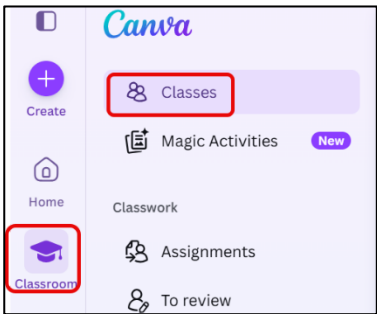
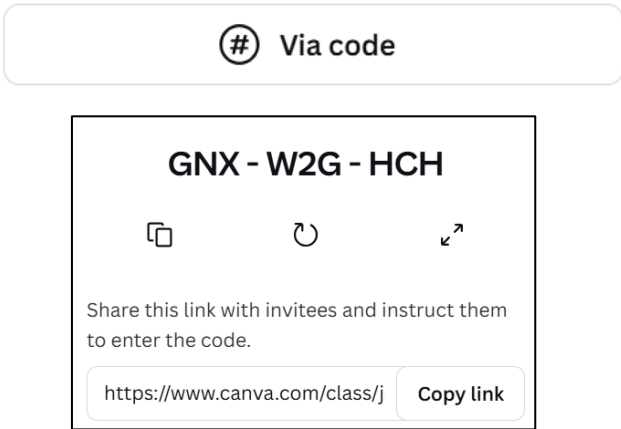


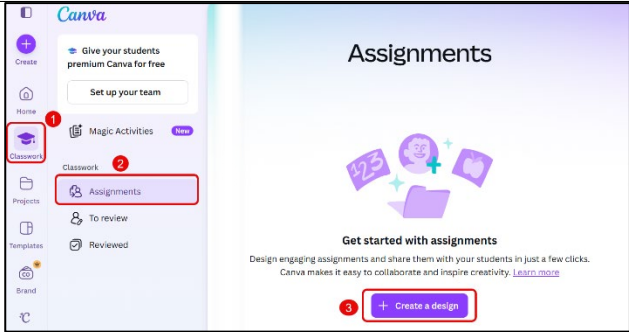
How to Use the Canva Classroom for Assignments

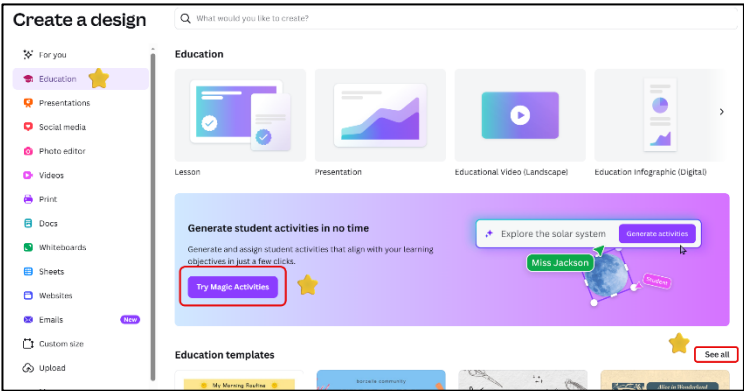
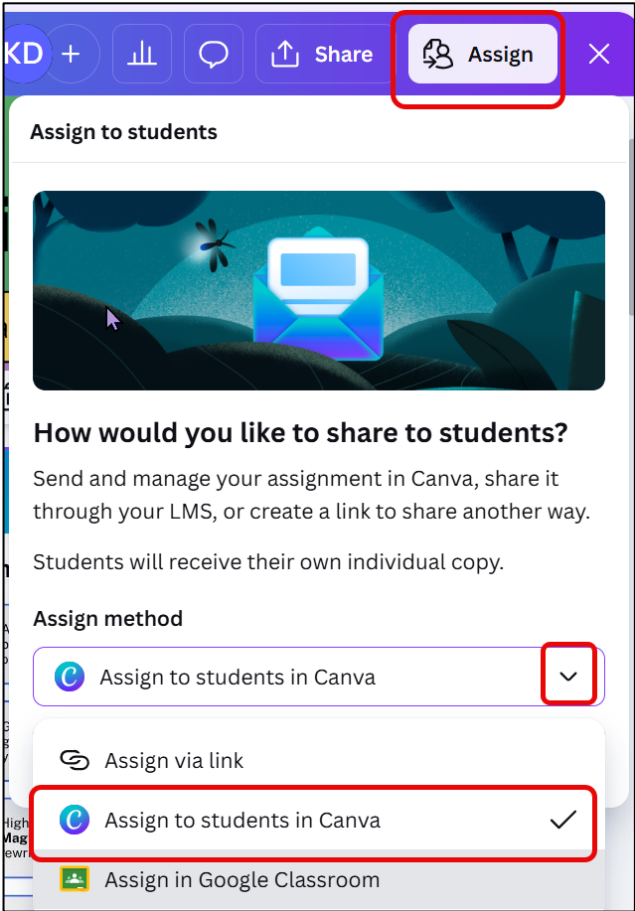
Canva is a very versatile and engaging program that students enjoy using to create presentations, brochures, videos and other visually appealing ways to show their understanding. Teachers can use the Canva Classroom to assign work to their classes, add comments, mark and minimize the amount of printing they need to do.

Steps: To Create a Class

1	Log into Canva: • Go to Canva.com • Click on Continue Another Way • Click on Continue with Microsoft • Use your school district email and password Or click on My Apps and Canva	
2	Click on Classwork or Classroom on the left and then click on Classes.	
3	Click on + Create a class And give your class a name	
4	You can have your class join by sending an invite link or Via Code. If you choose to use the code, your class must go to www.canva.com/class/join and then put your class code in (this works well)	

Steps: To Create an Assignment

1	Click on Classwork or Classroom on the left, then Assignments and then + Create a design	
---	--	--

2	You will now be able to design your own assignment, use a template or have Canva generate one for you. Start by clicking on Education on the left. There are loads of pre-made lessons (click on See All templates) and the Magic Activities are also fabulous!	
3	When you have your assignment ready, click on Assign. You will need to choose to Assign via link or in Canva. It is easy for the kids to find the assignment in Canva.	
4	Then you choose the class to assign it to and click Assign.	
5	When students go into Canva, they will use the code to join your class once. After that they can click on Classwork, then open Assignments and click to work on the assignment. Students will have a button at the top to Send to Teacher when they are done.	