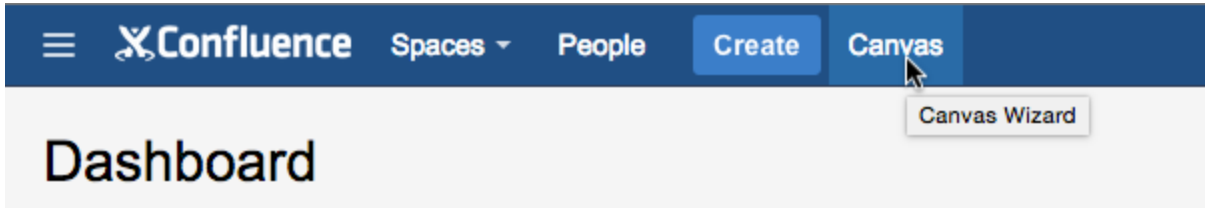


Getting Started with Canvas

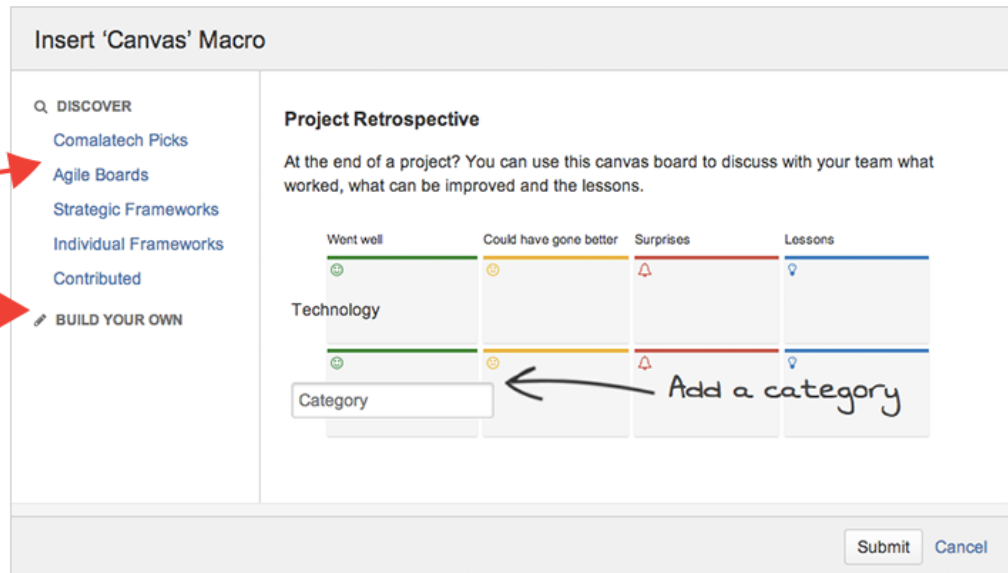
Selecting Canvas

To begin using Canvas select **Canvas** from your Confluence Dashboard to open the Wizard Board.



Select from a range of boards

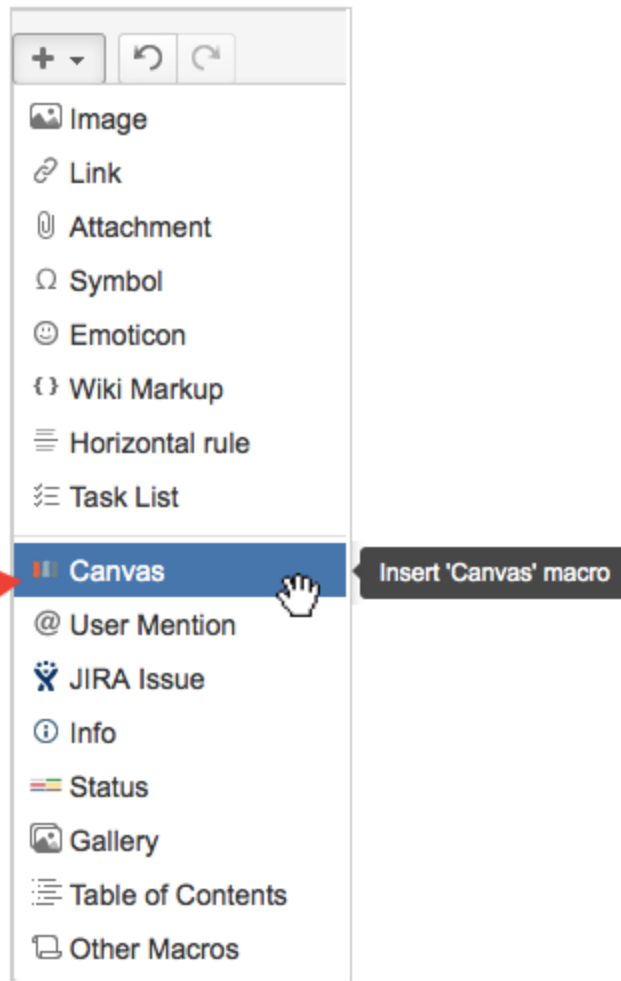
Design your own board



OR

Select **Canvas** from the **Insert More Content** drop down menu while editing your page.

