



# British Wool

## Tips for using Canva

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# Contents

What is Canva 03

Creating your Canva design 04

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Creating artwork 05

Uploading images 06

Uploading text 07

Adding elements 08

Using existing templates 09

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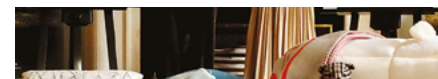
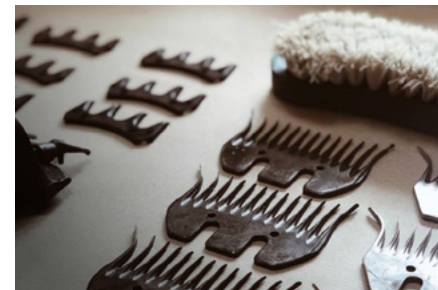
Additional tips 10

# What is Canva?

Canva is a free design tool that allows you to create assets or graphics for social media, presentations, videos and more.

It has thousands of templates, stock imagery and videos available for use, making Canva easy and efficient for asset creation.

There is a **'Pro'** version of Canva which is a paid-for service granting access to a wider variety of elements and features.



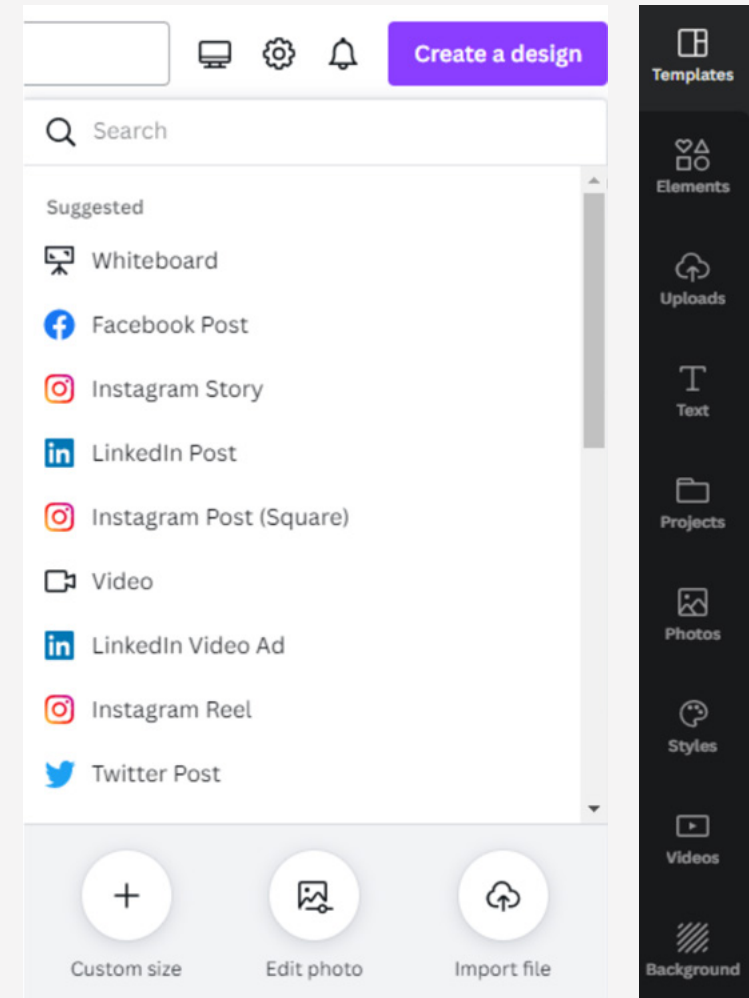


# Creating your Canva design

Once you've clicked **'create design'**, you can select formats based on which platform you're posting on and which is most suited for your design.

When you have chosen your format, you will have a blank design with various options on the left side to add photos, text and videos.

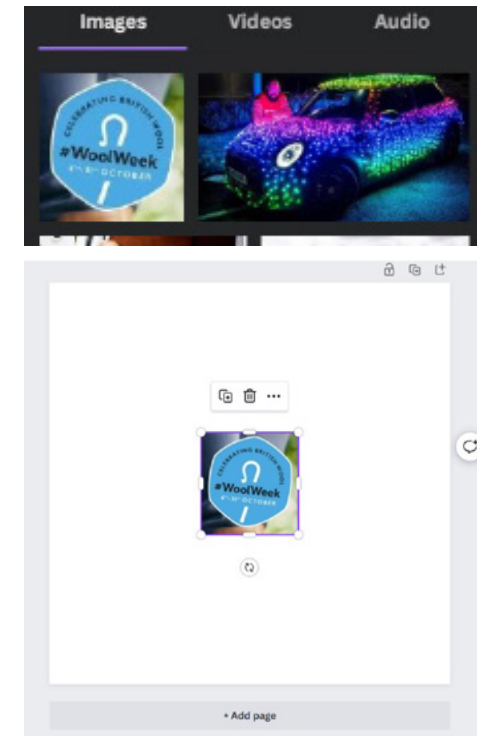
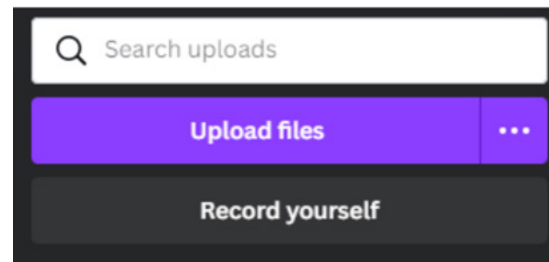
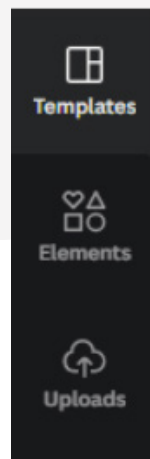
You can also select a pre-made template from the **'templates'** section and edit to suit your design, and the **'elements'** section allows you to search for existing photos, graphics and videos to use in your design.





