



SOCIAL MEDIA CREATOR

This year’s Social Media Creator is easier than ever! Each graphic takes only four simple steps. On Mission Monday, May 10, use our template to create a graphic promoting your agency’s mission. On May 31, the last day of Community Action Month, use our template to design a thank-you graphic expressing gratitude to everyone who participated in another successful Community Action Month.

Mission Monday Instructions

1. Open PowerPoint File
2. Copy/paste your agency’s mission into the text placeholder in the middle of the graphic.
3. Choose which font and size works best for you. Then center the text box.
4. Click “Save As” and select .PNG file. PowerPoint will then ask you which slides you would like to export. Select “Just This One.”

Thank-You Graphic Instructions

1. Open PowerPoint File
2. Click the icon in the middle of the picture placeholder located in the blue box, then add your staff photo.
3. Click the icon in the middle of the box in the top right corner, then add your logo.
4. Click “Save As” and select .PNG file. PowerPoint will then ask you which slides you would like to export. Select “Just This One.”

If you have any questions, contact Johnny Eudaly at jeudaly@communityactionpartnership.com.

