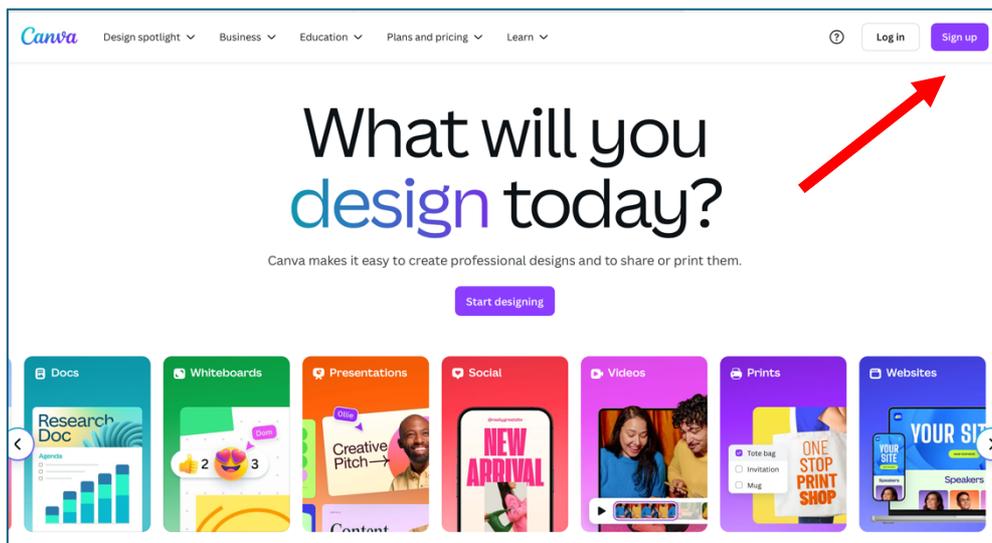


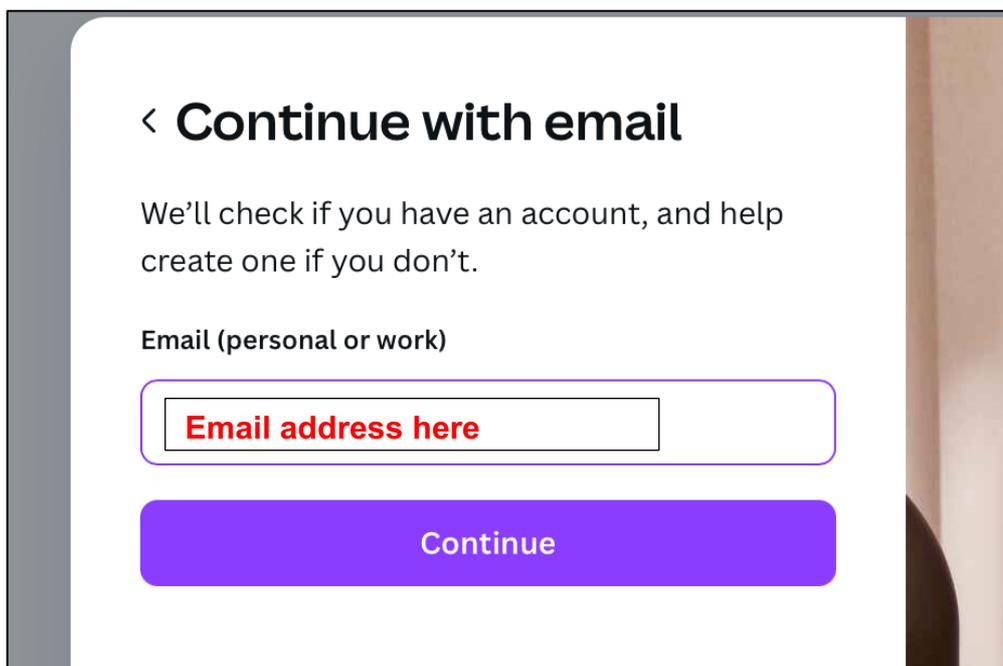
Advance notes for CANVA training

It will be really helpful and save time if you could set up a Canva account in advance of the training. It is free, however there are some “choices” along the way, so here is a run through of how to do it. My annotations to screenshots are in red.

