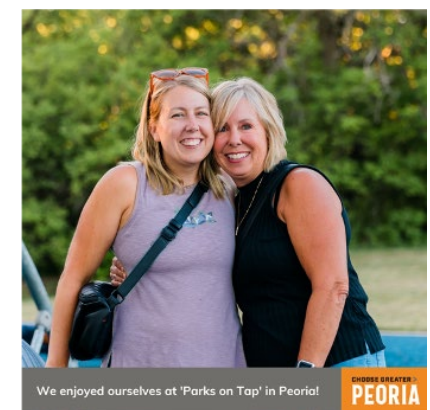
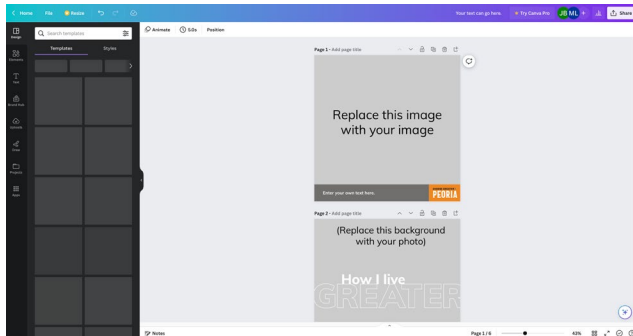


CANVA TEMPLATE GUIDE

CHOOSE GREATER >
PEORIA

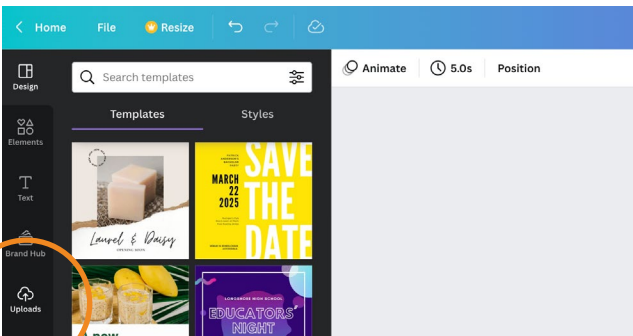


How to Use Choose Greater Peoria's Canva Templates



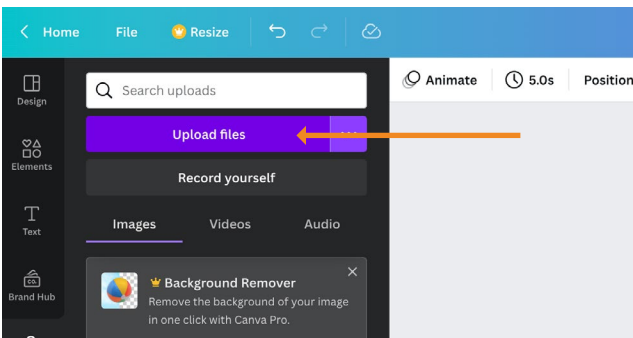
1

To access our Choose Greater Peoria Canva templates, visit this [link](#).



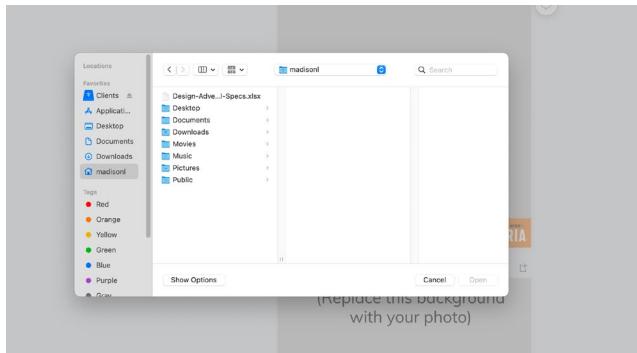
2

Click the **“Uploads”** icon on the bar on the left side (5 from the top).



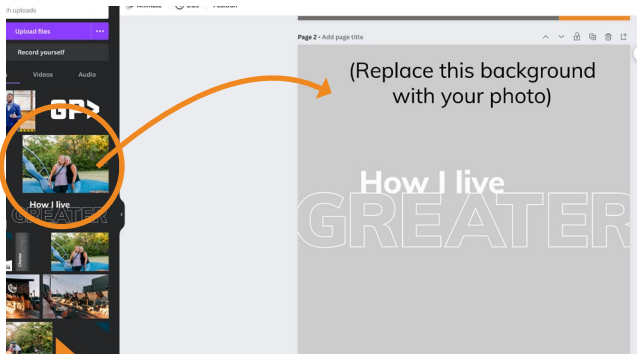
3

Click the purple button that says **“Upload”**. The platform will ask you to log in to Canva. If you already have an account, log in. If you don't have an account, quickly create one with your personal email address.



