



# CANVA MADE SIMPLE

## VOLUME 2

A STEP-BY-STEP GUIDE  
FOR CREATING STUNNING  
PROJECTS WITH CANVA

*a guide created by*

ANGELA FESER  
SOCIAL BLISS BLUEPRINT

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## fun fact

YOU CAN DESIGN, CREATE AND SELL A VARIETY OF DESIGN ITEMS IN CANVA, INCLUDING LOGOS.



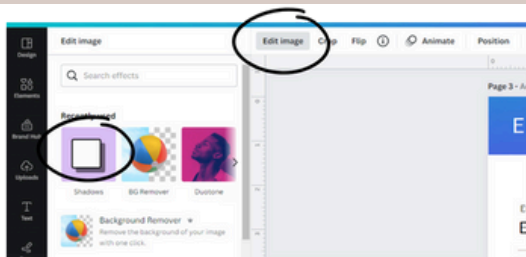
Watch my free Youtube tutorials to learn how to edit.

► [CANVA TUTORIALS YOUTUBE](#)

## EDITING BASICS

# ADD A DROP SHADOW TO AN IMAGE

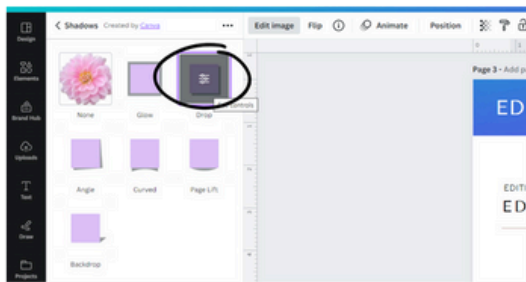
1.



LOAD YOUR IMAGE INTO YOUR PROJECT.

CLICK ON IMAGE AND HIT **"EDIT IMAGE"** AT THE TOP OF THE SCREEN.

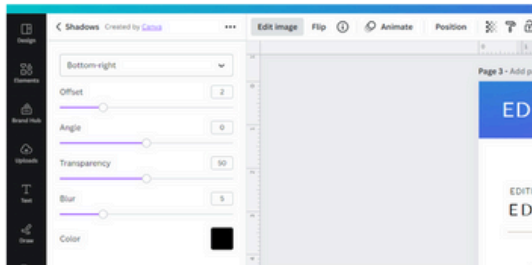
2.



THE LEFT MENU WILL OPEN. FIND **"SHADOW"** AND THEN **"DROP"**.

IF YOU CLICK "DROP" TWICE THEN IT WILL OPEN THE EDITING SCREEN. HERE YOU CAN EDIT THE WAY THE SHADOW LOOKS AND IT'S COLOR.

3.



BEFORE

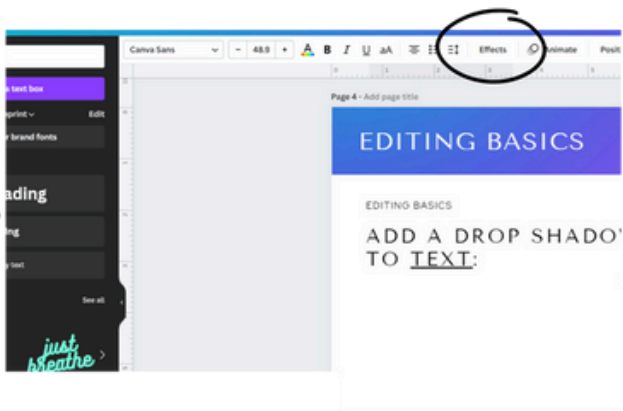


AFTER

## EDITING BASICS

# ADD A DROP SHADOW TO TEXT:

1.



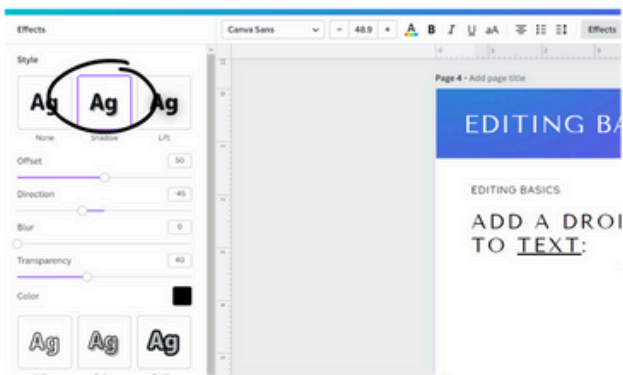
CREATE YOUR TEXT.