Select Canvas
from Insert
dropdown



Using the Canvas Wizard Board

Use the **Wizard Board** to select from an existing range of boards or design your own board from scratch.

Select from a range of boards

Design your own board

Insert 'Canvas' Macro

DISCOVER

- Comalatech Picks
- Agile Boards
- Strategic Frameworks
- Individual Frameworks
- Contributed
- BUILD YOUR OWN

Project Retrospective

At the end of a project? You can use this canvas board to discuss with your team what worked, what can be improved and the lessons.

	Went well	Could have gone better	Surprises	Lessons
Technology	😊	😞	🔔	💡
Category				

Submit Cancel

Adding Cards

To **add a card** to your container, either **click the arrow** on the top right of the container or **double click** in the container space.

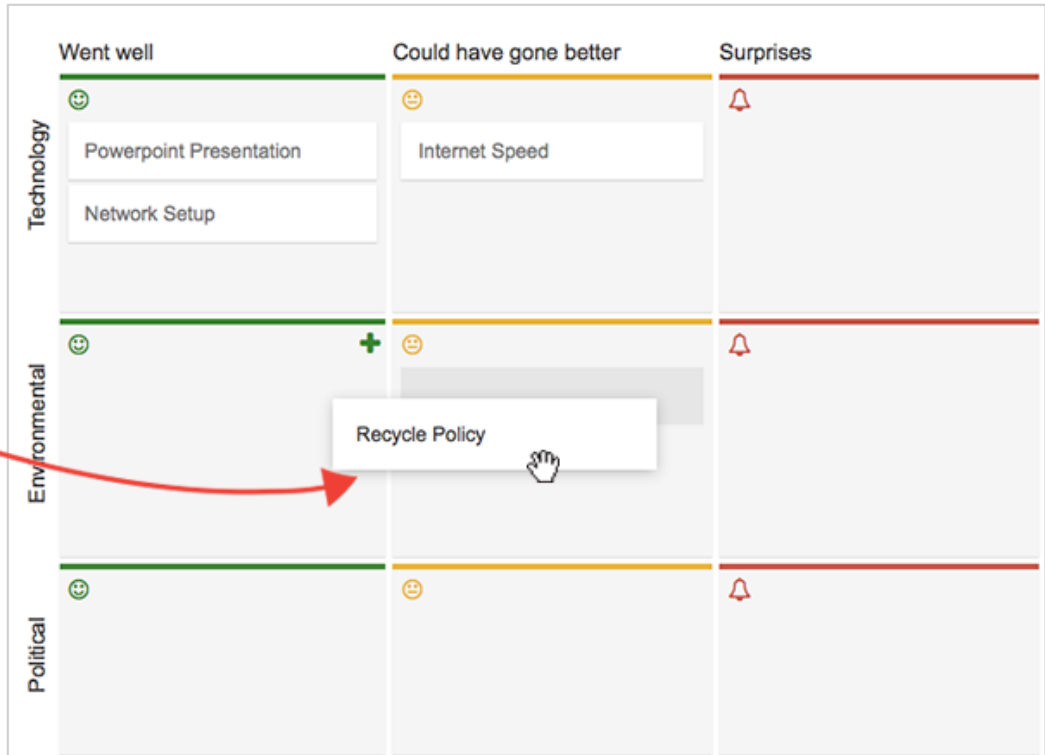
Click the arrow

Double click the container

	Went well	Could have gone better	Surprises
Technology	😊	😞	🔔
Environmental	😊	😞	🔔
Political	😊	😞	🔔

Moving Cards

To **move cards** around containers, **select the card** and **drag** to the desired location and release the mouse.



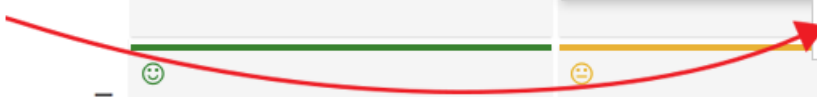
Drag card to desired container

Adding Pages

Turn existing cards into pages by selecting the card to edit it, then clicking the **Page** button.

	Went well	Could have gone better	Surprises
Technology	😊	😞	🔔 Internet speed
Environmental	😊 Powerpoint presentation	😞 Network setup Recycle policy	+ 🔔
Political	😊	😞	🔔

Click Page button on card



Page

Convert to page