



# MASTER YOUR DIGITAL SKILLS

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Optimize Workflow with  
Canva: Enhance Efficiency,  
Collaboration, and Design in  
Project Management

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Presentation Design, Data Visualization, and Project  
Management

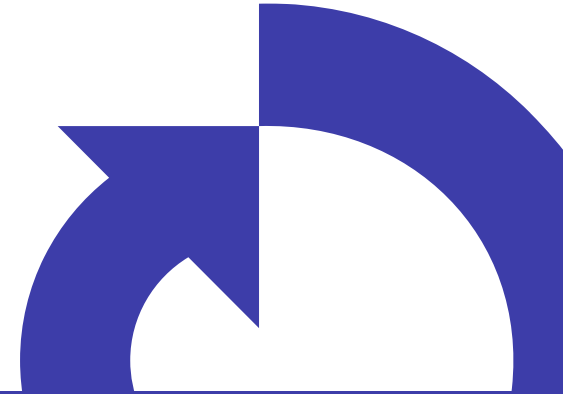
*JOIST Innovation Park*



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# COURSE OVERVIEW

This course delves into Canva's versatile tools to optimize workflow, boost productivity, and enhance collaboration in project management. Participants will learn practical strategies for automating design tasks, mastering professional presentation techniques, and fostering effective team collaboration through real-time feedback and integration with other tools.



## OUR GOALS

1. Learn to efficiently organize and manage your design projects using Canva
2. Develop the skills to create professional, impactful presentations and reports
3. Discover effective strategies for fostering team collaboration & project management

# COURSE DESCRIPTION

This course is designed to equip professionals with the skills to streamline their creative workflows, enhance team collaboration, and produce impactful presentations and reports. Through practical strategies and hands-on techniques, participants will learn to leverage Canva's powerful features for automating tasks, mastering visual storytelling, and integrating feedback seamlessly into their project management processes. This course is ideal for project managers, team leaders, and professionals looking to boost their productivity and design capabilities using Canva.

- **Designing Like a Pro Streamlining Your Creative Workflow:** Learn to optimize your design process, boost productivity, and automate tasks in Canva to streamline your creative workflow.
- **Captivating Audiences Mastering Presentations and Reports:** Master the skills to create impactful presentations, design engaging reports, and transform data into informative infographics using Canva.
- **Collaborate with Ease Enhancing Teamwork with Canva:** Discover strategies for effective collaboration, efficiently managing feedback, and integrating Canva with other tools to enhance team productivity.



# COURSE INFO

<b>Location</b>	<b><u>iED Academy</u></b>
<b>Available from</b>	<b>12.06.2024</b>
<b>Duration</b>	<b>10 hours</b>
<b>Availability</b>	<b>Until 31.12.2024</b>
<b>Cost</b>	<b>Free</b>



# **Level Up**



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This document was produced in the course of the Level Up project, which received funding from the Digital Europe Programme (DIGITAL) of the European Union under Grant Agreement no 101100679.

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