1. Open Canva <https://www.canva.com>
2. Click Sign up



3. Put in your email address



4. You'll see a page like this

< **Create your account**

You're creating a Canva account with **Your email address**
mlicence2@gmail.com

Name

Your email address

Continue

5. You'll be asked what you are using Canva for – click **PERSONAL**

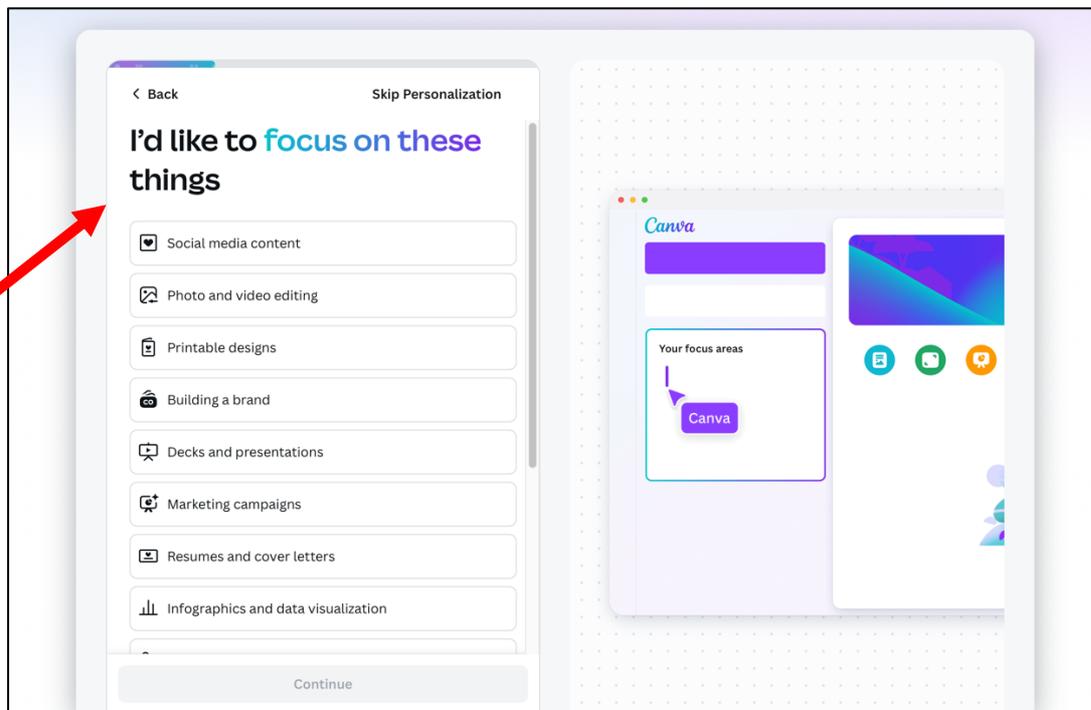
What will you be using Canva for?

Let us know so we can build you a better homepage.