CLICK ON YOUR TEXT AND CLICK ON "**EFFECTS**" AT THE TOP OF THE SCREEN.

THE LEFT MENU WILL OPEN. FIND "**SHADOW**".

HERE YOU CAN EDIT THE WAY THE SHADOW LOOKS AND IT'S COLOR.

2.



# FLOWER

BEFORE

# FLOWER

AFTER

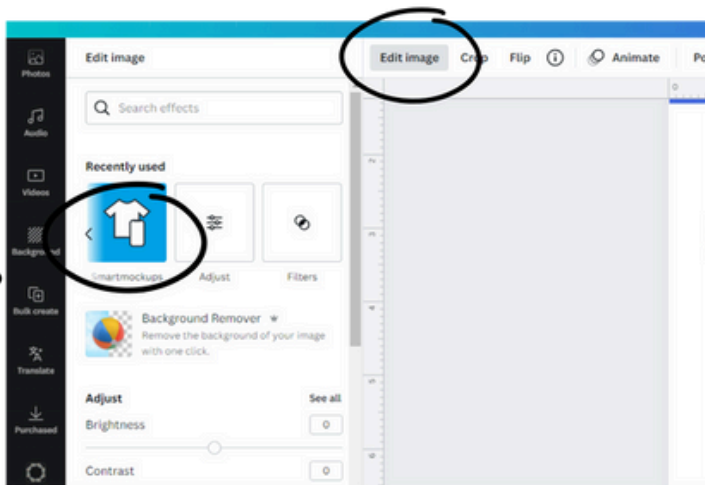


## EDITING BASICS

# BASIC MOCK UPS

MOCK UPS ARE AMAZING TOOLS THAT CAN HELP YOU FEATURE YOUR DESIGNS IN THE WAYS THEY ARE MEANT TO BE USED.

1.



LOAD YOUR IMAGE INTO YOUR PROJECT.

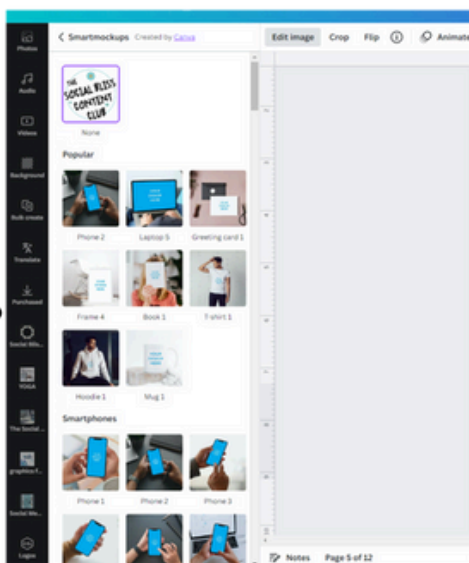
CLICK ON YOUR IMAGE AND CLICK ON **"EDIT IMAGE"** AT THE TOP OF THE SCREEN.

THE LEFT MENU WILL OPEN. FIND **"SMARTMOCKUPS"** AND CLICK.

HERE YOU CAN CHOOSE FROM MANY MOCK UPS FOR DIFFERENT PRODUCTS.

ONCE YOU CHOOSE YOUR MOCK UP, YOU WILL BE ABLE TO EDIT THE SIZE AND POSITION OF YOUR IMAGE ON THE MOCK UP.

2.



