Visual Language:

Learning the Basics of Design

Crafting your Ideas into design!

Let's Go

Presentation by

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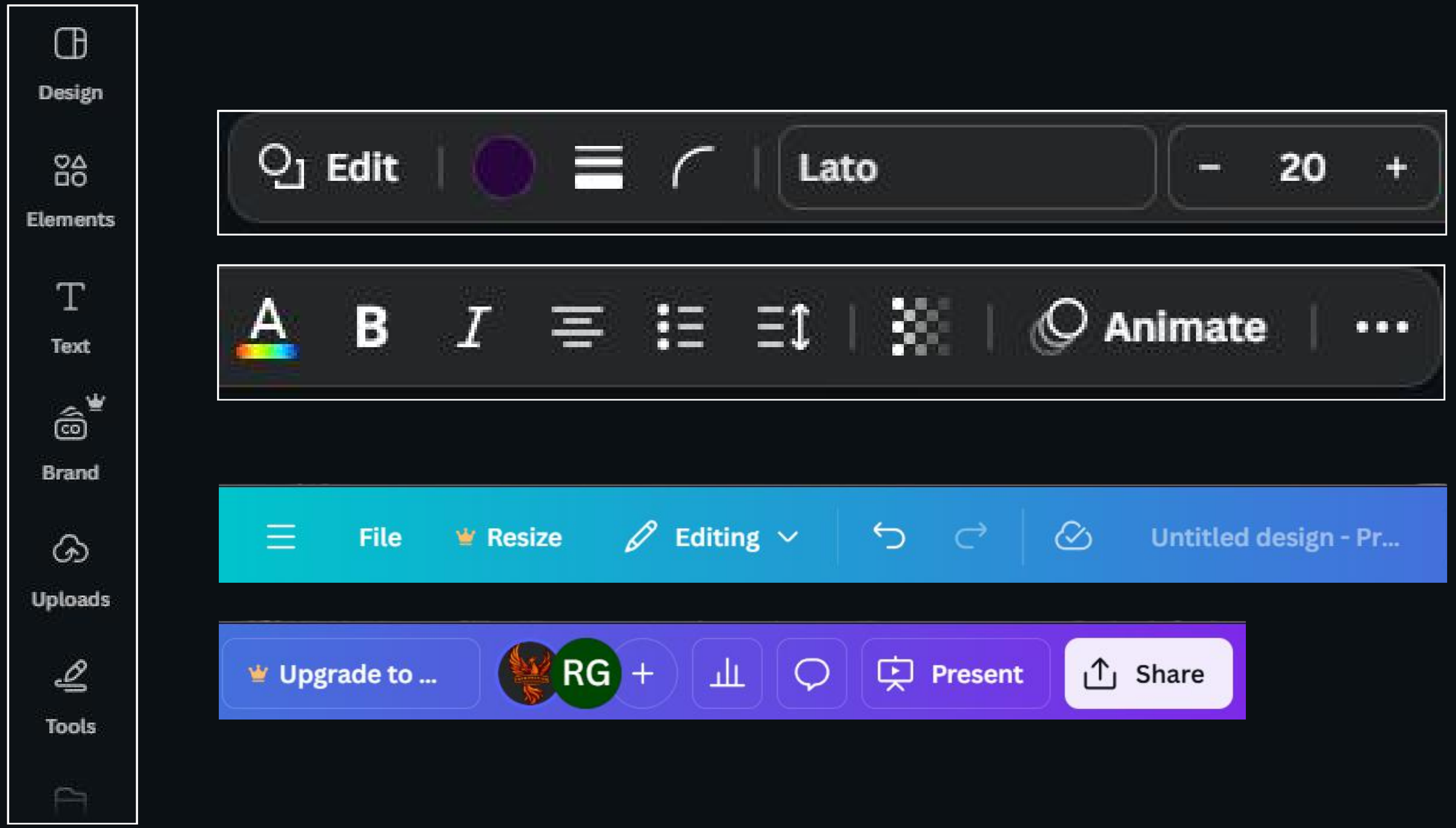
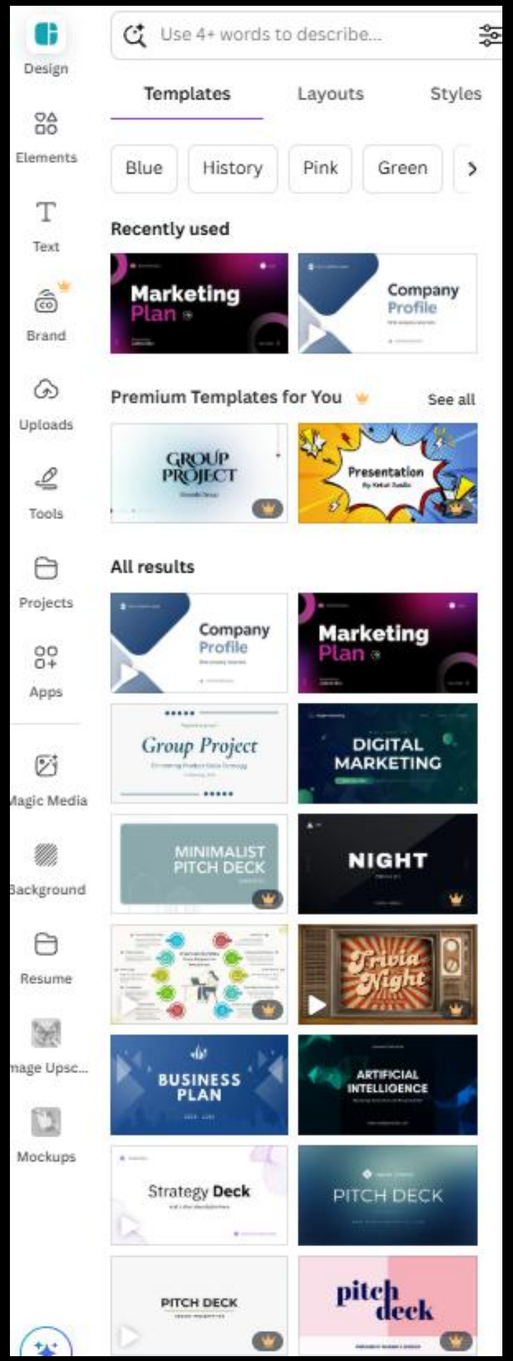
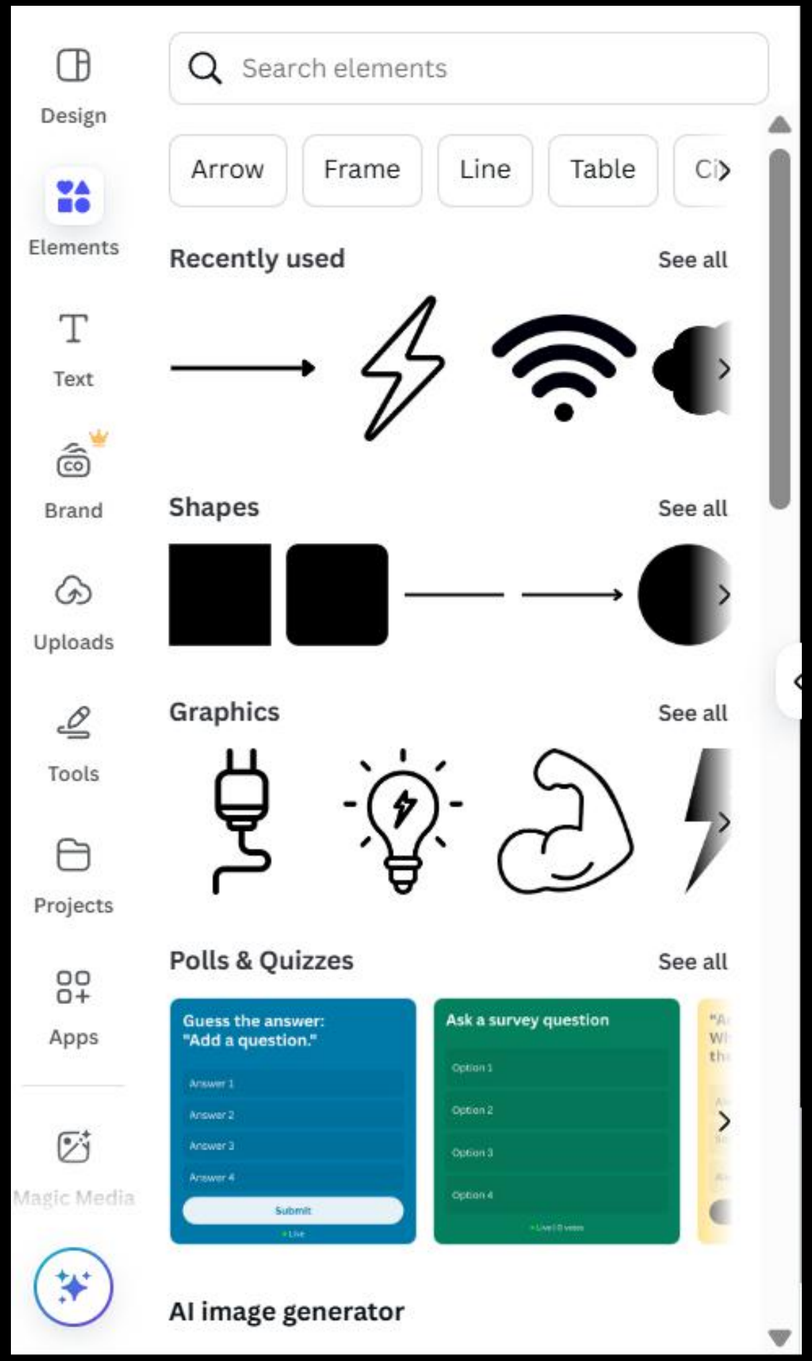
What you Learn ?

