

Graphic Standards Manual

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GRAPHIC DESIGN STANDARDS

The focus of a graphic identity is usually a symbol or logo. However, an identity system is much more than the utilization of a symbol. A comprehensive graphic system is a structure for communicating and presenting information logically, clearly, and with distinction.

The standards and guidelines presented in this manual should receive firm institutional support. Embracing and following these standards will be advantageous to the entire University System of Georgia (USG) eCampus organization, enabling us to achieve clarity and effectiveness in all print and electronic communications.

It is impossible to cover all of the possible uses and applications of this identity; therefore, this manual is

intended to be an introduction and a guide to the basic components of the identity system. Implementation of these standards will develop greater awareness of USG eCampus as a whole, while enabling the schools, entities, and sub-brands to convey distinct identities.

Our comprehensive commitment to excellence in design will exemplify our commitment to quality in all other respects. When the graphic system is fully implemented, the identity will consistently distinguish all USG eCampus publications and advertising—all print, digital, and audiovisual materials. This graphic system will thus provide visual unity to the expansive and continually evolving USG eCampus brand.

QUALITY AND COORDINATION

The USG eCampus Marketing Department will oversee design standards for all USG eCampus supported programs, including USG eCore and USG eMajor. This department is a valuable resource for facilitating and maintaining graphic design awareness, consistency, and excellence.

Please direct your questions and/or requests for information to:

USG eCampus Director of Marketing and Enrollment

(678) 839-5398 ecampus@westga.edu jblakemo@westga.edu

 $\label{lem:additionally} Additionally, graphic standards information and electronic files are available online at {\it ecampus.usg.edu}.$

USG eCAMPUS FAMILY OF BRANDS

branding family or umbrella brand under which the while USG eCore and USG eMajor can be thought of as existing collaborative brands (USG eCore and USG the products supported by the organization. The use eMajor) exist as endorsed brands. USG eCampus does of consistent typography in each logo helps to signify not replace USG eCore and USG eMajor but should be this relationship and shared focus on innovation and used to represent the collective team and support unit technological expansion of the education system that facilitates the execution of these programs. USG in Georgia.

The establishment of USG eCampus creates a eCampus can be thought of as the parent organization,

TERMINOLOGY

MASTER BRAND

The master brand is the overarching USG eCampus brand that serves as the main anchoring point on which all USG eCampus family brands are based.

SUB-BRANDS

The sub-brands are brands within the USG eCampus branding family that have their own distinctive voices and personalities, but are also directly related to the master brand.

BRAND EXTENSIONS

The brand extensions are not individual brands themselves and are branded using the USG eCampus brand guidelines.

USG eCAMPUS UMBRELLA

MASTER BRAND



SUB-BRANDS





FreeCore

BRAND EXTENSIONS

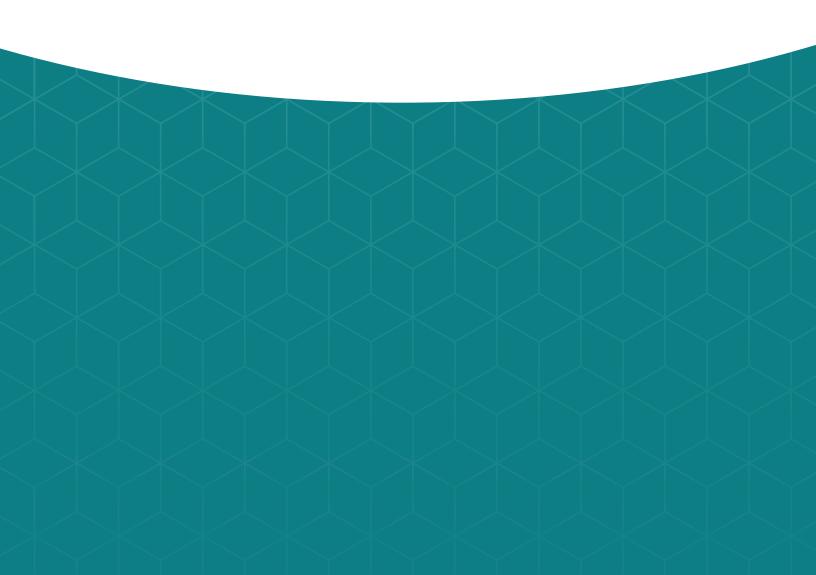








BRAND GUIDELINES



HISTORY OF THE MARK

The USG eCampus visual symbol represents the evolution of distance learning initiatives in the University System, culminating in the combination of two established system-level programs: USG eCore and USG eMajor. The USG eCampus logo carries over the clean typography and visual wave that are synonymous with the visual identities of USG eCore and USG eMajor. The clean logotypes and their rhythmic, even lines portray strength, stability, and clear communication. The USG eCampus logo is teal and red, which distinguishes it from its sub-brands of USG eCore and USG eMajor. The fresh, modern colors represent a culture of opportunity and innovation as the organization seeks to fulfill its mission.

When the USG eCore logo was adopted in 2009, the program was available to students at just three affiliate institutions within the University System of Georgia (USG). In the fall of 2015, USG eCore courses were made available at all non-research institutions within the University System, per a 2014 Board of Regents resolution. In the summer of 2016, the USG eCampus service unit was formed to oversee the administration of USG eCore

classes and to facilitate administration and future growth of the younger USG eMajor program. USG eCampus was also given the responsibility of the inquiry and referral process for the state's Go Back. Move Ahead. initiative.

During this time of tremendous growth and change, the graphic identity of USG eCampus will prove invaluable in establishing sound brand awareness throughout the state. As we plan for future expansion, it is imperative that all established logos and symbols be adhered to in order to continue building upon the USG eCampus brand and sub-brands.

The USG eCampus symbol and sub-brand symbols represent the programs in all aspects, including its use in schools and colleges, regional campuses, entities, and organizations. It may serve as a companion to other collegiate marks. The symbols may be used together when appropriate. If you are concerned or have questions about the placement of the USG eCampus symbol alongside another collegiate mark, please contact the Associate Director of Marketing for Collaborative Programs at (678) 839-5398.

USG eCAMPUS NAME

THE USG ACRONYM

The full official name, University System of Georgia eCampus, should always be used at its first mention in writing with the USG abbreviation indicated in parentheses, as seen below.

University System of Georgia (USG) eCampus

After the first mention and complete spelling of the name, the acronym may be used alone from then on as "USG eCampus." When used in writing, the "USG" acronym should almost always precede the word "eCampus" except in extremely rare circumstances where it is assumed that the reader processes existing knowledge of the organization and can adequately discern it from other similarly named organizations.

