



ARADIUS GROUP®

HOW TO SET UP PRINT-READY FILES IN

Canva



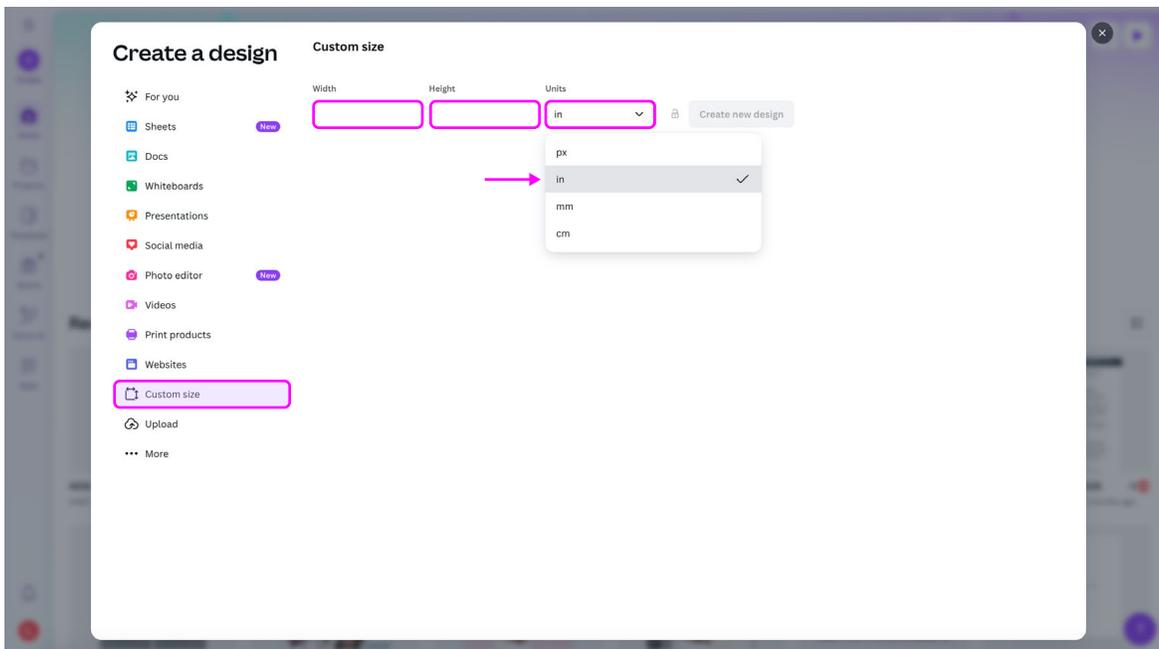
INTRODUCTION

Canva is a great tool for designing marketing materials, but ensuring your files are print-ready is crucial to getting high-quality results. Many marketers use Canva without knowing how to optimize their designs for professional printing, leading to issues like color inconsistencies, blurry images, or missing bleeds. This guide will walk you through how to set up your Canva files correctly to ensure a smooth print production process.

