# Brand Board Templates in Canva Format

Hey there!

You'll find the access links to the FREE brand board templates within this PDF. I hope you like them and of course, find them useful.

As an entrepreneur myself, I know how challenging it is to tackle *unlimited* tasks using only our *limited* time, energy, and other resources...

Not to mention trying to nurture our health, relationships, and passions all at the same time.

And maybe you're feeling the same way?

If so, you're definitely in the right place!

My goal is to help busy entrepreneurs like yourself be more productive not so you could simply do more work...

But so you can be free to do all the things you love!

I'll be sharing more helpful resources with you soon so stay tuned and thank you for following along.
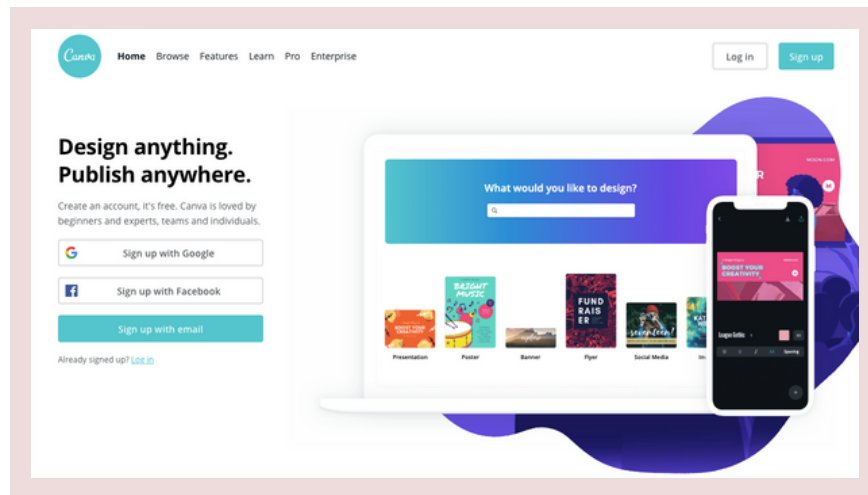
I'm really glad you're here!

Best,

*Tet*

*Founder of Productive and Free*

# What It Is & How to Use It

**Canva** is an online graphic design tool that is easy to learn and use. If you're able to click, drag, and drop, then you can use Canva!

To access the brand board templates you signed up for on our website, all you need is a free Canva.com account.

Once you're logged in, click on the links on this PDF and doing so will lead you directly to our templates in Canva.

Click on the "Use Template" button and you can now begin customizing!

**To learn how to navigate the Canva editing page,** we've provided a screenshot tour on the next page.
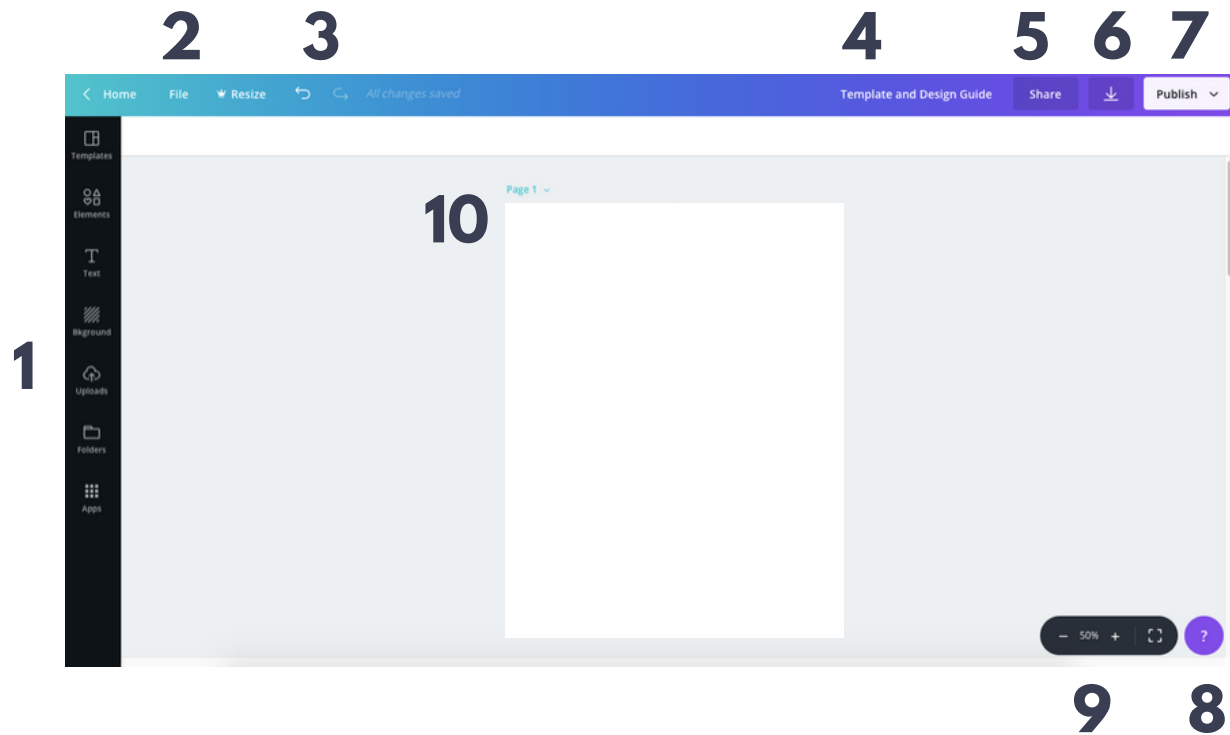
**To change the text settings,** select a text box and a text toolbar will appear.