CAPITALIZATION RULES

One unifying principle of the USG eCampus family of brands is the existence of the lowercase "e" in the brand wordmarks. When used in writing, the "e" should always be lowercase, with either the "C" or full "CAMPUS" capitalized.

CORRECT WRITTEN FORMATS

University System of Georgia eCampus

University System of Georgia (USG) eCampus

USG eCampus

USG eCAMPUS

INCORRECT WRITTEN FORMATS

Usg Ecampus

Usg e-campus

Usg E-CAMPUS

USG ECAMPUS

THE USG eCAMPUS LOGO

The official USG eCampus symbol is a teal letter "e" utilizing a red wave. Below the USG eCampus symbol, the word "ecampus" is written in all lowercase letters. The first "e" in the lowercase letters is also red, while the remaining letters are black. The words "University System of Georgia" is written in capital gray lettering under a red line, distinguishing the eCampus program as an official unit of the USG. The USG sub-lettering is included in the official USG eCampus logo and should always be included when used.

This symbol is the formal identifier for the USG eCampus support unit. It may be used by any school or college, regional campus, entity, or organization that is a current USG eCampus partner. Other educational institutions, businesses, groups, or vendors may use the USG eCampus symbol but only with express permission from the USG eCampus Marketing Department at 678-839-5398.

Depending on the scale of the design, either the square or horizontal version of the logo may be used.

Do not use the logo in print advertising without consent. This logo will reproduce more cleanly and clearly in small sizes when on newsprint. If you have questions regarding the use of the USG eCampus symbol in conjunction with a specific collegiate mark, please contact the USG eCampus Marketing Department at 678-839-5398.





Electronic files of logos are available online at **ecampus.usg.edu.**

USG eCAMPUS LOGO VARIATIONS

The "University System of Georgia" sub-lettering is an integral part of the USG eCampus logo. The USG eCampus logo should never be used by third parties without this sub-lettering or in any way that excludes portions of the logo. The use of graphic variations that do not include the USG eCampus logo in its entirety is reserved exclusively for the USG eCampus Marketing Department and should be used sparingly.

The standalone "ecampus" graphic may be used as an unofficial logo if the official logo is used within the same document.

The standalone "e" graphic is reserved for use by the USG eCampus Marketing Department only and should be used sparingly.



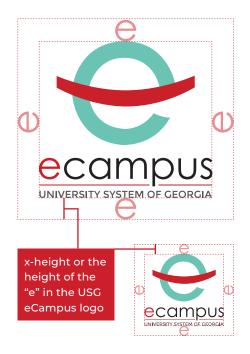


CLEAR ZONE

The integrity of the USG eCampus logo demands that no words or images crowd, overlap, or merge with it. All words and images used in proximity to the logo should be placed no closer than the distance equal to the height of its type (word "ecampus" in logo). This is often referred to by printers and graphic designers as the x-height.

For reproduction of the logo larger than 6" height, enlarge the 6" diameter camera-ready art or electronic file and maintain the standard clear zone.

The clear zone is not a standard height but moves on a sliding scale. The amount of clearing space needed for a small USG eCampus logo will change if you decide to enlarge the logo.



REPRODUCTION ART AND FILES

Camera-ready reproduction art for the USG eCampus logo is available through the USG eCampus Marketing Department. (See page 1.)

Electronic files of the USG eCampus logo are available for download in various sizes and file types at ecampus.usg. edu. If you require a specific file type that is not available on the website, please contact the USG eCampus Marketing Department.

Adjustments may have been made to the USG eCampus logo art for different reproduction sizes; therefore, it is important to always use the size required. For any size inbetween the sizes provided, reduce the next larger size.

Do not reduce any of the camera-ready art or any electronic file more than 50%, and do not reproduce the USG eCampus logo smaller than 3/4" height. If you need a logo larger than 6" in height, please use eps versions of the USG eCampus logo or ask the USG eCampus Marketing Department for assistance.

Use only authorized camera-ready art or the official electronic files to reproduce the USG eCampus logo. Do not use third-generation art of any kind for reproduction purposes.



Never reduce the USG eCampus logo to smaller than 3/4" for use in print or on the web.

LOGO VERSIONS

FULL COLOR

The full-color version of the USG eCampus is the preferred version and should be used when printing in full color. The preferred background color for the USG eCampus logo is, and should always be, white. Due to the use of reds and teals, the USG eCampus logo will react unfavorably with blues, greens, reds, and some other colors.





COLOR WITH WHITE TEXT

When the USG eCampus logo must be used with dark colors, set all black characters in the typographic portion of the logo to white for the sake of visibility.





BLACK (ONE COLOR)

The USG eCampus black one-color logo should only be used in one-color printing on white or light colors.





WHITE (ONE COLOR)

The USG eCampus logo should not be printed with the white onecolor logo by any third party without express permission from the USG eCampus Marketing Department.





LOGO DOS AND DON'TS

In order to establish and maintain consistent and effective use of the USG eCampus logo, it is essential to follow the standards in this manual. The sample of incorrect examples illustrated on this page demonstrates some common errors that can be made.

Such misuses will undermine USG eCampus's effort to present a strong, unified image and will alter the perception and meaning of the USG eCampus brand.

- Do not disassemble the logo.
- ▶ Do not resize any portion of the logo separate from the other elements of the logo. Do not move any portion closer to or farther from the other elements.
- Do not move the placement of the elements of the logo.
- Do not alter the orientation of the logo.
- Do not turn to gray scale.
- Do not change any of the colors of the logo.
- Do not add a drop shadow or stroke.
- Do not place over busy backgrounds.
- Do not overlap or align visual elements on or close to the logo.
- Do not stretch or shrink, horizontal or vertical. Do not twist or curve the logo.
- Use full-color logos whenever possible.
- Do not alter the opacity, watermarking, or shading.
- Do not change the typefaces.
- Do not place the logo in a restricting box, shape, or constrained area.

Please note that, although only one USG eCampus logo is used for these demonstration purposes, all official USG eCampus, USG eCore, and USG eMajor logos and formats are subject to these parameters unless you have received special permission.

If you have questions regarding the proper use of the USG eCampus logo, please contact the USG eCampus Marketing Department at 678-839-5398.















TYPOGRAPHY

The consistent use of typography helps to establish the USG eCampus visual identity. The typefaces chosen here were selected for their readability, their display properties, and for their versatility.

