

Switching from Adobe Express: Migration Checklist



Before canceling Adobe Express, work through this checklist to make the transition smoother and avoid losing access to important assets or workflows.

	MIGRATION TASK
<input type="checkbox"/>	Export your brand kit, including logos, color palettes, fonts and brand guidelines.
<input type="checkbox"/>	Download original design files whenever possible and identify any projects that are only available as flattened exports.
<input type="checkbox"/>	Create a list of required export formats, such as transparent PNG, SVG, print-ready PDF, MP4 or GIF.
<input type="checkbox"/>	Confirm that your new design tool supports all the file formats your team regularly uses.
<input type="checkbox"/>	Audit team collaboration requirements, including user permissions, approval workflows, shared folders and brand controls.
<input type="checkbox"/>	Review stock asset licensing terms to ensure graphics, photos and videos can be used commercially after switching platforms.
<input type="checkbox"/>	Inventory your most important Adobe Express projects and templates.
<input type="checkbox"/>	Rebuild your three most-used templates first to test workflows in the new platform.
<input type="checkbox"/>	Document any missing features or workflow gaps before migrating additional designs.
<input type="checkbox"/>	Transfer shared assets, brand libraries and reusable design elements to the new tool.
<input type="checkbox"/>	Train team members on the new platform and update any internal design documentation.
<input type="checkbox"/>	Keep your Adobe Express subscription active for at least 30 days after switching as a fallback option.
<input type="checkbox"/>	Verify that all critical files, templates and exports are accessible before canceling your subscription.

Optional: Create a downloadable PDF version of this checklist to help teams manage the migration process and track completed tasks.