

NVC Brand Templates

We are excited to introduce you to our NVC Brand Templates, designed to streamline and enhance your design projects while ensuring consistency with NVC's mission, vision, values, and aesthetic in media.

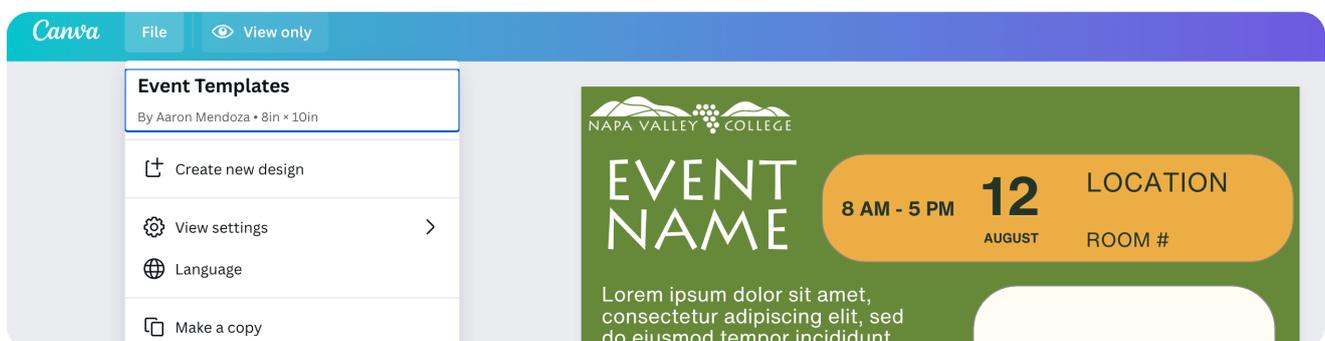
Follow these simple steps to access and utilize the templates effectively.

Step 1: Sign in to Canva

- Visit the Canva website (www.canva.com) or open the Canva mobile app.
- Sign in to your Canva account using your work email address and password. If you don't have an account, you can sign up for free.

Step 2: How to Access Our Brand Templates

- To access our brand templates, please use the following links (These templates will also be available on the [Public Affairs and Communications page](#)):
 - [EVENT TEMPLATES](#) (Flyers, Club Fairs, Events, etc.)
 - [ANNOUNCEMENT TEMPLATES](#) (Job Postings, Days Closed, Class Spotlights, etc.)
 - [RECOGNITION TEMPLATES](#) (Awards)
- Click on the provided links to access templates specifically designed for our brand.
- Click on file in the top left hand corner and make a **COPY** of the template that you want to edit for your post.



Step 3: Customize Your Design

- Customize the template by replacing placeholder text, images, colors, and fonts with your own content. You can also resize the content for however you see fit.
- Use the editing tools provided by Canva to modify the design elements and personalize the template according to your preferences.
- Need help learning how to use Canva? Check out these tutorials here:
 - [Canva Tutorial for Beginners](#) (25 Minutes)
 - [How to Use Canva for Beginners](#) (13 Minutes)

Step 4: Save and Download

- Once you are satisfied with your design, click on the "Download" button located at the top right corner of the Canva interface.
- Choose your preferred file format (e.g., PNG, JPG, PDF) and click "Download" to save the design to your device.

Step 5: Share and Collaborate

- Share your completed design with team members or collaborators by clicking on the "Share" button. You can share a link to the design or invite others to edit it directly within Canva.
- Print the flyers if you plan on posting them in community boards/around campus.

That's it! You've successfully accessed and utilized our NVC Brand Templates to create stunning designs aligned with our brand guidelines. More templates will be added on a as needed basis, so stay tuned!

If you have any questions or need further assistance, please don't hesitate to reach out to communications@napavalley.edu

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