You Can Design Online!

DESIGN for FREE @ Canva.com PRINT @ PrintONYX INC

Business Cards - Postcards - Posters - Rack Cards - More

Steps (Don't Skip Any) read all steps before you begin.

1. Go to canva.com and create a FREE account. You can also sign up for a free 30 day trial of Canva Pro that will enable you to use all of their photos and clipart. The instructions below are for the FREE account.
2. Click on Create a design located in top right.
3. View the document options at the right and scroll down until you find the kind of document template you want to create OR create a custom size by clicking "custom size" near the bottom of the options
4. Use the tools to design with text, pictures and clip-art
5. When finished find Untitled design in the blue bar at the top and rename you work with your name, size, & kind of document (ie. Smith 4x6 Postcard)
6. NOTE: Keep essential items 1/4" away from ALL edges or they may be lost in production. Background color, graphics and photos can go to the edge.
7. When done designing, click the white on purple Share at the top right. Type in "orders@printonyx.com and choose "can edit" from pull down menu. Click purple "Send" button.
8. Send us another email (from your regular email) with the following information:
   a) Make in the subject line be the name of the Canva file
   b) Your name and contact information
   c) Quantity of total finished
   d) Paper type printed on (if you would like other options, please visit the store or call 360-378-2069)
      20# text, 28# text, 32# gloss or matte text, 90# matte cardstock, 100# matte cardstock, 100# glossy cardstock
   e) Note in the email you sent a Canva file

NOTES:

If you need help designing your document/card, Canva's YouTube channel has numerous turorials. www.youtube.com/user/canvadesign/playlists

We will call or e-mail you when your proof is ready.