# UNIVERSITY LOGO STYLE GUIDE

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# Logo Style Guide

The primary use of the SCSU institutional logo is to visually identify the university. As such, the logo is used on all material that circulate outside the university. Including the logo on internal communications also helps reinforce Southern's visual brand.

The logo is available for all campus community members.

## What is the University Logo?

#### Primary Logo

The Southern logo consists of two components: the picture mark and word mark. The column, known as the picture mark, symbolizes Southern as an institution of higher education. The word mark is the font Cochin Bold — each letter spaced uniquely. Together, these two elements combine to form the logo.



#### Primary logos are available in different file types specific for print and online use:

- PRINT: EPS and PDF files will render the sharpest quality at any size. They
  are vector files and have a transparent background. Most print vendors
  prefer one of these two file types. Files are available for full-color use
  (CMYK blue), and one-color use (Pantone Reflex Blue, black, and white)
- **ONLINE:** PNG and JPEGs are available in blue and white. PNGs have a transparent background.

Southern Connecticut State University

# University Logos

#### Secondary Logos

The one-line logos may be used only when size constraints and readability dictate:

 VERSION ONE — ONE-LINE COLUMN LOGO: Of the two one-line alternative logos, this is the preferred version. It includes the picture mark and one-line word mark.



 VERSION TWO — ONE-LINE CAP LOGO: The column cap logo is used only in space-constrained conditions where readability of the SCSU initials would be difficult.

#### Southern Connecticut State University

#### Stacked Alternative Logo for Web Banner

The stacked version of the university logo is used on website banner locations in an upper left position. This is not to be used in any other location.





#### Seal

The Southern Connecticut State University seal is used *only* on official documents, such as diplomas, certificates, and honorary degrees. The seal is not to be used as the logo and it is not to be altered in any way.



Contact the Office of Integrated Communications & Marketing for alternate logos or seal.

# Color and Usage Guidelines

The university logo must be reproduced as a whole in *one color only*, using either Pantone Reflex Blue or its color model equivalent, or using black or white.

The logo may be reversed out of a color or an image (used as white) only when the contrast is significant enough to be readable.

# Southern Connecticut Scate University

#### Southern's Color Palette

The university's brand color is Pantone Reflex Blue. In addition to the brand color, additional colors are used to add complementary and contrasting color to marketing collateral. Primary colors are used in larger proportion while secondary colors are mainly used as accent colors.



# Color and Usage Guidelines

#### **Examples of Incorrect Usage**



Do not add extra columns to the logo. Do not change the font in the logo.



Do not rotate the logo independent of other layout components.



Do not stretch the logo.



Do not use the logo over colors, textures, or images that impair the readability of the logo.



Do not separate the logo and apply different colors to each element of the logo.



Do not reprint the logo from previously printed material or pull the logo from the website.

# College and School Logo Units

The spacing and proportional size between the university logo elements must be used as a unit as shown below. College and school logos are available for download on the University Logos web site.













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# Southern's Email Signatures

Displayed below is the primary logo and suggested content for offices. The font is Palatino Linotype. Times New Roman or Times is an alternate when Palatino is not available.

Underscore to approximate len		ate length of name	
First Lastname	-		Name is bold
Secretary			Titles are italic
Office of Academic Affairs			E
(203) 392-1234			Font size is 9 pt.
(203) 555-1234 fax			Fax and cell
LastFirst@SouthernCT.	edu		numbers are optional
Southern Connecticut State University			Logo is sized for
501 Crescent Street	5		signature scale



New Haven, CT 06515

Displayed below is an alternate logo for offices/individuals who work in the Athletics Department or in a student-centered or school spirit environment.

#### **Firstname Last**

Graduate Intern Office of Student Involvement (203) 392-5782 StudentInvolvement@SouthernCT.edu Twitter | Instagram: SCSU\_OSI

Southern Connecticut State University 501 Crescent Street New Haven, CT 06515



## Southern's Email Signatures

Displayed below is the preferred logo and placement for Schools/Colleges and academic departments. The font is Palatino Linotype. Times New Roman or Times is an alternate when Palatino is not available.

