

TIPS FOR CREATING PRINT-READY FILES *with Canva*

When using Canva to create files for professional printing, there are a few key things you can do to ensure your final print products are produced as you envision them.

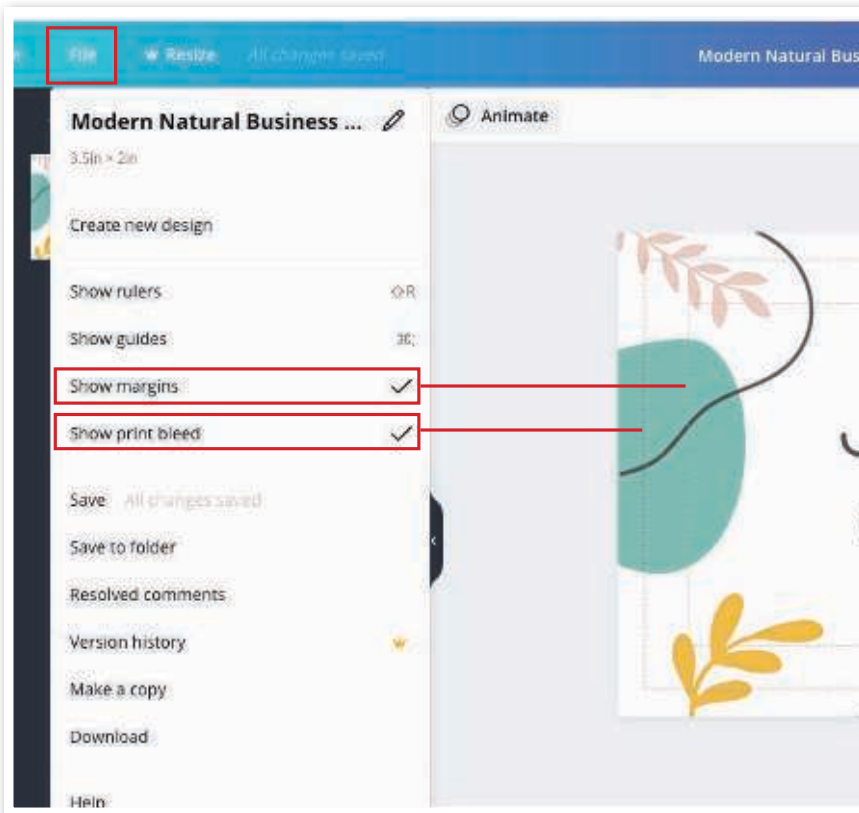
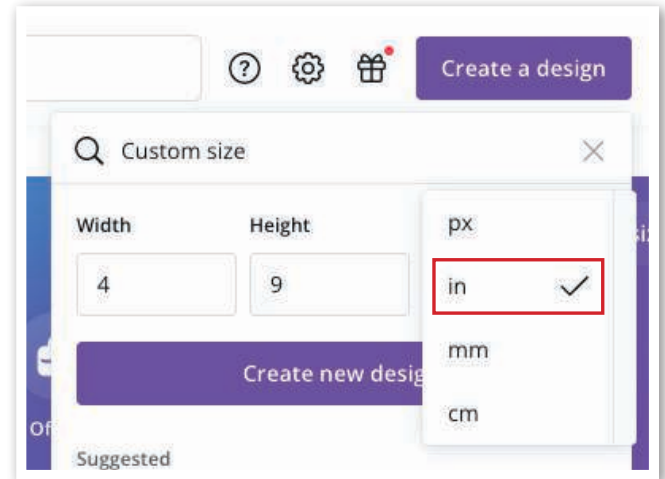
Use this quick guide to get started!

1. START WITH THE CORRECT DOCUMENT SIZE

Canva allows you to set up a document in pixels, inches, millimeters, or centimeters.

Choose inches for a print file. Make sure your document size is the size you want your final printed piece to be.

Any size adjustments to the PDF produced from your Canva document could result in unwanted stretching, or elements being cut off.



2. SHOW MARGINS & PRINT BLEED

In the upper left corner of the Canva designer, there is a “File” button – click it to see the drop down menu, & make sure the check mark is on for **“Show margins”** & **“Show print bleed.”**

All important text, logos, photos, & other content that is not meant to bleed off the page needs to stay within the margin line.

Any elements that are intended to bleed (*print all the way to the edge of the paper*) should extend past the cut line & into the .125” bleed area that appears when “Show print bleed” is selected.

3. USE CMYK COLORS

When uploading logos, graphics, or images, **make sure the files are in CMYK color mode**, so the colors print as you expect. RGB color mode is used for screen outputs & these colors will not print the same as they look on-screen.

Canva recommends using an online color picker tool to select CMYK colors for text & other vector elements or background colors & for converting RGB or HEX colors to CMYK for printing.