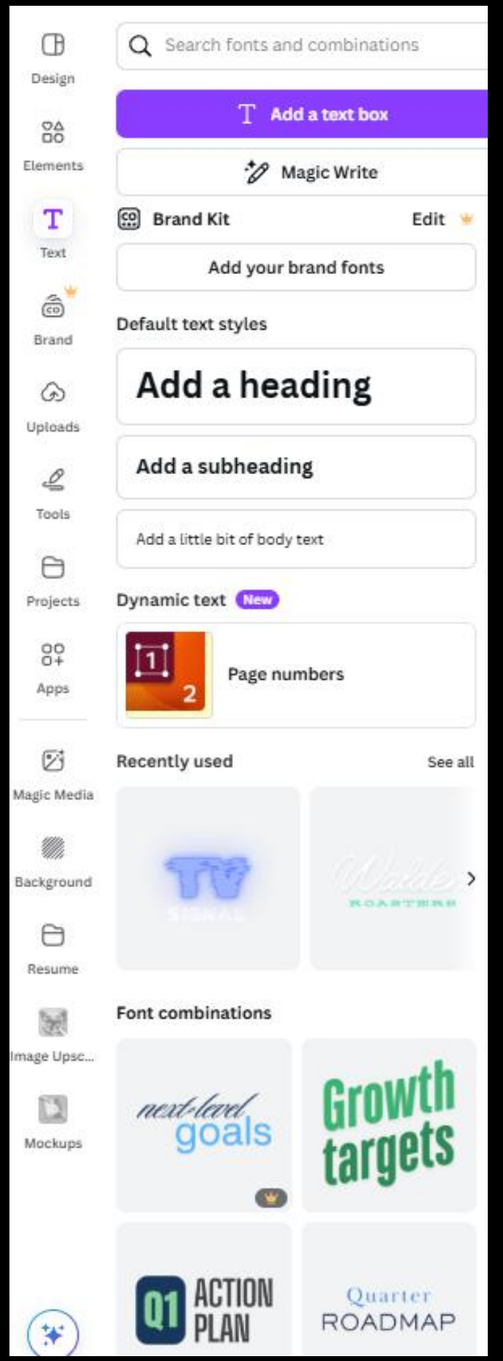
- Day 1 CANVA
- Day 2 PHOTO EDITING
- Day 3 VIDEO EDITING
- Day 4 FREE COURCES

