



Canva Syllabus

Note : The duration of each class is one hour and forty-five minutes.

Touchpad or Mouse

Before beginning or moving on to more advanced tasks, it is essential for a beginner to complete the basic touchpad [exercises](#).

Shapes Designs (5-7 Classes)

- Insert, delete
- Fill colour, without colour
- Shape border (style, weight)
- Resize & rotate
- Corner rounding
- Edit the same shape

All of the above tools and options would be covered by practicing these [tasks](#).

Assessment Questions

[This](#) is a non-evaluative checklist and practice guide for students' awareness. It helps them to reflect on their learning.

Project

- Create and design a scene which contains a home, trees, the sun, and birds using shapes.
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Text Designs (3-5 Classes)

- Font style
- Size
- Color
- Bold, italic, underline, line spacing, letter spacing
- Alignment
- Uppercase and lowercase
- Transparency
- Effects
- Position

➤ All of the above tools and options would be covered by practicing these [tasks](#).

Assessment Questions

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Project

- Write your name and design your name text.
 - Think and write a quote. Then, design the quote text.
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Poster Designs (8-10 Classes)

- Page (portrait, landscape)
- Text
- Background (solid, gradient color, images)
- Elements (graphics, picture, shapes)
- Full screen and escape
- Pages adjustment (insert, delete, page locking, grid, thumbnail view)
- Download and share
- Uploads (from Local and Google)
- Template customization - optional

All of the above tools and options would be covered by practicing these [tasks](#).

Assessment Questions

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Project

- Motivational quote poster
 - Environment Day poster
 - Sunday Sale poster
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Presentations (9-10 Classes)

- Text
- Background (solid, gradient color, images, video, graphics)
- Elements (graphics combination, shapes, photo, video, audio, chart data)
- Insert link
- Slide notes (for information, videos link)
- Slides adjustment (insert, delete, page locking, grid, thumbnail view)
- Uploads
- Page, elements, text animation
- Presentation mode and escape
- Download and share
- Template customization - optional

All of the above tools and options would be covered by practicing these [tasks](#).

Assessment Questions

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Project

- 5 Inventions
Add the below-mentioned slides in this project.
(Title slide, invention which contains (name, need, inventor, image), thank you)
- Favourite Sport
Add the below-mentioned slides in this project.
(Title slide, name of sport, why I like it, basic rules, famous player, thank you)