



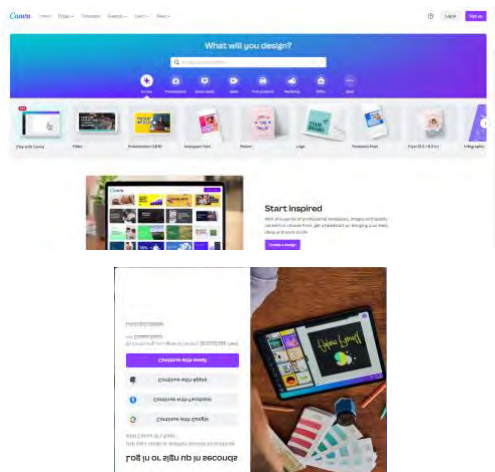
Using Canva for Education in Your Classroom!

What is Canva?

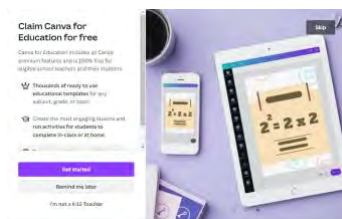
Canva is a graphic design platform used to design presentations, posters, social media graphics, documents, or other visual content. Educators can sign up for Canva for Education and receive all its' pro features for FREE! Canva also integrates with Google Classroom seamlessly!

Sign up for Canva for Education

Go to www.canva.com and click **Sign Up**. You have the option to **Continue with Google** or **Continue with email**.

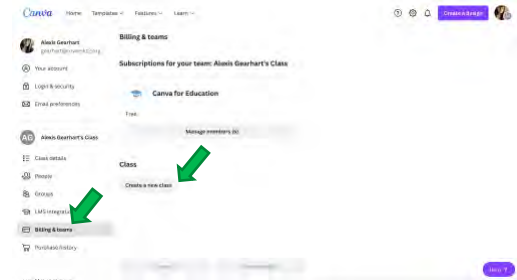


If you use your school issued Gmail account, you will be prompted to Claim Canva for Education for free. Click **Get started** and follow the steps to be verified as a teacher.



Creating a Class in Canva

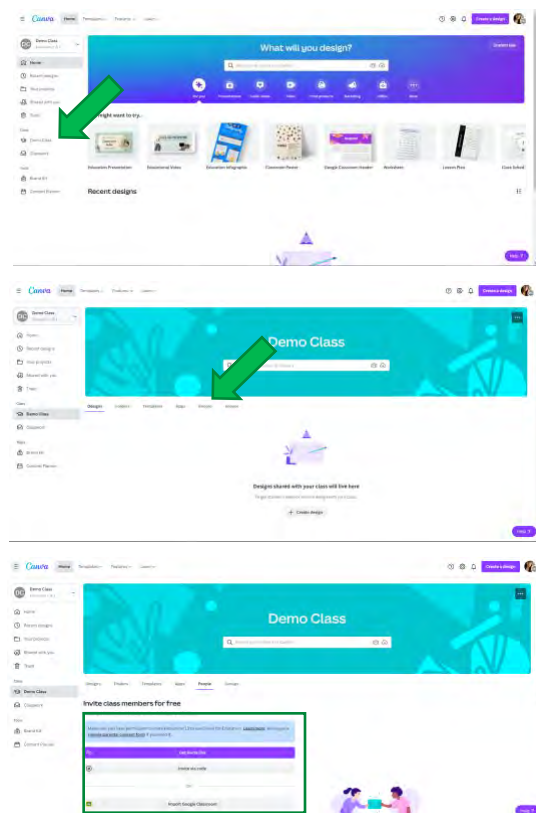
Click on the **Settings Gear** in the upper right corner of your screen, then find **Billings & Teams** down the left side of your page. Click that, then find and click **Create Class**.



Once your class is established, you will be able to add in your class roster through a variety of options. You can get a **Link to Invite**, **Invite via Class Code**, or **Import Through Google Classroom**.

*If you choose to import through Google Classroom, email invitations will be sent to each student. The student must accept the invitation from their email, so do not select this option if you do not want them using their email. The **link to invite** or **class code** options would be best for students that do not use Gmail.

Here are the illustrated steps for adding students to your class.

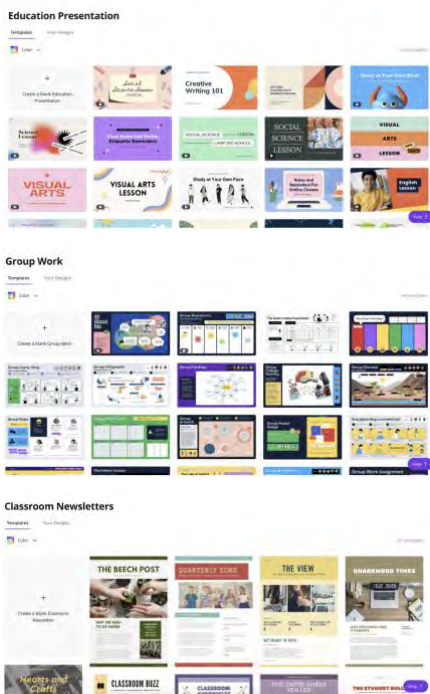




Once your students are in your class, they will be able to create their own designs, complete assignments/projects you have assigned to them, work on assignments individually or collaboratively, and receive feedback from you!

Things to Try

Canva has templates for everything imaginable! You can use Canva to create class presentations, worksheets, flashcards, online whiteboards, Google Classroom headers, infographics, videos, GIFs, schedules, lesson plans, newsletters, announcements, or anchor charts. The possibilities are truly endless!



Editing in Canva

After you select a template or choose to create something from scratch, there are a lot of options for editing your project.



When editing your project, you can add text and change font, color, size, and style. You can add shapes, graphics, and other elements. Upload photos or videos from your computer or your Google Drive to add to your project. Everything that comes on the template is also editable, so if you don't like the color of an element, you can click to change anything! You can also create data charts in Canva, add YouTube videos, and many other forms of media- like GIFs!

When an element of the project is selected, customization options will be displayed across the top of the screen. This is where you can change things like color, font, size, and any other effects.

If you are creating an assignment, you can "lock" elements in place if it is something you do not want the students to change. To do this, click on the element you want to lock, then select the padlock in the bar across the top.



Using Canva with Google Classroom

Assigning Canva assignments to your students in Google Classroom is simple! Once you are finished with your template, you will click on the **three dots** in the upper right corner. Then select **Assignment**.



Next, you will be able to choose where the assignment goes, so you will click **Google Classroom**. Then you can



decide if you want to make a copy for each student, or if you want it to be a “view only” assignment.

After you select your sharing preference, you will click **Publish**.

Then, a new window with Google Classroom will open where you select which class it goes to and how you assign it.

From there, you will post the assignment just like normal! Once students open the assignment, Canva will prompt them to use your template. This is essentially the same as Google’s “Make a Copy” feature!

A template created by Alexis Gearhart was shared with you, start designing now

Once students finish their assignment, there is an option in the upper right corner of Canva to send their work to the teacher! Their work will be shown for you to review and leave feedback under “Shared with You.”



Helpful Links:

[Using Canva for Education with Google Classroom](#)

[Creating a Canva for Education Account](#)

[Creating a New Class & Adding Students](#)

[Creating an Assignment in Canva & Assigning to Google Classroom](#)

[Editing in Canva](#)