Introduction of Canva

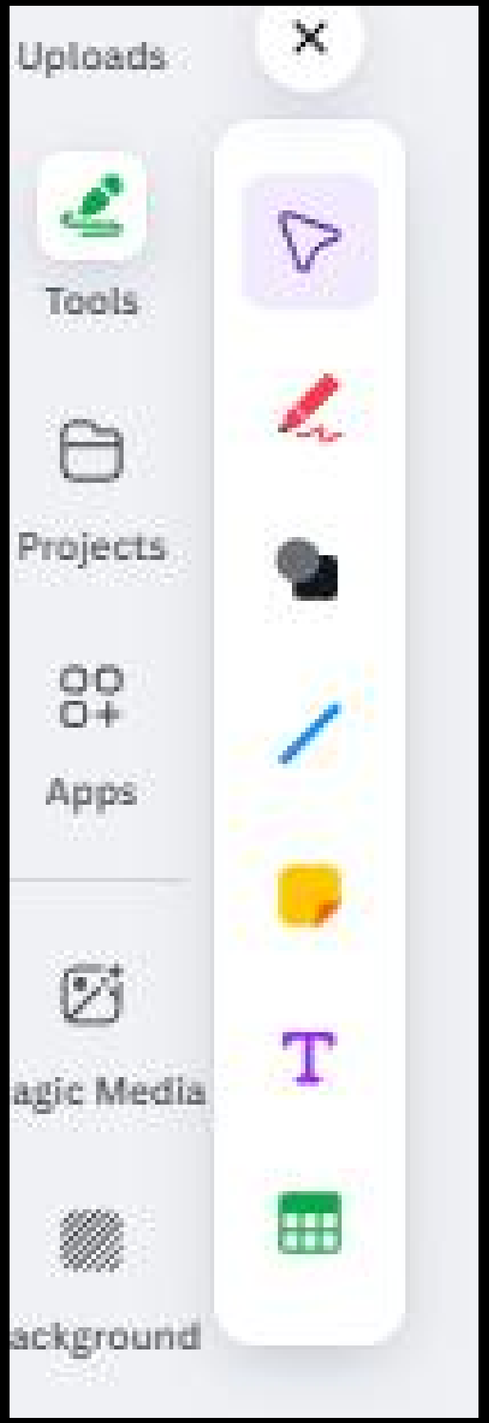

Design
Elements
Text
Brand
Uploads
Tools
Edit
Lato
20
Animate
File
Resize
Editing
Untitled design - Pr...
Upgrade to ...
RG
Present
Share


Design
Elements
Text
Brand
Uploads
Tools
Projects
Apps
Magic Media
Background
Resume
Image Upsc...
Mockups
Use 4+ words to describe...
Templates
Layouts
Styles
Blue
History
Pink
Green
Recently used
Marketing Plan
Company Profile
Premium Templates for You
See all
GROUP PROJECT
Presentation
All results
Company Profile
Marketing Plan
Group Project
DIGITAL MARKETING
MINIMALIST PITCH DECK
NIGHT
Trivia Night
BUSINESS PLAN
ARTIFICIAL INTELLIGENCE
Strategy Deck
PITCH DECK
PITCH DECK
pitch deck


Design
Elements
Text
Brand
Uploads
Tools
Projects
Apps
Magic Media
Search elements
Arrow
Frame
Line
Table
Recently used
See all
Shapes
See all
Graphics
See all
Polls & Quizzes
See all
Guess the answer:
"Add a question."
Answer 1
Answer 2
Answer 3
Answer 4
Submit
Ask a survey question
Option 1
Option 2
Option 3
Option 4
AI image generator


Design
Elements
Text
Brand
Uploads
Tools
Projects
Apps
Magic Media
Background
Resume
Image Upsc...
Mockups
Search fonts and combinations
Add a text box
Magic Write
Brand Kit
Edit
Add your brand fonts
Default text styles
Add a heading
Add a subheading
Add a little bit of body text
Dynamic text
New
Page numbers
Recently used
See all
Font combinations
next-level goals
Growth targets
Q1 ACTION PLAN
Quarter ROADMAP

Design
Elements
Text
Brand
Uploads
Tools
Projects
Apps
Magic Media
Background
Resume
Image Upsc...
Mockups
Search images by keyword, tags, color...
Upload files
Images
Videos
Audio
Kongunadu
College of Engineering & Technology
[Autonomous]
CONGRATULATIONS


