CANVA DESIGN SCHOOL

Quick Guide to Canva

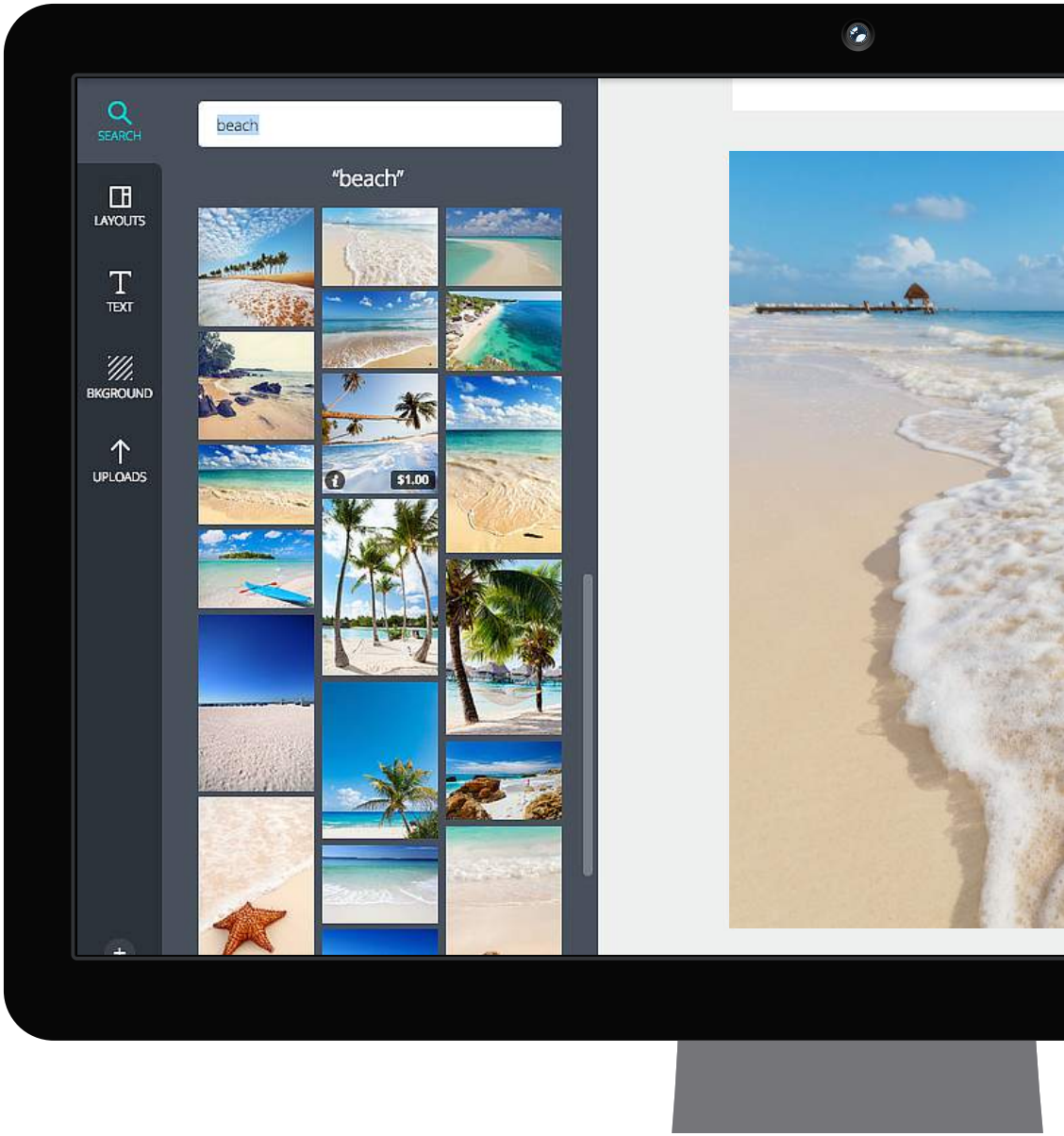
Canva

Search

SEARCH

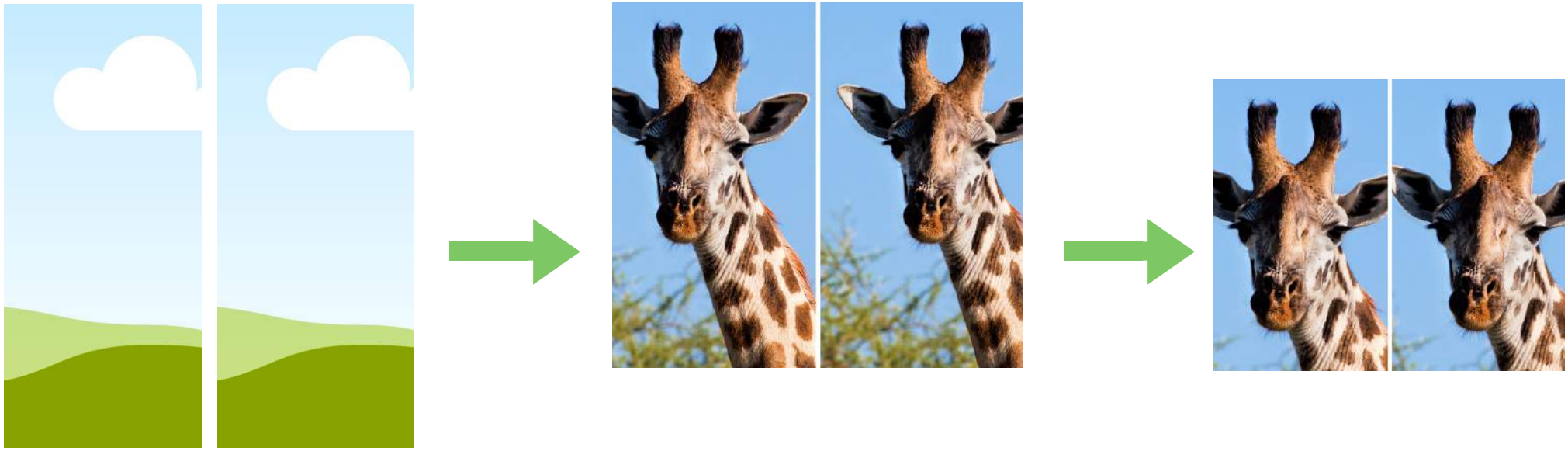
The two ways to search

There are two ways to search: category folders and keyword search.



SEARCH

Grids and images



Grids can be used to hold any images and allow for easy resizing and manipulation of your images.

Layouts

LAYOUTS

Choose a striking template

If you don't want to start from scratch, choose one of the hundreds of beautifully designed layouts that have been created for each design type.

T

Text

TEXT

Use a text box

Choose from header, subtitle, or body text boxes and adjust the font and size to complement your design. Change the default font and size if you regularly use the same fonts.

ADD TEXT TO YOUR DESIGN

Use a text holder

BLUEBERRY

PIE

FOR MORE RECIPIES VISIT OUR WEBSITE

SCULPTURE & ART

EXHIBITION

ON NOW

Honeycomb

icecream

THE ULTIMATE DINNER TREAT

If you're not sure where to start, choose from hundreds of text boxes to tastefully frame the text for your design.