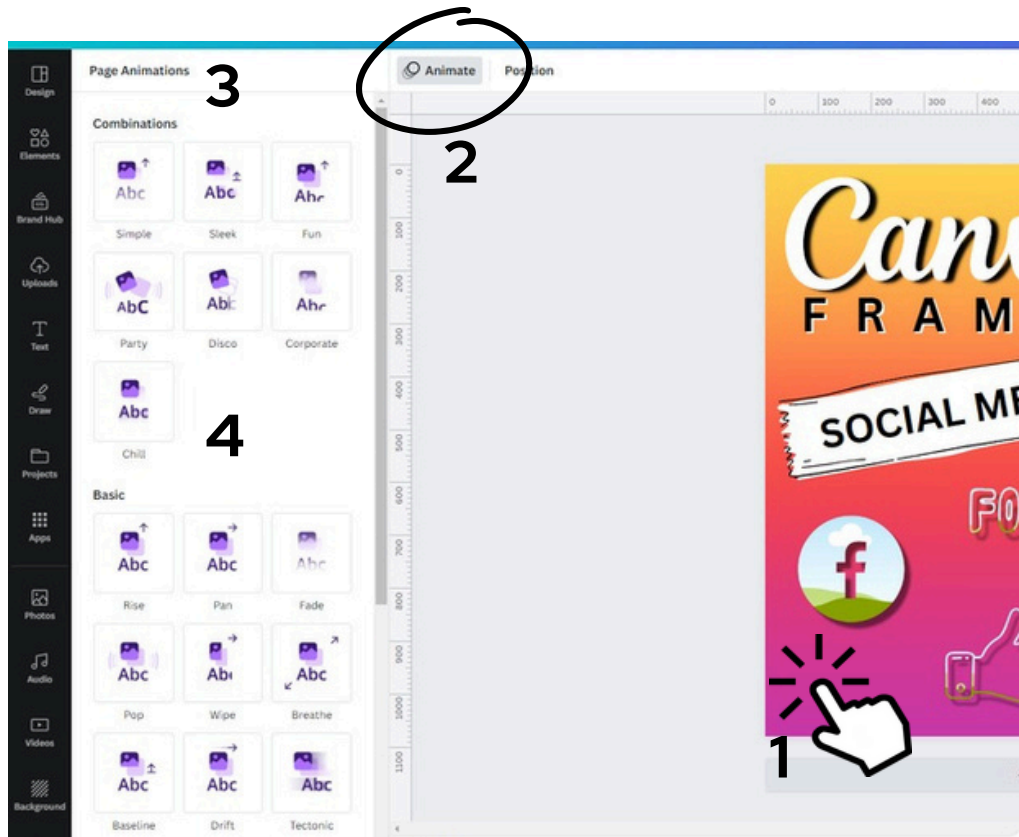
BEFORE



AFTER

## EDITING BASICS

# ANIMATING A PAGE



CLICK ON YOUR **PAGE**.

CLICK ON "**ANIMATE**" ON THE TOOLBAR.

ENSURE IT SAYS "**PAGE ANIMATIONS**" AT THE TOP, NOT "TEXT ANIMATIONS". (IF IT SAYS "TEXT ANIMATIONS" THEN YOU HAVE CHOSEN A SET OF TEXT NOT THE ENTIRE PAGE.

CHOOSE YOUR ANIMATION STYLE. YOU CAN HOVER OVER EACH ONE AND IT WILL SHOW YOU AN EXAMPLE.

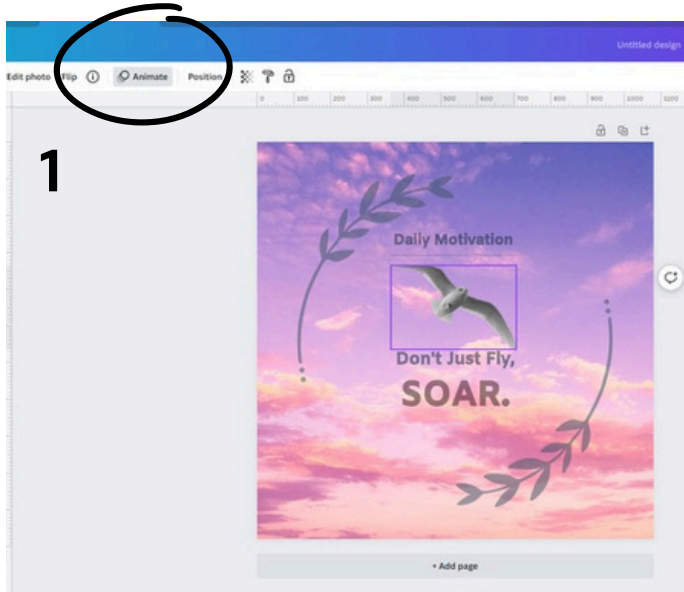
## fun fact

CANVA IS USED BY 125 MILLION PEOPLE EACH MONTH!

## EDITING BASICS

# CREATING AN ANIMATION

CREATING AN ANIMATION IS A FAIRLY NEW TOOL IN CANVA. IT IS A FUN WAY TO TURN YOUR GRAPHICS INTO FUN VIDEOS. THIS FEATURE ANIMATES ONE ELEMENT AT A TIME.