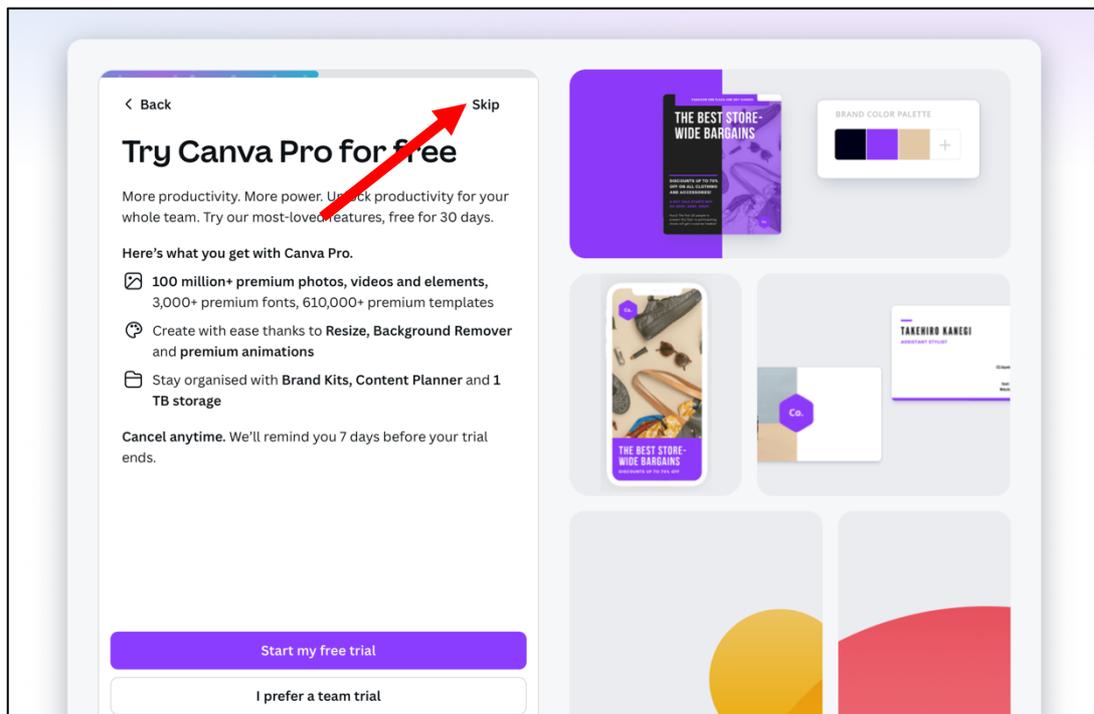
 Personal	 Large company
 Teacher	 Student
 Small business	 Non-profit or charity

Design with ease

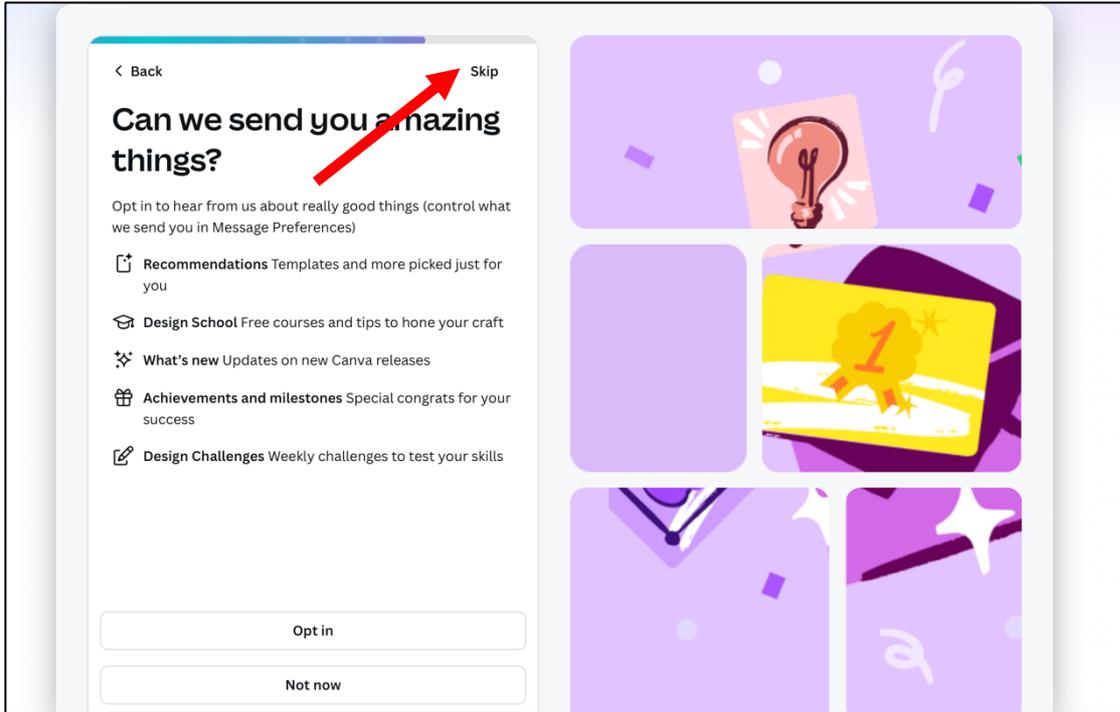
6. Click social media. You'll be able to use it for other things – this is just to get you registered.



7. Click Skip – otherwise you'll have to pay.



8. Click Skip again. You can opt in later when you are more proficient with the site



9. You should end up with a screen like this – ready to start designing

