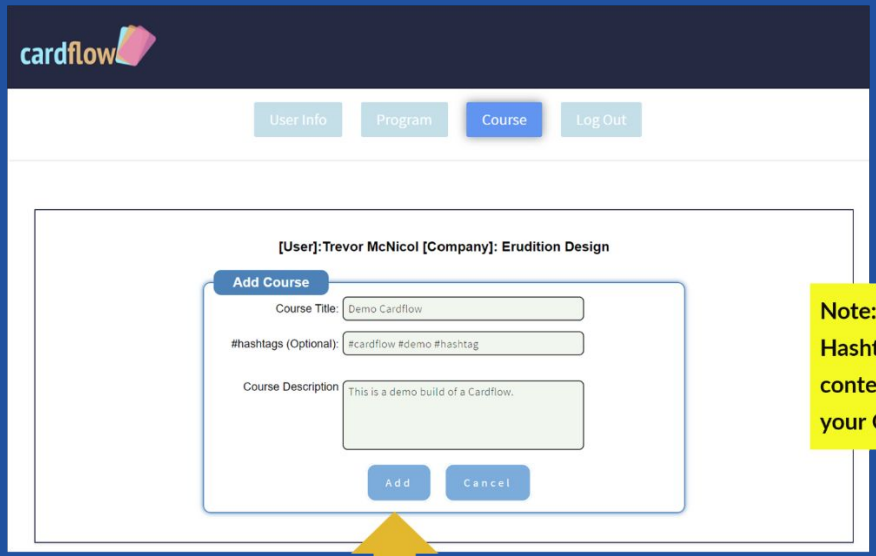


3

Once you are logged in click the Add Course link.



4 Create your Cardflow



1. Enter Course Title

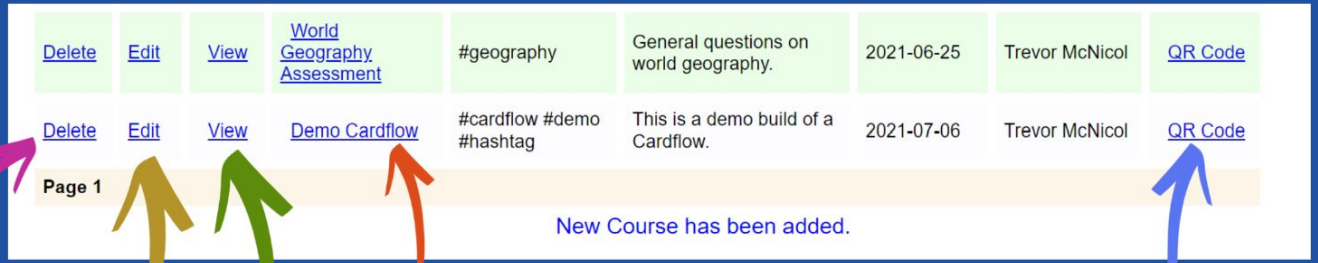
2. Enter Hashtags

3. Enter Course Description

4. Click Add

Note: We recommend 2 or 3 hashtags. Hashtags should be aligned to the content, skills or subject matter of your Cardflow.

5 Your Cardflow has now been added to your Course List



Delete	Edit	View	World Geography Assessment	#geography	General questions on world geography.	2021-06-25	Trevor McNicol	QR Code
Delete	Edit	View	Demo Cardflow	#cardflow #demo #hashtag	This is a demo build of a Cardflow.	2021-07-06	Trevor McNicol	QR Code

Page 1

New Course has been added.

Delete this Cardflow and all associated tracking.

Edit the Title, Hashtags and Description of this Cardflow.

View This Cardflow in your browser.

Build and Edit this Cardflow.

Download the QR Code for printing and Sharing your Cardflow.

