

# How to copy a table from Word to Canva while preserving formatting.

Now you can design data tables with beautiful templates right in the Canva graphic editing tool. With hundreds of different templates, you can copy tables from Word to Canva, choose your favorite template, and create professional data tables that easily convey your message to viewers.

Using Canva to create diverse and engaging content is a great idea. However, when you want to copy tables from Word to Canva, you'll need to perform a few necessary steps to ensure the table is converted accurately without formatting errors.



## How to copy tables from Word to Canva without errors

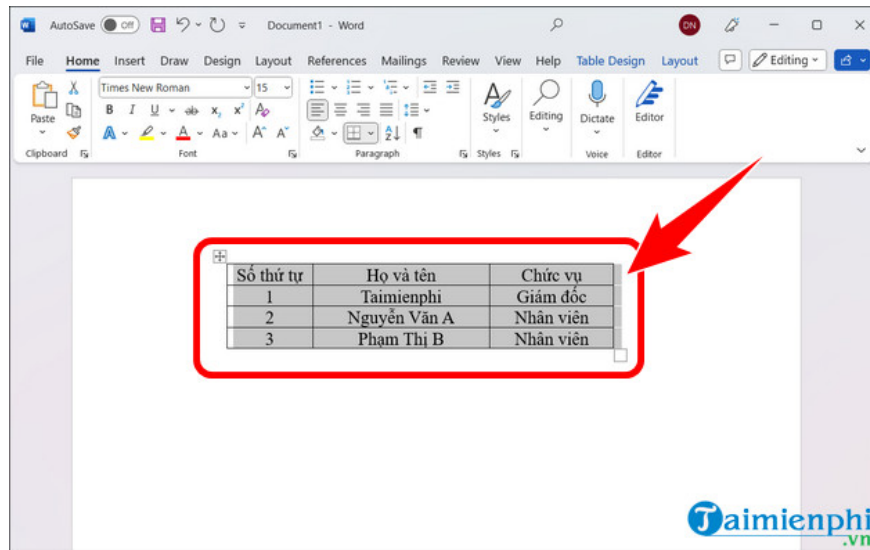
### *I. How to copy a table from Word to Canva*

#### *1. Quick Guide*

#### *2. Detailed instructions*

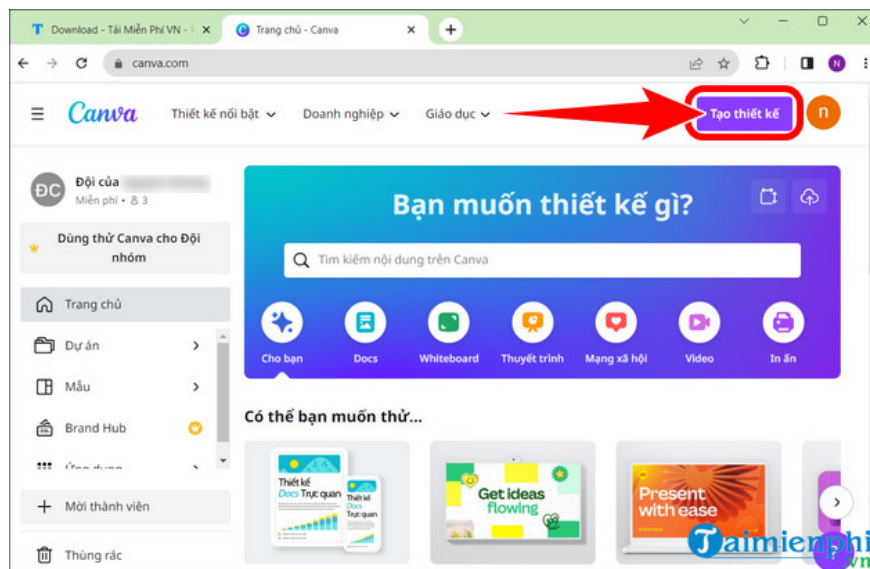
*Step 1:* Open the **Word document** containing the table you want to copy.

- **Highlight the table** and press **Ctrl + C** to copy it from Word to Canva.