1 | Setting Up Your Document for Print

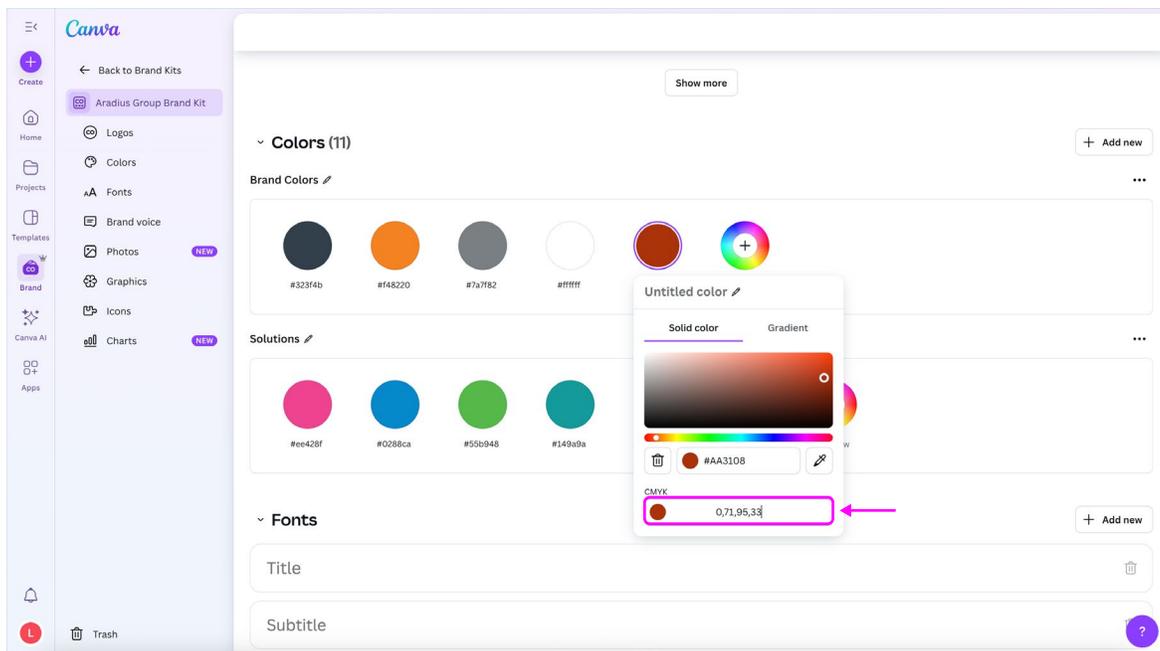
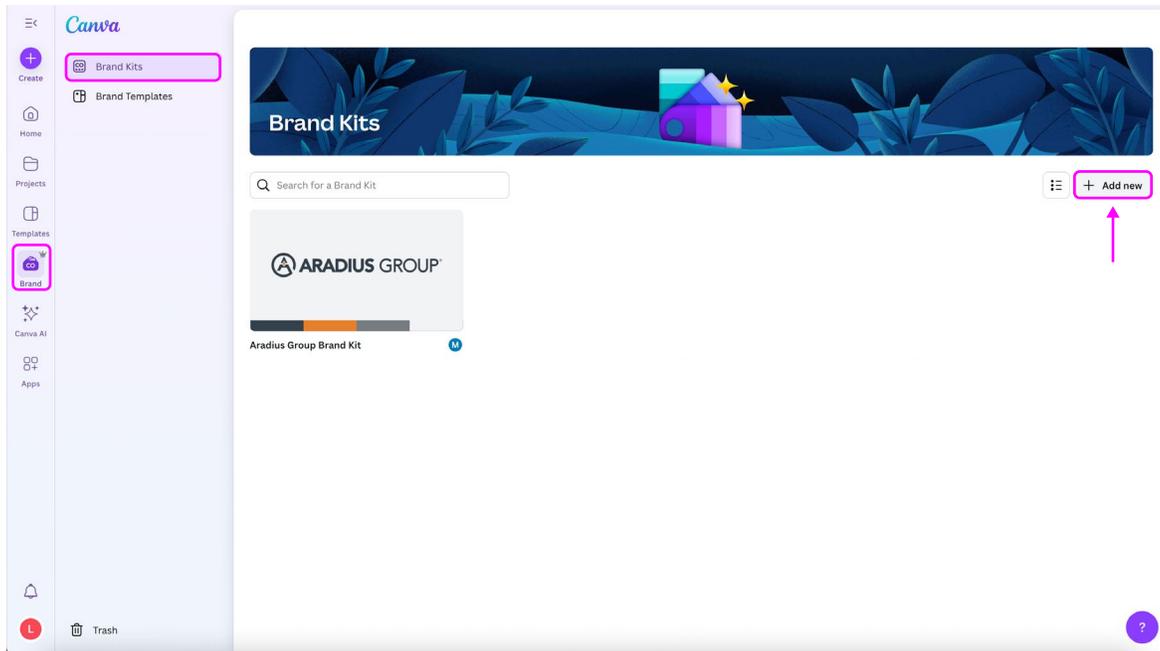
Before you begin designing, it's important to set up your document correctly to ensure high-quality prints. Here's how to configure your Canva document for optimal print results.

