



CEIP LOS MORALES (MÁLAGA)
C/ Escritor Antonio Navarro Trujillo, 35. 29190 Málaga

CANVA WORKSHOP (REELS) 17TH JUNE, 2024

ERASMUS+ New Methods and Technologies for the post pandemic School Education System to counter learning obstacles. 1st Module.

2023-1-IT02-KA210-SCH-000164838

THE WORKSHOP WAS HELD IN OUR LIBRARY AT SCHOOL, FROM 17:00 TO 19:00 IN THE AFTERNOON, WITH 9 PARTICIPANTS PLUS OUR 4 ERASMUS+ TEAM INSTRUCTORS.

First, we introduced our work and showed them a reel that we had previously done together in a prior meeting.

Then, we explained step by step how to make a reel from a new template in Canva. Afterwards, the ones who didn't have an account yet, registered in Canva with their school e-mails.

Then we left them to work in pairs, in Canva, with their laptops and make their own reels, using them to show either a school trip, or the end of the year dance and party photos/videos.

Finally, we all shared typical desserts from Portugal (Pasteis de nata), coffee or tea and gave them a few presents we brought from our trip.

We also gave them a guideline or instructions with the different steps to create a reel, so they wouldn't forget about them and could keep exploring and practicing at home.





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INSTRUCTIONS

Beforehand, it's required to register in Canva as a teacher, with the school mail address.

STEPS: LOG IN TO CANVA with your username, or e-mail address and password.

1. Write in the search engine in Canva: *Reels Instagram*
2. Choose *new template*
3. Click *Edit* (arriba a la derecha)
4. Choose a *background*  (top left)
5. *Block the background* (clicking the lock or right click on the mouse)
6. Create slides and add a title and/or text (clicking **T text** on left column)
7. **Upload photos**, previously uploaded in our PC, pressing *uploads*  on the left column)
8. *Elements* (optional). Write whatever you want to look for on the search engine, clicking on your choices to include them in your reel.
9. **Group** the elements. Select the chosen elements with the right click on your mouse and click the *Group tab*.
10. Go to *Position* – layers, to overlap an element, or putting it behind it).
11. Go to the *Animate tab* (on the top) to introduce transitions, or click between slides, on the miniatures at the bottom of the page. You should have enough slides to have a 30 seconds/1 minute-reel more or less (You can change the slides timing, clicking on their margins on their miniatures).

Explore more elements (you can use frames over your photos, videos, stickers...), or create your own images with *AI*, one of the tools offered by Canva.
12. Finally, introduce *music* (searching in *elements*, or uploading your own).