

Canva 2.0 for Libraries Tips

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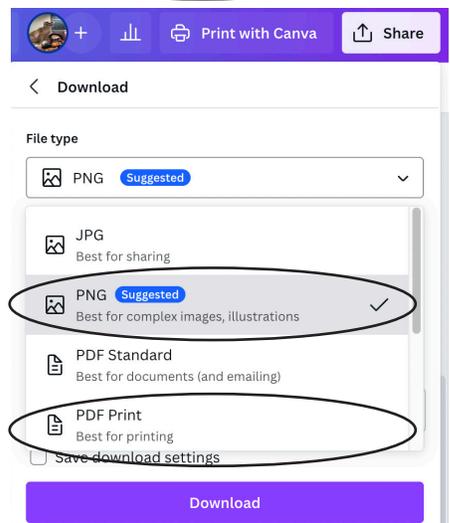
Know what you are creating:

- **Print:** Any print out or a need to be high quality.
- **Web:** Anything on the web or for screens.
- **Print and web:** A flyer can be created to print out, but also a digital copy for download. When it's both, design at high quality for print and in inches. Web files can always be downgraded from a print file, but not vice versa. Web is meant to be low quality for faster viewing, print is high quality to prevent pixelation and low quality prints.

- **Download in Canva:** PDF for print, PNG for web
- **PNG:** Lossless, meaning it doesn't lose quality over time. JPEG files do.
- **PDF print:** Highest quality possible, universal file type, and able to be converted to an image file (if necessary)

Suggested

- Doc
- Whiteboard
- Instagram Post (Square) 1080 × 1080 px
- Facebook Post (Landscape)
- Instagram Story
- Instagram Reel
- Facebook Cover
- Flyer (Portrait 8.5 × 11 in)



Before

Templates:

Search for templates in any format and click to have it apply to your blank page.

Altering templates:

Change colors, fonts, and rearrange information to make a unique design



After:

Remove unwanted items, rearrange text, text color, apply the rule of thirds for better flow.

