

ONE-PAGE REFERENCE

Setting up your file for print — Canva

One of the most common print mistakes is missing bleed — the extra artwork trimmed off when a sheet is cut to size, which prevents white edges from showing.

01 Set Up Your Document

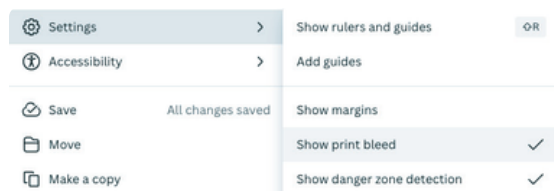
Determine your final size (e.g., a 3.5" x 2" business card).

Add bleed. A standard bleed is 0.125" on each side.

Create your document. Under Create a Design, select Custom Size and add .25" to each dimension — a 3.5" x 2" card becomes 3.75" x 2.25".

02 Turn on Canva's "Show Print Bleed" Setting

Found under File > Settings > Show Print Bleed. A black line appears inside your artboard — this is your trim line.



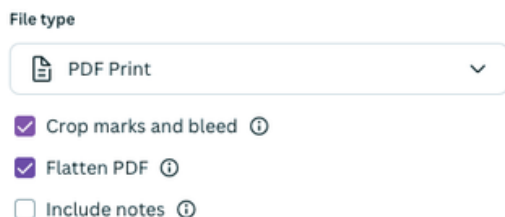
03 Use High-Resolution Images

Aim for 300 DPI — the industry standard for print at the size the image will appear.

Check and upload. Canva flags low-resolution images — avoid resizing small images to be very large, which causes pixelation.

04 Download Your Print-Ready PDF

In the Share menu, select Download > PDF Print, and check **Crop marks and bleed** and **Flatten PDF**. This adds cut marks and prevents font issues at print.



IMPORTANT

Make sure any background colors or images you want to extend to the edge go all the way to the outer edge of your canvas. Keep all important text and logos inside the bleed line.