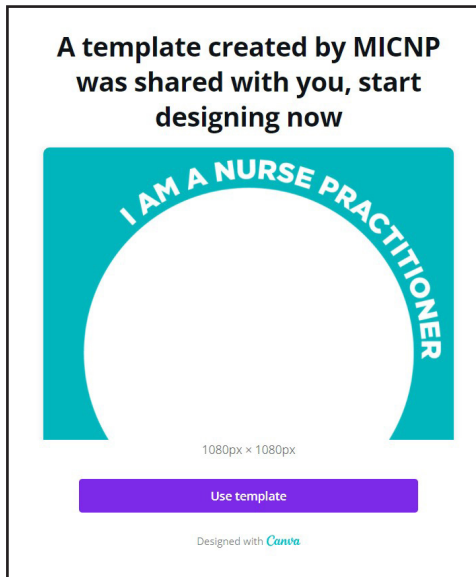


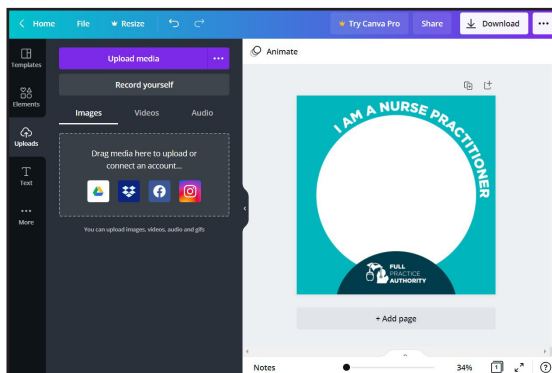
HOW TO CREATE A FRAMED PHOTO FOR SOCIAL MEDIA PROFILE PICTURES



Step One

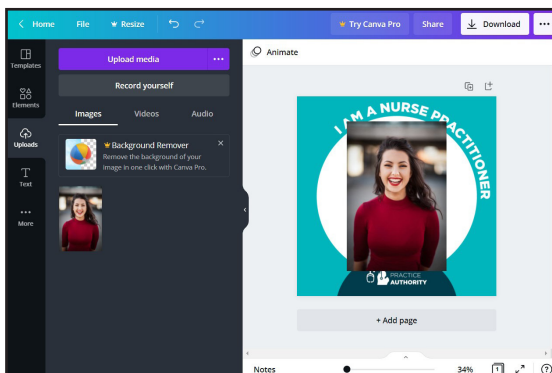
The first step is to click on the button (***Use as Profile Frame***) below one of the frames provided in the toolkit. This will lead you to the page as seen on the left. Click on ***Use template***.

It will then require you to either login or create an account with Canva. It is a free account.



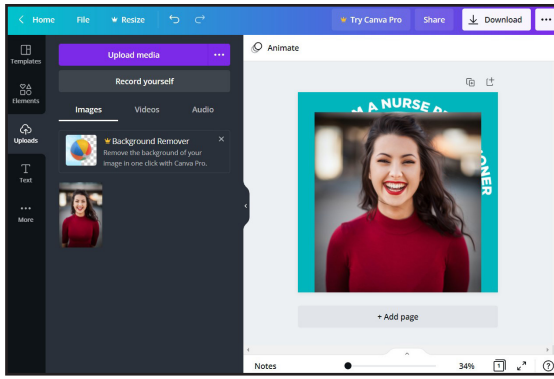
Step Two

You should now be in the editing studio, as seen on the left. Click on ***Uploads*** on the left hand side of the window. Then click the top purple button labeled ***Upload Media***. Find the photo you would like to use as your profile photo and click open.



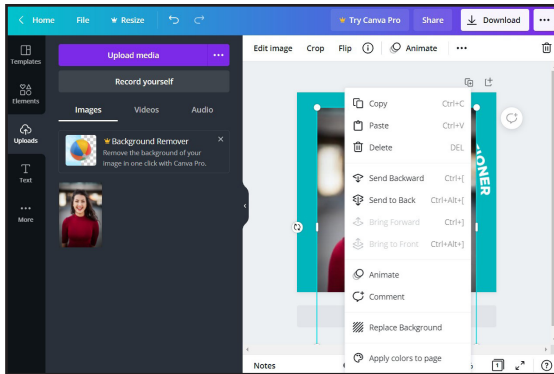
Step Three

After you upload your photo it should appear on the left. You can then click on the photo and it will be placed on top of the frame.



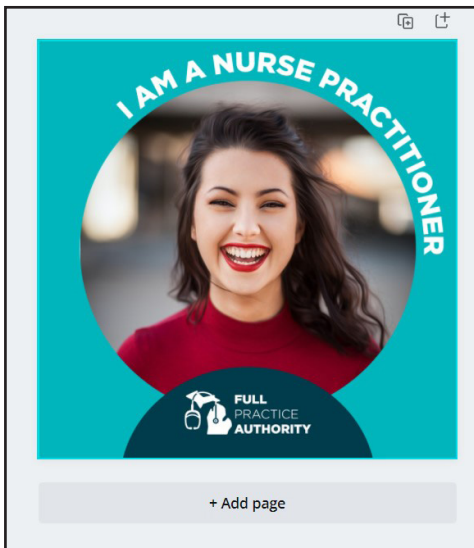
Step Four

From there you can resize your photo using the corner circles to drag larger/smaller. You can also reposition your photo by clicking and dragging around. Ideally you want your photo to be centered within the circle of the frame and be sized as to fill up the circle, as seen on the left.



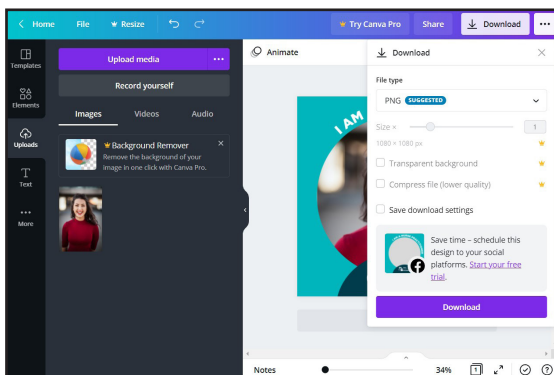
Step Five

Next you will want your photo to go behind the frame. To do this you'll right click on your photo and click **Send Backward**.



Step Six

Your photo should now appear within the frame and not on top of it. You can continue to resize and reposition your photo until it fits nicely within the frame, similar to the example on the left.



Step Seven

Once you are satisfied with your photo you can save it! Click on the **Download** button in the top right corner, then click the purple **Download** button. This will save your photo to your computer and you can use this as your profile picture on any social media!