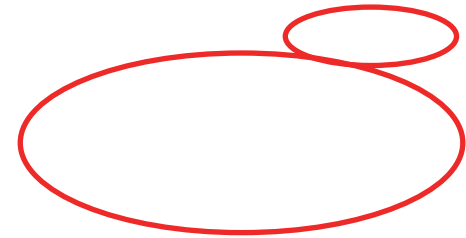


Setting up your poster on Canva.com

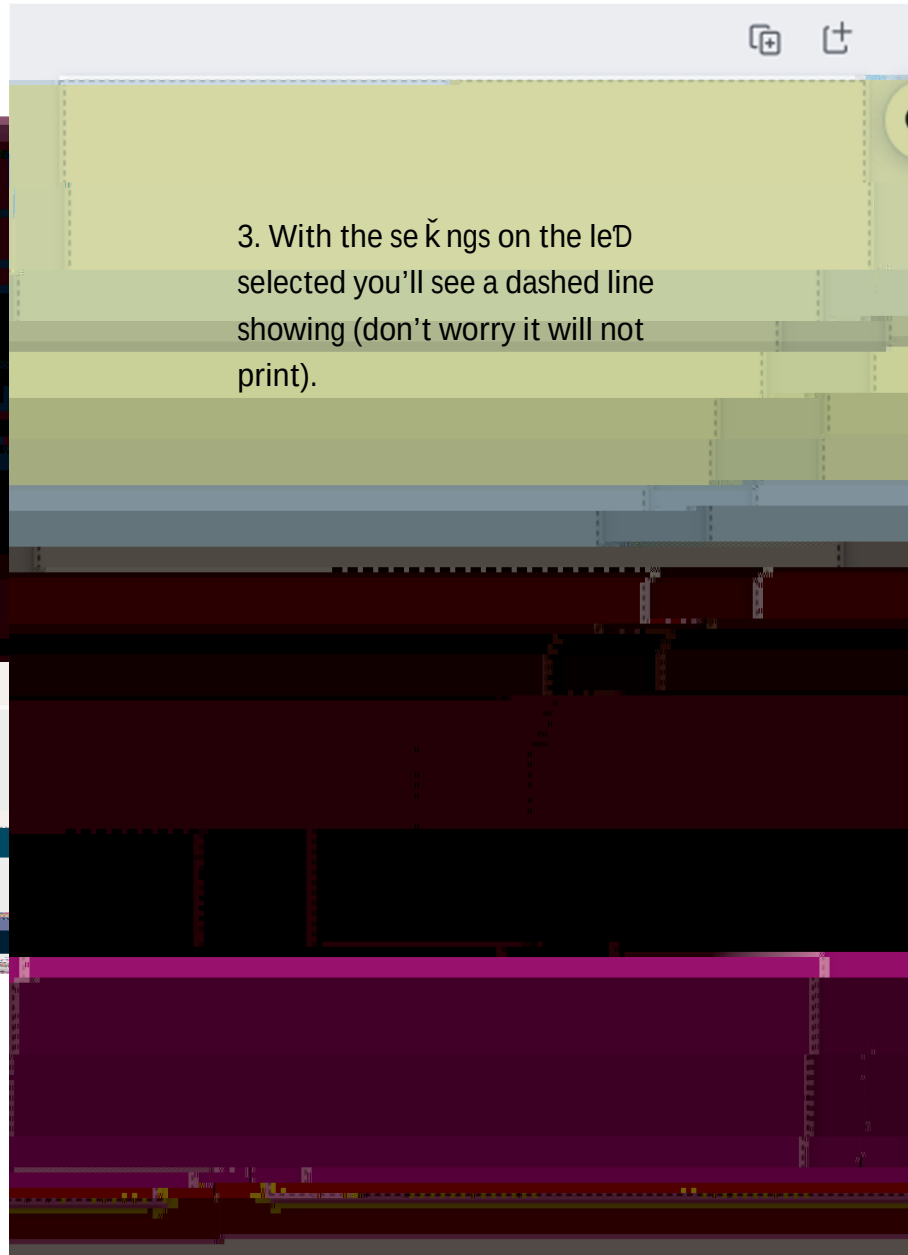


1. Once you've logged in choose custom size, enter the dimensions of the poster size you require and click create new design

