

How to animate in Canva



The video recording of the session is available here: [Animation Workshop](#)

Step 1: Open Canva and start a new project

1. Log into your Canva account.
2. Click **Create a Design**.
3. Choose **Video** (recommended size: 1920 x 1080 px) — this sets it up for animation.

Step 2: Upload your photos and audio

1. On the left sidebar, click **Uploads**.
2. Click **Upload Files**.
3. Upload your photos from your computer or phone.
4. Upload your audio file (example: your exported Voice Memo, usually .m4a or .mp3).

Step 3: Add photos to your timeline

1. Drag and drop your uploaded photos onto the blank pages.
2. Each photo will become a “scene / frame” in your video timeline.
3. Resize and arrange each photo however you want on each page.

Step 4: Add moving graphics ('Elements')

1. Click **Elements** on the left sidebar.
2. Search for keywords (like “sparkle animation” or “moving arrows”) and look for animated graphics (they usually move in the preview).
3. Drag these graphics onto your photos / frames.
4. Resize and position if needed.

Step 5: Add Transition effects between frames

1. Hover / click on the small plus (+) button between your scenes.
2. Choose **Add Transition**.
3. Select the **Dissolve** effect.
4. Adjust the transition duration (e.g., 0.5–1 second) for a smooth fade between scenes.
5. Repeat for each scene transition.

Step 6: Add and Sync Your Audio

- 1.Drag your uploaded Voice Memo/audio onto the timeline — it will sit underneath your scenes.
- 2.Canva automatically adds it to the whole video.
- 3.If needed, trim the audio by clicking on it and using the trim handles (book end lines).
- 4.Adjust timing so your visuals match your voice or sounds.

Step 7: Fine-Tune the Animation Timing

- 1.Click on each photo/scene.
- 2.Adjust the duration (you'll see a small clock icon at the top toolbar) — for a 30-second animation, divide the time across all scenes.

Example: 6 scenes at 5 seconds each = 30 seconds. Make sure the visuals and audio feel synced.

Step 8: Preview and Export

- 1.Click Play to preview your full animation.
- 2.Tweak any scene timing, transitions, or graphics as needed.
- 3.When you're happy, click Share > Download.
- 4.Choose MP4 Video format.
- 5.Click Download — and you're done!

Additional audio support:

Edit (Split, Shorten, or Move) the Audio

- Open the Timeline:
 - At the bottom of your screen, click on "Timing" or "Timeline view" (a little stacked lines icon). This
 - lets you see your audio and video frames clearly.
- Split the Audio:
 - a.Click on the audio track to select it.
 - b.Move the playhead (the vertical white line) to where you want to split the audio.
 - c.Right-click (or tap with two fingers) on the audio track.
 - d.Select "Split audio" from the menu.
 - e.Now you have two separate pieces of audio that you can move, delete, or edit individually.
- Shorten or Lengthen Audio:
 - a.Click on the edge (start or end) of the audio clip.
 - b.Drag the edge inward to shorten it.
 - c.Drag the edge outward to lengthen it (if the full track is longer and you trimmed it before).
- Move Audio:
 - a. Select the audio clip.
 - b. Drag it left or right along the timeline to position it where you want.

3. Adjust the Audio Volume

- 1.Click on the audio track.
- 2.At the top toolbar, click the "Volume" icon (a speaker symbol).
- 3.A slider will appear — drag left to decrease the volume or right to increase it.
- 4.You can also set different volumes for different split sections if you like!

Quick Tips:

- You can't overlap multiple audios yet in most free Canva accounts (you can only have one audio track active at a time).
- If you want different audio for different slides, you can split the audio and delete or move pieces.
- Fade-in and fade-out options are available by selecting the track and clicking on "Audio Effects".
- Keep movement subtle and clean — too many moving elements can feel overwhelming.
- Use the Position tool to layer your moving graphics behind or in front of photos for more depth.

YAC Workshop, April 2025 by Caroline Boyd of

www.boyohboydesigns.co.uk

- a studio for branding, graphic design, illustration and animation

Video Timestamps

- Intro – 0:10
- Why animations are great – 0:45
- An example of an animation made on Canva – 3:46
- Storyboarding – 5:47
- Basic Canva techniques – 9:16
 - Choosing a type of document and resizing – 10:40
 - Viewing the different pages of your storyboard – 12:46
 - Using the sidebar on Canva; adding colours, elements and uploads – 13:24
 - Adding and editing text – 17:05
 - Using a brand kit – 18:46
- Audio – 20:03
 - Uploading audio – 20:02
 - Editing, syncing and fading audio – 23:10
 - Adding music – 30:11
- Images and moving images – 37:16
 - Uploading your own photographs – 37:16
 - Editing, moving and adjusting images – 38:16
 - Finding static illustrations or animations on Canva – 39:41
- Video editing techniques – 44:47
 - Shortening frame lengths – 44:47
 - Adding transitions – 46:27
 - Adding animated effects on different elements – 50:47
 - Positioning and spacing elements and using margins – 54:33
- Downloading your finished video as a GIF or MP4 – 56:23

END