Creating Canva Graphics with our OPTAVIA® Templates

Enhance your social media presence with these customizable and non-customizable **OPTA**VIST[™] and **OPTA**VIA Canva social media graphics, designed to inspire and engage your community. **Take your content to the next level—download now and start making an impact today!**



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- 1. Click the Canva template link or scan QR code of the style Canva template you are interested in
- 2. Select 'Use template for new design'
- 3. Create a free (or Pro) Canva account or login
- 4. Change the text you would like to change i.e. name, years you've been an **OPTA**VIST[™], what makes you an **OPTA**VIST, etc. by double clicking in the text boxes and using the toolbar that appears at the top of your window
- 5. If graphic has a place for an image, click 'Uploads' on the left-hand side of your screen and either drag and drop an image of yourself or click 'Upload files' and find the desired image you would like to use
- 6. Drag and drop the image from the left navigation to the designated place for the image
- 7. If you have a Pro account, you can select 'BG Remover' in the bar that appears on the top of your screen while your image is selected to remove the background of the image and create an overlap
- 8. You can rearrange layers as needed by right clicking on the image and selecting 'Layers.' This will allow you to drag and drop the layers so that everything is visible on your social media graphic
- 9. Once you are done editing, click 'Share' at the top right, then 'Download,' select the page you would like to use from the list, and click 'Done.' Click 'Download
- 10. For additional instructional resources, visit: <u>https://www.canva.com/designschool/tutorials/getting-started/</u>