These typefaces are to be used in USG eCampus publications and advertising. Their consistent use will establish a continuity of appearance that will help support the recognition of the USG eCampus brand and its supported programs while promoting a professional, cohesive look in all communications.

PRIMARY TYPEFACES

Montserrat Light Montserrat Semi Bold

Montserrat Light Italic Montserrat Semi Bold Italic

Montserrat Regular Montserrat Bold

Montserrat Italic Montserrat Bold Italic

Montserrat Medium Montserrat Extra Bold

Montserrat Medium Italic Montserrat Extra Bold Italic

DOWNLOAD MONTSERRAT

Helvetica Neue Condensed Bold H

Helvetica Neue Medium

Helvetica Neue Light

Helvetica Neue Medium Italic

Helvetica Neue Light Italic

Helvetica Neue Bold

Helvetica Neue Regular

Helvetica Neue Bold Italic

Helvetica Neue Italic

DOWNLOAD HELVETICA

ACCENT SCRIPT TYPEFACE

Mişty Morning

DOWNLOAD MISTY MORNING

ACCEPTABLE SERIF TYPEFACES

Adobe Garamond Italic

WEB TYPEFACES

Oswald Regular Oswald Bold

Open Sans Regular Open Sans Bold

Open Sans Italic Open Sans Bold Italic

Inter Regular Inter Bold

Inter Italic Inter Bold Italic

COLOR PALETTE

The official colors of USG eCampus help keep a cohesive visual identity. The identity system utilizes these official colors with the additional secondary and neutral colors.

OFFICIAL COLORS

eCampus Teal

CMYK 56, 1, 35, 0 RGB 109, 196, 181 HEX 6DC4B5

eCampus Red

CMYK 14, 100, 95, 4 RGB 202, 32, 42 HEX CA202A

Black

CMYK 0, 0, 0, 100 RGB 0, 0, 0 HEX 000000

eCampus Callout Teal

CMYK 86, 34, 44, 8 RGB 15, 127, 134 HEX 0F7F86

eCampus Callout Red

CMYK 25, 98, 100, 18 RGB 163, 36, 35 HEX A22422

White

CMYK 0, 0, 0, 0 RGB 255, 255, 255 HEX FFFFFF

SECONDARY COLORS

Bright-Future Yellow

CMYK 9, 20, 85, 0 RGB 235, 198, 71 HEX EBC647

Online-Learning Orange

CMYK 6, 65, 100, 0 RGB 231, 119, 37 HEX E87600

Study Group Gray

CMYK 49, 40, 40, 5 RGB 135, 137, 137 HEX 898989

Pedagogy Purple

CMYK 66, 100, 31, 19 RGB 102, 35, 98 HEX 662362

NEUTRALS

Grateful Gray

CMYK 51, 42, 42, 7 RGB 132, 132, 132 HEX 848484

Balanced Blue

CMYK 13, 0, 8, 0 RGB 221, 241, 235 HEX DDF1EB

Oats of Opportunity

CMYK 24, 26, 30, 0 RGB 196, 181, 171 HEX C4B5AB

COLOR USAGE

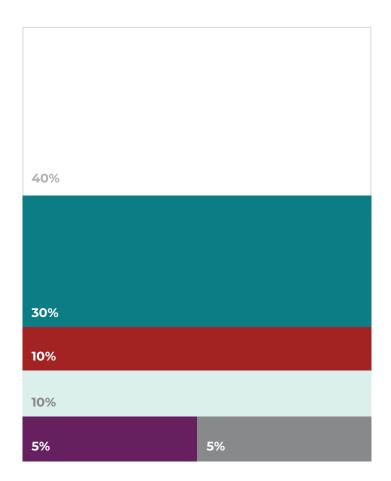
The USG eCampus official colors should be primary and present in all communications. Secondary and neutral colors should never be used as primary colors but as support in the visual design. They are used to complement the official colors.

Try to limit the use of secondary colors to less than 10% of overall design.

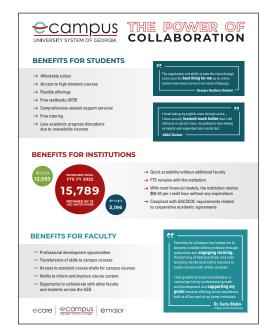
A maximum of two secondary colors at a time is encouraged. However, when the need to differentiate parts of complex content arises, additional secondary colors can be added thoughtfully and sparingly.

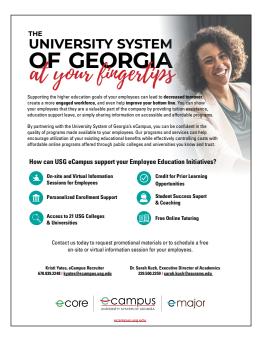
Provide high contrast. Remember that USG eCampus communications must be created to be accessible to all. Ensure that color contrast passes accessibility standards.

TIP Instead of viewing white space as a blank area that needs to be filled, think of it as a pause. It is necessary for the design to breathe. Don't rush to fill space in a layout. It helps to focus attention on the content that's there.



COLOR USAGE EXAMPLES





BEST PRACTICES FOR USING TEXT ON COLOR

Provide high contrast. USG eCampus communications must be created to be accessible to all.

Ensure that color contrast passes accessibility standards.

Legibility is paramount. Check your color combinations for body copy and headlines.

ACCESSIBILITY COMPLIANCE LEVELS

Pass

Pass

Pass Large Text Only
(18 pt or 24 px)

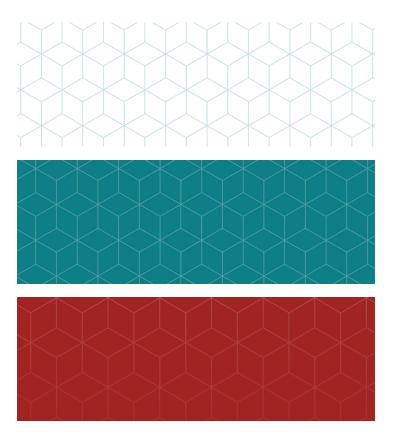
Does Not Pass

BACKGROUND COLORS	TEXT COLOR							
Sample Text Sample Text Sample Text Sample Text	DNP	⊘ AAA	DNP	⊘ AA	⊘ AA	⊘ AAA		
Sample Text Sample Text Sample Text Sample Text	AAA	DNP	⊘ AAA	AA18	AA18	DNP		
Sample Text Sample Text	DNP	⊘ AAA	DNP	DNP	DNP	AA18		
Sample Text Sample Text	Ø AA	AA18	DNP	DNP	DNP	DNP		
Sample Text Sample Text	Ø AA	AA18	DNP	DNP	DNP	DNP		
Sample Text Sample Text	Ø AAA	DNP	AA18	DNP	DNP	DNP		
Sample Text Sample Text Sample Text	DNP	⊘ AAA	DNP	AA18	DNP	⊘ AA		
Sample Text	DNP	⊘ AAA	DNP	DNP	DNP	DNP		
Sample Text Sample Text	AA18	⊘ AA	DNP	DNP	DNP	DNP		
Sample Text Sample Text	Ø AAA	DNP	Ø AA	DNP	DNP	DNP		
Sample Text Sample Text	AA18	⊘ AA	DNP	DNP	DNP	DNP		
Sample Text Sample Text Sample Text	DNP	⊘ AAA	DNP	⊘ AA	AA18	⊘ AA		
Sample Text Sample Text	DNP	⊘ AAA	DNP	DNP	DNP	AA18		