Choose the Right Dimensions



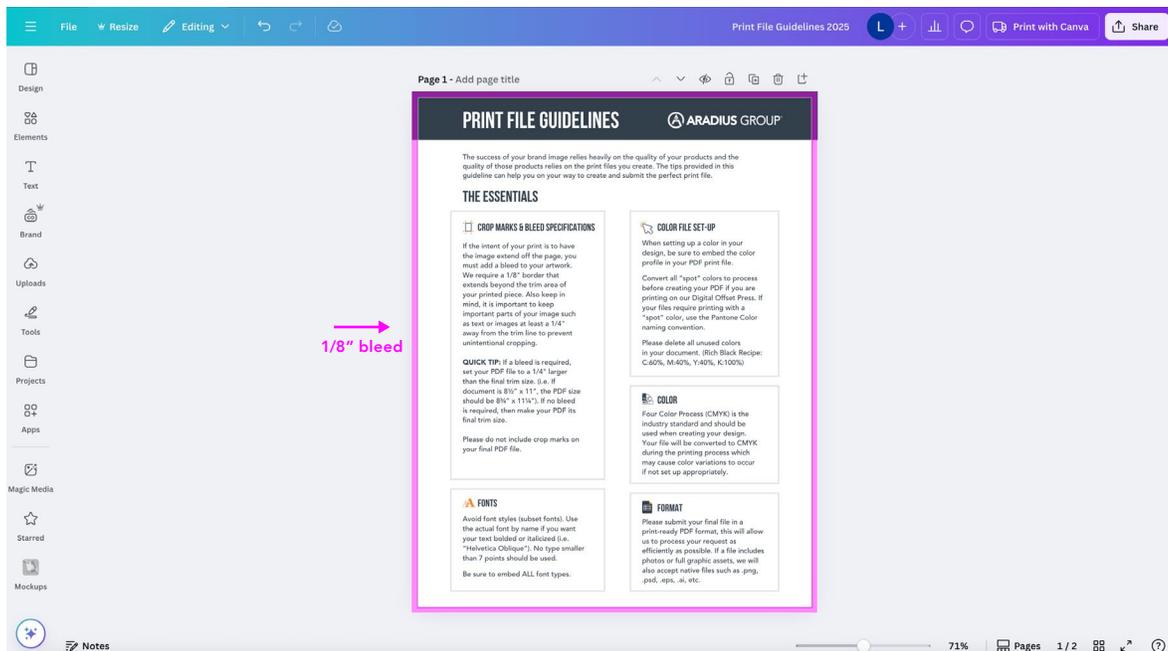
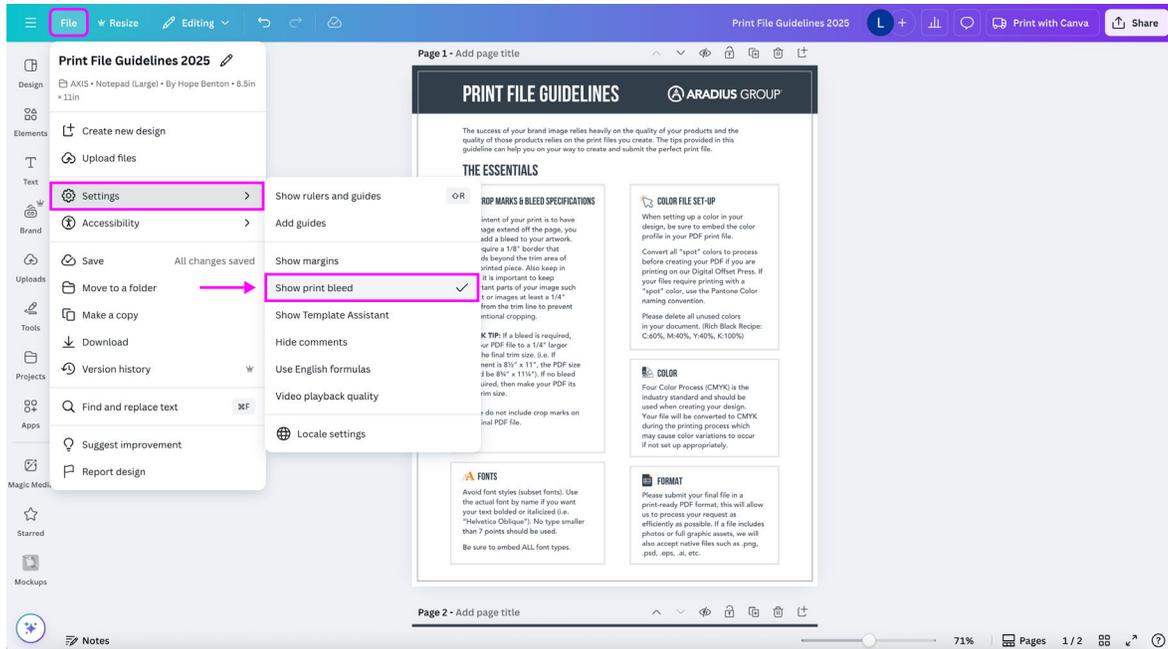
- Before designing, set your document to the correct size (in inches) based on your printer's specifications.
- Standard print sizes:
 - o Business Cards: **3.5" x 2"**
 - o Postcards: **6" x 4"** or **5" x 7"**
 - o Flyers: **8.5" x 11"**
 - o Brochures: **8.5" x 11" (trifold)**