Uploads
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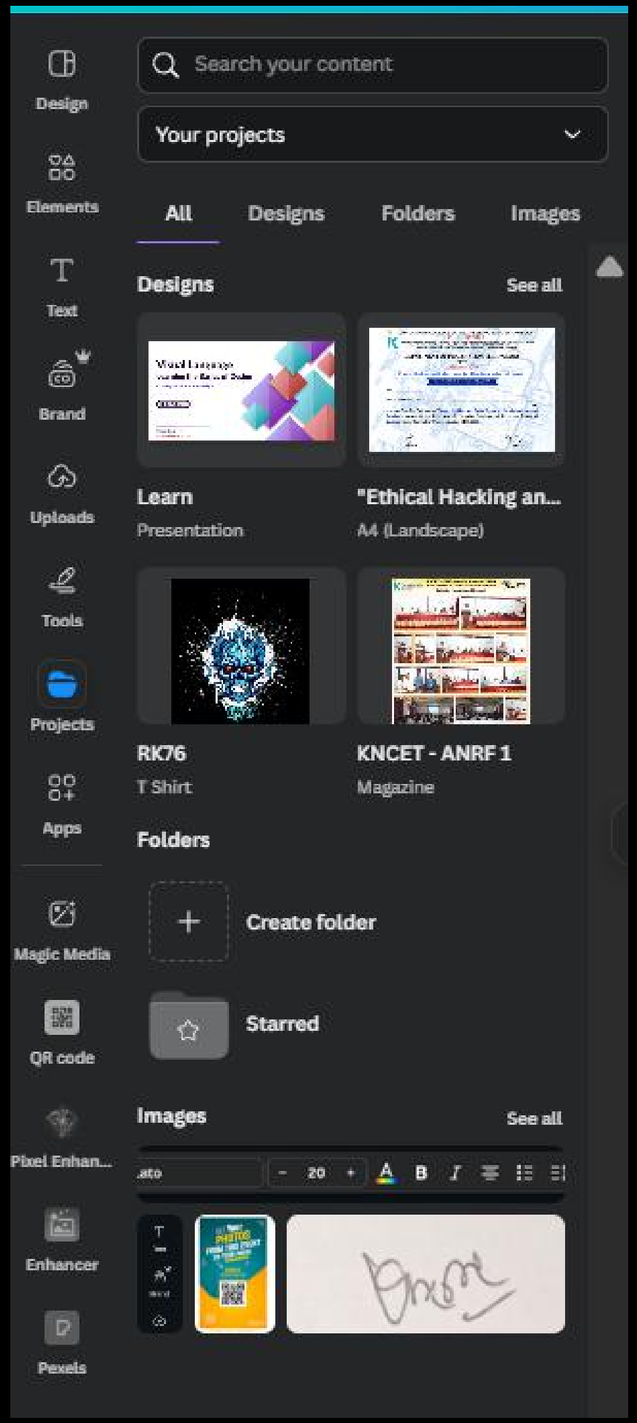
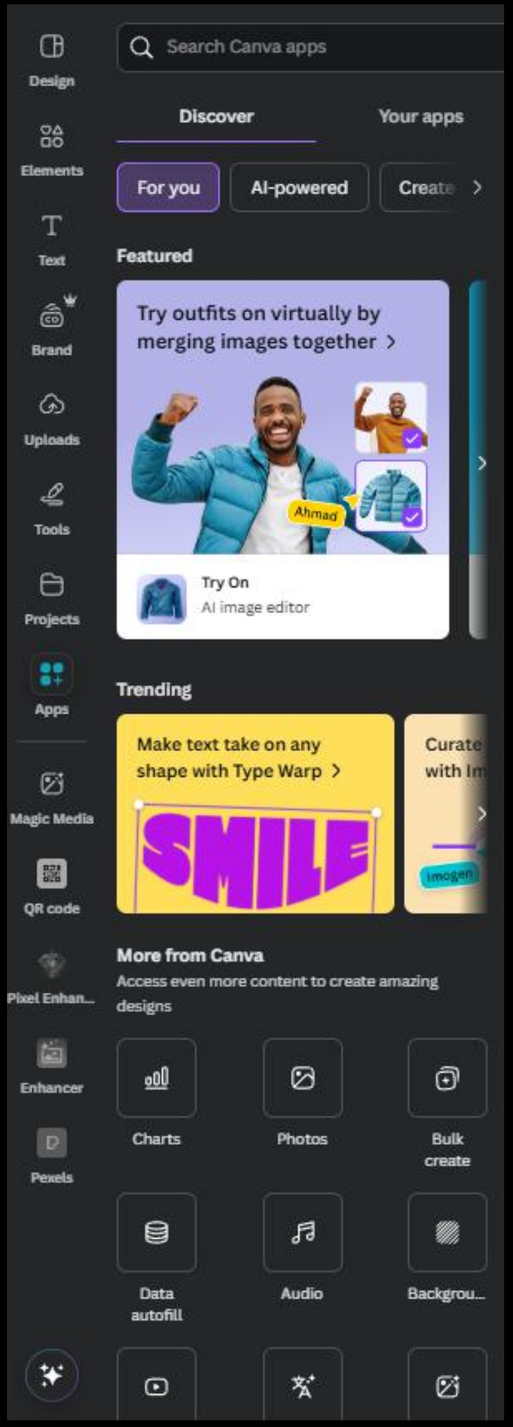