PATTERNS

Patterns throughout the various brand applications can add a sense of depth and dimension to any communication piece. Use these patterns sparingly and thoughtfully.

Under no circumstances should any of these patterns become the predominant graphic element.





SUB-BRAND GUIDELINES



USG eCORE NAME

THE USG ACRONYM

The full official name, University System of Georgia eCore, should always be used at its first mention in writing with the USG abbreviation indicated in parentheses, as seen below.

University System of Georgia (USG) eCore

After the first mention and complete spelling of the name, the acronym may be used alone from then on as "USG eCore." When used in writing, the "USG" acronym should almost always precede the word "eCore" except in extremely rare circumstances where it is assumed that the reader processes existing knowledge of the organization and can adequately discern it from other similarly named organizations.

CAPITALIZATION RULES

One unifying principle of the USG eCampus family of brands is the existence of the lowercase "e" in the brand wordmarks. When used in writing, the "e" should always be lowercase, with either the "C" or full "CORE" capitalized.

CORRECT WRITTEN FORMATS

University System of Georgia eCore

University System of Georgia (USG) eCore

USG eCore

USG eCORE

INCORRECT WRITTEN FORMATS

Usg Ecore

Usg e-core

Usg E-CORE

USG ECORE

THE USG eCORE LOGO

The official USG eCore symbol is a green letter "e" utilizing a teal wave. Below the USG eCore symbol, the word "ecore" is written in all lowercase letters. The first "e" in the lowercase letters is also green, while the remaining letters are black. The words "University System of Georgia" is written in capital gray lettering under a teal line, distinguishing the eCore program as an official unit of the USG. The USG sub-lettering is included in the official USG eCore logo and should always be included when used.

This symbol is the formal identifier for the USG eCore support unit. It may be used by any school or college, regional campus, entity, or organization that is a current USG eCore partner. Other educational institutions, businesses, groups, or vendors may use the USG eCore symbol but only with express permission from the USG eCampus Marketing Department at 678-839-5398.

Depending on the scale of the design, either the square or horizontal version of the logo may be used.

Do not use the logo in print advertising without consent. This logo will reproduce more cleanly and clearly in small sizes when on newsprint. If you have questions regarding the use of the USG eCore symbol in conjunction with a specific collegiate mark, please contact the USG eCampus Marketing Department at 678-839-5398.





Electronic files of logos are available online at **ecampus.usg.edu.**

eCORE LOGO VARIATIONS

The "University System of Georgia" sub-lettering is an integral part of the USG eCore logo. The USG eCore logo should never be used by third parties without this sub-lettering or in any way that excludes portions of the logo. The use of graphic variations that do not include the USG eCore logo in its entirety is reserved exclusively for the USG eCampus Marketing Department and should be used sparingly.

The standalone "ecore" graphic may be used as an unofficial logo if the official logo is used within the same document.

The standalone "e" graphic is reserved for use by the USG eCampus Marketing Department only and should be used sparingly.

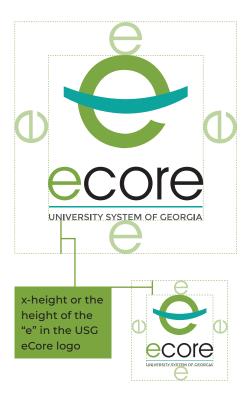


CLEAR ZONE

The integrity of the USG eCore logo demands that no words or images crowd, overlap, or merge with it. All words and images used in proximity to the logo should be placed no closer than the distance equal to the height of its type (word "ecore" in logo). This is often referred to by printers and graphic designers as the x-height.

For reproduction of the logo larger than 6" height, enlarge the 6" diameter camera-ready art or electronic file and maintain the standard clear zone.

The clear zone is not a standard height but moves on a sliding scale. The amount of clearing space needed for a small USG eCore logo will change if you decide to enlarge the logo.



REPRODUCTION ART AND FILES

Camera-ready reproduction art for the USG eCore logo is available through the USG eCampus Marketing Department. (See page 1.)

Electronic files of the USG eCore logo are available for download in various sizes and file types at ecampus.usg. edu. If you require a specific file type that is not available on the website, please contact the USG eCampus Marketing Department.

Adjustments may have been made to the USG eCore logo art for different reproduction sizes; therefore, it is important to always use the size required. For any size inbetween the sizes provided, reduce the next larger size.

Do not reduce any of the camera-ready art or any electronic file more than 50%, and do not reproduce the USG eCore logo smaller than 3/4" height. If you need a logo larger than 6" in height, please use eps versions of the USG eCore logo or ask the USG eCampus Marketing Department for assistance.

Use only authorized camera-ready art or the official electronic files to reproduce the USG eCore logo. Do not use third-generation art of any kind for reproduction purposes.



Never reduce the USG eCore logo to smaller than 3/4" for use in print or on the web.

LOGO VERSIONS

FULL COLOR

The full-color version of the USG eCore is the preferred version and should be used when printing in full color. The preferred background color for the USG eCore logo is, and should always be, white. Due to the use of greens and teals, the USG eCore logo will react unfavorably with blues, greens, reds, and some other colors.





COLOR WITH WHITE TEXT

When the USG eCore logo must be used with dark colors, set all black characters in the typographic portion of the logo to white for the sake of visibility.





BLACK (ONE COLOR)

The USG eCore black onecolor logo should only be used in one-color printing on white or light colors.





WHITE (ONE COLOR)

The USG eCore logo should not be printed with the white onecolor logo by any third party without express permission from the USG eCampus Marketing Department.





LOGO DOS AND DON'TS

In order to establish and maintain consistent and effective use of the USG eCore logo, it is essential to follow the standards in this manual. The sample of incorrect examples illustrated on this page demonstrates some common errors that can be made.

