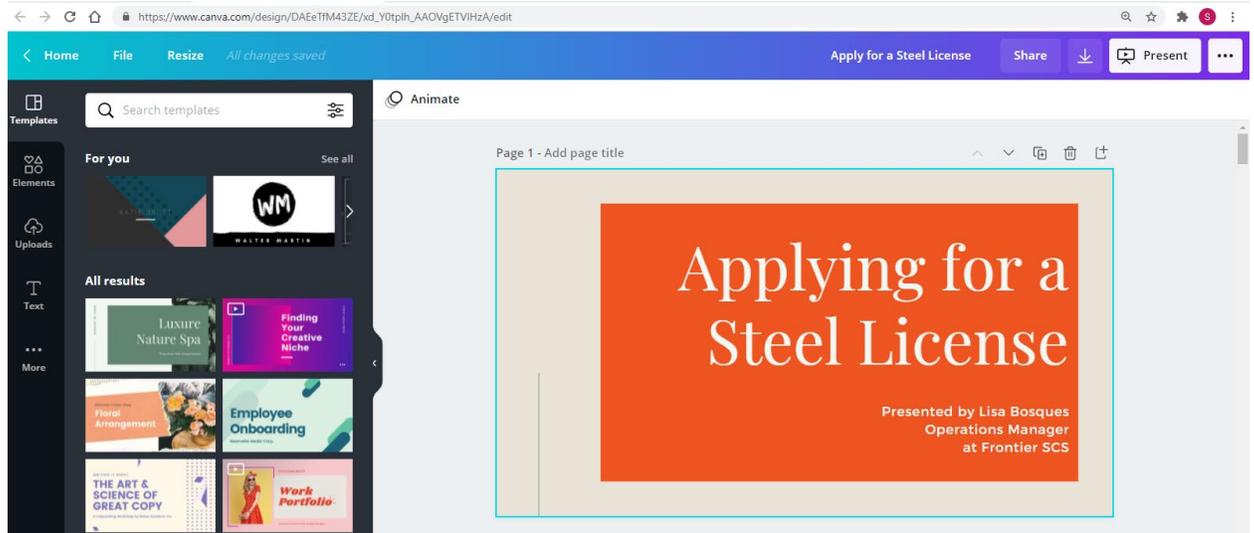


## Instructions for Recording a Presentation on Canva:

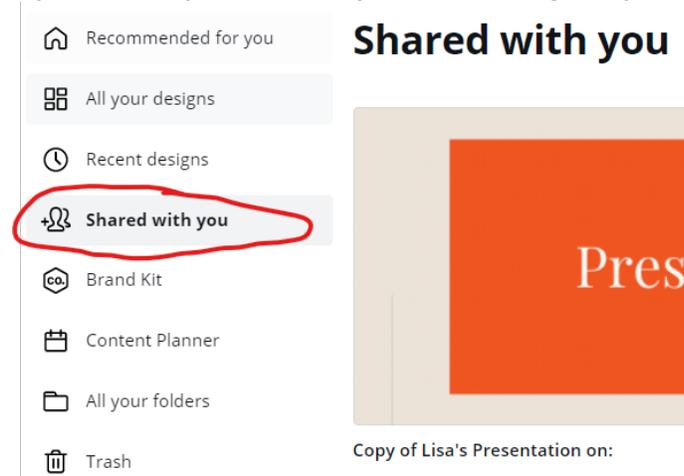
### Accessing your Presentation:

- 1) You will receive an email from Canva telling you that you can edit your presentation
- 2) It will take you to the canva website and you will have to create an account.
- 3) Once you make an account, you'll be able to edit/ have access to the presentation.

It will look something like this:

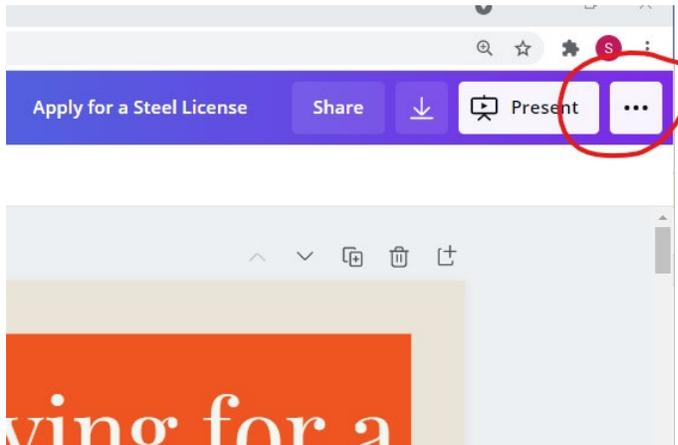


If you exit the presentation, you can find it again by clicking “shared with you” on the left-hand menu:

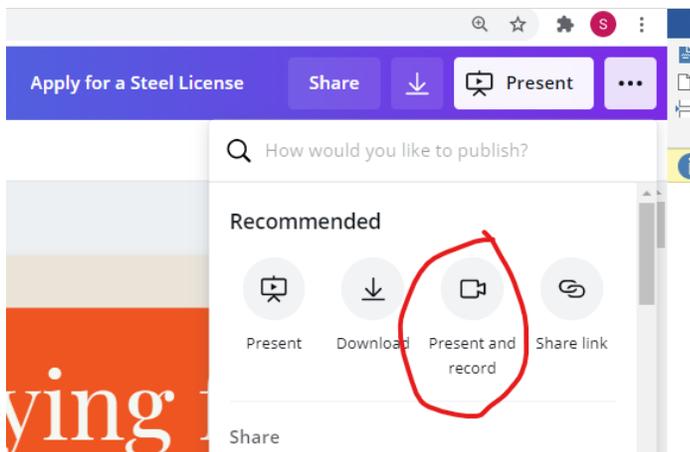


## To Start Recording:

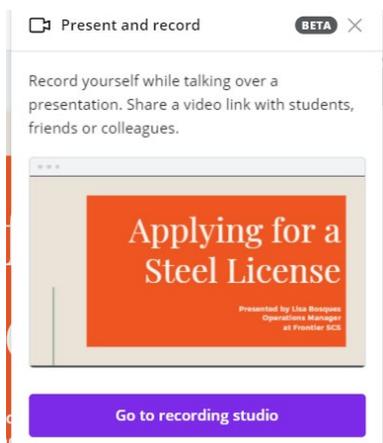
4) In the top righthand corner, click on the 3 dots:

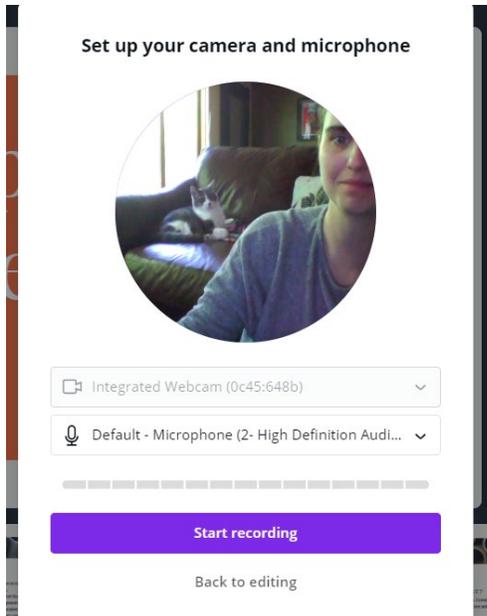


5) Then from the drop down menu, click "present and record":

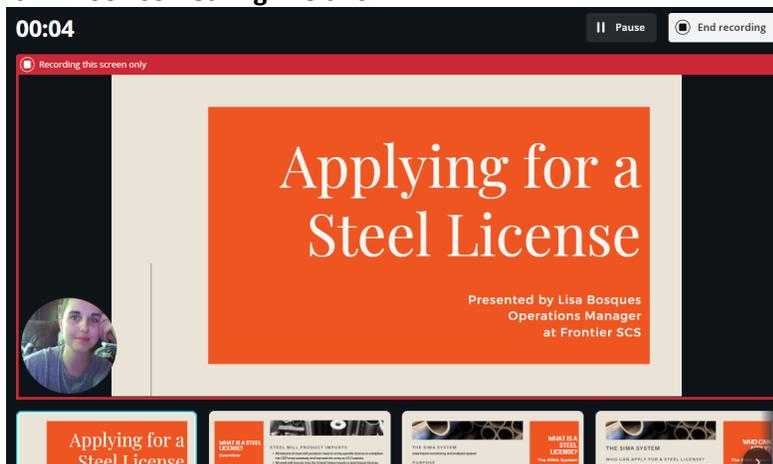


6) Click "Go to Recording studio" and you can start recording yourself.

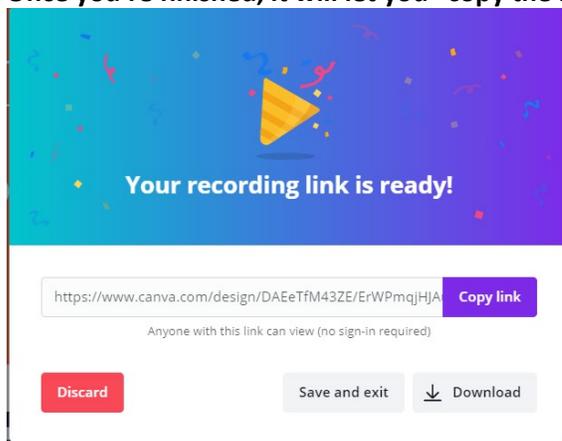




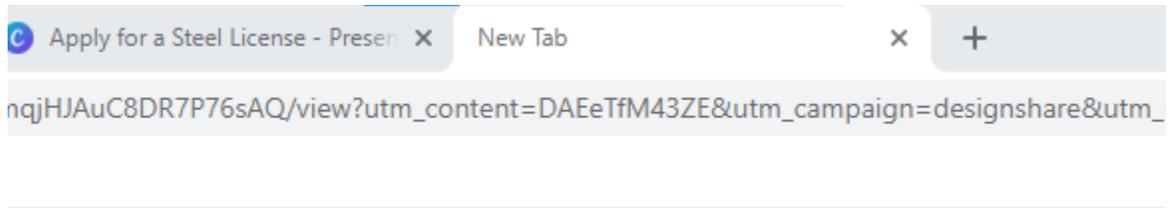
It will look something like this:



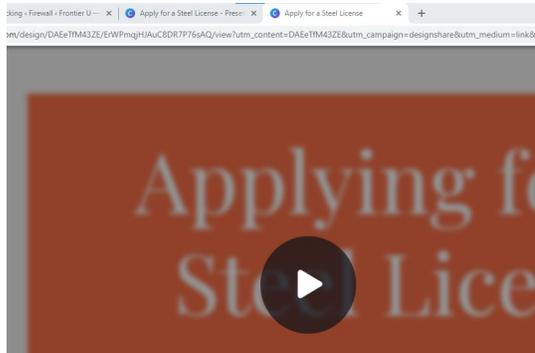
7) Once you're finished, it will let you "copy the link"



8) The paste it into a new browser to view.



**9) Then you can view your video!**



**10) Let me know when you're finished and I can download it on my end!**