# Creating artwork

# Uploading images

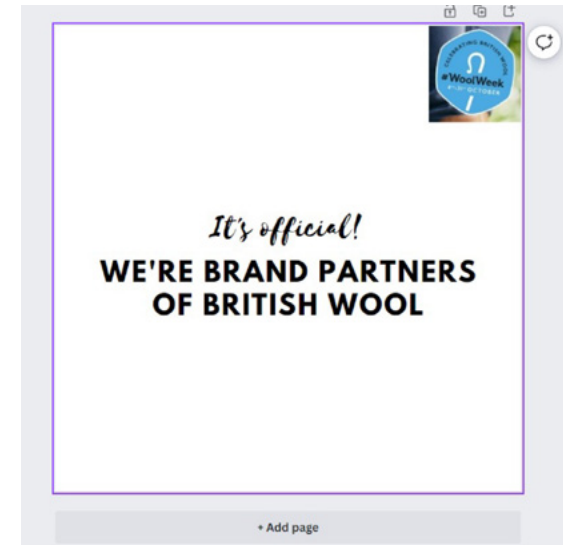
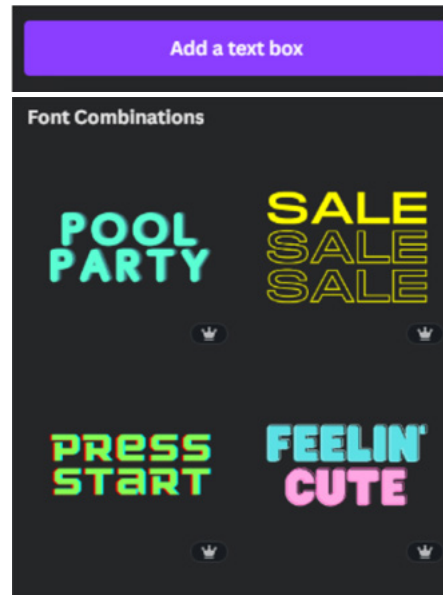
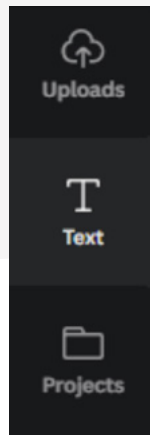


Select **'Uploads'** on the left-hand side.

Select **'Upload files'** and select the image you would like to upload.

Click the **'Uploaded image'** to add to your design and drag to position.

# Uploading text

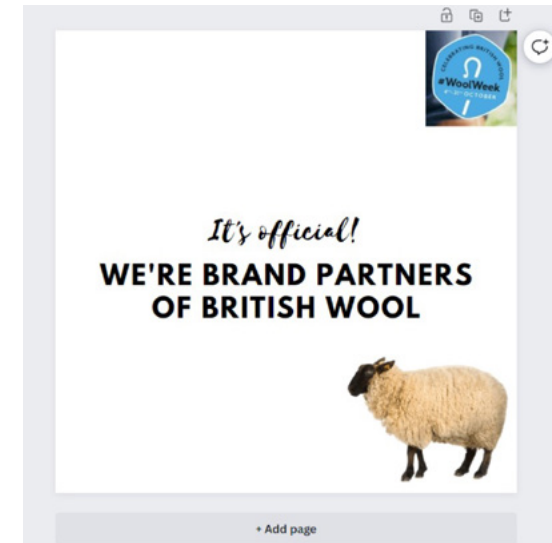
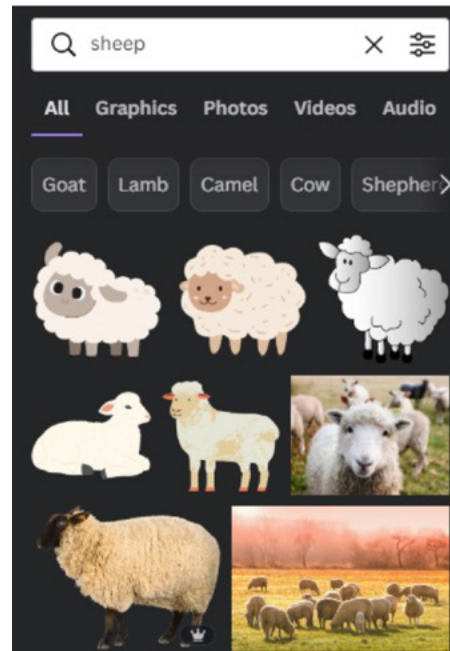
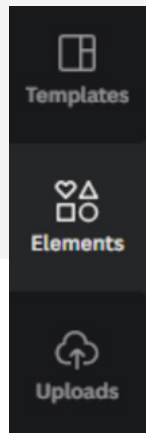


Select **'Text'** on the left-hand side.