Such misuses will undermine USG eCore's effort to present a strong, unified image and will alter the perception and meaning of the USG eCore brand.

- Do not disassemble the logo.
- ▶ Do not resize any portion of the logo separate from the other elements of the logo. Do not move any portion closer to or farther from the other elements.
- Do not move the placement of the elements of the logo.
- Do not alter the orientation of the logo.
- Do not turn to gray scale.
- Do not change any of the colors of the logo.
- Do not add a drop shadow or stroke.
- Do not place over busy backgrounds.
- Do not overlap or align visual elements on or close to the logo.
- Do not stretch or shrink, horizontal or vertical. Do not twist or curve the logo.
- Use full-color logos whenever possible.
- Do not alter the opacity, watermarking, or shading.
- Do not change the typefaces.
- Do not place the logo in a restricting box, shape, or constrained area.

Please note that, although only one USG eCore logo is used for these demonstration purposes, all official USG eCampus, USG eCore, and USG eMajor logos and formats are subject to these parameters unless you have received special permission.

If you have questions regarding the proper use of the USG eCore logo, please contact the USG eCampus Marketing Department at 678-839-5398.















TYPOGRAPHY

The consistent use of typography helps to establish the USG eCore visual identity. The typefaces chosen here were selected for their readability, their display properties, and for their versatility.

These typefaces are to be used in USG eCore publications and advertising. Their consistent use will establish a continuity of appearance that will help support the recognition of the USG eCore brand and its supported programs while promoting a professional, cohesive look in all communications.

PRIMARY TYPEFACES

Montserrat Light Montserrat Semi Bold

Montserrat Light Italic Montserrat Semi Bold Italic

Montserrat Regular Montserrat Bold

Montserrat Italic Montserrat Bold Italic

Montserrat Medium Montserrat Extra Bold

Montserrat Medium Italic Montserrat Extra Bold Italic

DOWNLOAD MONTSERRAT

Helvetica Neue Condensed Bold Helvetica Neue Medium

Helvetica Neue Light Helvetica Neue Medium Italic

Helvetica Neue Light Italic Helvetica Neue Bold

Helvetica Neue Regular Helvetica Neue Bold Italic

Helvetica Neue Italic

DOWNLOAD HELVETICA

ACCENT SCRIPT TYPEFACE

Misty Morning

DOWNLOAD MISTY MORNING

ACCEPTABLE SERIF TYPEFACES

Adobe Garamond Italic

WEB TYPEFACES

Oswald Regular Oswald Bold

Open Sans Regular Open Sans Bold

Open Sans Italic Open Sans Bold Italic

Inter Regular Inter Bold

Inter Italic Inter Bold Italic

COLOR PALETTE

The official colors of USG eCore help keep a cohesive visual identity. The identity system utilizes these official colors with the additional secondary and neutral colors.

OFFICIAL COLORS

eCore Green

CMYK 58, 17, 100, 2 RGB 123, 166, 64 HEX 7BA640

eCore Teal

CMYK 78, 10, 40, 0 RGB 0, 169, 169 HEX 00A9A6

eCore Callout Green

CMYK 24, 5, 64, 0 RGB 68, 40, 84 HEX C9D57F

eCore Callout Teal

CMYK 27, 0, 13, 0 RGB 180, 232, 229 HEX B4E8E5

Black

CMYK 0, 0, 0, 100 RGB 0, 0, 0 HEX 000000

White

CMYK 0, 0, 0, 0 RGB 255, 255, 255 HEX FFFFF

SECONDARY COLORS

Class is Greener

CMYK 57, 15, 97, 1 RGB 125, 170, 69 HEX 7DAA45

OER Orange

CMYK 1, 50, 99, 0 RGB 246, 147, 30 HEX F6931E

Professor Plum

CMYK 48, 92, 24, 5 RGB 143, 55, 119 HEX 8F3776

Transferable Teal

CMYK 79, 12, 44, 0 RGB 3, 165, 157 HEX 03A59D

Accredited Grav

CMYK 64, 55, 56, 31 RGB 85, 87, 85 HEX 555755

Proofread Red

CMYK 14, 100, 99, 4 RGB 202, 32, 39 HEX CA2027

Success Team Turquoise

CMYK 63, 0, 26, 0 RGB 76, 194, 197 HEX 4CC2C5

Banner Blue

CMYK 100, 9, 21, 7 RGB 33, 56, 125 HEX 21387D

Deep Thinking Teal

CMYK 85, 33, 44, 7 RGB 15, 127, 134 HEX 0F7F86

NEUTRALS

Grateful Gray

CMYK 51, 42, 42, 7 RGB 132, 132, 132 HEX 848484

Balanced Blue

CMYK 13, 0, 8, 0 RGB 221, 241, 235 HEX DDF1EB

Confident Gray

CMYK 18, 14, 14, 0 RGB 207, 207, 207 HEX CFCFCF

Growth Green

CMYK 11, 0, 32, 0 RGB 231, 241, 189 HEX E7F1BD

COLOR USAGE

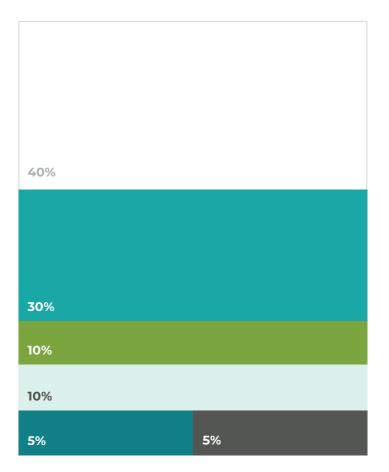
The USG eCore official colors should be primary and present in all communications. Secondary and neutral colors should never be used as primary colors but as support in the visual design. They are used to complement the official colors.

Try to limit the use of secondary colors to less than 10% of overall design.

A maximum of two secondary colors at a time is encouraged. However, when the need to differentiate parts of complex content arises, additional secondary colors can be added thoughtfully and sparingly.

Provide high contrast. Remember that USG eCore communications must be created to be accessible to all. Ensure that color contrast passes accessibility standards.

TIP Instead of viewing white space as a blank area that needs to be filled, think of it as a pause. It is necessary for the design to breathe. Don't rush to fill space in a layout. It helps to focus attention on the content that's there.



COLOR USAGE EXAMPLES





BEST PRACTICES FOR USING TEXT ON COLOR

Provide high contrast. USG eCore communications must be created to be accessible to

Ensure that color contrast passes accessibility standards.