Background

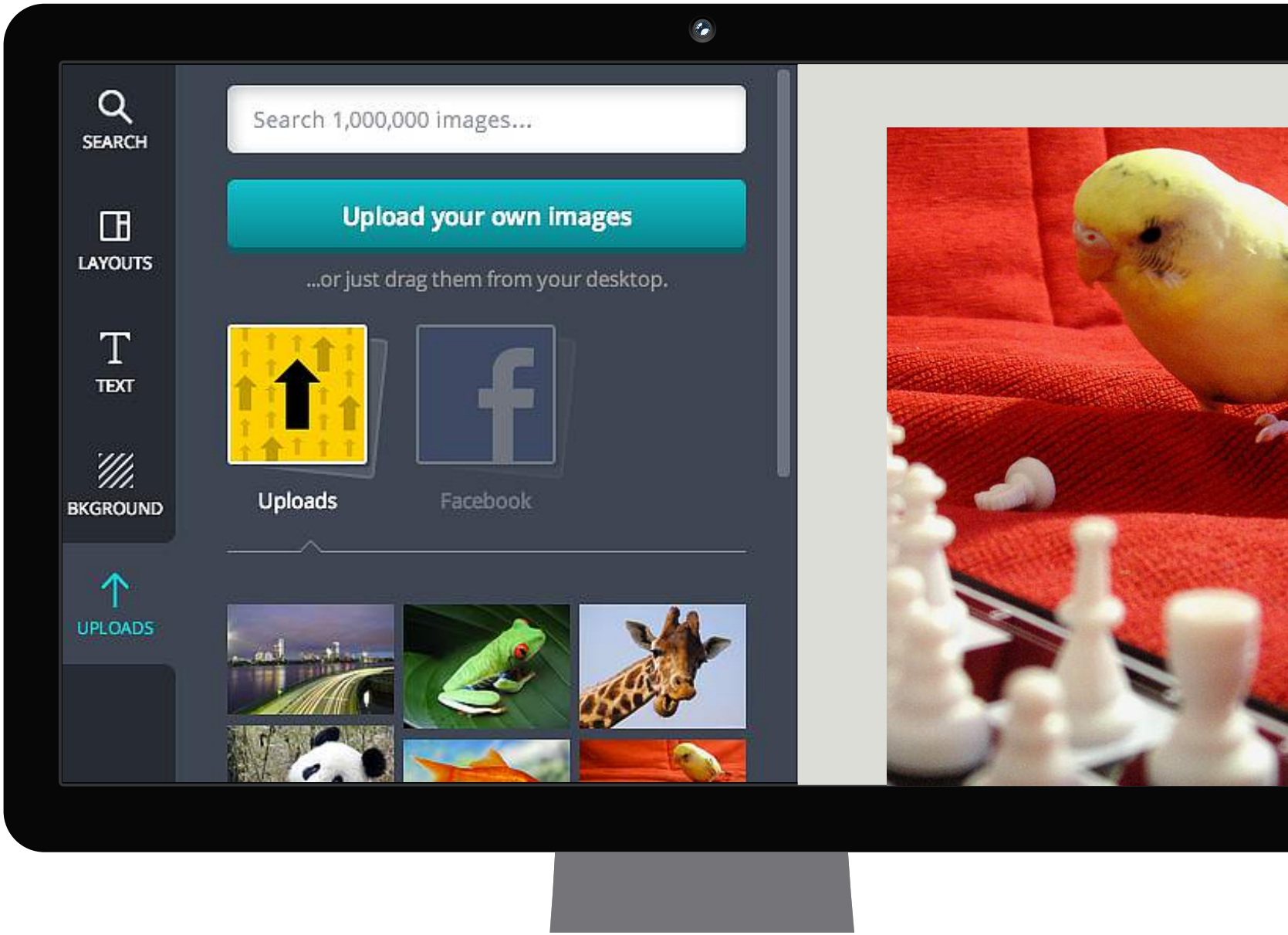
BACKGROUNDS

Choose a color or Canva background

Uploads

UPLOADS

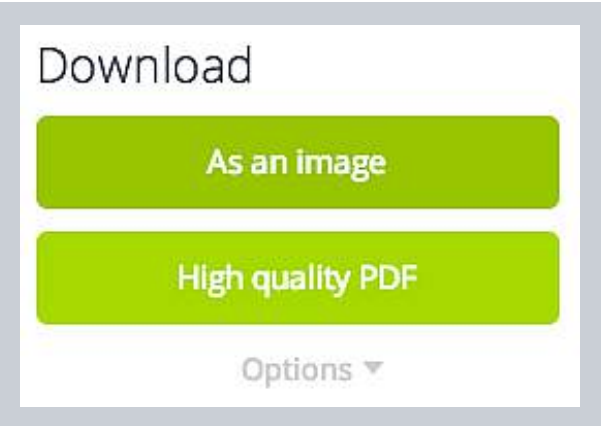
Upload your own images



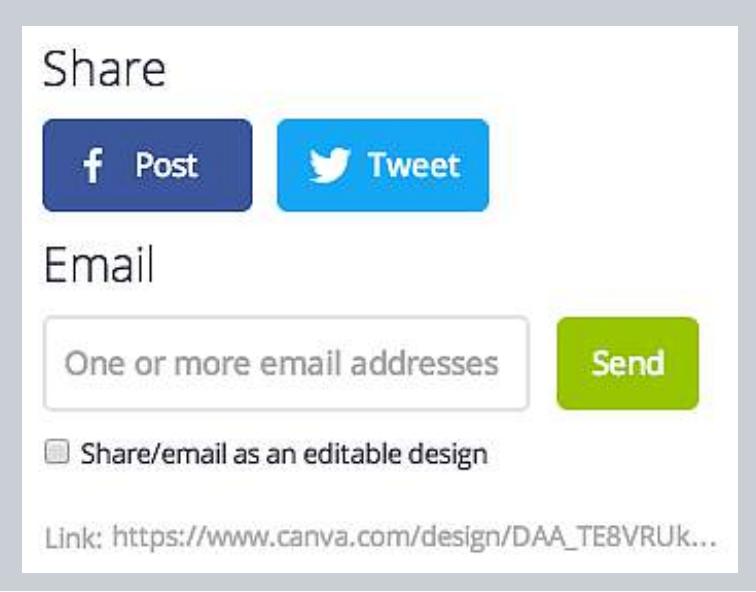
Helpful Tips

HELPFUL TIPS

Download



Download your design as a PDF or image.



Share your design using email or using a link.

HELPFUL TIPS

Page arrangement