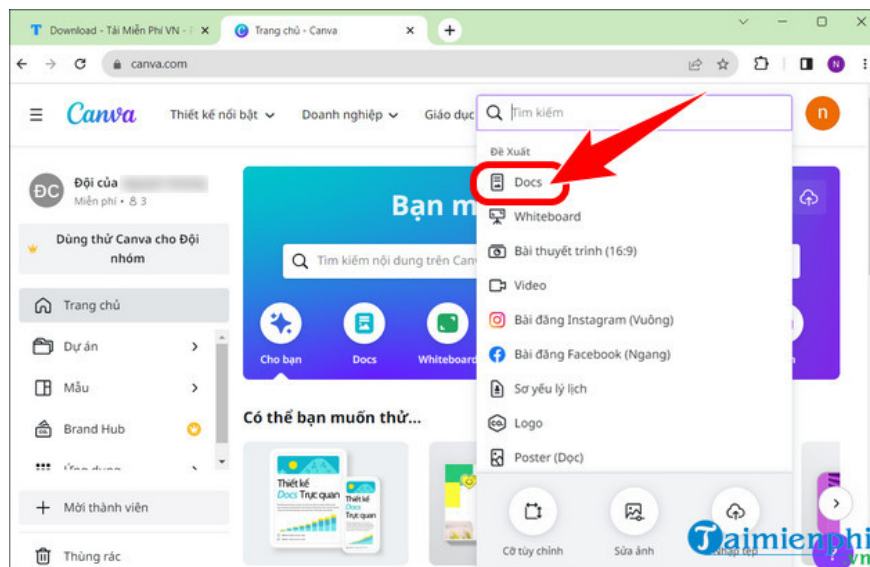


Step 2: Access the Canva login link **HERE** . On the main interface, click **Create Design** .

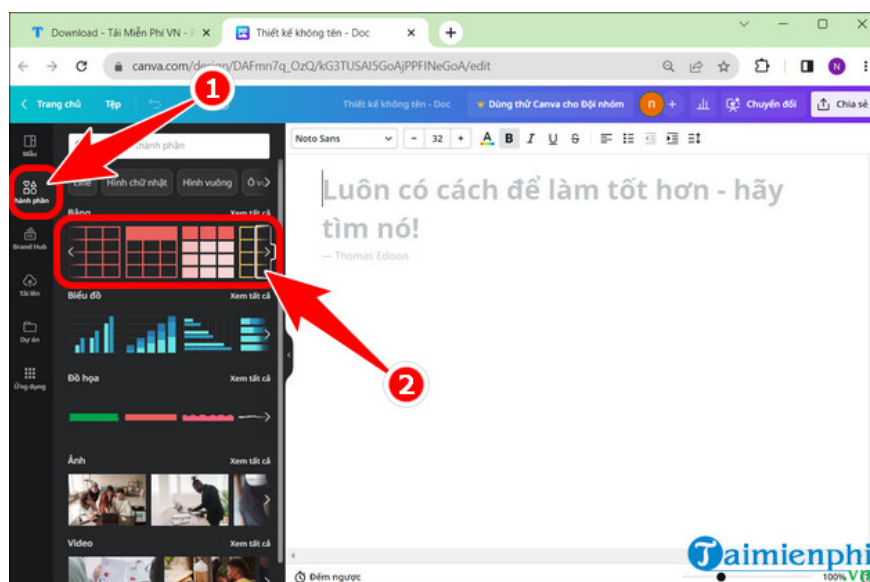
Alternatively, you can download Canva here to use as an alternative to the web version.



