Canva

CRASH COURSE

FOR FREE & PRO USERS

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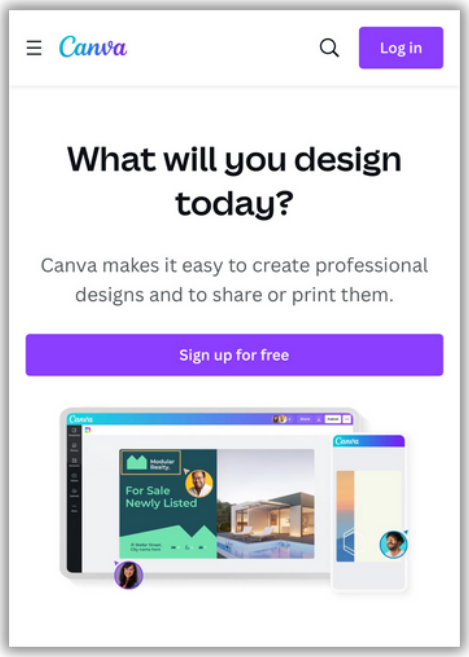
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Getting Started with Canva

FIRST, YOU NEED AN ACCOUNT. CANVA HAS A FREE AND PRO VERSION TO CHOOSE FROM. THE FREE VERSION IS GREAT FOR BEGINNERS WHO ARE JUST TESTING THE WATERS. I RECOMMEND THE PRO VERSIOS FOR SERIOUS DIGITAL PRODUCT CREATORS.

Website View



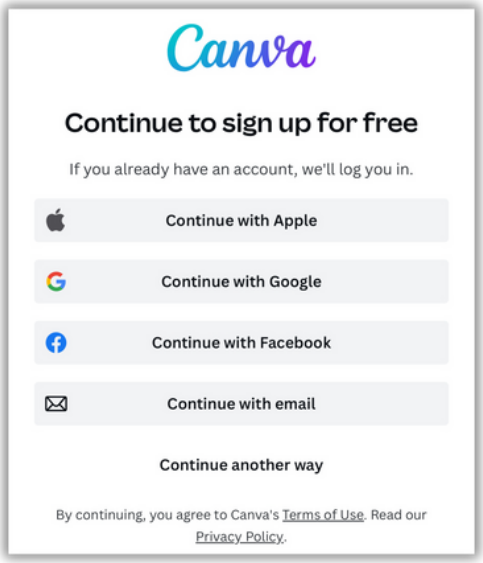
VISIT WWW. CANVA.COM OR DOWNLOAD THE CANVA APP.

TAP OR CLICK THE PURPLE SIGN UP BUTTON TO CREATE YOUR ACCOUNT.

CHOOSE ONE OF THE OPTIONS LISTED ON THE MENU TO BEGIN.

FOLLOW THE PROMPTS TO COMPLETE REGISTRATION.

App View



CLICK GET STARTED.

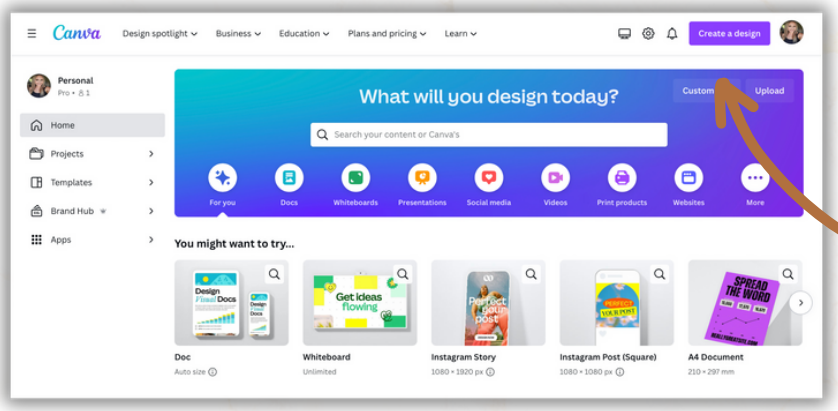
SELECT WHICH OPTION YOU PLAN TO USE CANVA FOR.

CONTINUE TO FOLLOW PROMPTS.

CONFIRM YOUR ACCOUNT BY EMAIL AND YOU'RE READY TO GET STARTED!

Starting Your Design

AFTER YOU CREATE YOUR ACCOUNT, YOUR HOME SCREEN WILL LOOK SOMETHING LIKE THIS AND NOW IT'S TIME TO START DESIGNING!



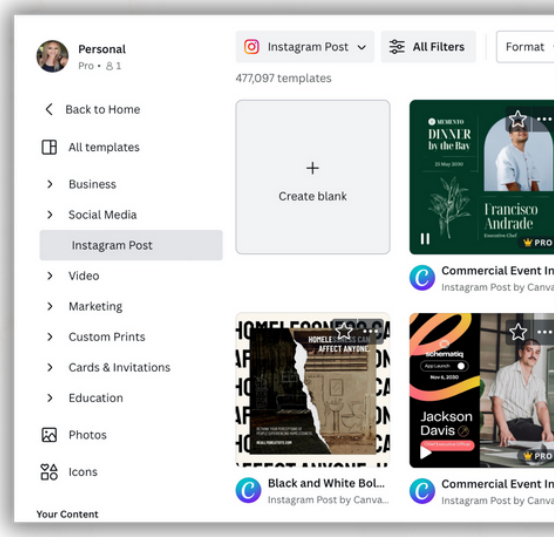
CANVA HAS MANY PRESIZED PROJECTS FOR YOU TO CHOOSE FROM LIKE INSTAGRAM POSTS AND EVEN DOCUMENTS AND PRESENTATIONS.

TO CREATE A CUSTOM SIZED DESIGN. TAP OR CLICK THE 'CUSTOM SIZE' BUTTON AND PUT IN YOUR MEASUREMENTS.

TO USE A PRESIZED DESIGN BLANK OR TEMPLATE EITHER SCROLL THROUGH THE OPTION ON YOUR HOMESCREEN OR USE THE SEARCH BAR.

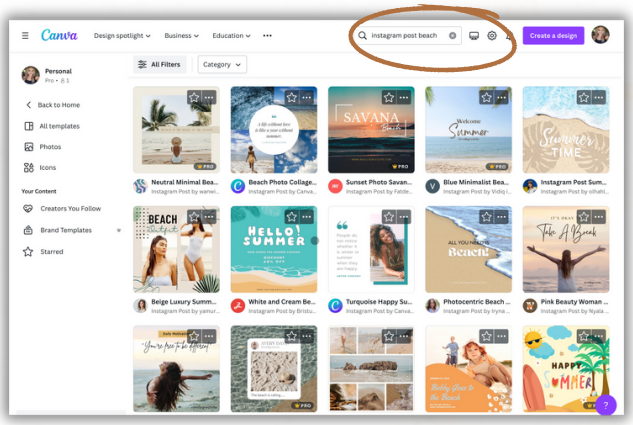
TYPE IN THINGS LIKE PINTEREST PIN, INSTAGRAM POST, FLYER, INVITATION ETC.

THEN CHOOSE TO START WITH A BLANK DESIGN OR SCROLL THROUGH THE THOUSANDS OF TEMPLATES. YOU CAN EDIT.



YOU CAN ALSO SEARCH FOR SPECIFIC STYLES OF TEMPLATES.