Design
Elements
Text
Brand
Uploads
Tools
Projects
Apps
Magic Media
QR code
Pixel Enhan...
Enhancer
Pexels
Search your content
Your projects
All
Designs
Folders
Images
Designs
See all
Learn
Presentation
"Ethical Hacking an...
A4 (Landscape)
RK76
T Shirt
KNCET - ANRF 1
Magazine
Folders
Create folder
Starred
Images
See all


Design
Elements
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Brand
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Tools
Projects
Apps
Magic Media
QR code
Pixel Enhan...
Enhancer
Pexels
Search Canva apps
Discover
Your apps
For you
AI-powered
Create
Featured
Try outfits on virtually by merging images together
Ahmad
Try On
AI image editor
Trending
Make text take on any shape with Type Warp
SMILE
More from Canva
Access even more content to create amazing designs
Charts
Photos
Bulk create
Data autofill
Audio
Backgrou...

Working with Text

Add text (a new text box will appear on your page)	T
Converts text to UPPERCASE	Ctrl + Shift + K
Bold	Ctrl + B
Italic	Ctrl + I
Left align text	Ctrl + Shift + L
Centre align text	Ctrl + Shift + C
Right align text	Ctrl + Shift + R
Justify text	Ctrl + Shift + J
Align text vertically to the top	Ctrl + Shift + H
Align text vertically to the middle	Ctrl + Shift + M
Align text vertically to the bottom	Ctrl + Shift + B
Increase character spacing	Ctrl + Alt + .
Decrease character spacing	Ctrl + Alt + ,
Increase Font size (by one point)	Ctrl + Shift + .
Decrease Font size (by one point)	Ctrl + Shift + ,

Working with Shapes/Images

Move selection one pixel up	↑ (arrow key)
Move selection one pixel down	↓ (arrow key)
Move selection one pixel left	← (arrow key)
Move selection one pixel right	→ (arrow key)
Move selection ten pixels up	Shift + ↑ (arrow key)
Move selection ten pixels down	Shift + ↓ (arrow key)
Move selection ten pixels left	Shift + ← (arrow key)
Move selection ten pixels right	Shift + → (arrow key)
Constrain the proportions of an image as you resize	Shift
Add a rectangle	R
Add a circle	C
Add a line	L
Displays information	Alt

During a Presentation…

Blurs a presentation	B
Adds confetti	C
Adds a drumroll	D
Adds Bubbles	O
Add different musical notes	W E R T Y U I
SSSHHHHH	S
Enter presentation mode	Ctrl + Alt + P

In a Video

Play or pause video	Spacebar
Mute or unmute video	M
Loop Video	Alt + Ctrl + L

General Shortcuts

Save	Ctrl + S
Undo	Ctrl + Z
Redo	Ctrl + Y
Toggle object panel	Ctrl + /
Toggle help panel	?
Group elements	Ctrl + G
Ungroup elements	Ctrl + Shift + G
Align grouped text boxes	Ctrl + Shift + J
Move element to the back	Ctrl + Alt + [
Move element to the front	Ctrl + Alt +]
Move element backwards	Ctrl + [
Move element forwards	Ctrl +]

Select an element that is behind	Ctrl + click with mouse
Select several objects	Shift + click with mouse
Select all	Ctrl + A
Duplicate objects	Alt + click & drag
Duplicate	Ctrl + D
Select next	Tab
Select previous	Shift + Tab
Deselect	Esc key
Display a grid	Ctrl + ; CHECK
Add a page	Ctrl + Enter
Delete a page	Ctrl + Delete/Backspace
Zoom in	Ctrl + [plus sign]
Zoom out	Ctrl -
Zoom to actual size	Ctrl + 0 [Zero]
Zoom to fit	Ctrl + Alt + 0 [zero]
Zoom to fill	Ctrl + Shift + 0 [zero]
Add Comment	Ctrl + Alt + M
Next Comment	N
Previous Comment	Shift + N
Lock an element to prevent editing	Alt + Shift + L
Copy Style	Ctrl + Alt + C
Paste Style	Ctrl + Alt + V

Thank You