

CANTO TEMPLATE INSTRUCTIONS – BANNERS

All templates can be found [here](#). Templates can only be customized via a desktop/laptop computer.

1. Click on the template you wish to customize.
It will open to show the template larger.
2. Click on the **“Edit”** button in upper right corner.
The template will open.
3. To customize text, double click on the text you want to change.
4. Type in your customized text. Note: If your text is too long for the space provided, the template will cut off your text. You can backspace to revise your text and the text size will readjust as you type.
5. Repeat steps 3-4 for all text boxes that are customizable.
Feel free to delete the text completely for any text box you choose not to use.
6. For any social media icons that are not being used, double click on the object, then change the opacity to 0% (in menu on right)
7. Double check your spelling.
If desired, click **“Preview”** to view final design.
8. Click **“Save”** in the top bar area.
9. Click **“Download”** in upper right corner, select **“PDF”**.
10. Your final file will download to your computer!

PRINTING BANNERS

Now that you have your custom banner, you can submit the PDF to any local printer!

We recommend [Costco](#) for price, quality, and speed. (A Costco membership is required.)

Make sure to choose the 3'x6' size and either portrait (vertical) or landscape (horizontal) depending on which banner you are printing.