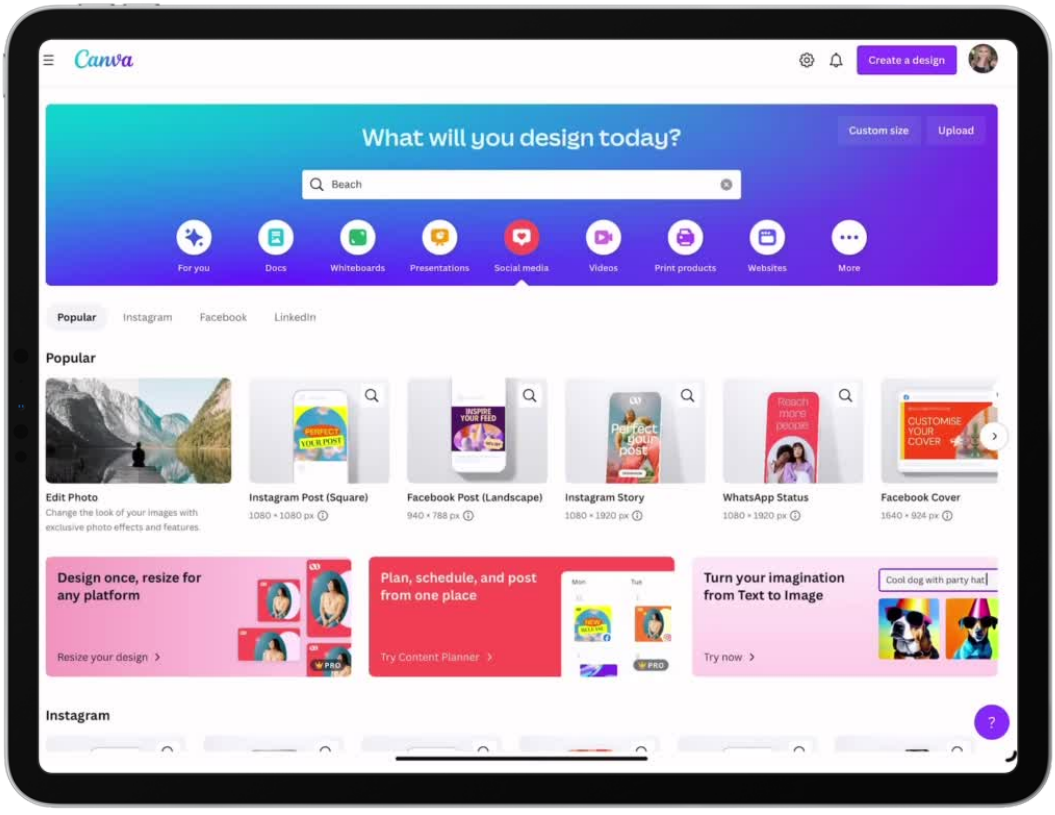
FOR EXAMPLE, IF I'M CREATING A POST ABOUT THE BEACH, I COULD TYPE INSTAGRAM POST BEACH AND TEMPLATES THAT MATCH THAT DESCRIPTION WILL POPULATE.



CANVA IS ALWAYS ADDING NEW TEMPLATES AND KEEPING THINGS FRESH SO YOU'LL NEVER RUN OUT OF INSPIRATION ON THIS APP!

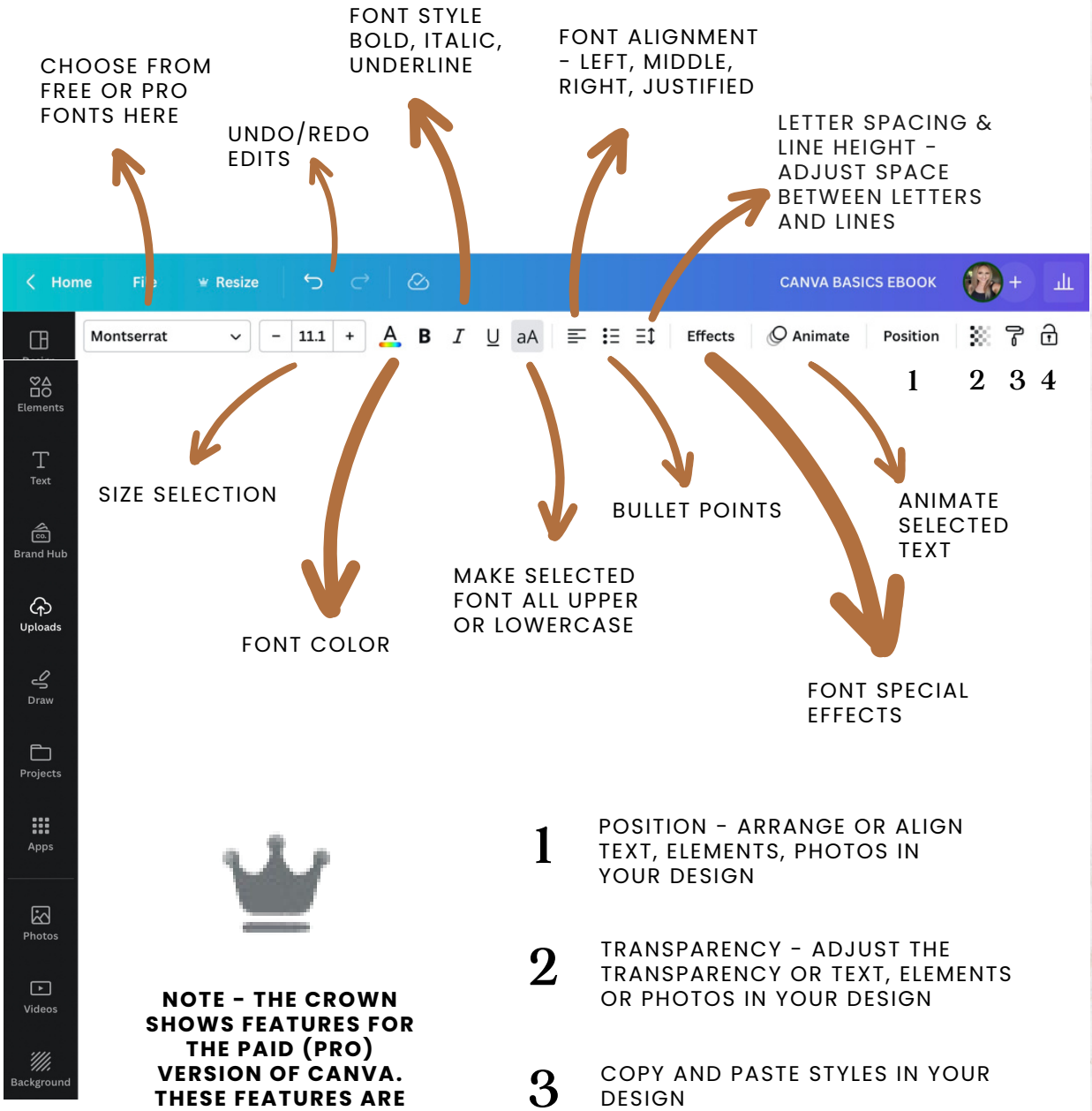
ON THE NEXT PAGE, I'LL SHOW YOU HOW TO START YOUR DESIGNS IN A VIDEO TUTORIAL.