CLICK ON THE **ELEMENT** THAT YOU WOULD LIKE TO ANIMATE.

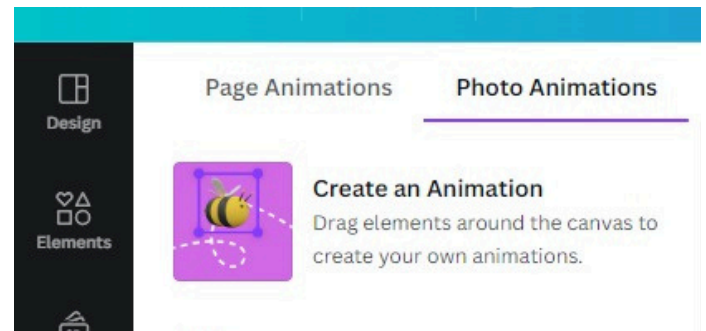
CLICK ON **"ANIMATE"** ON THE TOOLBAR.

THE ANIMATE MENU WILL SHOW UP ON THE LEFT. CLICK THE **"CREATE AN ANIMATION"** WHERE THE BEE IS AT THE TOP OF THE MENU.

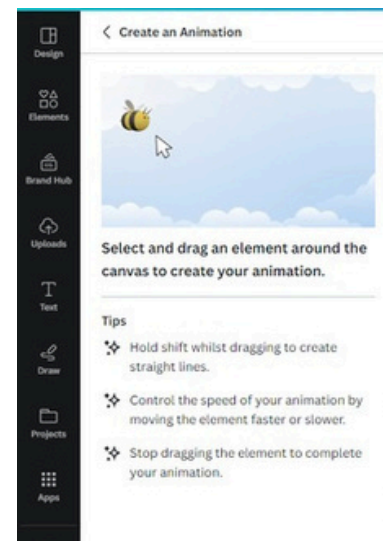
FOLLOW THE INSTRUCTIONS ON THE SCREEN.

HIT DONE.

2



3



*fun fact*

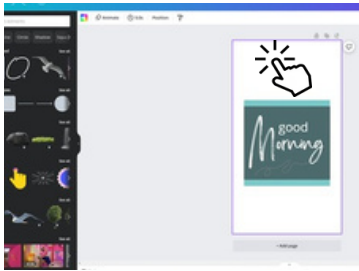
IN 2018, CANVA WAS AWARDED THE #1 BEST PLACE TO WORK IN AUSTRALIA.

## EDITING BASICS

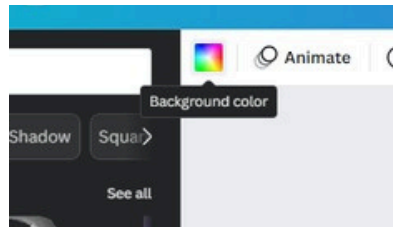
# USING THE EYEDROPPER

THE EYEDROPPER IS A GREAT WAY TO FIND AND COPY ANY COLOR THAT YOU NEED TO USE FROM A GRAPHIC. WHEN RESIZING GRAPHICS OR SHARING INSTAGRAM AND FACEBOOK POSTS TO STORIES, SOMETIMES YOU NEED TO FILL IN THE BACKGROUND AND THE EYEDROPPER IS THE TOOL TO USE.