Establishing CMYK Branded Colors



- Canva defaults to **RGB**, which is for digital screens, but **CMYK is required for print**.
- If using Canva Pro, you can set CMYK brand colors:
 - Go to **Home > Brand > Brand Kit**
 - Click **Add New** and give your brand kit a name.
 - In the **Colors section**, click **Add New** and input your CMYK values.
 - These colors will now be available in your designs.

Adding Bleeds



- If you want your design to extend to the edge of the page, **bleed is required**.
- In Canva, click **File > View Settings > Show Print Bleed**.
- Ensure images and background colors extend **at least 1/8" beyond the trim line**.

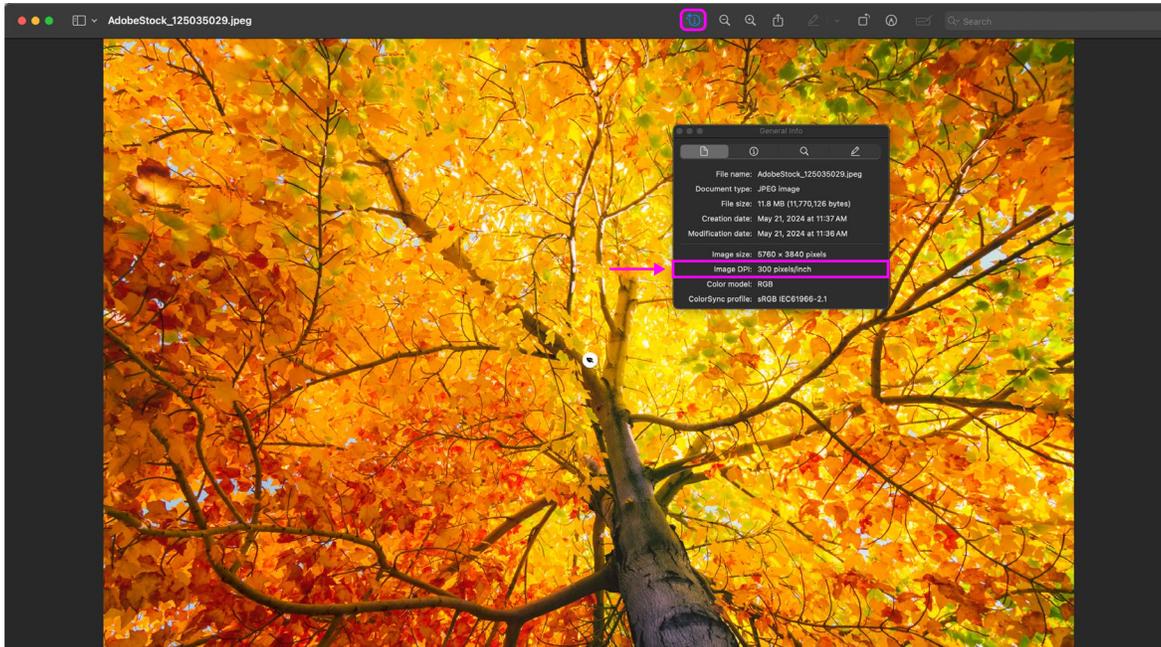
Note: Canva defaults to a 1/8" bleed, which is standard. However, some printers may request a different bleed size, and you would need to manually set that up.

