SHARMA ACADEMY

Canva Training Course Details

Introduction

- Overview of Canva and its features
- Understanding the Canva workspace and interface
- Setting up a Canva account and accessing templates

Basic Design Tools and Techniques

- Using shapes, text, and images
- Applying colors and backgrounds
- Working with layers and transparency

Working with Templates

- Exploring Canva's template library
- Customizing templates for different projects
- Saving and organizing custom templates

Designing Presentations and Documents

- Creating slides and presentations
- Designing reports and documents
- Using grids and layouts for organization

Creating Social Media Graphics

- Designing posts for various social media platforms
- Using Canva's social media templates
- Incorporating branding elements and hashtags

Designing Marketing Materials

- Creating flyers, posters, and brochures
- Designing business cards and promotional materials
- Incorporating logos and branding guidelines

Advanced Design Techniques

- Using advanced text effects and typography
- Applying gradients, shadows, and filters
- Creating custom illustrations and icons

Branding and Consistency

- Creating brand kits and style guides
- Maintaining consistency across designs
- Collaborating with team members on branding

Creating Animated Graphics

- ntroduction to Canva's animation features
- Designing animated social media posts
- Creating animated presentations and infographics

Collaboration and Sharing

- Collaborating with team members on designs
- Sharing designs with clients and stakeholders
- Using Canva's commenting and feedback features