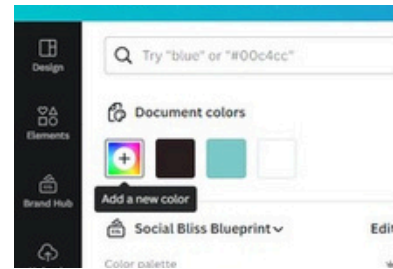
1



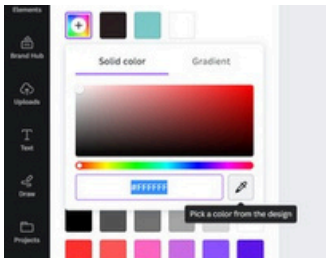
2



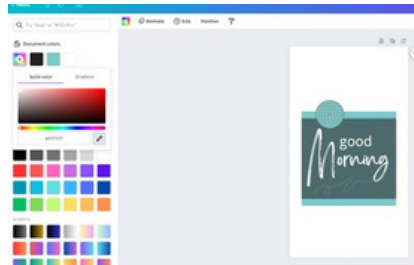
3



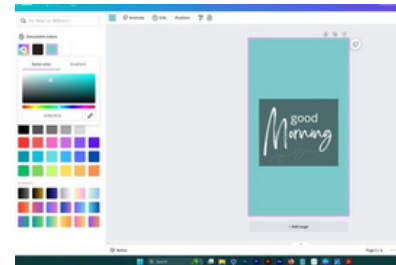
4



5



6



CLICK ON THE **AREA OF YOUR GRAPHIC THT YOU WANT TO CHANGE** THE COLOR OF.

CLICK ON THE BACKGROUND COLOR ICON ON THE TOOLBAR.

CLICK "**ADD A NEW COLOR**".

CLICK ON THE **EYEDROPPER**.

DRAW THE EYE DROPPER TO THE COLOR IN THE GRAPHIC THAT YOU WANT TO COPY AND LEFT CLICK YOUR MOUSE.

THE AREA YOU WANTED TO COLOR WILL CHANGE.

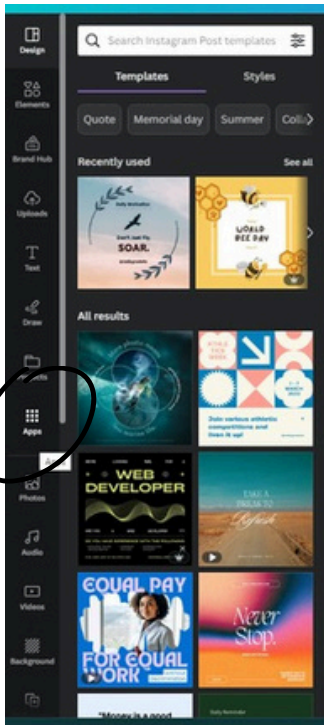


## EDITING BASICS

# TEXT TO IMAGE

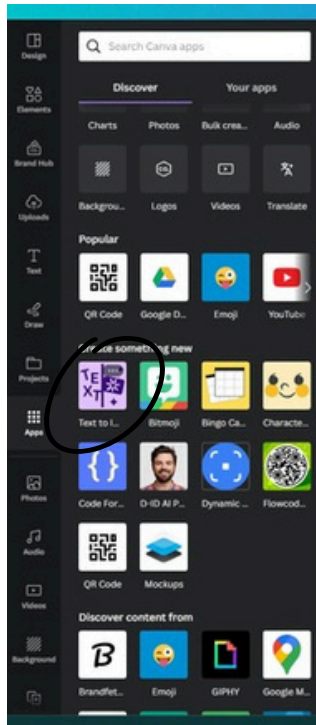
DREAM IT UP, THEN ADD IT TO YOUR DESIGN. WATCH YOUR WORDS AND PHRASES TRANSFORM INTO BEAUTIFUL IMAGES WITH TEXT TO IMAGE, CANVA'S AI IMAGE GENERATOR.

1



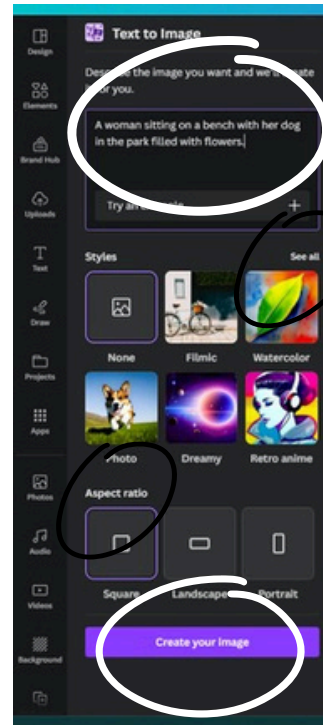
START A NEW PROJECT.  
ON THE LEFT CLICK "APPS"

2



FIND AND CLICK THE **TEXT TO IMAGE** APP.