You can change the order of your pages by clicking on the up or down arrows.

You can also duplicate and delete pages in your design by clicking on the dual page or trash can icons.

GETTING STARTED

Beginner's Challenge

Beginner's Challenge

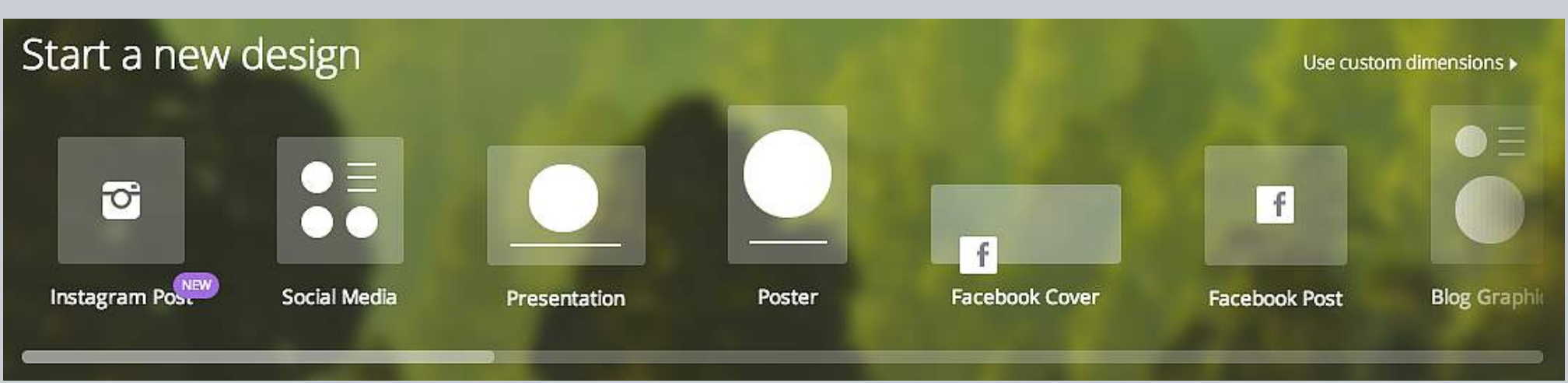
See details

Essential Canva Tools

See details

GETTING STARTED

Choose your new design type



Choose the design type that makes the most sense for your classroom task.