Starting Your Design Video Tutorial



Navigating Your Workspace

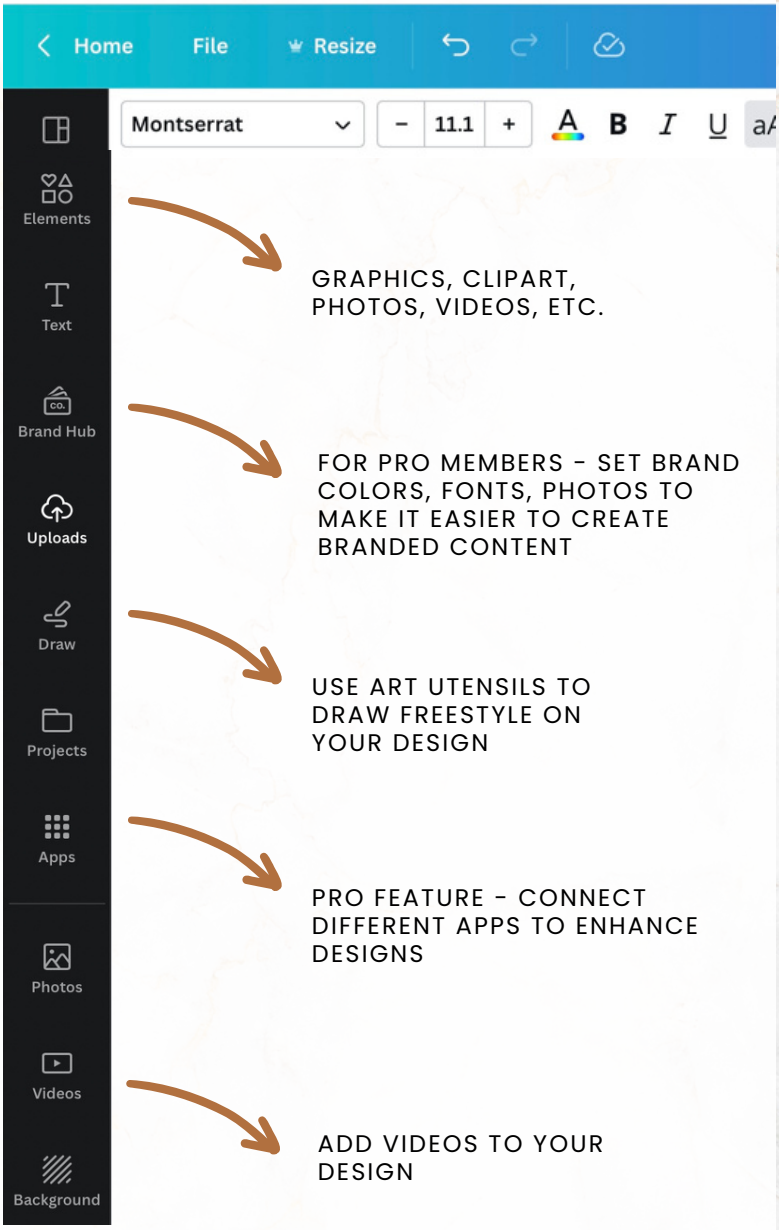
LEARNING HOW TO UTILIZE THE TOOLS CANVA OFFERS MAKES CREATING DESIGNS MUCH EASIER AND MAKES THE DESIGN PROCESS GO FASTER



NOTE - THE CROWN SHOWS FEATURES FOR THE PAID (PRO) VERSION OF CANVA. THESE FEATURES ARE NOT AVAILABLE IN THE FREE VERSION

1. POSITION - ARRANGE OR ALIGN TEXT, ELEMENTS, PHOTOS IN YOUR DESIGN
2. TRANSPARENCY - ADJUST THE TRANSPARENCY OR TEXT, ELEMENTS OR PHOTOS IN YOUR DESIGN
3. COPY AND PASTE STYLES IN YOUR DESIGN
4. LOCK TEXT, ELEMENTS, OR PHOTOS IN YOUR DESIGN TO PREVENT THEM FROM MOVING

Tools Continued



DESIGN TEMPLATES

GRAPHICS, CLIPART, PHOTOS, VIDEOS, ETC.

TEXT OPTIONS - HEADINGS, FONT COMBINATIONS, ETC.

FOR PRO MEMBERS - SET BRAND COLORS, FONTS, PHOTOS TO MAKE IT EASIER TO CREATE BRANDED CONTENT

YOUR UPLOADED PHOTOS

USE ART UTENSILS TO DRAW FREESTYLE ON YOUR DESIGN

PROJECTS OR DESIGNS THAT YOU'VE CREATED IN CANVA

PRO FEATURE - CONNECT DIFFERENT APPS TO ENHANCE DESIGNS

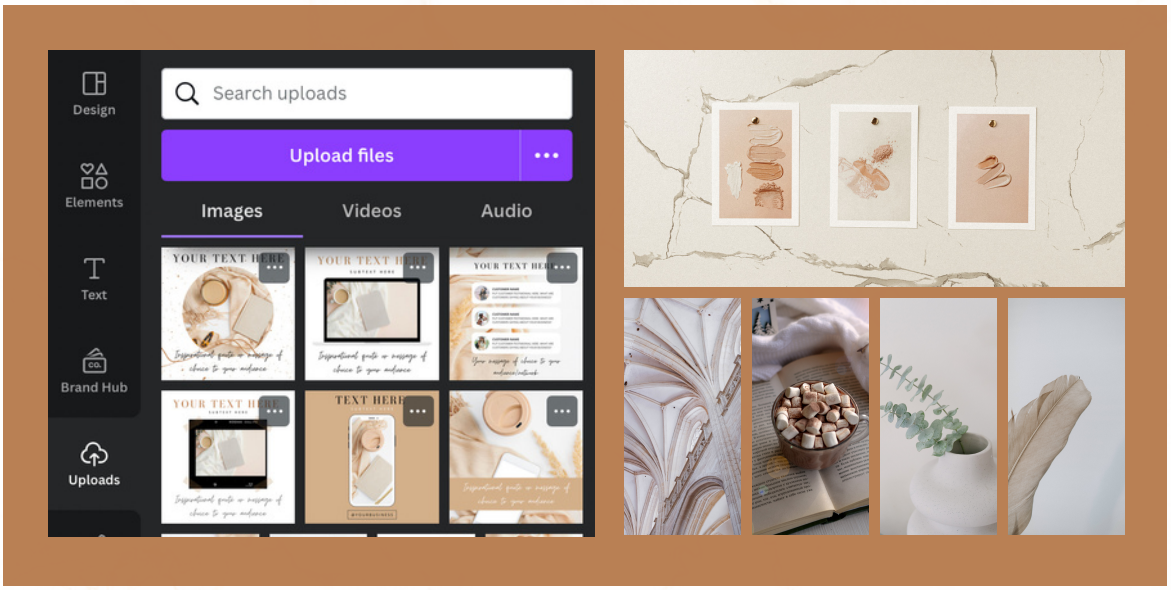
PHOTOS AVAILABLE FROM CANVA FOR YOU TO USE IN YOUR DESIGNS

ADD VIDEOS TO YOUR DESIGN

BACKGROUNDS AVAILABLE FOR YOUR DESIGNS

NOTE: SOME FEATURES ARE ONLY AVAILABLE IN THE *PRO* VERSION OF THE CANVA APP

Understanding Your Toolset



Uploading Your Own Photos



UPLOADING PHOTOS TO CANVA IS EASY!

TAP OR CLICK THE UPLOADS ICON.

THEN SELECT 'UPLOAD FILES.

LOCATE THE FILES/PHOTOS ON YOUR DEVICE THAT YOU WANT TO UPLOAD AND SELECT ADD.

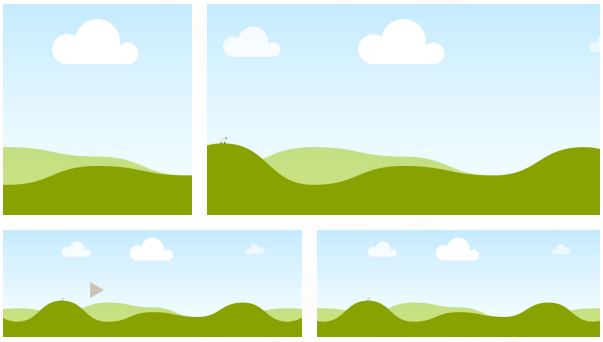
THEN TAP OR CLICK THE UPLOADED FILES TO ADD TO YOUR DESIGN.



CANVA HAS A HUGE PHOTO LIBRARY FULL OF FREE AND PAID PHOTOS THAT YOU CAN ADD TO YOUR DESIGNS USING THE PHOTOS ICON.

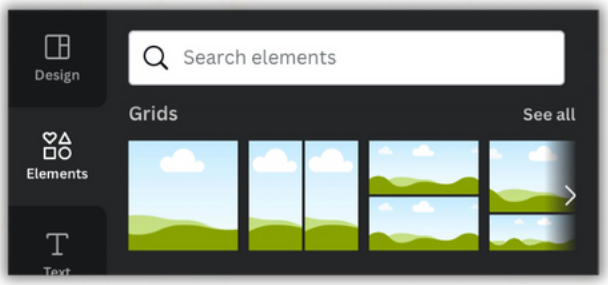
Photo Grids

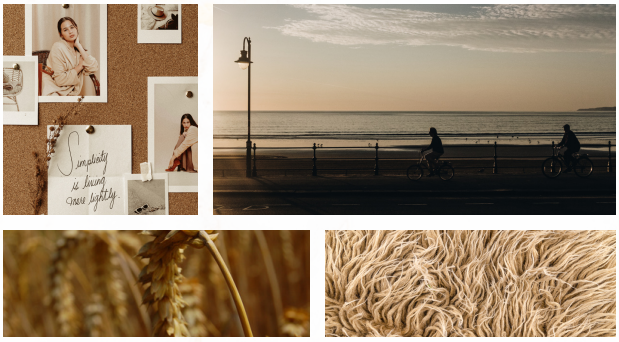
PHOTO GRIDS ARE GREAT TOOLS THAT HELP YOU ORGANIZE OR ADD A CLEAN AESTHETIC TO YOUR DESIGN.



