

# How to use PSI's social-media image templates

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For your convenience, PSI's social-media image templates for members are sized so that they can be used on both Instagram and Facebook.

Please follow the instructions below to access, edit and download the social-media images.

1. Click on [this link](#) to access the social-media template files for select April-June 2026 pet holidays and other observances.
2. You will be directed to Canva to access a folder with the social-media image templates. A paid subscription to Canva is not required, but you will need to set up a free account (if you don't already have one) to access the image files. (If you do not have a Canva account, follow the prompts on the screen to sign up for one.)
3. You can edit the image templates by clicking on the text or other image elements. You will also see that we have included notes where you should add your logo, website address/social media handle and/or edit text to be applicable to your business. You can delete those notes from the image after you add your content.

Please note: If you do not wish to customize the images, we have also included done-for-you images with the PSI member logo you can download for use as-is.

4. On Canva's editing toolbar (typically located on the left of your screen), you will also see an Upload option. Click "upload" to upload your company logo and pictures of you, your team members (if applicable) and pets you want to feature. Your uploads can be used to customize the images.
5. Canva's editing features also allow for any elements in the images to be changed (e.g., color, etc.) or deleted. To change the colors, simply click on the element you want to change, then click the color circle, typically near the top left. You will then be able to select a new color. These templates are provided for your use and convenience—so feel free to customize the image to best suit your business needs and style!

Quick tip: It's important to be consistent with your business branding, so be sure to use your company logo when applicable and update the colors used in the images to match your brand's color palette.

6. When you've finished customizing the images for your business, you can download the images by clicking "Share" in the top right corner of the Canva screen, and then selecting the option to download. For use on social media, you will want to choose either .jpeg or .png as your selected file type. The design will be downloaded to your computer, phone, or tablet.
7. Once you've downloaded the images, you can upload them to use on your company's Facebook or Instagram accounts. If you decide you'd like to make changes to the images in the future, no worries! Your edited images are saved within your personal Canva account. You are able to go back in at any time to make additional edits and download updated versions of your images.