2 | Using High-Quality Images and Graphics

To ensure your print looks sharp and professional, you need to use high-resolution images and avoid elements that may not print well.

Ensure High Resolution

- Use images that are **300 DPI** (dots per inch) for sharp printing.
- Avoid low-quality images, which may appear blurry or pixelated when printed.



Avoid Transparent Elements

- Transparent backgrounds or overlays may not print as expected.
- Instead, use solid backgrounds or ensure transparency is handled properly in design.

WE MAKE MEANINGFUL CONNECTIONS.

Using the latest technology, we'll get you from strategy and design to the final product - all in line with your goals.

- Brand Strategy
- Creative Services
- Direct Mail and Marketing Materials
- Digital, Offset, and Envelope Printing

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Transparency

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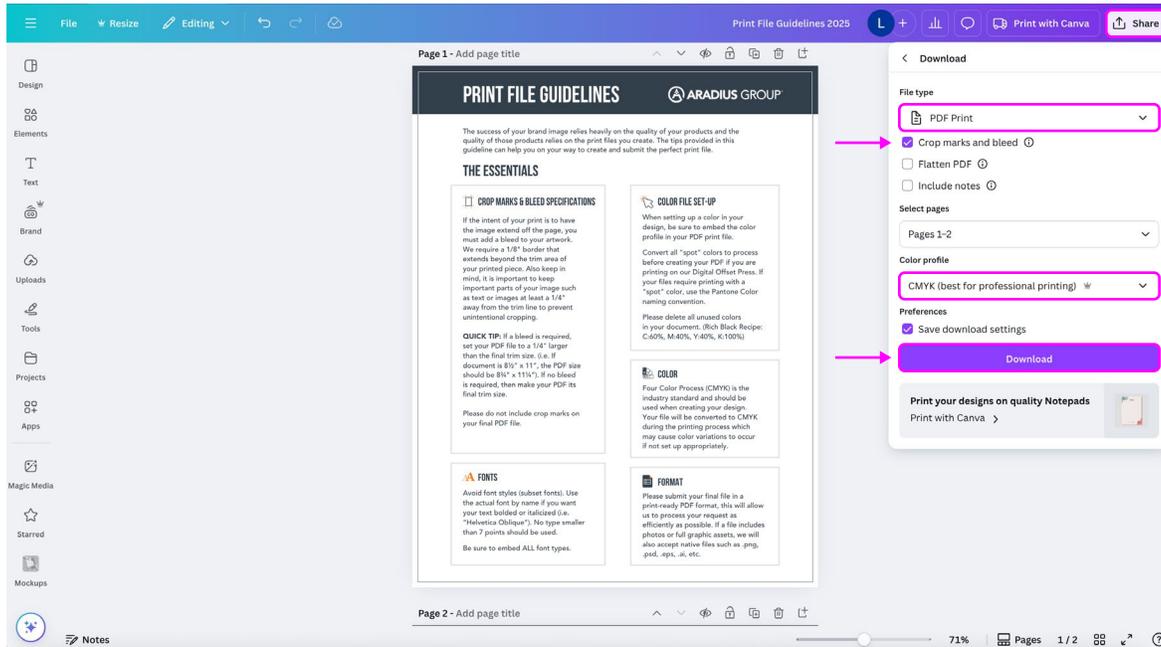
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No Transparency

3 | Downloading a Print-Ready PDF

Once your design is ready, you need to download it in the correct format. Here's how to save your design as a print-ready PDF for professional printing.

PDF Print (Best for Professional Printing)



- Click **Share > Download**
- Select **PDF Print** as the file type
- Check the box for **Crop marks and bleed**

Note: Some printers request no crop marks, and Canva doesn't allow you to download with bleeds but without crop marks. In this case, you would need to manually set up the bleed.

