

# How to download a file from *Canva* that you would like to be used in print production.

Please use the below instructions to download a file you plan to send to GT Marketing Ltd for printing. These instructions will ensure that you give us the highest quality file with all necessary bleed and marks from Canva for us to work with.

\*\*\*Please note that high quality PDF files that are suitable for print production require a paid Canva subscription. If you do not have a paid subscription, please contact us for instructions on how to share the file with us so that we may attempt to download it for you.

## Download

- Using “Share”(download) from Canva in the upper right corner of the screen;
- Select file type “PDF Print”
- Check the radio button for “Crop marks and bleed”
- Make sure “Flatten PDF” is not selected
- Select color profile “CMYK Best for professional printing”
- After downloading your file, please open it up and make sure it looks the way you expect it to.

## Graphics

- Please review your graphics and general design and ensure that it is what you expected.
- Make sure that all of your images have sufficient resolution and do not look blurry or “low-rez”
- Ensure that nothing is getting cut off and that your imagery is not right along the trim line. Any imagery too close to the trim line may get cut off during production.

## Color

- In some instances, you will notice that the colors may have changed. This is due to the fact that Canva only allows you to design in RGB (Red, Green, Blue)
- RGB is used for photographs within your artwork, digital-only media and viewing on monitors. Printers only print in CMYK (Cyan, Magenta, Yellow, Black), or Pantone colors.
- When RGB is converted to CMYK there can be changes that range from minor to dramatic.

If you are unhappy with the downloaded file, especially the colors, please go back into Canva and make adjustments as you see fit. Use the download instructions above to download a new file and review your changes before sending it to GT Marketing.

If you have any questions or require assistance, please feel free to reach out to us.

We are always happy to help!



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