

Capturing What Matters: A Human-Centered Design Documentation Guide



Accessing and editing your templates in Canva

This template pack is designed for use in Canva. Open the link below to start editing your own copy: <https://canva.link/glbqhl6my7ghp4l>

Step-by-step guide

1. Open the link

Click the Canva link above. It will open in your browser.

2. Log in or sign up

Log in to your Canva account, or create a free account if needed.

3. Use the template

Click "Use template". A copy will open in your account.

4. Rename your file

Click the file name at the top and rename it for easy access.

5. Start editing

Click on any text box to add your content.

6. Your work saves automatically

Canva saves as you go.

You can:

- Delete sections you do not need
- Duplicate pages
- Move elements around

Helpful notes:

- You are working on your own copy, not the original
- If something feels locked, it may be a grouped or layered element
- You do not need to redesign anything to use this document

If you get stuck:

Search "how to use Canva" on YouTube for quick tutorials.

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