Legibility is paramount. Check your color combinations for body copy and headlines.

ACCESSIBILITY COMPLIANCE LEVELS

Pass

Pass

Pass Large Text Only AA18 (18 pt or 24 px)

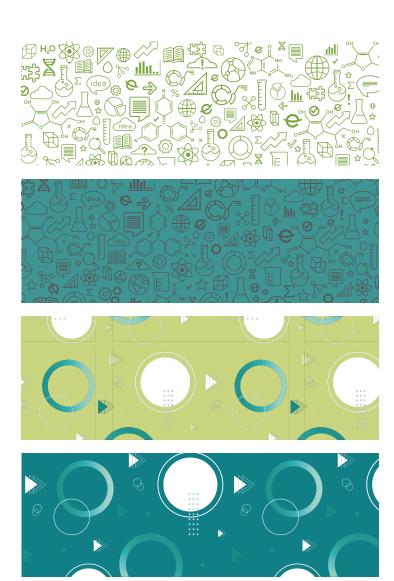
Does Not Pass

BACKGROUND COLORS	TEXT COLOR							
		•						
Sample Text	DNP	⊘ AAA	DNP	DNP	DNP	DNP		
Sample Text Sample Text Sample Text Sample Text	⊘ AAA	DNP	⊘ AAA	⊘ AAA	⊘ AAA	AAA		
Sample Text	DNP	⊘ AAA	DNP	DNP	DNP	DNP		
Sample Text	DNP	⊘ AAA	DNP	DNP	DNP	DNP		
Sample Text	DNP	⊘ AAA	DNP	DNP	DNP	DNP		
Sample Text	DNP	⊘ AAA	DNP	DNP	DNP	DNP		
Sample Text	DNP	⊘ AAA	DNP	DNP	DNP	DNP		
Sample Text	DNP	⊘ AAA	DNP	DNP	DNP	DNP		
Sample Text Sample Text Sample Text	Ø AAA	DNP	DNP	DNP	AA18	⊘ AA		
Sample Text Sample Text	AA18	⊘ AA	DNP	DNP	DNP	DNP		
Sample Text Sample Text Sample Text	Ø AAA	DNP	DNP	DNP	⊘ AA	⊘ AA		
Sample Text Sample Text Sample Text Sample Text	⊘ AA	AA18	DNP	DNP	AA18	AA18		
Sample Text	DNP	⊘ AAA	DNP	DNP	DNP	DNP		
Sample Text Sample Text Sample Text Sample Text	Ø AAA	DNP	AA18	AA18	⊘ AA	⊘ AAA		
Sample Text Sample Text Sample Text Sample Text	⊘ AA	AA18	DNP	DNP	AA18	AA18		
Sample Text Sample Text	AA18	⊘ AA	DNP	DNP	DNP	DNP		
Sample Text	DNP	Ø AAA	DNP	DNP	DNP	DNP		
Sample Text	DNP	⊘ AAA	DNP	DNP	DNP	DNP		
Sample Text	DNP	⊘ AAA	DNP	DNP	DNP	DNP		

PATTERNS

Patterns throughout the various brand applications can add a sense of depth and dimension to any communication piece. Use these patterns sparingly and thoughtfully.

Under no circumstances should any of these patterns become the predominant graphic element.





SUB-BRAND GUIDELINES



USG eMAJOR NAME

THE USG ACRONYM

The full official name, University System of Georgia eMajor, should always be used at its first mention in writing with the USG abbreviation indicated in parentheses, as seen below.

University System of Georgia (USG) eMajor

After the first mention and complete spelling of the name, the acronym may be used alone from then on as "USG eMajor." When used in writing, the "USG" acronym should almost always precede the word "eMajor" except in extremely rare circumstances where it is assumed that the reader processes existing knowledge of the organization and can adequately discern it from other similarly named organizations.

CAPITALIZATION RULES

One unifying principle of the USG eCampus family of brands is the existence of the lowercase "e" in the brand wordmarks. When used in writing, the "e" should always be lowercase, with either the "M" or full "MAJOR" capitalized.

CORRECT WRITTEN FORMATS

University System of Georgia eMajor

University System of Georgia (USG) eMajor

USG eMajor

USG eMAJOR

INCORRECT WRITTEN FORMATS

Usg Emajor

Usg e-major

Usg E-MAJOR

USG EMAJOR

AFFILIATED BRANDING

INSTITUTIONAL BRANDS

As part of the USG eCampus suite of shared services, institutional-specific branding is utilized for select marketing campaigns and communications for single-institution eMajor programs. All institution-specific designs and communications should adhere to the institution's style and graphics guide without exception. Design of institution-specific brands in support of USG eCampus shared services should be requested through the USG eCampus Marketing department, with all external designs needing approval by the respective institution's marketing department.

COLLABORATIVE PROGRAMS

For USG eCampus-supported programs with multiple institutional participants, the USG eCampus subbrand should be used in all external promotions (ie. eCore/eMajor). Participating institutions should be represented by using an all-white or applicable one-color version of the school's official logo. Upon request, the USG eCampus may provide institution-specific branded materials for collaborative programs to satisfy promotional needs for the respective institution.

THE USG eCORE LOGO

The official USG eMajor symbol is a navy letter "e" utilizing a teal wave. Below the USG eMajor symbol, the word "emajor" is written in all lowercase letters. The first "e" in the lowercase letters is also teal, while the remaining letters are brown. The words "University System of Georgia" is written in capital gray lettering under a teal line, distinguishing the eMajor program as an official unit of the USG. The USG sub-lettering is included in the official USG eMajor logo and should always be included when used.

This symbol is the formal identifier for the USG eMajor support unit. It may be used by any school or college, regional campus, entity, or organization that is a current USG eMajor partner. Other educational institutions, businesses, groups, or vendors may use the USG eMajor symbol but only with express permission from the USG eCampus Marketing Department at 678-839-5398.

Depending on the scale of the design, either the square or horizontal version of the logo may be used.

Do not use the logo in print advertising without consent. This logo will reproduce more cleanly and clearly in small sizes when on newsprint. If you have questions regarding the use of the USG eMajor symbol in conjunction with a specific collegiate mark, please contact the USG eCampus Marketing Department at 678-839-5398.





Electronic files of logos are available online at ecampus.usg.edu.

eCAMPUS LOGO VARIATIONS

The "University System of Georgia" sub-lettering is an integral part of the USG eMajor logo. The USG eMajor logo should never be used by third parties without this sub-lettering or in any way that excludes portions of the logo. The use of graphic variations that do not include the USG eMajor logo in its entirety is reserved exclusively for the USG eCampus Marketing Department and should be used sparingly.