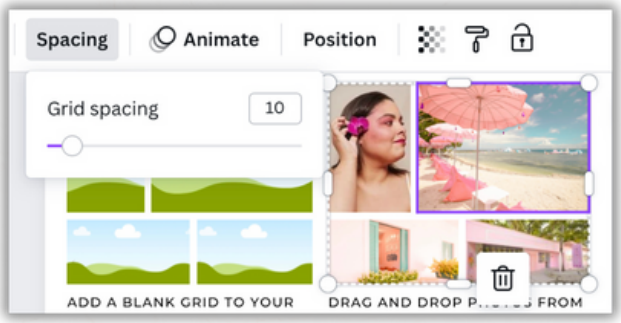
ADD A BLANK GRID TO YOUR DESIGN.

GRIDS ARE LOCATED IN THE ELEMENTS SECTION. SCROLL DOWN TO GRIDS THEN TAP OR CLICK SEE ALL TO EXPAND.





DRAG AND DROP PHOTOS FROM YOUR UPLOADS OR CANVA PHOTOS TO PLACE THEM IN YOUR GRID.



ADJUST THE SPACING BETWEEN YOUR PHOTOS BY TAPPING OR CLICKING SPACING THEN SLIDING THE BAR LEFT OR RIGHT

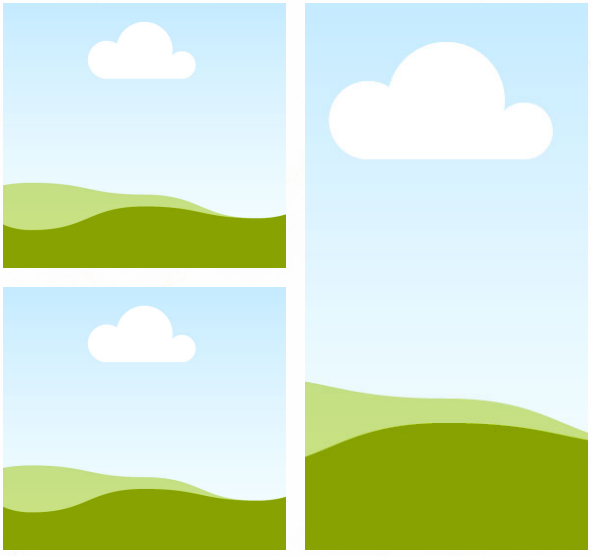






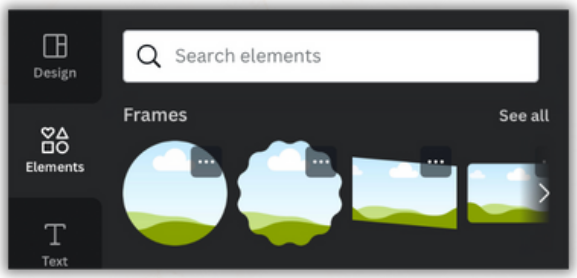
Photo Frames

FRAMES ALLOW YOU TO ADD OR CROP IMAGES AND VIDEOS INTO THE SHAPE OF THE SELECTED FRAME.

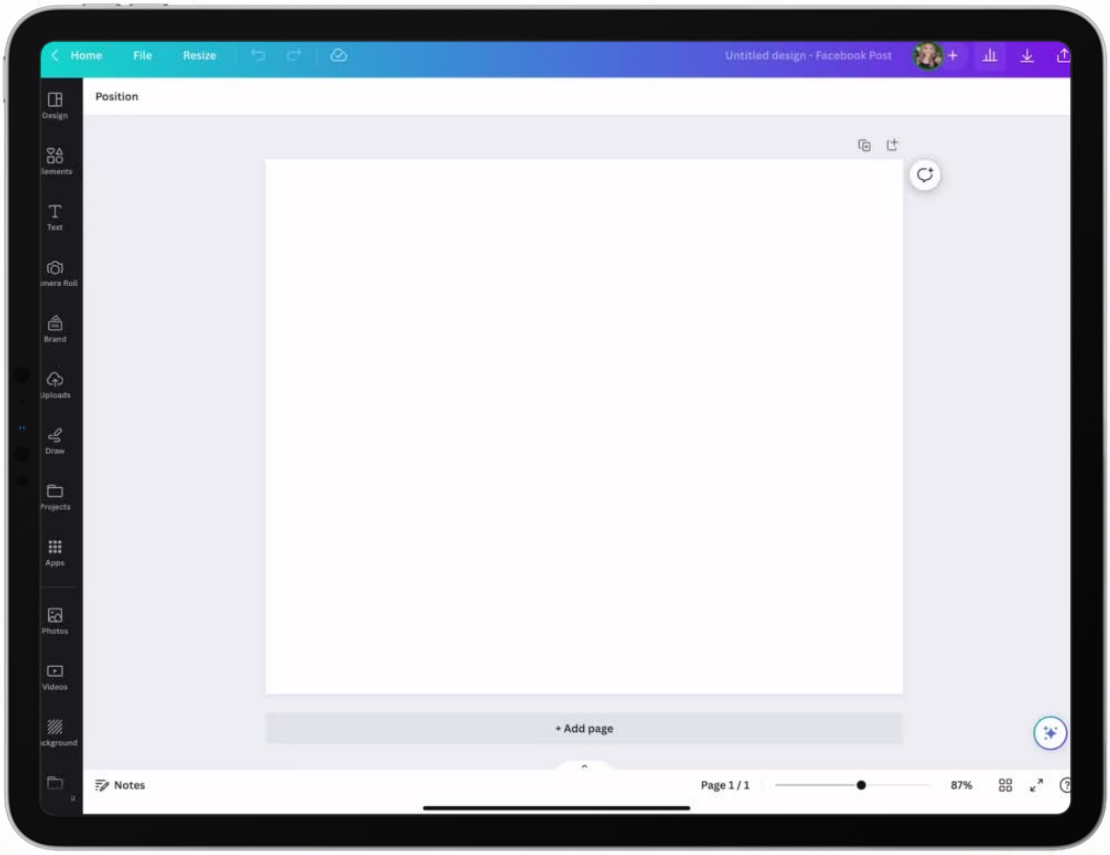
CANVA HAS MANY DIFFERENT STYLES OF FRAMES THAT YOU CAN USE. THEY HAVE BASIC SHAPE FRAMES AND SUPER FUN STYLES TO CHOOSE FROM. I LOVE THESE PHONE, LAPTOP, AND IPAD FRAMES! THESE ARE GREAT FOR BUSINESS GRAPHICS!



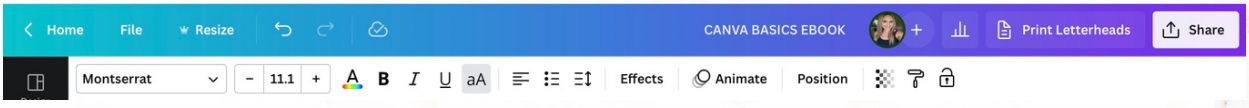




TO ADD A BLANK FRAME TO YOUR DESIGN GO TO THE ELEMENTS SECTION. SCROLL DOWN TO FRAMES THEN TAP OR CLICK SEE ALL TO EXPAND.

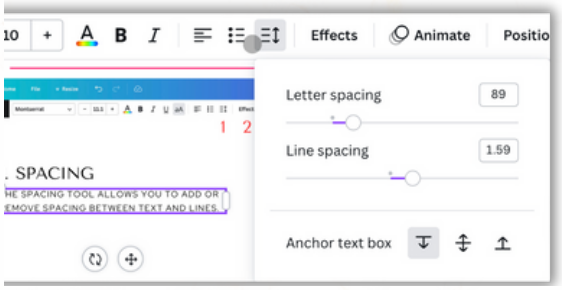


Editing Tools



1. Spacing

THE SPACING TOOL ALLOWS YOU TO ADD OR REMOVE SPACING BETWEEN TEXT AND LINES.



