# THE GUIDE

**HOW TO USE YOUR TEMPLATES + OTHER TIPS** 



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## BEST PRACTICES

WHERE TO START

## BEST PRACTICES

- · Replace "@yourhandle" at the bottom of each template or delete if you do not want to include it on each post.
- Replace any **RED TEXT** on the template with your information & **CHANGE THE TEXT** COLOR BACK to one of the template colors to match the rest of the text on that graphic
- · Before & After templates Drag and drop before and after photos with your patient photos and fill in the name of the service or product used.
- · Testimonial templates Copy & paste a testimonial from Google Reviews. Remember to update the name of the person and/or service.

#### **EXTRA TIP!**

If you have images of a specific service or product featured in a template, replace the stock image on the template with real images from your business!

## ORGANIZATION & CONSISTENCY

**HOW TO STAY ON TRACK** 

## ORGANIZATION & CONSISTENCY

- · Create a folder on the left-hand side of your Canva account to organize your templates. Rename and save each monthly template into your Canva folders to use again in the future. We recommend organizing your templates in the order you plan on posting them to make posting a breeze!
- Double-check all information on each template. We try to provide detailed information on products and services, but we are not responsible for misleading information.
- Avoid changing the fonts and colors (unless you are applying it to all of the templates).
- · Set templates are templates you will see every month. These are found at the end of each group of templates and include before & afters, testimonials, and more. We switch up the other designs monthly, but we keep these templates each month as we believe they're important to share consistently. Plus, it gives new members the opportunity to use them if they haven't already!

#### **DID YOU KNOW?**

We release new content monthly so you may not see the same content next month! Most of our content is evergreen, meaning it can be reused as needed at any time!



**PUTTING EVERYTHING TOGETHER** 

### YOUR FEED

- · Our templates are built into 3 main categories: inform, entertain, and convince. We recommend using at least 1 of each category a week on your feed.
- · While the templates will help keep your feed looking graphically consistent, it's important to mix in photos and videos so that your feed isn't strictly graphics.

#### Examples of other content to mix in

- · Video interviews asking team members about their favorite products or services
- Photos of team members with equipment or around the office
- Video interviews of team members walking through a procedure

- · Videos of a consultation with a client (with their permission)
- · Photos of team members preparing for a procedure
- · Photos or videos of a procedure happening (with client's permission)

## YOUR FEED

#### WHAT NOT TO DO

























- Do not post only graphic templates to your feed.
- Do not include any **RED** placeholder text.
- Do not share two templates that are the same color, style, or subject matter next to eachother.
- · Do not share templates with services or products you do not offer.
- Do not mix and match template styles.

## YOUR FEED

#### WHAT TO DO

























- Do mix in photo and video content between templates.
- Do fill in placeholder text with your business information.
- Do spread out templates that are the same color, style, or subject matter.
- Do replace stock images on templates with images from your business when possible.

#FEEDGOALS

### ONYX

























#### POP COLOR























#### PEONY

























## матсна

























#### **FRESH**

























## SCHEDULING

WHY & HOW YOU SHOULD DO IT

### SCHEDULING

#### BENEFITS OF SCHEDULING YOUR POSTS AHEAD OF TIME

- 1. Prevent creative blockage & accept bulk content creation: Because sometimes we're not in the mood to create! We reccommend planning content out atleast 2-weeks in advance or leaving 1-day a week open to post on the fly.
- 2. Stay consistent on your feed: Sometimes when we're in a rush to post, you can tell on your feed! Go ahead, look at a post you recently rushed to post because you felt you had to vs. one you took your time with.
- **3. Relieve stress & social preasures:** In this crazy digital world today, sometimes we're just stressed about what to post. Scheduling your posts ahead of time create a sense of relief, try it and you'll see!
- **4. Save time:** Let's face it, you're busy working! Knowing your social media is being taken care of allows you to spend time doing what you love.

#### **DID YOU KNOW?**

All templates can be accessed through the Canva app on your phone, so they're easy to download and post on the go if you forget to schedule one!

### SCHEDULING

#### SCHEDULING PLATFORMS WE LOVE



#### Facebook - Business Suite

- Your Facebook page should already be connected to your Instagram account making it easy to schedule to both platforms in one place at one time.
- It's free to use!
- They offer location targeting which is typically a feature you have to add in after you schedule from other scheduling programs.

**LEARN MORE** 



#### Canva Pro - Content Planner

- You're designing your content in Canva already, so you don't have to download the posts and bring it elsewhere to schedule
- The calendar view is a great way to ensure the aesthetic of your feed is how you envision it. Through this view, you can always edit the posts so they look exactly how you want the feed to be.
- You have the ability to schedule on a bunch of other platforms at the same time! This includes Pinterest, Facebook, Instagram, Twitter & Linkedin.

**LEARN MORE** 

SIGN UP FOR CANVA PRO

## MARKETING

—— FOR MEDICAL