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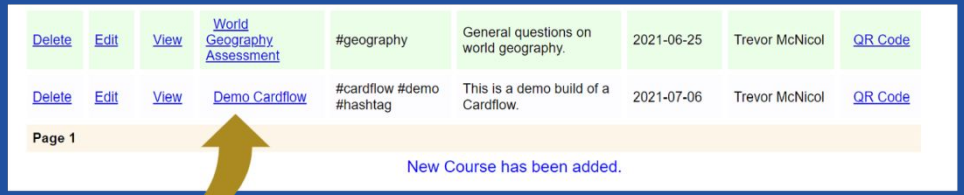
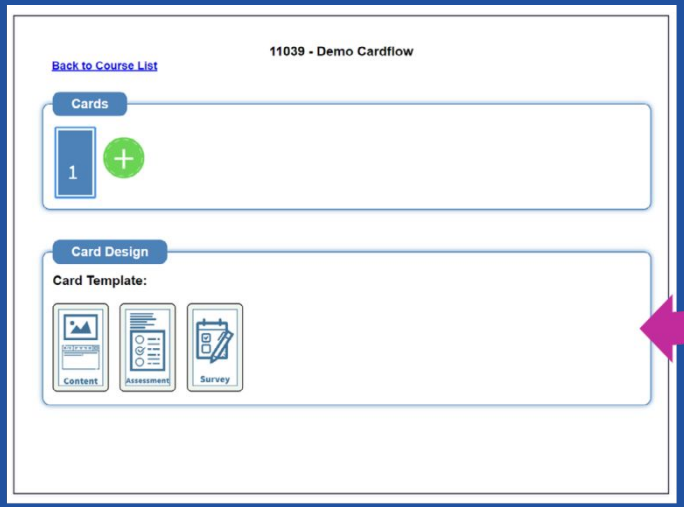


Click on the title of the Cardflow to begin building your content.

7

This is the Cardflow builder.
By default Card 1 is always loaded.
Since we are just starting this Cardflow build, card 1 is empty.



Select the template you would like to use for your first card.
In most cases this will be a Content Template.

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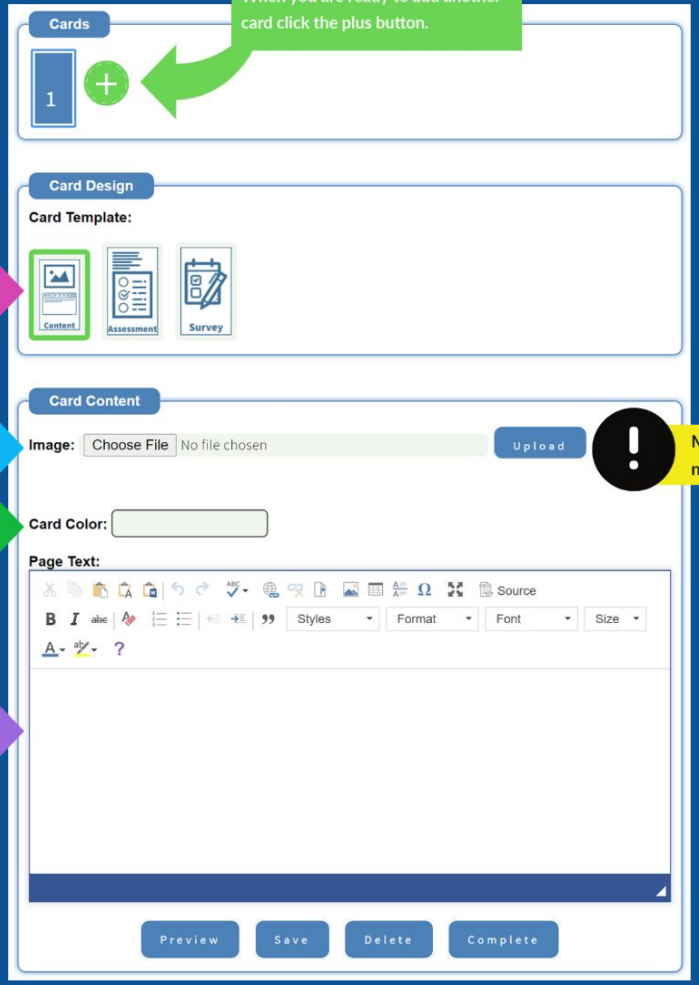
When you are ready to add another card click the plus button.

Notice the Content template is now highlighted.

You may choose to upload an image from your computer or mobile device.

Select a card background color for your card.
For white enter FFFFFF.

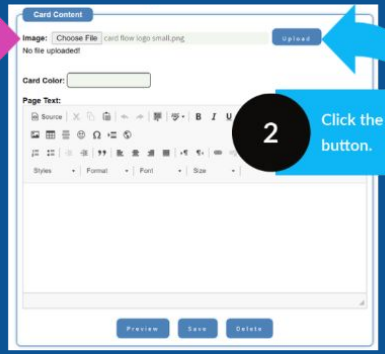
Use the Card Editor to design your card. The card editor functions very much like any word processor you use.