Add a **'text box'** or select a **'font'** combination.

Type your text into the box and **'drag to position'**.

# Adding elements



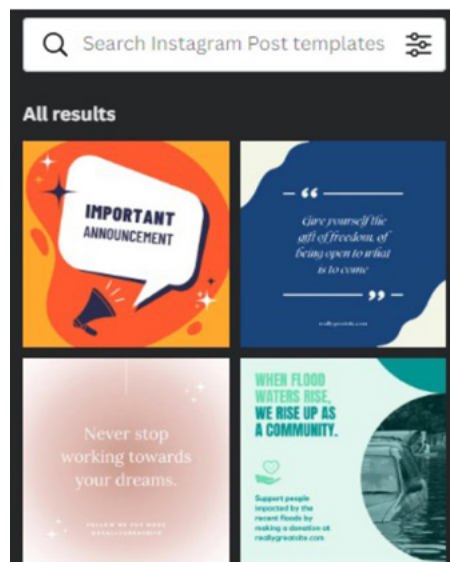
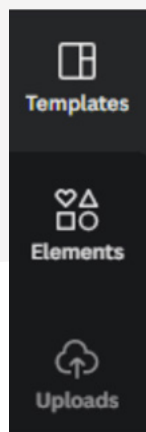
Select **'Elements'** on the left-hand side.

Use the **'search box'** to find existing photos, graphics and videos for your design.

Click to add and **'drag to position'**.



# Using existing templates

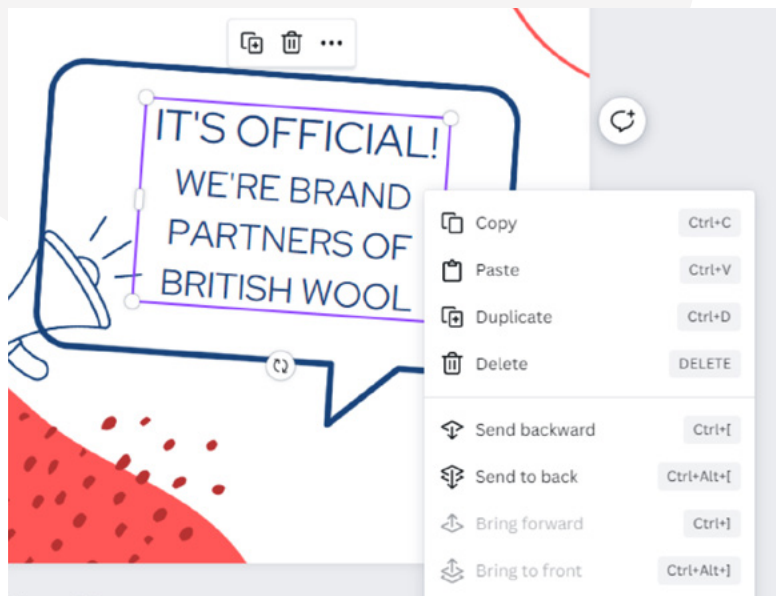


Select **'Templates'** on the left-hand side.

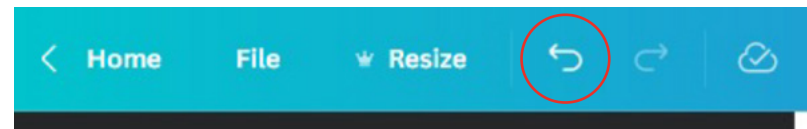
Use the **'search box'** to find templates or use one of the recommendations.

Click to add and customise text, colour and placement.

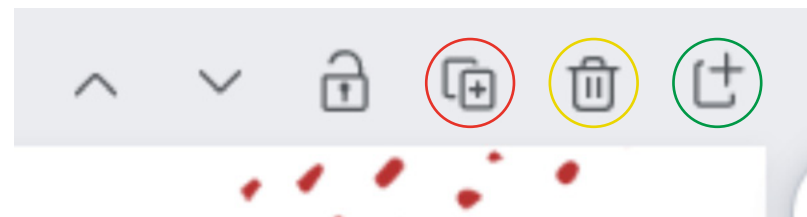
## Additional tips



Elements can be layered on top of one another – **‘right click’** on the element and select **‘Send backward’** or **‘Send forward’** to add in front or behind.



Mistakes can be undone – such as accidentally deleting an element – by clicking the **‘back arrow’** in the top left corner.



Duplicate pages by clicking the **‘icon in the red circle’**, delete pages by clicking the **‘icon in the yellow circle’**, and add a new page by clicking the **‘icon in the green circle’**.

## Useful links

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**THE CAMPAIGN FOR WOOL**  
Patron: The former Prince of Wales