Using Canva Within Book Creator

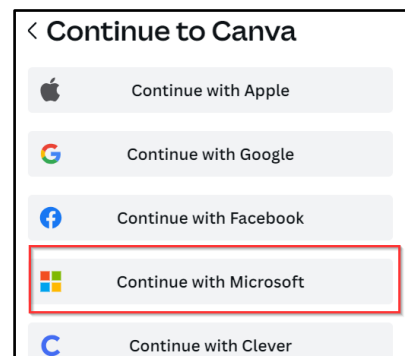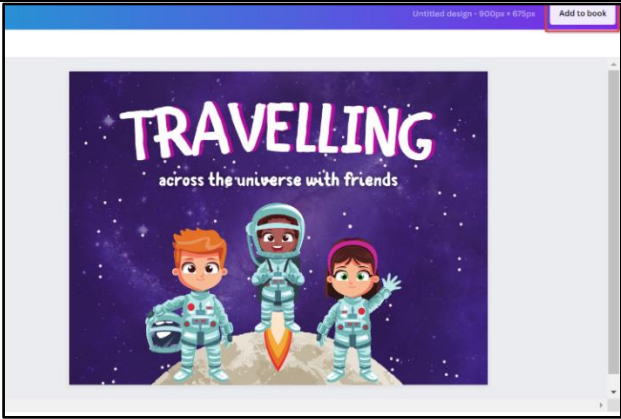|	Create an Image in Canva *from* Book Creator to have it easily inserted.	
1	Open the Book Creator and create a new book. Once you have created the book, click on the "+" symbol on the top right corner of the screen and select "More" -> "Canva".	
2	From the list of apps that appear, select "Canva". If you haven't already logged in to your Canva account using the "Continue with Microsoft" option.	
3	Once you have logged in, you can start creating your design in Canva. You can add text, images, videos, and voice recordings to your design.	
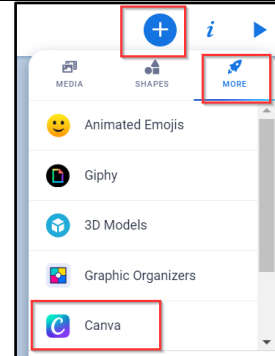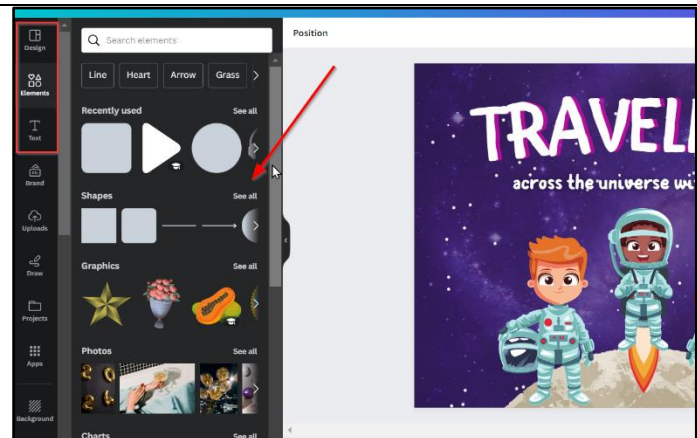
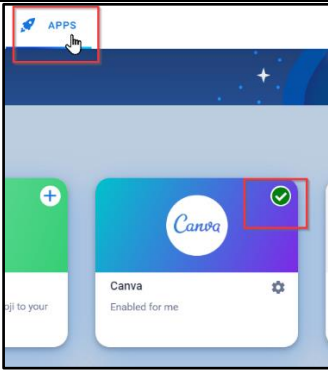|		
4	When you are finished creating your design, click on "Add to Book".	
5	This will insert the Canva design into the Book Creator page as an image. Clicking on the "edit icon" on the picture itself will open Canva to edit the image. You can also use the features within Book Creator to add more to the page.	
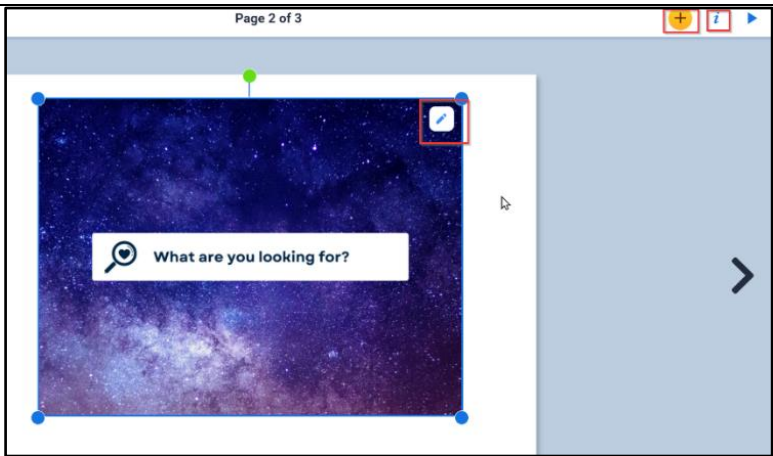
Note: If the front cover of the book is selected when visiting the Canva app, "Book cover" designs will be displayed.

If the orientation of the book is landscape, templates for "elementary" level ages will be displayed.

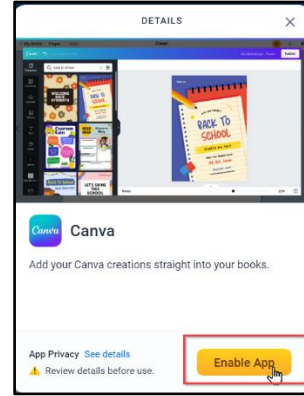*If the orientatin of the book is portrait, templates for middle/high school level ages will be displayed.*

ENABLING THE CANVA APP IN BOOK CREATOR

1	Click on "App" icon on main library page. Click on the "+" icon top right of the Canva App.	

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2	Click on "+" icon top right of Canva app -> Enable	
3	Check the boxes beside the libraries to have Canva available for use. Click Done.	