2. Firstly click file then view settings and check show rulers and guides and repeat again and choose show print bleed

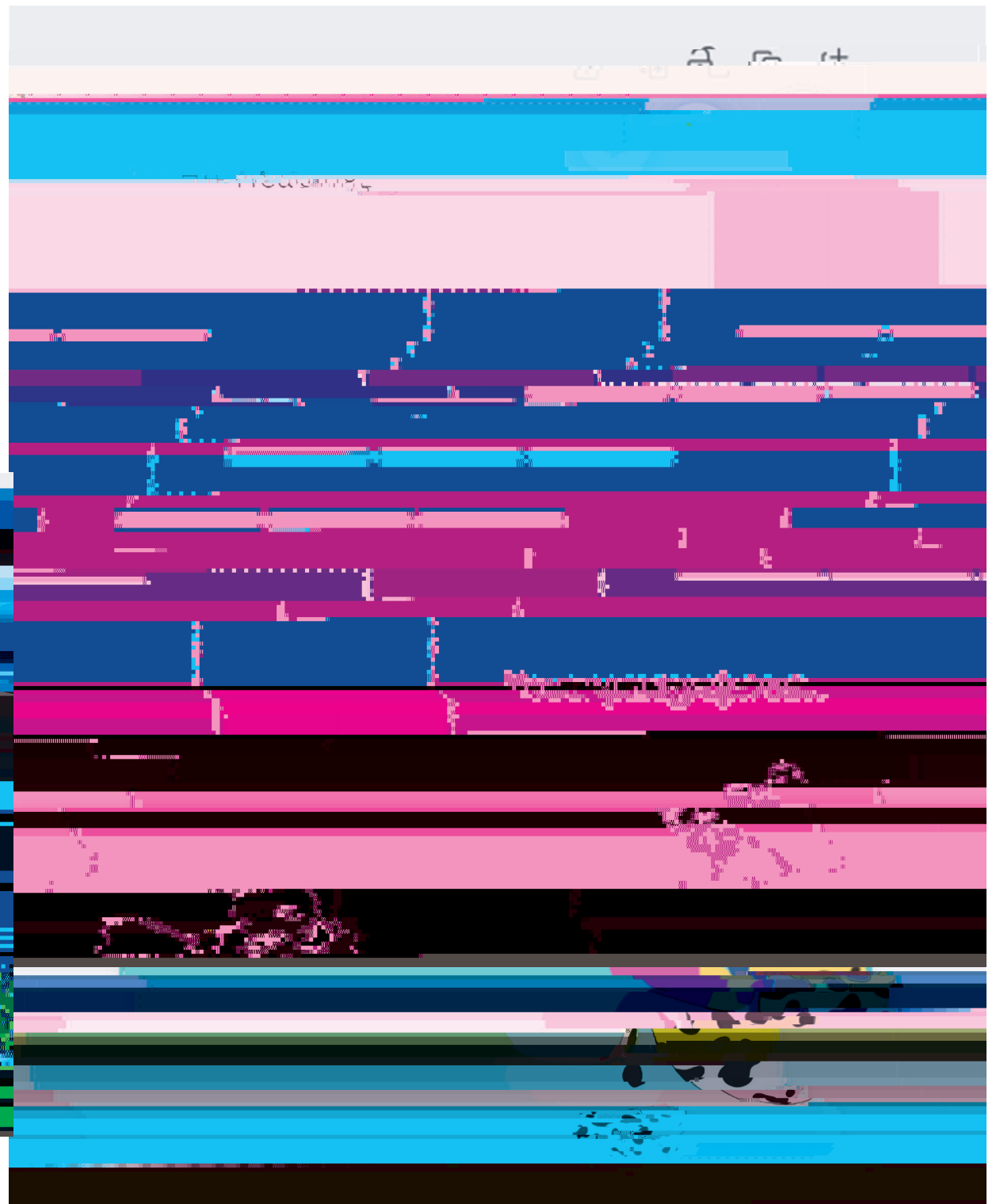


3. With the settings on the left selected you'll see a dashed line showing (don't worry it will not print).



4. Design your poster.

Keep anything you don't want to cut off well within the dashed line and extend any background or images you want to go right to the edge of the page to the solid line outside this (see below).



5. When you are happy with your design you need to download a file for printing. PDF is best.

Click file then download. Choose PDF Print in the file type then make sure Crop marks and bleed and flags PDF have checks in the boxes. Make sure the color profile is RGB (best for digital use) then click download and choose a place to save your PDF file.

