General Guideline

- **Expressivity**: express one idea per graphic
- **Representativity:** show the most representative example of each information. If several examples are required, show several graphics and group them.
- **Importance**: show the most important information on top of the sheet or increase its size.
- **Grouping**: group related information spatially and use boxes to emphasize the grouping
- **Consistency**: Be consistent across sheets and techniques in terms of terminology, styles, graphical elements,..
- **Terminology**: Explain alternative terminology
- **Stylistic simplicity**: chose a simple style that allows focusing on important information. Keep additional and contextual information (unimportant labels, objects, narrators) in the background.
- **Graphics first**: try to explain as many information in graphics as they are easier to retrieve and memorize.