



The New York Center for Teacher Development, Inc.

In affiliation with the University of Massachusetts Global (Extended Education)

Course Syllabus

<u>Course:</u>	EDZU 9122	Canva for K-12 Educators: Creative Tools for Lessons, Classroom Resources and Activities
<u>Credit Hours:</u>	3.0 credits / 45 hours	
<u>Instructor:</u>	Christine Bohuslaw	

Course Description

Looking to bring more creativity into your classroom and lesson planning? This course teaches K-12 educators how to use Canva, a versatile online design platform that helps you create visually engaging instructional materials, classroom activities, and school communications. Using Canva, you can design posters, presentations, worksheets, newsletters, certificates, social media graphics, and more. Educators will gain hands-on experience crafting interactive content for both print and digital use, using Canva's easy-to-use tools, templates, images, fonts, and AI-powered features to streamline planning and boost engagement. Whether you're a beginner or looking to refine your design skills, this course will equip you with the essential techniques to create eye-catching lessons and resources that enhance learning, foster creativity, and elevate your classroom instruction.

Course Objectives

To Know

1. How to navigate Canva's interface and tools
2. How to access and use Canva's apps and templates
3. Techniques for customizing templates and creating original, subject-specific designs

To Understand

1. Canva's templates, design options, and app integrations
2. How Canva can support lesson planning, classroom management, and classroom décor
3. How to use Canva's AI features to enhance lessons and activities

and To Be Able To

1. Create visually appealing lesson plans, activities, slideshows, and presentations
2. Design classroom materials such as flashcards, bulletin boards, event invitations, and certificates
3. Use Canva's AI tools to streamline lesson planning and generate engaging activities

Course Outline

Topic 1: Introduction to Canva and Basic Design Features

Objective: Understand Canva's interface, basic tools and design principles.

a) Video tutorials

- Overview of Canva platform
- Navigating the Canva workspace
- Basic design principles: color, font, elements, layout and alignment
- Using the templates for quick design

Topic 2: Designing Classroom Materials

Objective: Create engaging and customizable classroom resources using Canva

a) Video tutorials

- Creating worksheets, handouts and activity sheets
- Designing student reward certificates
- Creating classroom games and resources such as bingo cards, word searches, crosswords and Sudoku puzzles
- Using frames and elements for layout enhancement
- Adding text effects and animations

Topic 3: Designing Engaging Presentations and Communicating Creatively with Canva

Objective: Learn to create polished and engaging presentations and resources for classroom instruction and parent communication.

a) Video tutorials

- Using Canva's presentation templates and tools
- Embedding videos, links and images
- Sharing and presenting with Canva's presentation mode
- Canva shortcuts for presentations
- Design flyers and event invitations using QR codes
- Create custom Google Classroom banners

Topic 4: Canva's AI Features in the Classroom

Objective: Use Canva's AI-powered features to save time, spark creativity and support student learning.

a) Video tutorials

- Canva Magic Write
- AI-generated images and visual content
- Background remover and smart design suggestions
- Ethical and appropriate AI use in K-12 settings

Methods of Instruction

This course will be delivered through a series of instructor-created video tutorials paired with hands-on design projects. Participants will learn to navigate Canva's tools and features by following step-by-step tutorials and applying their skills to create classroom-ready materials tailored to their grade level or subject area. Instruction emphasizes practical application and the use of Canva's AI-powered features to streamline design. By the end of the course, educators will have developed a portfolio of personalized resources they can immediately use in their classrooms.

Students will connect with each other throughout the course within forums and various other types of online feedback options built into each class.

Methods of Assessment

Students who are taking the course for in-service credit must participate in all forum posts, readings, tutorial videos and assignments. Graduate students will be required to complete an additional project and will create a portfolio of four small, practical classroom resources using Canva. Each resource should demonstrate their ability to apply Canva tools, templates, and AI features to support instruction and engagement. The portfolio will include:

1. Single Lesson Plan – Design a visually appealing and organized lesson plan for a single lesson, integrating Canva design principles and making it student-friendly.
2. Instructional Material – Create one type of classroom resource, such as a worksheet, activity sheet, or flashcards, tailored to the lesson's learning objectives.
3. Presentation or Interactive Activity – Design a short instructional slideshow, digital lesson, or interactive activity (examples: Bingo cards, quiz, or digital game) that can be delivered to students.
4. Communication or Classroom Resource – Produce a supplementary classroom material, such as a student reward certificate, event flyer, or visual classroom display (poster, banner, or infographic).