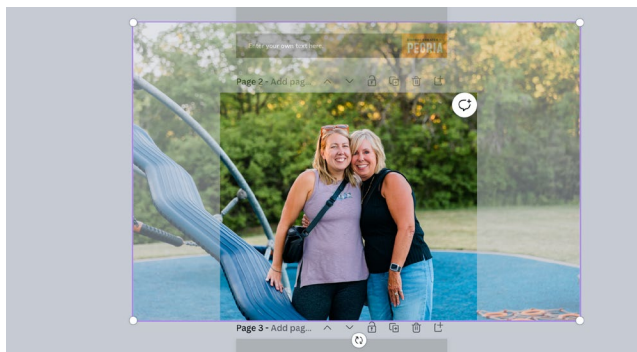
4

Revisit the “**Uploads**” tab. Click “**Upload**” again and select the image you’d like to add to your social media template.



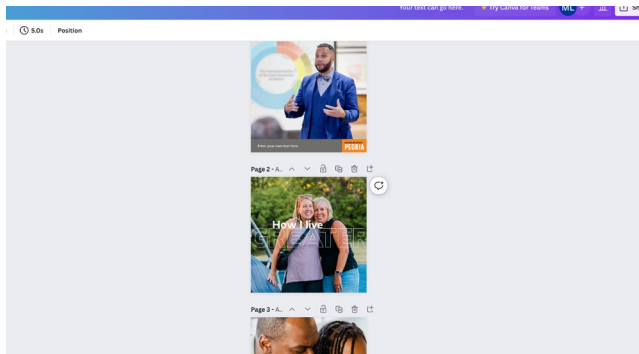
5

When your image appears in the image bank on the left, drag it into one of the templates.



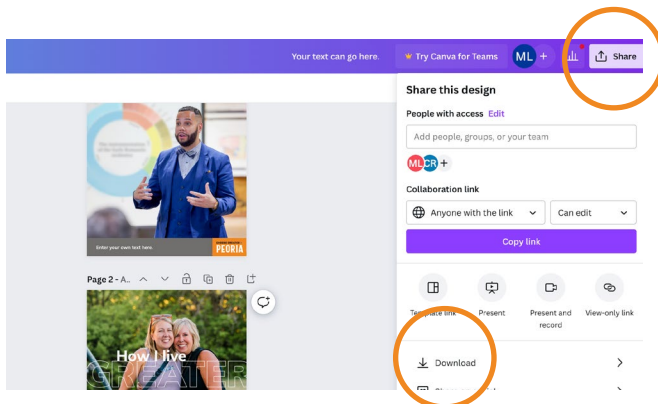
6

You can adjust the position of your image by double clicking it and dragging it around behind the frame.



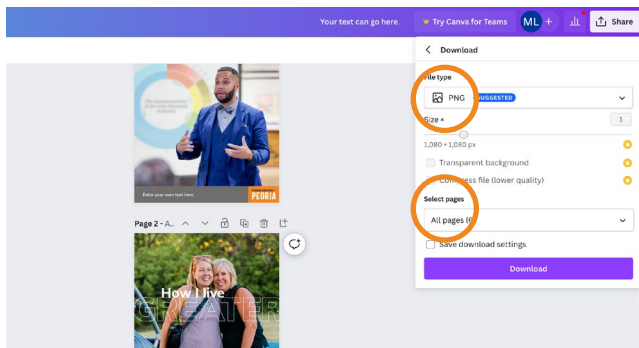
7

Repeat these steps with the rest of the frames until you have six complete templates.



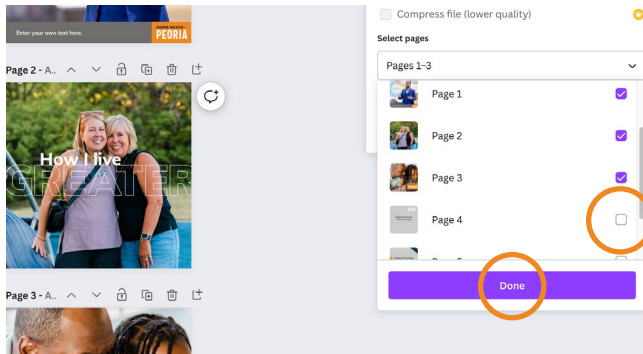
8

On the top right of your screen, click the white button that says “**Share**”. Select “**Download**”.



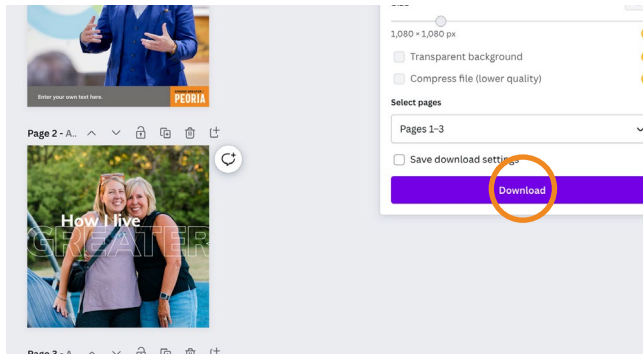
9

Select “**PNG**” in the file type section. If you didn’t add images to all six templates, go to “**Select Pages**”.



10

Uncheck any frames you didn't upload images to. Click **"Done"**.



11

Click **"Download"**. Your new image will appear in the "Downloads" folder of your device. You're ready to post!