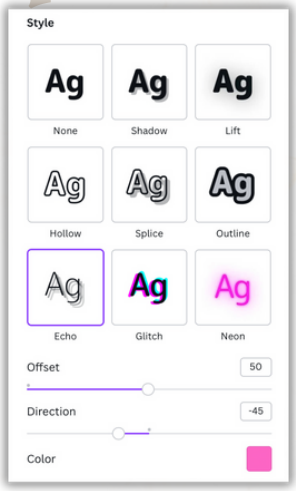
SELECT THE TEXT YOU WANT TO EDIT. THEN MOVE THE SLIDERS LEFT OR RIGHT TO INCREASE OR DECREASE SPACING.

2. Effects

EFFECTS ALLOW YOU TO ADD A LITTLE FLARE TO YOUR TEXT.

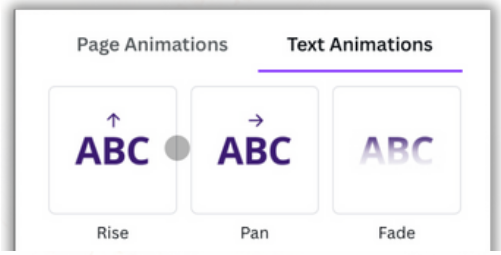
Example

IN THIS EXAMPLE I USED THE ECHO EFFECT. THERE ARE MULTIPLE OPTIONS FOR TEXT EFFECTS AND MULTIPLE OPTIONS TO CUSTOMIZE THEM AS WELL. I LOVE THIS FEATURE TO ADD A LITTLE POP TO MY DESIGNS.



3. Animate

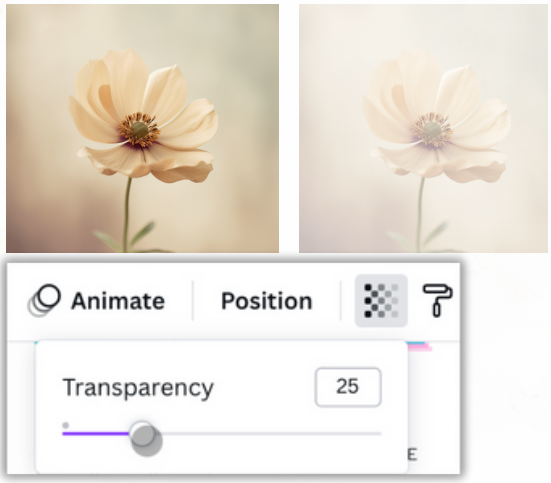
ANIMATE IS A FEATURE THAT ALLOWS YOU TO ANIMATE TEXT, PHOTOS, ELEMENTS, AND EVEN YOUR ENTIRE PAGE.



THERE ARE MANY OPTIONS TO CHOOSE FROM. TO USE, SELECT THE TEXT, ELEMENT, OR PHOTO YOU WANT TO ANIMATE - SELECT ANIMATE - THEN SELECT ANIMATION OF YOU CHOICE.

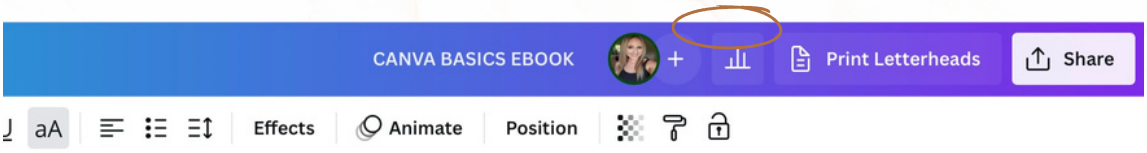
4. Transparency

TRANSPARENCY CHANGES THE OPACITY OF A DESIGN ELEMENT. THIS FEATURE CAN BE APPLIED TO IMAGES, ELEMENTS, AND TEXT.



SELECT THE DESIGN ELEMENT THEN SELECT CHECKERED ICON AND MOVE THE SLIDER TO ADJUST TRANSPARENCY.

Locking Design Elements



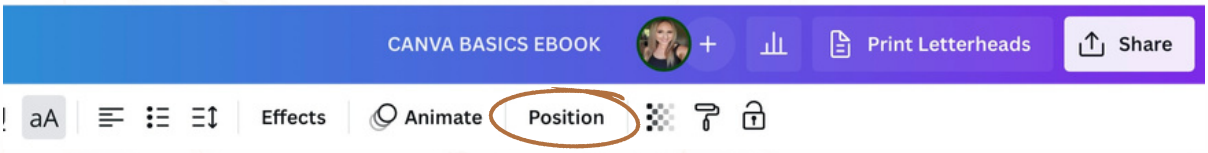
LOCKING DESIGN ELEMENTS IS A GREAT WAY TO KEEP YOUR DESIGN ORGANIZED AND KEEPING ALL PARTS OF YOUR DESIGN IN PLACE WHILE WORKING WITH MULTIPLE DESIGN ELEMENTS.



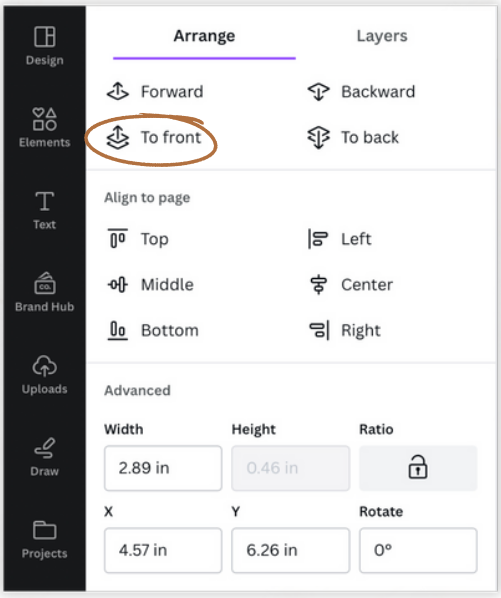
TO LOCK A DESIGN ELEMENT, SIMPLY SELECT THE ITEM YOU WANT TO LOCK THEN SELECT THE LOCK ICON.

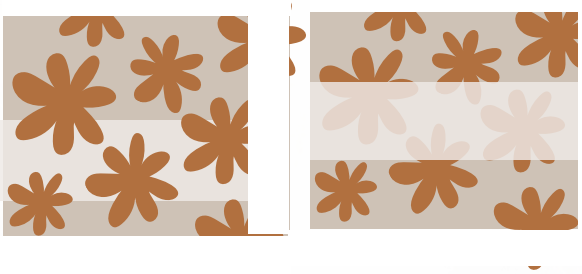
TO UNLOCK A DESIGN ELEMENT, SELECT THE ITEM YOU WANT TO UNLOCK AND SELECT THE LOCK AGAIN.

Position Tool



USE THE POSITION TOOL TO MOVE ELEMENTS FORWORD OR BACKWARD IN YOUR DESIGN.