Students who are taking this course for graduate credit and are working to attain a letter grade of "A" must complete all forum posts, readings, tutorial videos, and assignments in addition to the portfolio with all 4 required components.

Students who are taking this course for graduate credit and are working to attain a letter grade of "B" must complete all forum posts, readings, tutorial videos and assignments in addition to the portfolio with only two of the four required components.

Instructors are online each day of the course and correspond with students through the course itself, feedback on assignments, e-mail, and by phone.

Time Validation

Assignment	Time (in hours)
Read through syllabus	0.50
Topic 1: Introduction to Canva and Basic Design Features. Students will understand Canva's interface, basic tools and design principles.	
Students will watch a video tutorial to see an overview of Canva's platform. Students will learn how to navigate Canva's workspace, how to do basic designs using premade customizable templates. Tutorial may need to be watched more than once.	2.00
Students will create a simple classroom poster using a Canva template.	2.00
Students will watch a video tutorial to learn how to create an All About Me flyer that could be used as a first day of school activity. Students will also learn more tools and techniques when creating a design in Canva. Tutorial may need to be watched more than once.	2.00
Students will create an All About Me flyer that can be used as a first day of school activity.	2.00
Topic 2: Designing Classroom Materials. Students will learn how to create engaging and customizable classroom resources using Canva.	
Students will watch a video tutorial to learn how to create a worksheet, handout or activity sheet.	1.00
Students will create a worksheet or activity tailored to their subject area/level.	2.00
Students will watch a video tutorial to learn how to create a reward certificate that can be printed, as well as, displayed digitally. Students will learn how to use text effects and incorporate animations into their designs.	1.00
Students will create a customizable student reward certificate using text effects and animations.	2.00
Students will watch a video tutorial to learn how to create Bingo cards, word searches, cross word puzzles and Sudoku puzzles. Canva apps will be introduced. Tutorial may need to be watched more than once to learn about all of the different activities and how to create them.	2.50
Students will create a class set of Bingo cards that can be used for a review activity.	2.00
Students will watch a video tutorial to learn how to create a daily agenda slide using each of the different tools and techniques they have learned, then learn how to use the Bulk Create app to make agenda slides for the week. After viewing the tutorial, which may need to be watched more than once, students will create their own daily agenda slide and use the Bulk Create app to create multiple copies of their slide.	2.50

Students will watch a video tutorial to learn how to use the Bulk Create app to create a class set of flashcards that can be used for a review activity. After viewing the tutorial, students will create a class set of flashcards.	2.00
Topic 3: Designing Engaging Presentations and Communicating Creatively with Canva. Students will learn to create polished and engaging presentations and resources for classroom instruction and parent communication.	
Students will watch a video tutorial to learn how to create a presentation. Students will learn about design templates, how to embed videos and links, and how to present and use Canva shortcuts. Students may need to view the video more than once.	2.00
Students will create a Back-to-School Night presentation tailored to their subject/grade level.	3.00
Students will design a short instructional lesson plan tailored to a specific subject/grade level.	2.00
Students will watch a video tutorial to learn how to embed a QR code in their designs that links to a Google Form. After viewing the video, students will create a flyer or invitation for a classroom or school event with a QR code. Students may need to view the video more than once.	3.00
Students will watch a video tutorial to learn how to create a custom Google Classroom banner.	1.00
Students will create a custom Google Classroom banner.	1.50
Topic 4: Canva's AI Features in the Classroom. Students will use Canva's AI-powered features to save time, spark creativity and support student learning.	
Students will watch a video to learn how to use Canva's AI features. Students may need to view the video more than once.	3.00
Students will use Canva's Magic Write to generate a creative writing prompt or lesson plan.	2.00
Students will create an AI-generated image to illustrate a classroom concept or story.	2.00
Students will design a student project template using AI tools.	2.00
Total Time	45.00