

Using Canva to Create Accessible Graphics for Your Library

Canva

JJ's Tips

- Utilize folders in Canva for organization
- Keep your downloaded graphics in an easily-accessible file on your computer
- Utilize templates
- Take advantage of Canva tools for the best font & color combinations
- Take advantage of Canva's Design School (courses & tutorials)
- Use inclusive images & icons
- Use concise language

Helpful Links

- Canva Design School:
<https://designschool.canva.com/>
- Canva Font Combination Tool:
<https://www.canva.com/font-combinations/>
- Canva Color Wheel Tool:
<https://www.canva.com/colors/color-wheel/>
- Hex codes & RGB values:
<https://www.w3schools.com/colors/default.asp>
- Ten Types of Image File Extensions:
<https://blog.hubspot.com/insiders/different-types-of-image-files>

Your Accessibility Resources

- www.WebAim.org
- www.w3.org
- <https://www.si.edu/Content/Accessibility/Publication-Guidelines.pdf>

Accessible Design

Color

- High contrast between foreground and background colors (use WebAIM's Contrast Checker to check)
- Avoid the color yellow (especially in text)
- Color should not be used to convey meaning; the message should be clear no matter what color is used

Font & Readability

- Sans serif fonts are ideal (Arial, Verdana, Helvetica, etc .)
 - Choose fonts with distinct letter shapes and a large contrast between ascenders and descenders
 - Use camel case
- Font size should be at least 12, ideally larger
- Avoid italicized text and text in all caps or all lowercase; be careful underlining text (make sure the line does not blend in with the letters)
- Increased spacing between letters can be helpful
- Make sure there is enough space between lines of text
- Text should be presented in a horizontal line

Images & Icons

- Images & icons should not be the only tool to convey meaning; make sure text accompanies everything
- Use high-resolution images
- Images & icons should have high contrast
- Include alt text if possible