**To change an item's color,** select the item and a color box will appear.

**To upload your photos to Canva,** select "Uploads" from the left sidebar menu, and click on the "Upload an image or video" button. Select the photo from your computer then drag and drop your photo into your workspace.

**To download your work,** click on the download icon located at the top right, select your chosen file type, and select the specific page/s you want to download. Click the "Download" button once you're done.

T H E

# Canva Editing Page



**1** — Browse templates, photos, videos, text, elements, background, uploads, folders, apps

**2** — See the file information, show margins and print bleed, create a new design, save, save to folder, make a copy, visit Canva help

**3** — Undo or redo an action

**4** — Rename the design

**5** — Share the design

**6** — Download the design

**7** — Publish or export the design, print it, or view it as a presentation

**8** — Search for help, tips, tutorials, keyboard shortcuts, and other features

**9** — Zoom in or zoom out, view in full screen mode, or view the page manager

**10** — Select page settings, rename the page, add a new page, copy page, move the page up or down, add notes or delete a page

# How It Works

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## 1

**LOG IN** to your free Canva.com account

## 2

**CLICK ON** the access buttons on the next page

## 3

**CLICK ON** the "Use template" button

## 4

**CUSTOMIZE** with your photos, text, brand colors, etc.

## 5

You can **REVISE and REUSE** over and over again
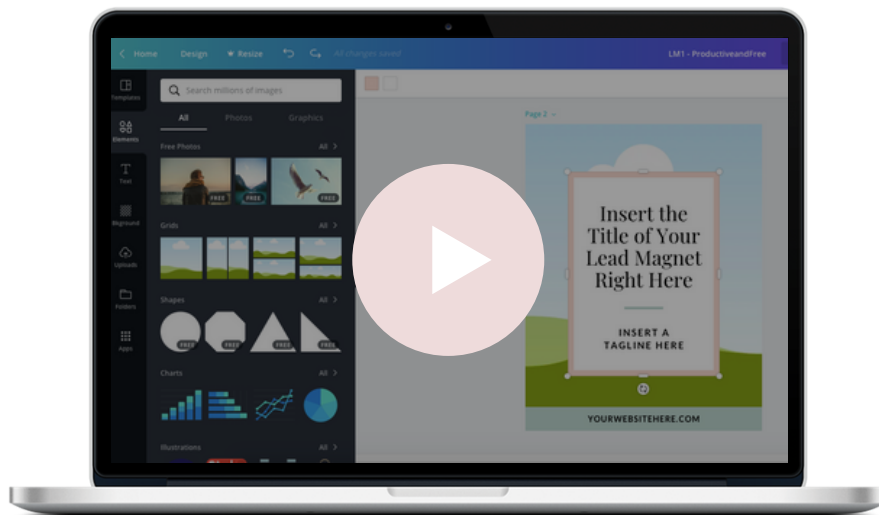
# Brand Board Templates

Two in US Letter Size (8.5" x 11")

CLICK TO ACCESS THE TEMPLATES

Two Tall Graphics (800 x 1500 pixels)

CLICK TO ACCESS THE TEMPLATES

# Bonus!

We're giving you access to our Canva video tutorial which
we've only been giving out to customers - that is, before now.
Hope this helps but let us know if you have questions. Enjoy!



CLICK TO WATCH

PRODUCTIVEANDFREE.COM

# HANG ON...

Have you been making #allthethings from scratch? Why not SAVE TIME and USE TEMPLATES instead?

## CLICK HERE TO CHECK THEM OUT >>