3



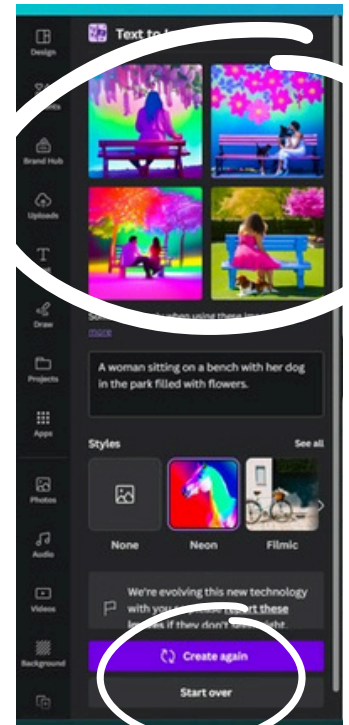
FIRST **TYPE IN THE DESCRIPTION** OF THE IMAGE YOU WANT CREATED.

CLICK THE **STYLE** YOU WOULD LIKE IT OR "NONE" FOR IT TO BE RANDOM.

CHOOSE THE **ASPECT RATIO** YOU NEED THE IMAGE TO BE.

CLICK "**CREATE YOUR IMAGE**".

4



IT WILL TAKE A FEW SECONDS TO GENERATE YOUR IMAGE.

YOU WILL GET 4 IMAGES TO CHOOSE FROM.

YOU CAN "CREATE AGAIN" OR "START OVER" AT THE BOTTOM.



ADVANCED EDITING

PRO

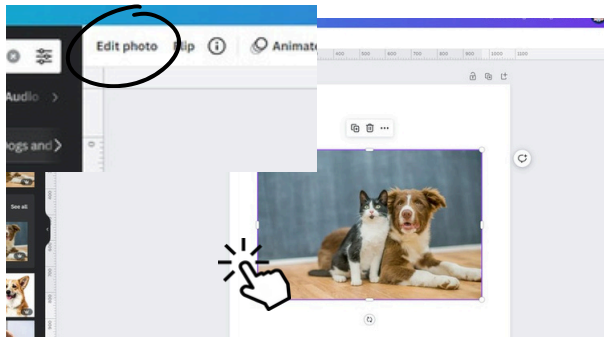
## BACKGROUND ERASER



PLEASE NOTE THAT BACKGROUND ERASER IS A CANVA PRO FEATURE, BUT IS AN AMAZING TOOL SO I WANTED TO INCLUDE IT WITH THIS GUIDE.

YOU CAN USE BACKGROUND ERASER TO CREATE EITHER A VECTOR IMAGE TO USE ANYWHERE OR REPLACE IT WITH ANOTHER BACKGROUND OF YOUR CHOICE.

1



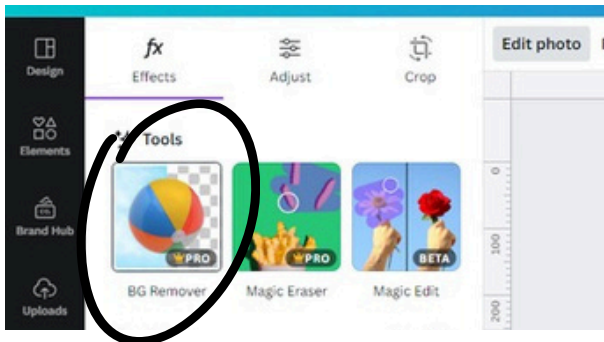
CLICK ON THE **PICTURE** THAT YOU WANT TO ERASE THE BACKGROUND OF.

CLICK "**EDIT PHOTO**".

CLICK "**BG REMOVER**".

IT WILL TAKE A FEW SECONDS, BUT THE BACKGROUND WILL BE REMOVED.

2



3



BEFORE



AFTER

*quick tip*

IF THE BACKGROUND IS NOT ALL REMOVED PROPERLY, YOU CAN USE "MAGIC ERASE" TO FIX.

SEE NEXT PAGE.

ADVANCED EDITING **PRO**

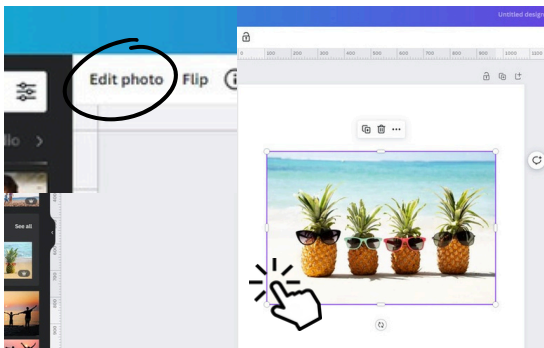
## MAGIC ERASER



PLEASE NOTE THAT MAGIC ERASER IS A CANVA PRO FEATURE, BUT IS AN AMAZING TOOL SO I WANTED TO INCLUDE IT WITH THIS GUIDE.