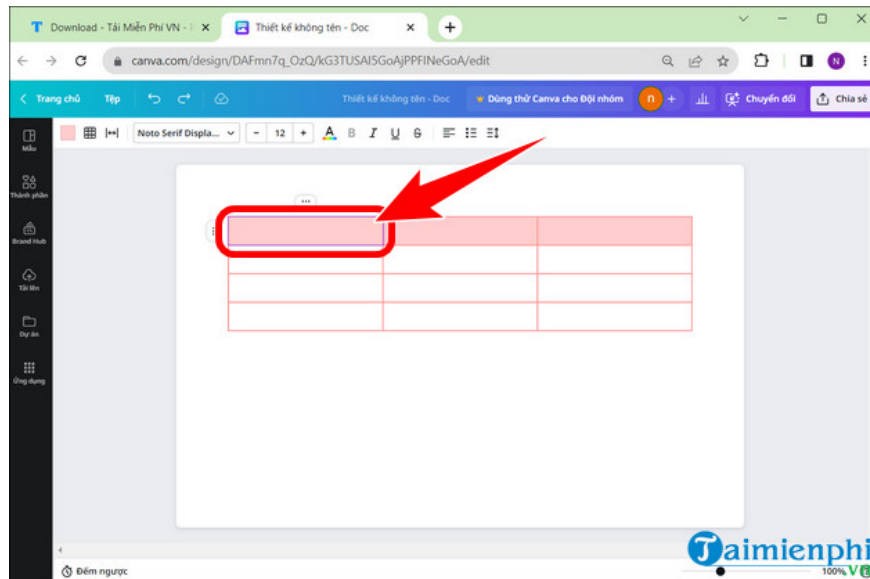
- Select **Docs** .



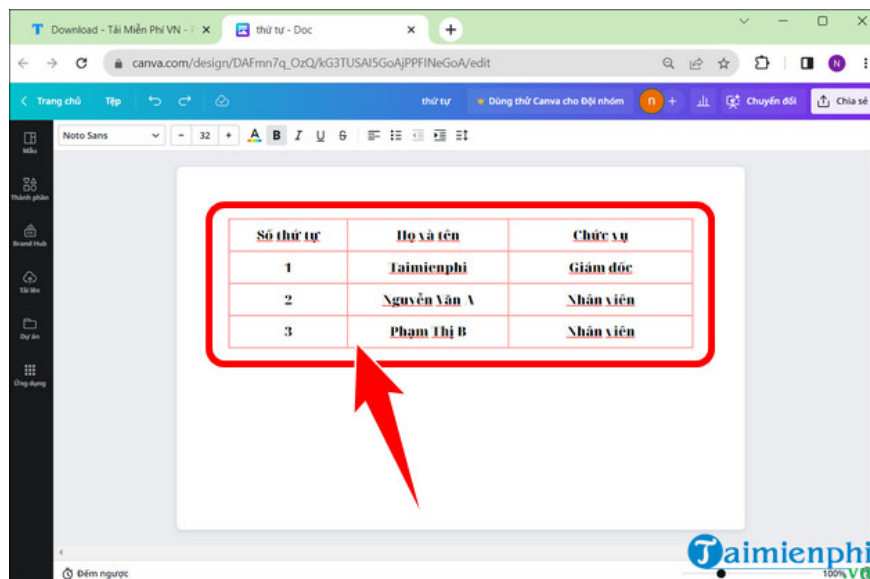
Step 3: Click **Components** => select a **table design template** .



- Press the **first box** => press the **Ctrl + V** key combination .



Step 4: Edit the table as desired. The result of copying the table from Word to Canva will be displayed as shown below.



Additionally, you can also copy tables from Word to PowerPoint to create presentations, giving users more information to include in their reports.

## II. Benefits of copying tables from Word to Canva

- Use Canva's features to transform data tables into part of a professional graphic design.
- Integrate information from Word into an overall design.
- Easily edit and customize: change the size, color, font, and layout style of the table, helping you create a table that fits the overall design.
- Canva allows you to share designs online or print them for use in offline projects.

- Make a strong impression on your audience.
- Save time and effort.

Therefore, copying tables from Word to Canva is a fairly simple operation, opening up many opportunities to create high-quality table designs that suit your purposes and goals. Additionally, you can use Canva to preserve the original formatting and avoid font errors when creating PDF files.

You finished reading the article "**How to copy a table from Word to Canva while preserving formatting.**" edited by the [TipsMake](#) team. We hope this article has provided you with many useful tech tips and tricks. You can search for similar articles on tips and guides. Thank you for reading and for following us regularly.