

Digital Vision Boards for New Year Goals



To Get Started

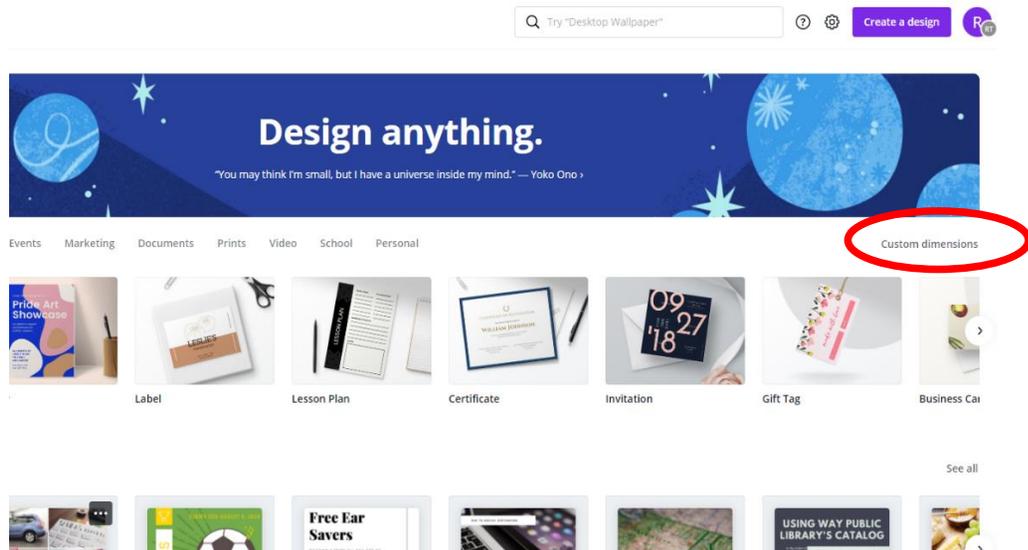
- You will need an understanding of how to use Canva.com to follow this handout.
 - We have made an Introduction to Canva that you can access on our website.
- Create a free Canva account using an email address.

Step 1: Write down your goals and gather your inspiration

- Write down your goals for the year 2021. Choose your Word of the Year. This is the time where you need to organize and think of what you want to include on your vision board.
- If you use Pinterest, create a board with images, quotes, and other things that align with your vision and inspire you.
- Search the internet for different pictures, images, quotes, etc that inspire you or align with the goals you set.
- Create a folder on your computer where you can keep all the images you've saved in a location that you can access easily.

Step 2: Start your design

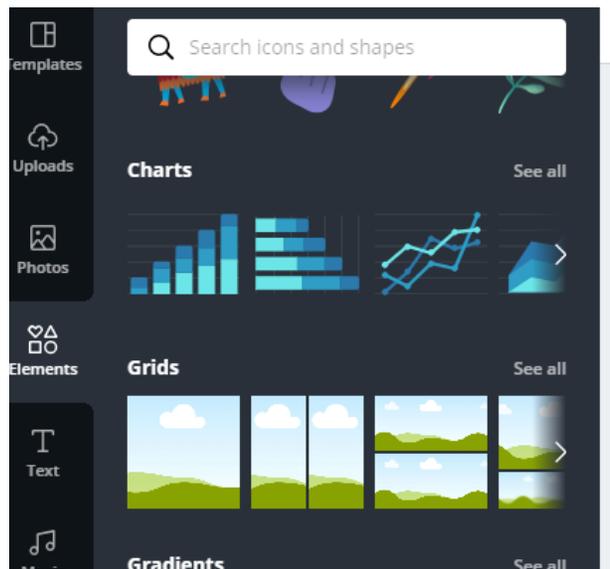
- Click use “Custom Dimensions



- Enter 2550 by 3300 pixels and click Design.
- These dimensions print perfectly on an 8.5 x 11” sheet of paper (which is great for the cover of a planning binder or hanging on the wall). If you want your board to be larger, simply use a [pixels to inches conversion calculator](#) for your desired page size. Or you can use a smaller size to set as your phone background.

Step 4: Choose your preferred grid layout

- On the left hand pane, under Elements will be the section to choose your grid layout.