WANT TO DELETE SOMEONE OR SOMETHING OUT OF A PICTURE. USE MAGIC ERASER!

1



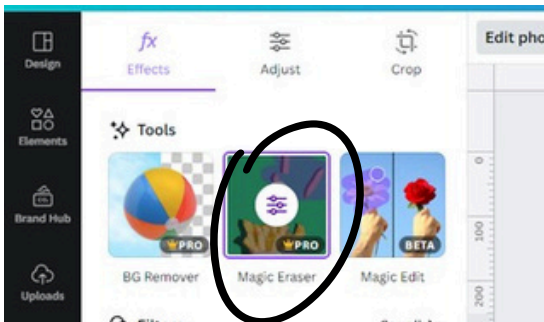
CLICK ON THE **PICTURE** THAT YOU WANT TO EDIT.

CLICK "**EDIT PHOTO**".

CLICK "**MAGIC ERASER**".

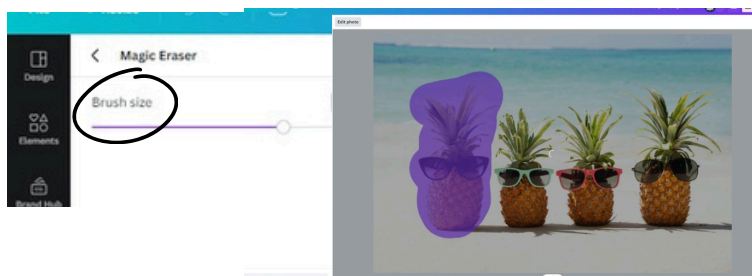
BRUSH OVER THE AREA THAT YOU WANT ERASED. YOU CAN CHANGE THE BRUSH SIZE IN THE UPPER LEFT CORNER.

2



IT WILL TAKE A FEW SECONDS, BUT THE ITEM WILL BE ERASED FROM YOUR PICTURE.

3

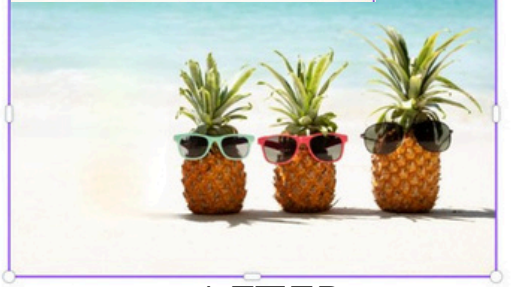


4

BEFORE



AFTER



## ADVANCED EDITING **PRO**

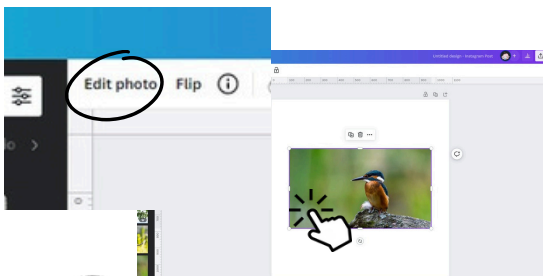
# MAGIC EDIT



PLEASE NOTE THAT MAGIC EDIT IS A CANVA PRO FEATURE, BUT IS AN AMAZING TOOL SO I WANTED TO INCLUDE IT WITH THIS GUIDE.

MAGIC EDIT IS JUST THAT.....MAGIC! REPLACE AN ITEM IN AN IMAGE WITH ANOTHER ITEM OF YOUR CHOICE! SO FUN!

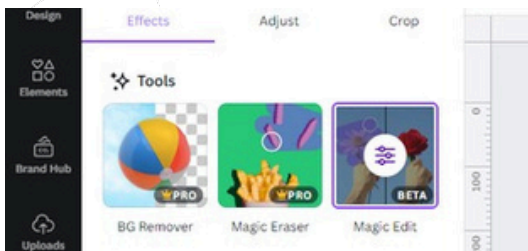
1



CLICK ON THE **PICTURE** THAT YOU WANT TO EDIT.

CLICK "**EDIT PHOTO**".

