

How to Create an Informational Flyer in Canva

Task Name: Create an Informational Flyer

Platform: Canva (Free version)

Difficulty Level: Easy

Estimated Time: 10–15 minutes

Tags: flyer, layout, text, upload, export

Step-by-Step Instructions

Steps:

1. Go to canva.com
2. Click login
3. Click continue with google
4. Use the search bar and type "Informational Flyer" then press Enter
5. Select a "financial freedom" portrait flyer
6. Click "Customize this template" to open the editor
7. Click the current title
8. Delete the current letters and type Your Financial Freedom is Just Around the Corner
9. Center it at the top
10. Edit the text below:
 - Saturday, September 2, 2025 - 6:00 PM
 - Arena Theater
11. Add a bold callout text: Entry \$25 - Guest Speaker Robert Kiyosaki
12. Insert contact info box:
 - Email: financialfreedom@club.org
 - Instagram: [@financial_freedom](https://www.instagram.com/financial_freedom)
13. Click Uploads tab to the left
14. Set colors to white background with blue + gray accents
15. Preview layout on mobile → ensure it's easy to read
16. "Elements" then click QR code linking to the RSVP page
17. Click Share and then click Download as PDF (Print) for higher quality