More on image uploads on next page.

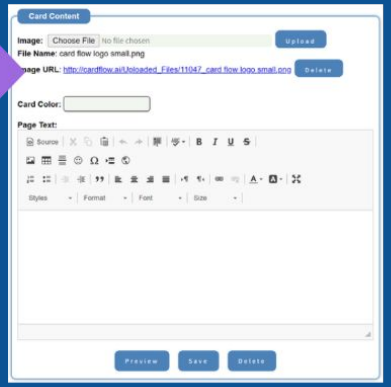
Uploading Images

1. Click Choose File from the Card Content editor and select an image from your computer or mobile device.

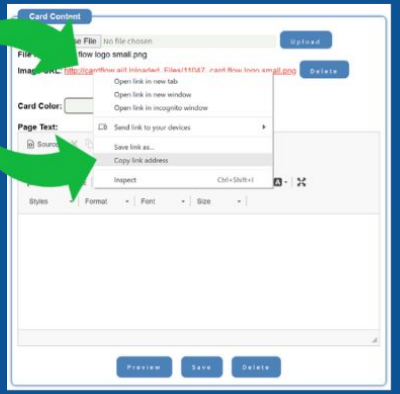


2. Click the Upload button.

3. You will now see a link to the image on our Cardflow server.



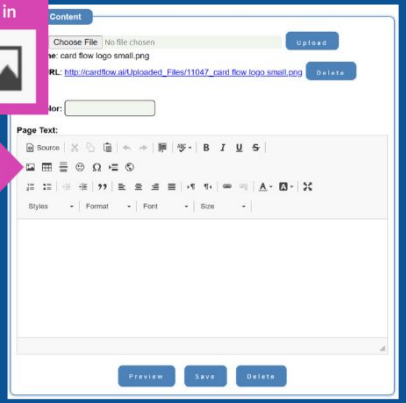
4. Right click on the link and select "Copy Link address.
On you mobile device hold down on the link and select "Copy Link URL"



Note: Each card can only have one image uploaded.
You may choose to link to images elsewhere on the internet as long as you have the rights.

Uploading Images cont.

5 Select the image icon in the card editor.



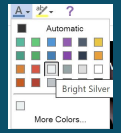
6 Paste the link for the image into the URL field.

7 Set image size. Recommend image width of 300 max so that your card displays within the dimensions of mobile devices.

Note: Consider setting the image with with a %. Example: 20%, 40%, 75% 90%. This will ensure a optimal display on mobile devices.
If you set using a percentage you can leave the height filed blank.
Fill in the Alternative text field with a brief description of the image. This is to support accessibility and screen readers.

Design Tips

With the Editor image you will provide a link to the image. You can source your own images from the web so long as you have the rights and permission to use them. Alternatively you can use a free image server like Google photos, Imgur, Flickr 500px or Dropbox to serve your own images. You can also upload an image to Cardflow for use. See the previous pages “Uploading Images” for instructions.



Experiment with color combinations when determining the background color vs text color of your cards. Black text on white card can serve a purpose but white font on a colored card can be eye catching.
Note: For white we recommend Bright Silver. This way you can actually see the font in the Card Editor.

- For variety consider different color cards throughout a course while keeping to a theme.

Remember Learners today do not want to be bombarded with text. This is the post Twitter age and short and easy to read is ideal. We recommend you design with no scrolling. Consider adding another Card instead.

- Currently you are allowed 20 Cards in one Cardflow. This is to facilitate keeping learners engaged. Cardflow learning should be designed so users can complete one Cardflow in under 5 minutes.

Design Tips continued

You can embed video from **YouTube** using YouTube's embed functionality.

You should set the width of your video to no larger than 350. Below is a sample embed code. Any source code like the sample below must be placed into the source view. Source

Sample Video embed code (replace the highlighted url with you YouTube video url):

```
<iframe allow="accelerometer; autoplay; clipboard-write; encrypted-media; gyroscope; picture-in-picture" allowfullscreen="" frameborder="0" src="https://www.youtube.com/embed/YOUR UNIQUE VIDEO ID?controls=0" title="YouTube video player" width="350"></iframe>
```