2

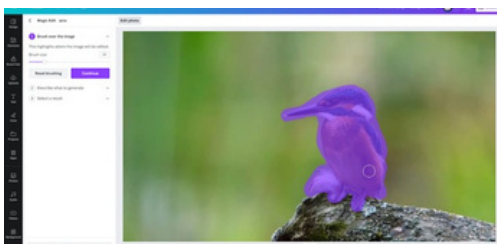


CLICK "**MAGIC EDIT**".

BRUSH OVER THE IMAGE THAT YOU WANT ERASED.

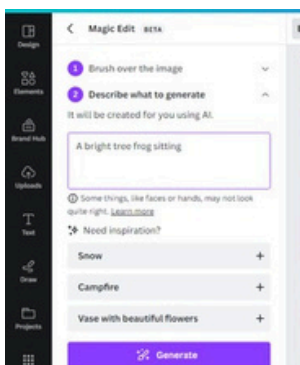
ON THE LEFT, NOW DESCRIBE WHAT YOU WANT TO REPLACE THE ERASED IMAGE WITH AND CLICK "**GENERATE**".

3

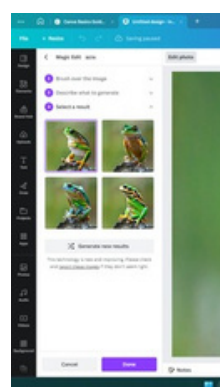


IT WILL GENERATE 4 IMAGES FOR YOU TO CHOOSE FROM.

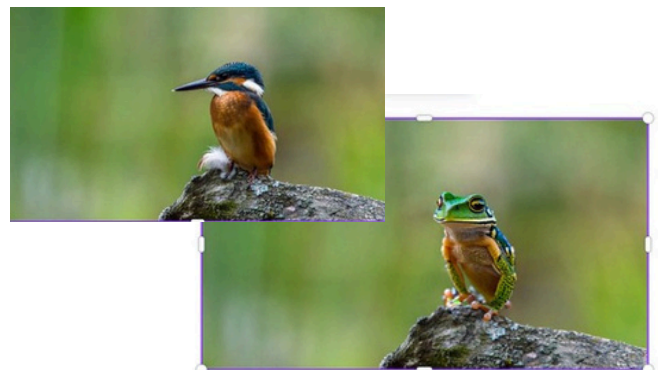
4



5



BEFORE



AFTER

THANK YOU FOR DOWNLOADING THIS GUIDE!

I HOPE THAT IT HAS BEEN INFORMATIVE AND HELPFUL TO YOU.

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COME JOIN MY FREE FACEBOOK GROUP, CANVA WITH ANGELA. IT'S YOUR GO-TO HUB FOR ALL THINGS CANVA-RELATED! WHETHER YOU ARE A SEASONED PRO OR JUST GETTING STARTED, THIS IS THE PERFECT PLACE TO FIND INSPIRATION, GAIN VALUABLE KNOWLEDGE, AND CONNECT WITH A VIBRANT COMMUNITY OF FELLOW DESIGNERS. I PROVIDE CANVA TIPS, TUTORIALS, ADVICE, FREEBIES AND MORE!

<https://www.facebook.com/groups/canvawithangela>

FOLLOW ME ON TIKTOK AND YOUTUBE FOR CANVA TUTORIALS:

<https://www.tiktok.com/@socialbliss>

<https://www.youtube.com/@socialblissblueprint>

IF YOU ARE IN NEED OF CANVA TEMPLATES TO CUSTOMIZE FOR YOUR BUSINESS, THEN CHECK OUT MY SHOP.

<https://www.socialbliss.ca/shop>

IF YOU FIND THAT YOU ARE NOT ABLE TO KEEP UP WITH CREATING AND POSTING CONSISTENTLY AND NEED GRAPHICS MADE FOR YOU DAILY, THEN MY SOCIAL BLISS CONTENT CLUB IS FOR YOU.

<https://www.socialbliss.ca/club>

I HIGHLY RECOMMEND TRYING OUT THESE TOOLS TO ENHANCE YOUR PRESENCE ON SOCIAL MEDIA. AGAIN, THANK YOU FOR DOWNLOADING THIS GUIDE, AND I WISH YOU ALL THE BEST IN YOUR GRAPHIC DESIGN ENDEAVORS!