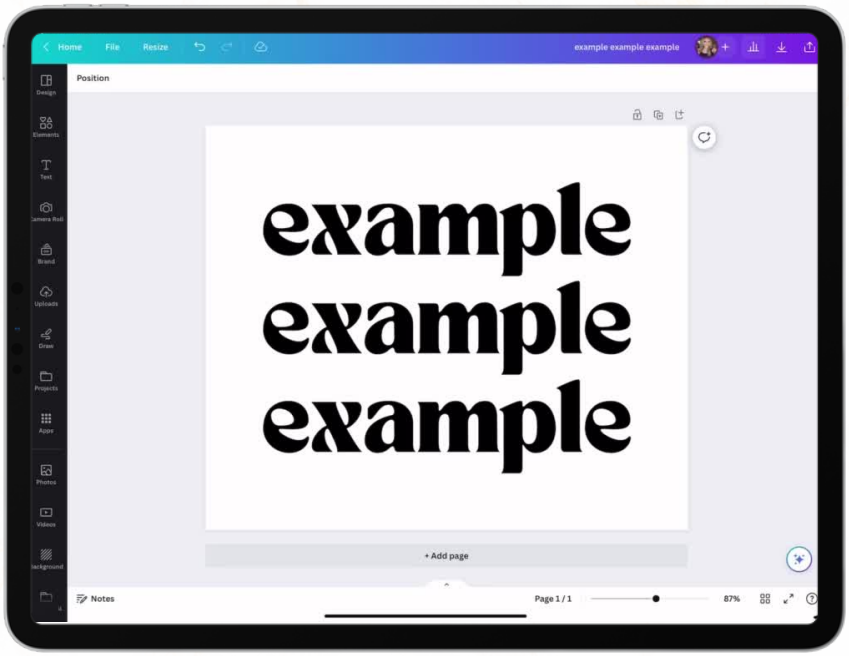


IN ORDER TO MOVE THE TAN BANNER TO THE FRONT OF THE DESIGN - TAP OR CLICK THE POSITION TOOL THE SELECT TO FRONT.

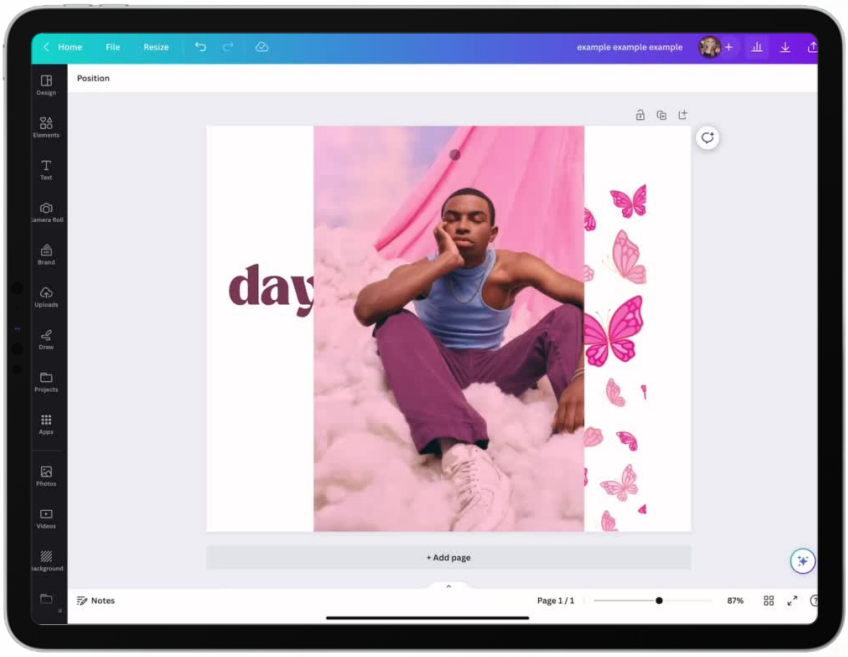
IF YOU DON'T WANT TO BRING AN ELEMENT ALL THE WAY TO THE FRONT - SELECT THE FORWARD OPTION AND IT WILL BRING IT FORWARD 1 LAYER AT A TIME.

Editing Tools Video Tutorial

HOW TO USE SPACING, EFFECTS, ANIMATE, AND TRANSPARENCY



HOW TO USE THE LOCK AND POSITION TOOLS



Font Pairing

FONT PAIRING IS SO FUN AND ADDS A LITTLE FLARE TO YOUR DESIGN. HERE ARE SOME FONT PAIRINGS THAT I LOVE.

Montserrat Classic
Open Sans

TAN Songbird
Neue Montreal

Playfair Display
OSWALD

Noto Serif Display
Breathing

SUNBORN
CUP CAKES

SIX CAPS
Canva Sans

Black Mango
BALGIN CONDENSED

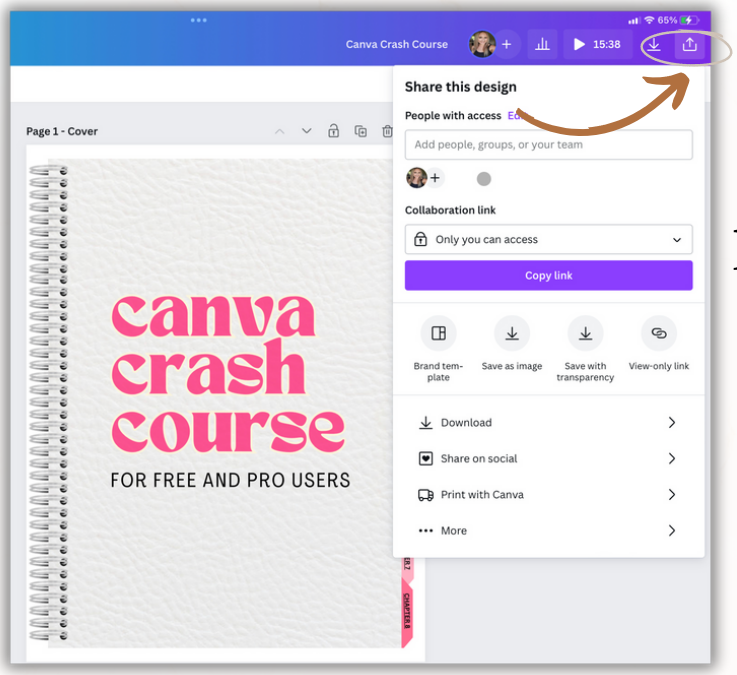
BIRYANI
Hatton

Shrikhand
HERO

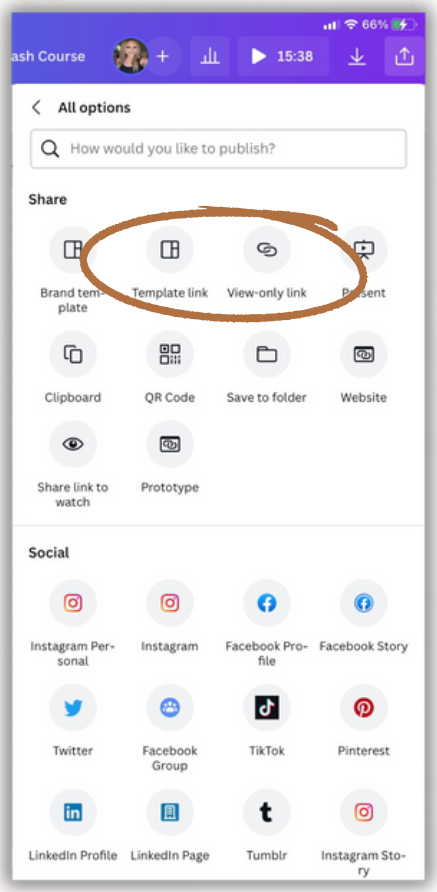
Lemon Tuesday
Shadows Into Light Two

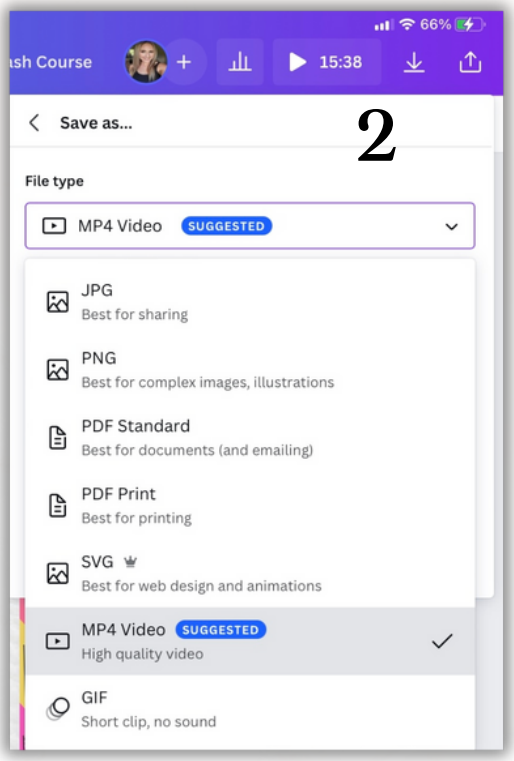
Saving and Sharing Your Projects

THERE ARE MANY DIFFERENT WAYS YOU CAN SHARE AND DOWNLOAD YOUR PROJECTS. USE THE UP ARROW IN THE TOP RIGHT TO SEE YOUR OPTIONS.