The standalone "emajor" graphic may be used as an unofficial logo if the official logo is used within the same document.

The standalone "e" graphic is reserved for use by the USG eCampus Marketing Department only and should be used sparingly.

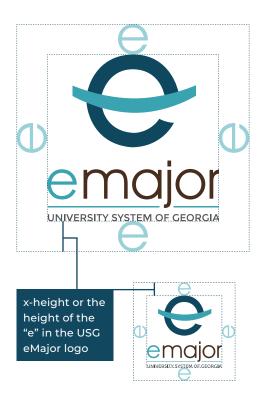


CLEAR ZONE

The integrity of the USG eMajor logo demands that no words or images crowd, overlap, or merge with it. All words and images used in proximity to the logo should be placed no closer than the distance equal to the height of its type (word "emajor" in logo). This is often referred to by printers and graphic designers as the x-height.

For reproduction of the logo larger than 6" height, enlarge the 6" diameter camera-ready art or electronic file and maintain the standard clear zone.

The clear zone is not a standard height but moves on a sliding scale. The amount of clearing space needed for a small USG eMajor logo will change if you decide to enlarge the logo.



REPRODUCTION ART AND FILES

Camera-ready reproduction art for the USG eMajor logo is available through the USG eCampus Marketing Department. (See page 1.)

Electronic files of the USG eMajor logo are available for download in various sizes and file types at ecampus.usg. edu. If you require a specific file type that is not available on the website, please contact the USG eCampus Marketing Department.

Adjustments may have been made to the USG eMajor logo art for different reproduction sizes; therefore, it is important to always use the size required. For any size inbetween the sizes provided, reduce the next larger size.

Do not reduce any of the camera-ready art or any electronic file more than 50%, and do not reproduce the USG eMajor logo smaller than 3/4" height. If you need a logo larger than 6" in height, please use eps versions of the USG eMajor logo or ask the USG eCampus Marketing Department for assistance.

Use only authorized camera-ready art or the official electronic files to reproduce the USG eMajor logo. Do not use third-generation art of any kind for reproduction purposes.



Never reduce the USG eMajor logo to smaller than 3/4" for use in print or on the web.

LOGO VERSIONS

FULL COLOR

The full-color version of the USG eMajor is the preferred version and should be used when printing in full color. The preferred background color for the USG eMajor logo is, and should always be, white. Due to the use of blues and teals, the USG eMajor logo will react unfavorably with blues, greens, reds, and some other colors.





COLOR WITH WHITE TEXT

When the USG eMajor logo must be used with dark colors, set all black characters in the typographic portion of the logo to white for the sake of visibility. Due to the navy in the logo, when placing the USG eMajor logo on a black or very dark background, please use the solid white version.





BLACK (ONE COLOR)

The USG eMajor black one-color logo should only be used in one-color printing on white or light colors.





WHITE (ONE COLOR)

The USG eMajor logo should not be printed with the white onecolor logo by any third party without express permission from the USG eCampus Marketing Department.





LOGO DOS AND DON'TS

In order to establish and maintain consistent and effective use of the USG eMajor logo, it is essential to follow the standards in this manual. The sample of incorrect examples illustrated on this page demonstrates some common errors that can be made.

Such misuses will undermine USG eMajor's effort to present a strong, unified image and will alter the perception and meaning of the USG eMajor brand.

- Do not disassemble the logo.
- ▶ Do not resize any portion of the logo separate from the other elements of the logo. Do not move any portion closer to or farther from the other elements.
- Do not move the placement of the elements of the logo.
- Do not alter the orientation of the logo.
- Do not turn to gray scale.
- Do not change any of the colors of the logo.
- Do not add a drop shadow or stroke.
- Do not place over busy backgrounds.
- ▶ Do not overlap or align visual elements on or close to the logo.
- Do not stretch or shrink, horizontal or vertical. Do not twist or curve the logo.
- ▶ Use full-color logos whenever possible.
- Do not alter the opacity, watermarking, or shading.
- Do not change the typefaces.
- Do not place the logo in a restricting box, shape, or constrained area.

Please note that, although only one USG eMajor logo is used for these demonstration purposes, all official USG eCampus, USG eCore, and USG eMajor logos and formats are subject to these parameters unless you have received special permission.

If you have questions regarding the proper use of the USG eMajor logo, please contact the USG eCampus Marketing Department at 678-839-5398.















TYPOGRAPHY

The consistent use of typography helps to establish the USG eMajor visual identity. The typefaces chosen here were selected for their readability, their display properties, and for their versatility.

These typefaces are to be used in USG eMajor publications and advertising. Their consistent use will establish a continuity of appearance that will help support the recognition of the USG eMajor brand and its supported programs while promoting a professional, cohesive look in all communications.

PRIMARY TYPEFACES

Montserrat Light Montserrat Semi Bold

Montserrat Light Italic Montserrat Semi Bold Italic

Montserrat Regular Montserrat Bold

Montserrat Italic Montserrat Bold Italic

Montserrat Medium Montserrat Extra Bold

Montserrat Medium Italic Montserrat Extra Bold Italic

DOWNLOAD MONTSERRAT

Helvetica Neue Condensed Bold Helvetica Neue Medium

Helvetica Neue Light Helvetica Neue Medium Italic

Helvetica Neue Light Italic Helvetica Neue Bold

Helvetica Neue Regular Helvetica Neue Bold Italic

Helvetica Neue Italic

DOWNLOAD HELVETICA

ACCENT SCRIPT TYPEFACE

Mişty Morning

DOWNLOAD MISTY MORNING

ACCEPTABLE SERIF TYPEFACES

Adobe Garamond Italic

WEB TYPEFACES

Oswald Regular Oswald Bold

Open Sans Regular Open Sans Bold

Open Sans Italic Open Sans Bold Italic

Inter Regular Inter Bold

Inter Italic Inter Bold Italic

COLOR PALETTE

The official colors of USG eMajor help keep a cohesive visual identity. The identity system utilizes these official colors with the additional secondary and neutral colors.