- If available, set **Color Profile to CMYK**
- Click **Download**
- (Optional) Save these settings for future downloads

Other File Formats

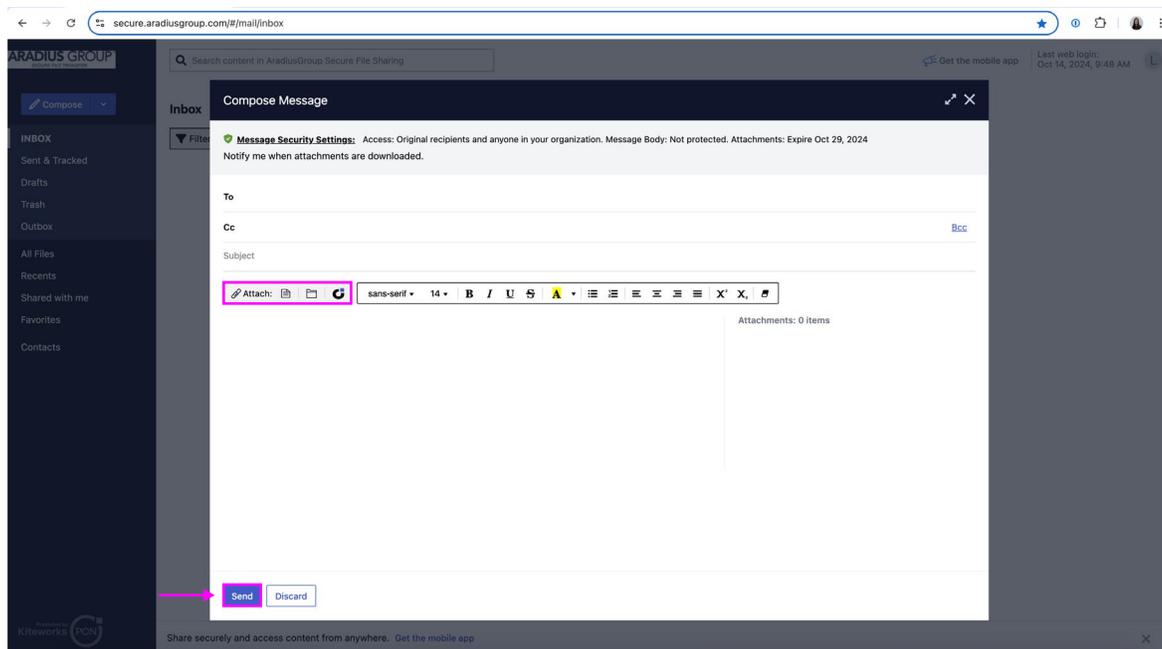
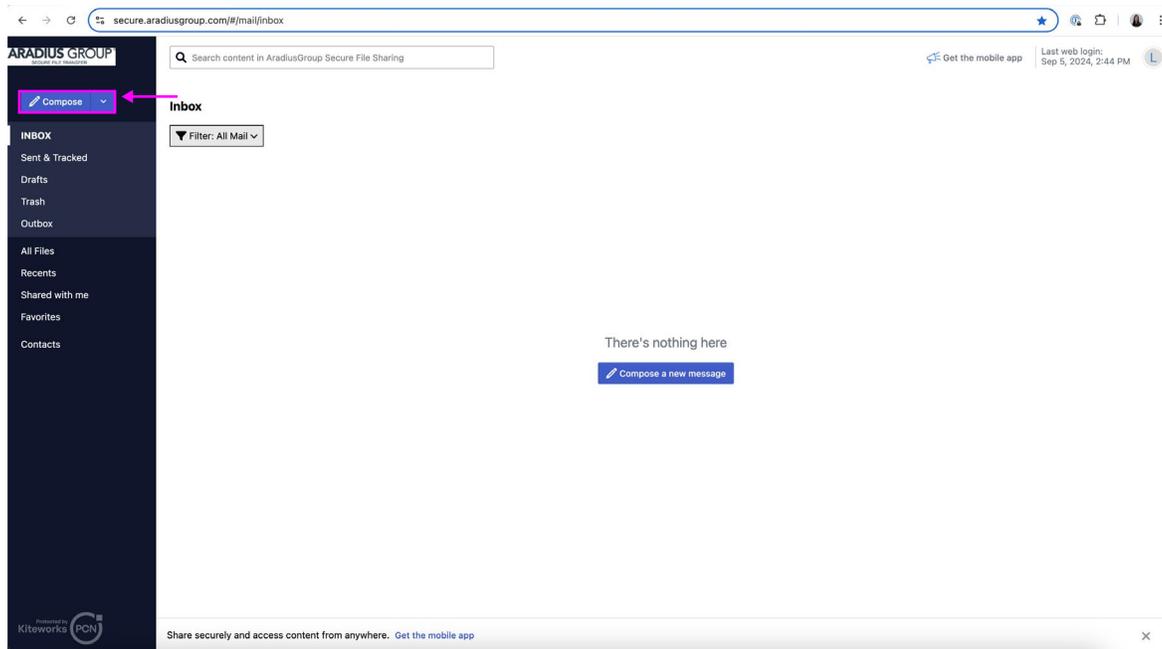
- **PNG/JPEG** – Best for digital use, not recommended for professional print jobs.
- **SVG** – Best for digital graphics, not suitable for print.