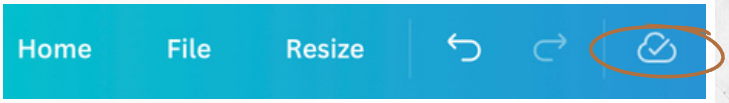
1





2

CANVA AUTOSAVES YOUR DESIGNS IN THE APP WITH EACH EDIT YOU MAKE.



The cloud with the check mark lets you know that your current edits are saved.

1

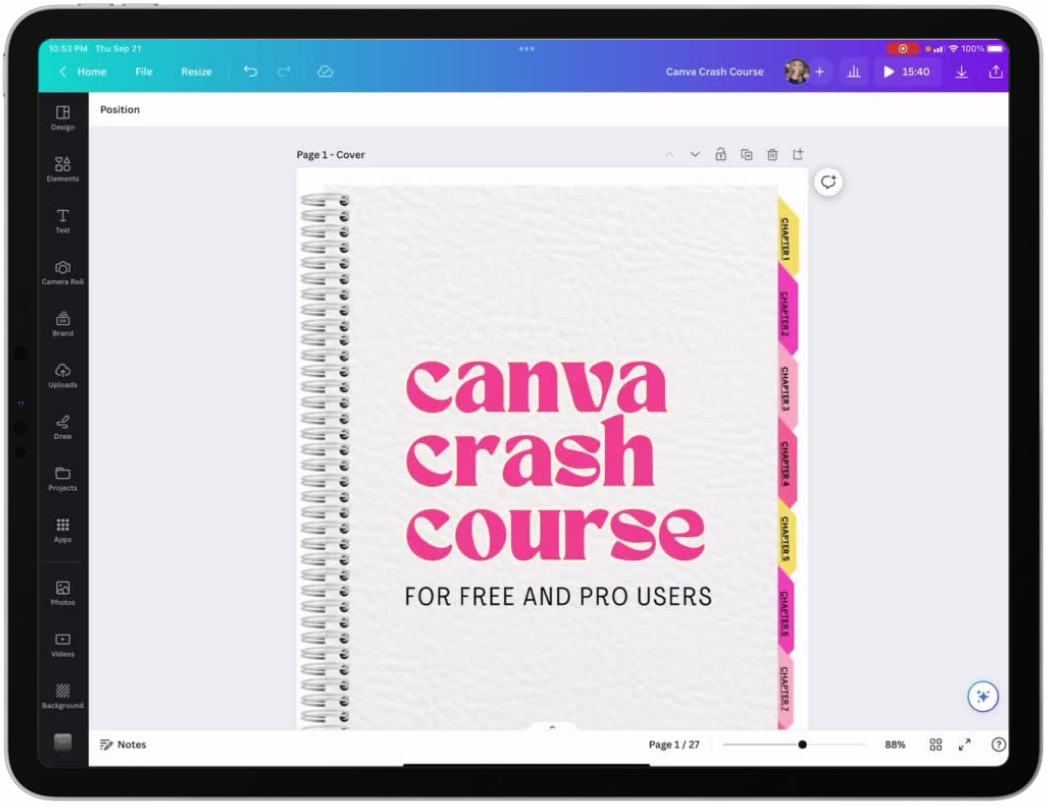
- TEMPLATE LINKS ARE LINKS THAT CAN BE OPENED AND EDITED BY ANY USER WITH THE LINK. THIS DOES NOT EDIT YOUR ORIGINAL DESIGN.
- VIEW ONLY LINKS ALLOW USERS TO VIEW YOUR PROJECT BUT THEY CANNOT EDIT YOUR DESIGN.

2 WHEN DOWNLOADING & SAVING, CANVA WILL GIVE A SUGGESTED OPTION BASED ON THE CONTENTS OF YOUR DESIGN BUT YOU CAN CHOOSE ANY OPTION THAT IS BEST SUITED FOR YOU.

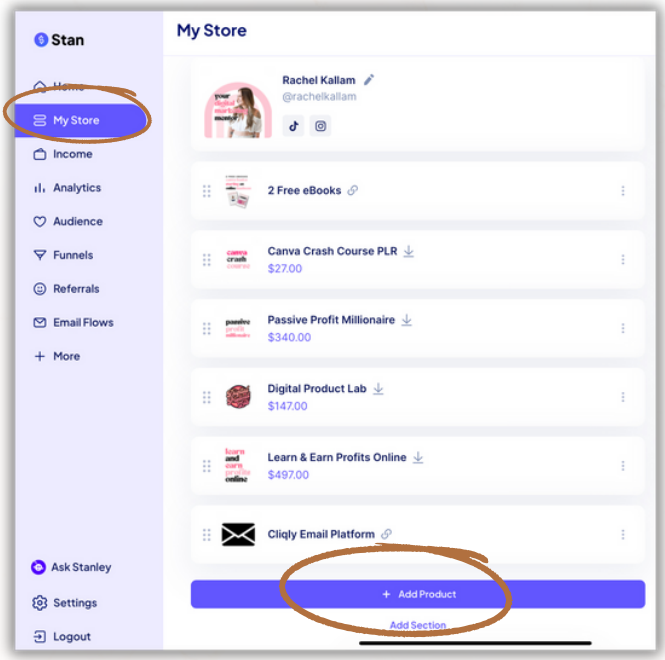
Saving and Sharing Your Projects

File Types & Where to Save

- THE FILE TYPE YOU CHOOSE DEPENDS ON THE TYPE OF PROJECT YOU CREATED. IF YOU ARE SAVING AN IMAGE, YOU WILL TO DOWNLOAD THE PROJECT AND SAVE IT AS A PNG OR JPG.
- IF YOU ARE SAVING A DOCUMENT SUCH AS A PLANNER, SAVE AS A PDF.
- IF YOU ARE SELLING YOUR PROJECTS AS TEMPLATES, OR PLR TEMPLATES (THAT YOUR CUSTOMER WILL NEED TO EDIT), YOU WILL SHARE THE TEMPLATE LINK. (AS SHOW ON THE PREVIOUS PAGE AND IN VIDEO TUTORIAL BELOW)

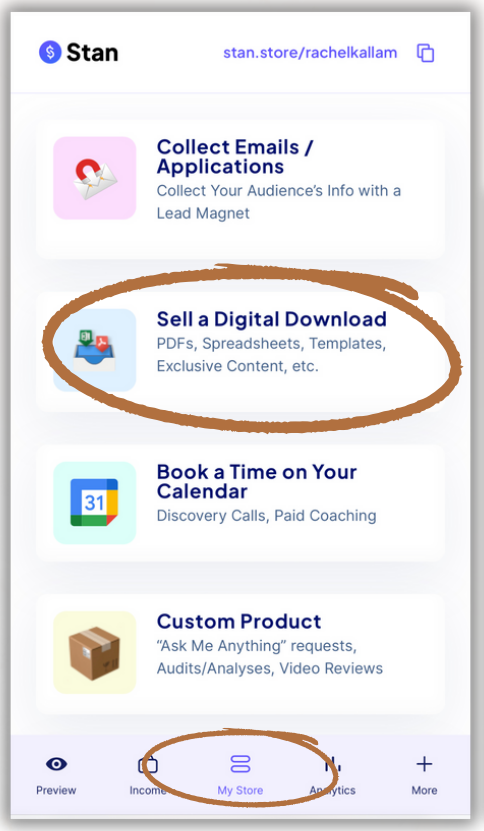


Adding Your Digital Products to Stan Store

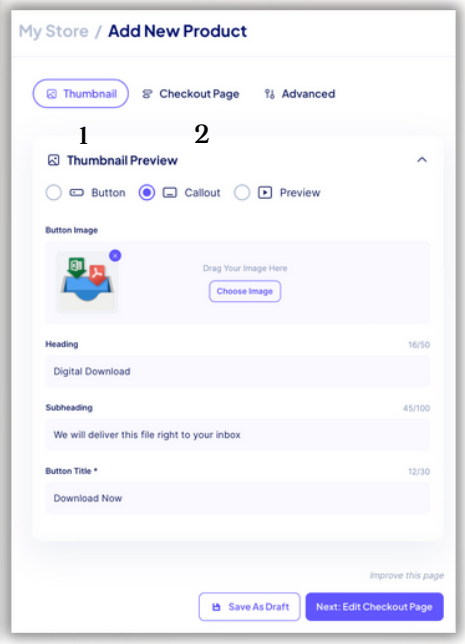


To add an ebook to your store:

- LOG IN AND GO TO MY STORE.
- ON A COMPUTER OR TABLET IT WILL BE IN THE MENU ON THE RIGHT SIDE OF YOUR SCREEN AND ON YOUR PHONE IT WILL BE IN THE MENU AT THE BOTTOM OF YOUR SCREEN. (BOTH EXAMPLES PICTURED.)
- NEXT YOU WILL SELL ADD PRODUCT, LOCATED AT THE BOTTOM OF THE SCREEN ON ALL DEVICES.



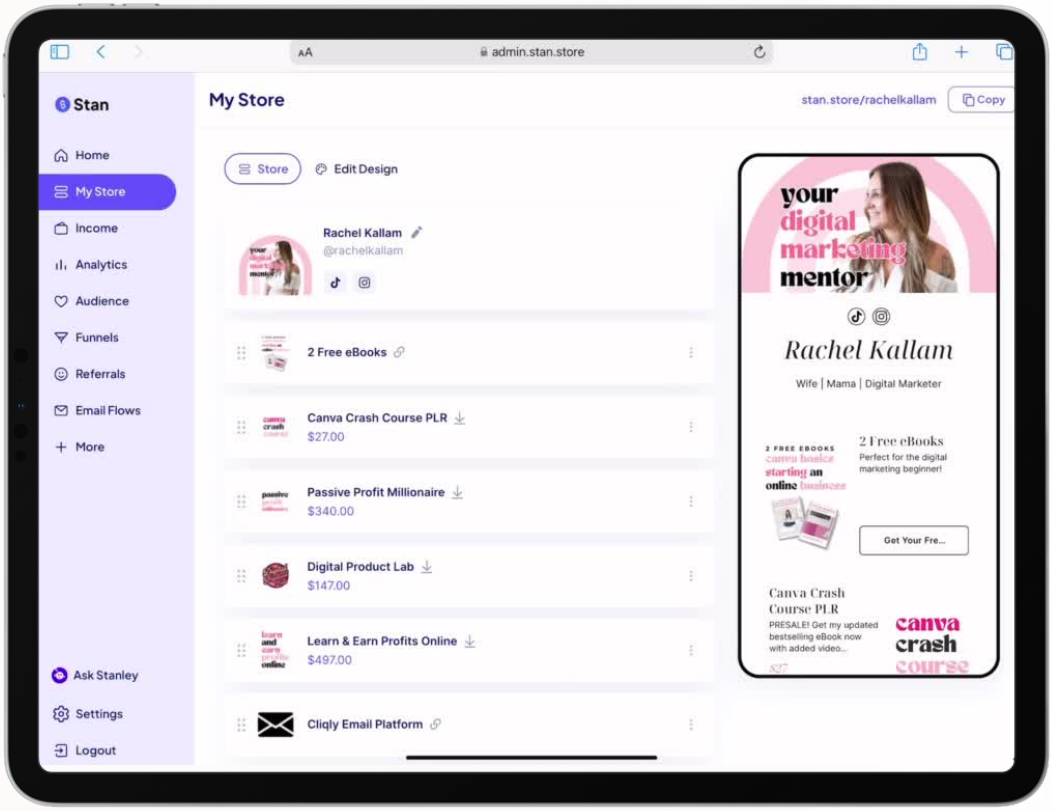
When adding our ebook we want to choose the 'sell a digital download' option



YOU WILL FOLLOW THE PROMPTS ON THE THUMBNAIL & CHECKOUT PAGES.

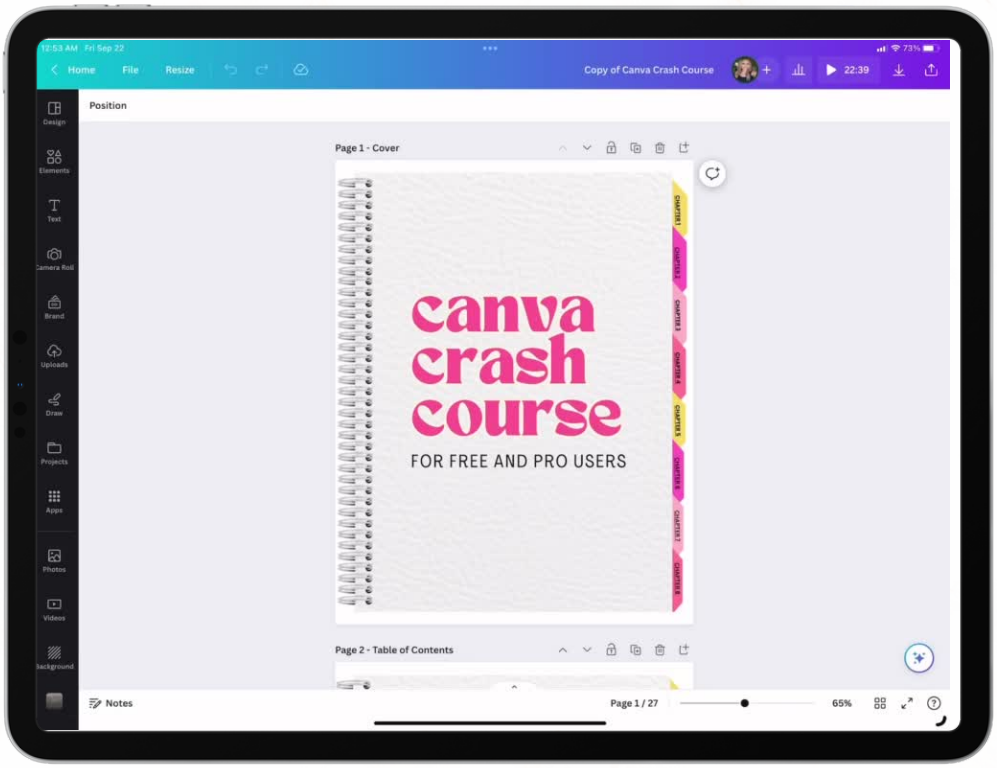
THEN ONCE YOU HAVE COMPLETED THOSE STEPS, HIT THAT PUBLISH BUTTON!

Adding Your Digital Products to Stan Store Video Tutorial



[Don't have a Stan Store? Create one here!]

How to Edit Your Canva Crash Course



I hope you love your ebook!
Enjoy the freebie notebook
rings on the next page!

CHAPTER 1
CHAPTER 2
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CHAPTER 8

Notebook Rings









Master Resell Rights Disclosure

What are Master Resell Rights (MRR)?

Master Resell Rights allow you not only to buy the digital product and benefit from it personally but also to sell it to others and keep 100% of the profits. Oh, and the cherry on top? You can also grant your customers the rights to sell it, too.

What You CAN Do:

1. **Sell the Product**: Charge whatever you like, it's your world!
2. **Use Personally**: Of course, we hope you find it super useful.
3. **Include in Membership Site**: For your VIP peeps.
4. **Break it Down**: Use its parts as bonuses for other products you're selling.
5. **Grant Resell Rights**: Share the wealth by allowing your customers to sell the digital product too.

How to Get Started:

1. **Read the Product**: Don't sell something you haven't used; that's just good business.
2. **Set Your Price**: You know your audience best.
3. **Market Like a Pro**: Use those social media skills.
4. **Enjoy the Profits**: Watch the money roll in, you savvy entrepreneur, you!

Click here to access your editable template