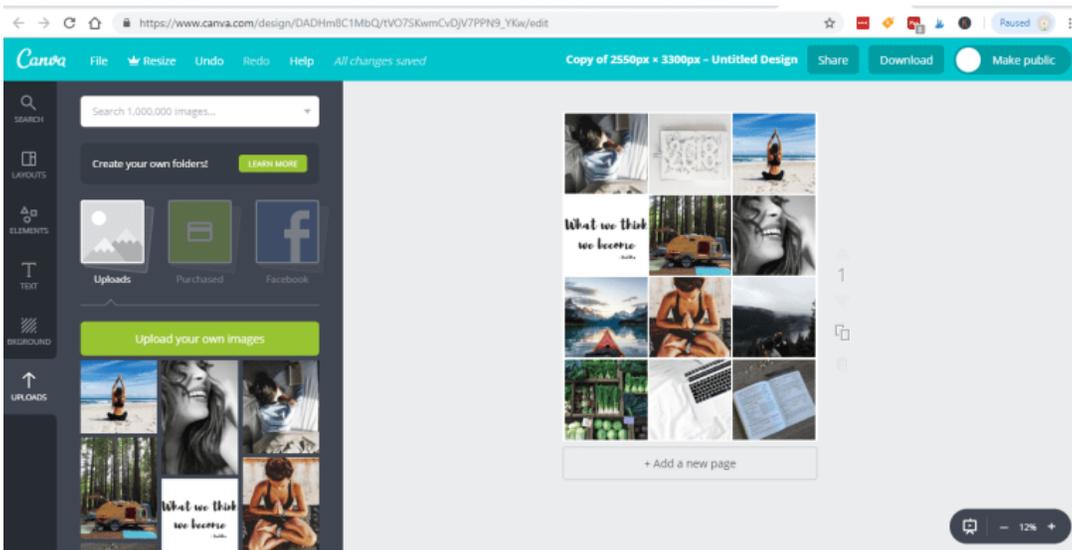
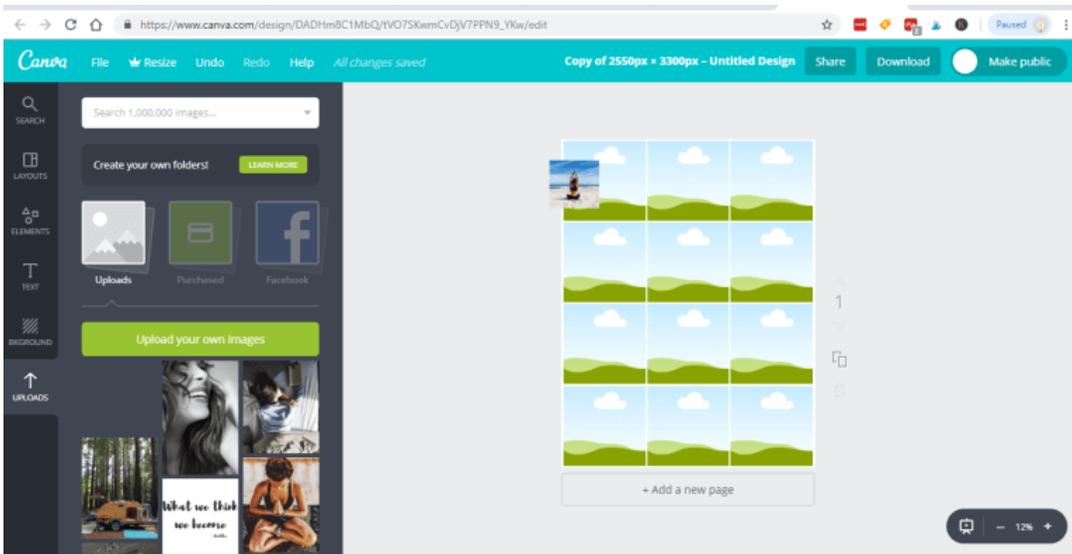


- The grid is going to be the design of where you will input your pictures.
- You can always add other frames, pictures, drawings, etc on top of the existing grid
- This is your vision board, so feel free to be as creative as you want. You can choose to add a background and then add individual photos. These steps as just a basic guide to get you started.

Step 5: Upload your photos

- By clicking on the “Uploads” tab on the left side pane, you can now add your own photos to be used in Canva.
 - If you would like, you can even connect your account to various social media platforms and use your pictures from there.

Step 6: Drag and drop your preferred images onto the layout



Step 7: Create your vision

- The fun part. Now you get to add in your images, words and personality.
- You can use Canva's elements and text features to add some extra layers of creativity.

Step 8: Click Download and choose your preferred file type

- PNG or JPG will work best if you are using your vision board for your phone, computer, or for other digital copies.
- You can also download the file as PDF to print on different size papers or even cardstock to make it durable.

Pro tip: Give yourself permission to tweak and revise your vision board as you move through the year. Goals and visions change and sometimes the initial idea, sparks a better vision. Canva saves an online version that can easily be modified as you see fit.



Additional Help

- Rachel Henck Bentley, Technology Specialist – rachel.henckbentley@waylibrary.info; 419-874-3135 x106
- Way Technology Department – 419-874-3135 x354