**How to edit & download a Canva file:**

* Open file/design.
* Double click on the church name and edit it to your church’s name.

**To download**:

* Click “Share” in the top right corner

Graphical user interface, text, application, chat or text message

Description automatically generated

* Then click “Download”.

Graphical user interface, application

Description automatically generated

* You will then need to download each page individually by unticking/ticking each page then click “Done”. So make sure Page 1 is the only one ticked, then once repeating the steps, tick Page 2 only.

Graphical user interface, text, application, Teams

Description automatically generated

* Once you have pressed “Done”, you’ll then be able to “download” an individual page at a time. So once you’ve downloaded page 1, you’ll need to repeat the steps to download page 2.

Graphical user interface, text, application

Description automatically generated