

How to do a banner add or a meme, poster, in Canva.

Open your Canva Account. <https://www.canva.com/>

Decide what you are going to make. At the top you will see Social Media Presentation Poster Facebook Cover = More. Or you can click on the Use custom dimensions which is what you want to do to make a banner that fits your page.

Click Custom Dimensions

700 wide and height 150 px then click Design.

Up comes a white box that looks like a banner size add.

Over on the left hand side you have search Layouts text background uploads they are what you use to make up the banner.

So lets choose the background colour first.

Click background up comes a colour palatte with the colours on it if you don't like the main colour in the little circles you can click the plus sign and choose your own colour. Of you can use some of the textures that are free from the Canva list.

So lets choose white for the background. Click the green button. Your background will be green

Ok lets put in the text.

Click text.

You get three choices of the size you want your text. The ones underneath that are what is available in the Canva system. That are free or buy for a dollar.

Click Add heading The words will pop on the header. And you can write in what ever you want.

Click subheading and you can put in some more words.

You might want to add a logo of the company of an image of some description.

You click on uploads. Then to load something from your computer

Click the green button upload your own images. It will then search your computer for the image. Once found open it and it will appear in the column below.

This is where all your uploads will appear. And if you click on that yellow square with the back arrow then yours will appear. So that you can use any of them again.

Ok now double click on the image you want to put on the banner.

It will be added to the banner. You can adjust it to the right size and place it where it needs to go.

To move it around you must go to the bottom of the image and the mving claw will appear so you can move it around.

Once you have all the elements on your banner or just some writing you click up the top beside the word Canva it says file click file and then save. Your banner has been saved.

Now you need to download it to your computer to use on your website or in Facebook or in anything even a poster can be made within this program remember though if your going to print it out and put it around the street it is better to have a white background as you will use to much ink.

When you click download you get a choice of image for web high quality image for printing or pdf standard of pdf for print. You make the choice it will then download it into you downloads file on your computer.

I usually go in and find it and copy it into a folder of Banner ads or News or dates for the calendar.

Once you have done a couple in the program you will get the hang of it.

You can use your images or images on the internet in Google images. Just find them and download them into a folder and bobs your uncle.

I hope this has helped and if I am on completely the wrong track let me know. I use a lot of poster on my events page as images and information is much more acceptable to the eye then just a bunch of text.

I will send you some of the mems that I have done that are simple but effective. Banner adds for those companies I usually go to their website and take the top banner of the website and use that by using the snippet tool on everyone computer. It is a very handy tool when taking images of things on the screen.