OFFICIAL COLORS

eMajor Navy

CMYK 95, 66, 43, 28 RGB 13, 72, 96 HEX 0D4860

eMajor Callout Navy

CMYK 100, 91, 38, 37 RGB 18, 37, 80 HEX 122550

eMaior Tea

CMYK 73, 17, 29, 0 **RGB** 56, 163, 177 **HEX** 38A3B1

eMajor Gray

CMYK 62, 54, 62, 35 RGB 84, 83, 76 HEX 54554C

White

CMYK 0, 0, 0, 0 RGB 255, 255, 255 HEX FFFFF

SECONDARY COLORS

Transcript Review Teal

CMYK 85, 33, 44, 8 RGB 15, 127, 134 HEX 0F7F86

Reddy for Graduation

CMYK 23, 100, 99, 16 RGB 170, 30, 35 HEX AA1E23

Pedagogy Purple

CMYK 66, 100, 31, 19 RGB 102, 35, 98 HEX 662362

Leadership Lavender

CMYK 57, 60, 33, 9 RGB 119, 103, 128 HEX 776780

Collaborative Teal

CMYK 63, 13, 30, 0 RGB 94, 175, 180 HEX 5EAFB4

NEUTRALS

Grateful Gray

CMYK 51, 42, 42, 7 RGB 132, 132, 132 HEX 848484

Balanced Blue

CMYK 13, 0, 8, 0 RGB 221, 241, 235 HEX DDF1EB

Oats of Opportunity

CMYK 24, 26, 30, 0 RGB 196, 181, 171 HEX C4B5AB

COLOR USAGE

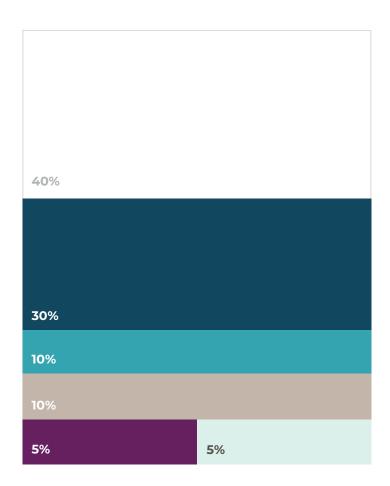
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Try to limit the use of secondary colors to less than 10% of overall design.

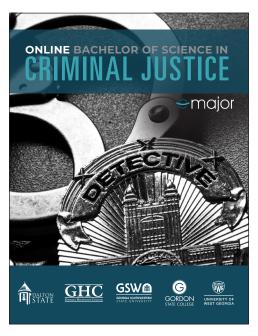
A maximum of two secondary colors at a time is encouraged. However, when the need to differentiate parts of complex content arises, additional secondary colors can be added thoughtfully and sparingly.

Provide high contrast. Remember that USG eMajor communications must be created to be accessible to all. Ensure that color contrast passes accessibility standards.

TIP Instead of viewing white space as a blank area that needs to be filled, think of it as a pause. It is necessary for the design to breathe. Don't rush to fill space in a layout. It helps to focus attention on the content that's there.



COLOR USAGE EXAMPLES





BEST PRACTICES FOR USING TEXT ON COLOR

Provide high contrast. USG eMajor communications must be created to be accessible to all.

Ensure that color contrast passes accessibility standards.

Legibility is paramount. Check your color combinations for body copy and headlines.

ACCESSIBILITY COMPLIANCE LEVELS

Pass

Pass

Pass Large Text Only
(18 pt or 24 px)

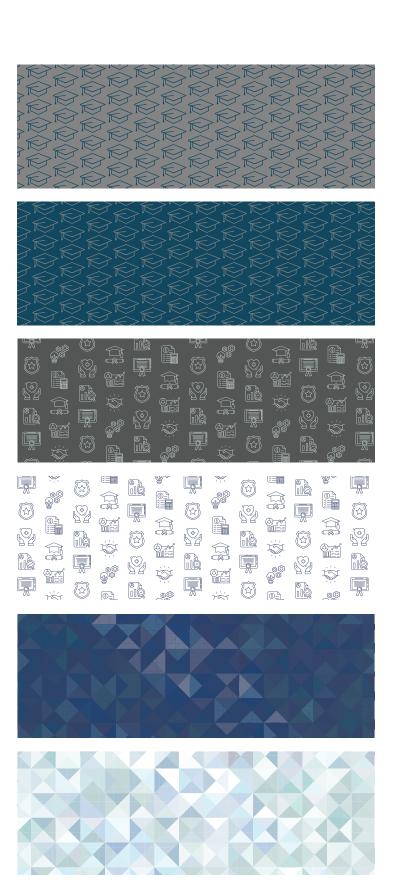
Does Not Pass

BACKGROUND COLORS	TEXT COLOR							
		•	•					
Sample Text Sample Text Sample Text Sample Text	DNP	⊘ AAA	⊘ AAA	⊘ AAA	DNP	AAA		
Sample Text Sample Text	Ø AAA	DNP	DNP	DNP	⊘ AAA	DNP		
Sample Text Sample Text	⊘ AAA	DNP	DNP	DNP	AA18	DNP		
Sample Text Sample Text	⊘ AAA	DNP	DNP	DNP	AA18	DNP		
Sample Text Sample Text Sample Text	DNP	Ø AAA	AA18	AA18	DNP	DNP		
Sample Text	Ø AAA	DNP	DNP	DNP	DNP	DNP		
Sample Text Sample Text Sample Text	Ø AA	AA18	DNP	AA18	DNP	DNP		
Sample Text	Ø AAA	DNP	DNP	DNP	DNP	DNP		
Sample Text Sample Text	Ø AAA	DNP	DNP	DNP	AA18	DNP		
Sample Text Sample Text	⊘ AA	AA18	DNP	DNP	DNP	DNP		
Sample Text Sample Text	DNP	⊘ AAA	AA18	⊘ AA	DNP	DNP		
Sample Text Sample Text Sample Text	AA18	⊘ AA	DNP	AA18	DNP	DNP		
Sample Text Sample Text Sample Text Sample Text	DNP	⊘ AAA	⊘ AAA	⊘ AAA	DNP	⊘ AA		
Sample Text Sample Text Sample Text Sample Text	DNP	⊘ AAA	⊘ AA	⊘ AAA	DNP	AA18		

PATTERNS

Patterns throughout the various brand applications can add a sense of depth and dimension to any communication piece. Use these patterns sparingly and thoughtfully.

Under no circumstances should any of these patterns become the predominant graphic element.



COMBINED LOGO USAGE

The USG eCampus logo and its sub-brand logos may be used together when appropriate. When used together, the logos should be separated by a thin gray line with the USG eCampus logo in the middle and larger than its sub-brands. As with the USG eCampus logo, there exists both a square and horizontal logo for USG eCore and USG eMajor. Consistent orientation should be used when all logos appear together.