4 | Sharing Your Canva File with a Printer

When it's time to share your design with a printer, you have two main options for submitting your files. Below, we'll explain both methods.

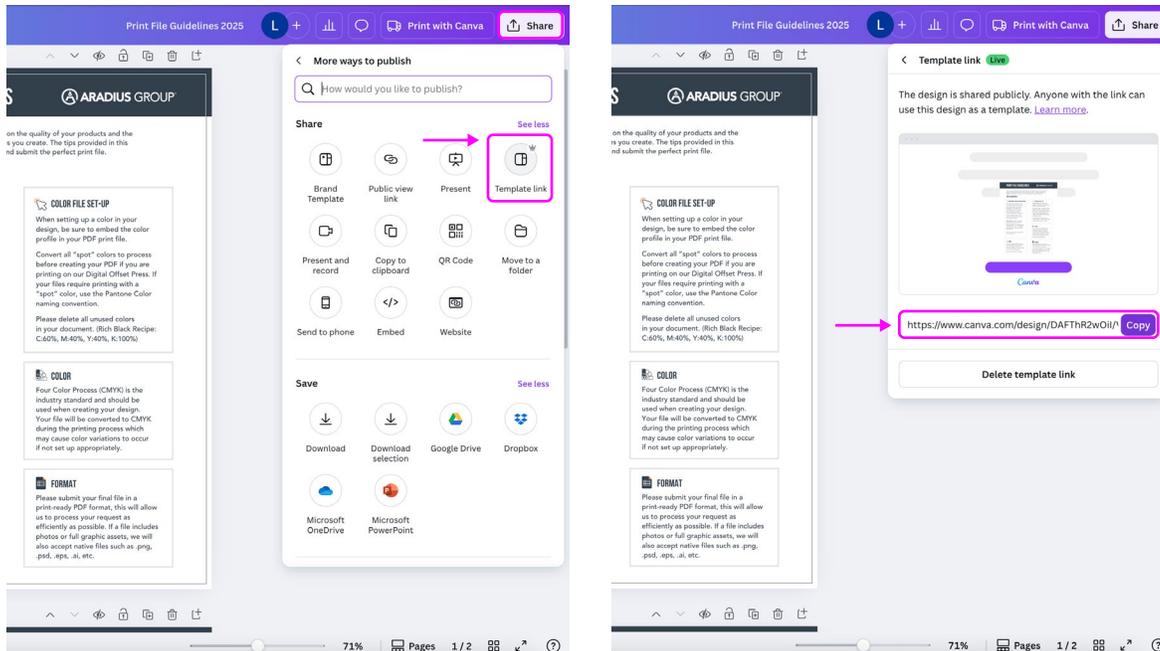
Option 1: Send the Print-Ready PDF

- Ensure all bleeds, margins, and resolution settings are correct.
- Upload the PDF to your printer's file submission portal.



Example shown: Aradius Group FTP Site

Option 2: Share Your Canva File



- If your printer needs to make adjustments, you can share your Canva file:
 - Click **Share > Template Link**
 - Copy the link and send it to your printer
 - They can access a copy of your file and make necessary edits.

Regardless of the method you choose, additional formatting or adjustments may be required to ensure your Canva design meets professional printing standards.

FINAL THOUGHTS

By following these simple steps, you can ensure your Canva designs are properly formatted for print, reducing errors and ensuring high-quality results. If you need additional support, we offer file setup assistance to help you prepare your artwork for professional printing!

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