Underscore to approximate length of name

signature scale

First Lastname		Name is bold
Assistant Professor	-	Titles are italic
Art Department		Font size is 9 pt.
College of Arts and Sciences		Fax and cell
(203) 392-1234		rax and cell numbers are
(203) 555-4321 cell		
NameF42@Southern	CTedu	optional
i vunici izeoouncin		Logo is sized for

Southern Connecticut State University 501 Crescent Street New Haven, CT 06515



Displayed below are university logos with a graphic lockup.

Underscore to approximate length of name

First Lastname, '20 *Title Here* Office Name Here (203) 392-XXXX (203) 555-XXXX *cell* LastFirst@SouthernCT.edu Twitter: @Twitterhandle

Southern Connecticut State University 501 Crescent Street New Haven, CT 06515



Titles are italic Font size is 9 pt. Fax and cell numbers are optional

···· Name is bold

Logo is sized for signature scale **First Lastname, '20** *Title Here* Office Name Here (203) 392-XXXX

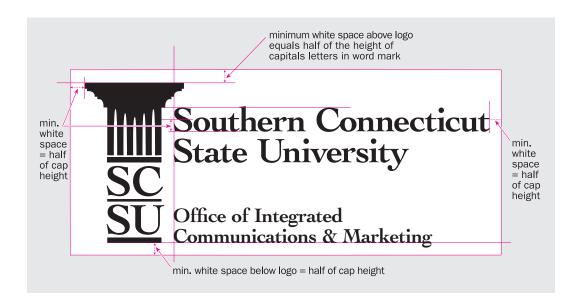
LastFirst@SouthernCT.edu

**Southern Connecticut State University** 501 Crescent Street New Haven, CT 06515



### Layout Guidelines

The spacing and proportional size between the logo elements must be maintained and always used as a unit. The university logo may not contain any type or graphic within the boundaries indicated below other than the university's official address, website, phone numbers, or division/office/department name. Address, phone numbers, or website are *not required* to be used within the logo boundaries.



#### SECONDARY BRAND

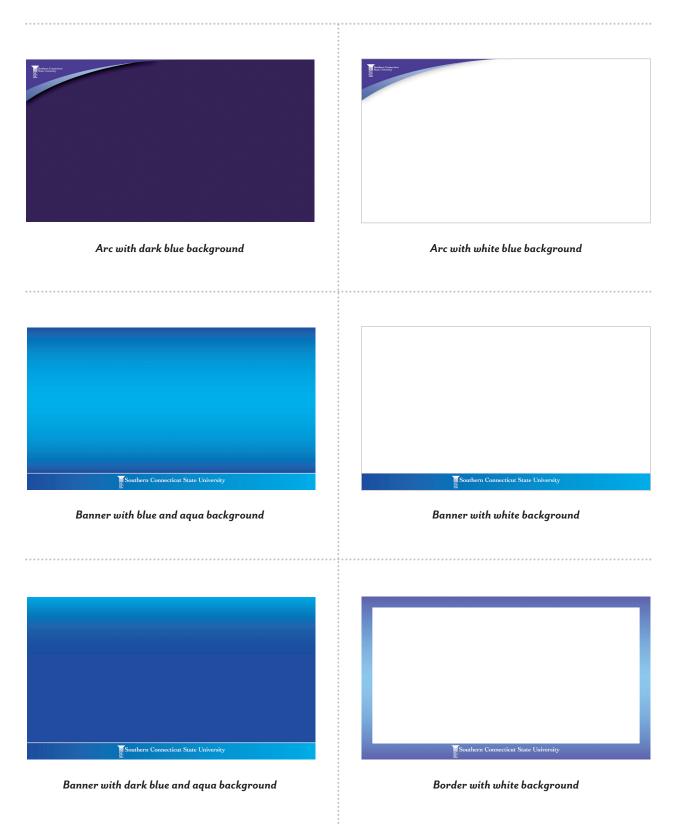
Logo includes the office or department name placed at the baseline of the picture mark



The business card layout shows logo usage on the current business card design.

# **PowerPoint Templates**

PowerPoint templates with the the university logo are available for download on the University Logos web site.







FOR MORE INFORMATION, CONTACT: Marylou Conley, Coordinator of Graphic Services ConleyM1@SouthernCT.edu