Check out image-color.com for an easy to use (& free!) color converter & selection tool.

4. CHECK FOR IMAGE RESOLUTION

Unlike web images, which can be at lower resolutions & appear fine on-screen, printers require a higher number of DPI (or dots per inch) to produce a quality image.

Verify that the images you use in your print files are 300dpi at the size you want them to print.

How to Check Resolution On a PC

1. Right click the image you want to use, then select “Properties” from the dropdown menu.
2. A new window will pop up. Go to the “Details” tab to check the image’s resolution and more.

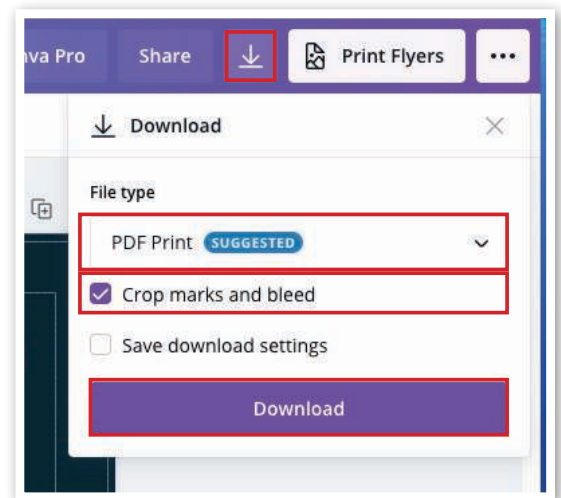
How to Check Resolution On a Mac

1. Right click the image you want to use, then select “Get Info” from the dropdown menu.
2. A new window will pop up. Go to the “More Info” tab to check the image’s dimensions.

5. USE THE RIGHT DOWNLOAD SETTINGS

When you’re ready to download your final design as a print-ready PDF, follow these steps:

1. Start by clicking the **Download** button in the top right.
2. Under “File Type,” make sure “**PDF Print**” is selected.
3. Make sure “**Crop marks and bleed**” are checked.
4. Download your files in a **single-page PDF** format.
5. Click “**Download**” to receive your files.



That’s it!

You’re ready to send your Canva PDFs to AnchorPointe Graphics for printing!

Don’t worry, we’ve got your back. The APG team will be checking your Canva-made PDFs along the way & will let you know if anything looks out of place or won’t print as you want it to.

We’re here to help you make things go right.

Send us files online!

Don’t hesitate to give us a call with questions or for hands-on help!

503.619.3000 | info@anchorpointegraphics.com | anchorpointegraphics.com/send-a-file

WHEN TO USE CANVA VS. WHEN TO GO PRO?

Some projects are more “high profile” than others. You may choose to use a mix of DIY design for quick needs (*like a yard sale flyer*) & hire a professional for bigger needs (*like your annual report*).

There are a few important limitations to Canva that could have an impact on your decision of whether to “save” or “splurge” on design for a project.



1. Canva has limited ability to produce vector files.

All Canva designs can be downloaded as PNG, JPG, or PDF files. Subscribers to Canva Pro can now download their Canva designs as SVGs (scalable vector graphics).

Vector graphics produce the highest quality printing because of their ability to be scaled to any size without losing resolution. **But the type of vector file you use for print matters.**

Adobe Illustrator & other vector-based drawing software can produce files formatted specifically for print workflows, whereas Canva produces vector files formatted for web use. So, while technically Canva can create an SVG “vector file,” it can’t offer the same quality & control over print outcomes as an EPS or AI file type.

When you need full control over quality, color, placement, sizing, etc. – go with a professional designer or program to get print-optimized vector files.



2. Canva PDFs are not editable in other programs.

Most PDFs can be edited in Adobe® Acrobat for simple things like text changes. When Canva saves files, it flattens them to a single image & they are no longer editable. Any errors caught after saving (*typos, spelling errors, cut-off text, etc.*) will need to be fixed in Canva & saved as a new PDF. For projects with sensitive timelines, increased risk of typos or spelling errors due to large amounts of text, or if you think content might need to be updated before production – use an editable PDF from a professional program.



3. Canva PDFs can't be color corrected or matched for consistency.

When files are editable, the color of individual elements can be adjusted during printing to ensure a consistent match to a brand or specified Pantone (*spot*) color. With Canva PDFs, we lose the ability to control color outcomes. For color-sensitive projects, when brand recognition is critical, or when you want all of your materials to match, use editable PDFs.



4. Canva PDFs can't be used on Offset Press.

Because these PDFs use raster images, they cannot be used to create the plates needed for Offset Press printing. For items like business card shells or larger quantities when Offset Press is most cost effective, Canva PDFs aren't able to be used for production.