# WORCESTER STATE UNIVERSITY VISUAL IDENTITY GUIDELINES

Revised Spring 2024



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### **OVERVIEW**

Worcester State University's visual identity is a critical toolkit for conveying a strong and cohesive brand. It includes brand colors, the Worcester State logo and its authorized variations, brand typefaces, guidelines for photography, advertising, and stationery. The use of each of these elements is governed by this document. If you have any questions about how to use these elements in your work, please contact the Office of Communications and Marketing (marketing@worcester.edu) for assistance. Beyond our logo, color is the most recognizable aspect of our visual brand identity. Using color appropriately is an important and impactful way to make sure our materials reflect a cohesive Worcester State image and visual story.

When using brand colors, always use the color values listed in this document. They were carefully selected for the best reproduction in print and on screen. Worcester State colors are specified based on paper stock (i.e., coated or uncoated) for print. For digital use, colors are specified by RGB or HEX values.

Depending on the media, brand colors should be reproduced using these formulas and can be found on the following pages:

PMS (PANTONE) For offset printed materials, product imprinting, or signage
CMYK For printed materials using the four-color process
RGB For Microsoft Office Suite, other software, or broadcast media use
HEX For websites and online use

Worcester State's primary brand colors are blue, white, and yellow. Using our brand colors proudly and consistently is a powerful and important way to make Worcester State University recognizable and memorable.

WOO STATE BLUE	SNOW DAY WHITE	LANCER YELLOW
Print	Print	Print
Coated Paper	СМҮК 0 0 0 0	Coated Paper
PMS 287C		PMS 1235C
СМҮК 100 75 2 18	<b>Digital</b> RGB 255 255 255	СМҮК 0 27 99 1
Uncoated Paper	HEX #FFFFF	Uncoated Paper
PMS 287U		PMS 122U
CMYK 92 62 0 0		CMYK 0 35 100 0
Digital		Digital
RGB 0 48 135		RGB 255 184 28
HEX #003087		HEX #FFB81C

#### SECONDARY COLORS

The secondary color palette should be used in a supporting manner to the primary palette. It is important to establish a sense of hierarchy and balance when using the secondary color palette; the primary colors should remain the dominant focus.

FOUNDER'S GOLD	TIFFANY GATES GRAY	LAKE ELLIE BLUE	CHANDLER STREET BLUE
Print	Print	Print	Print
Coated Paper	Coated Paper	Coated Paper	Coated Paper
PMS 132C	PMS 431C	PMS 7461C	PMS 2766C
CMYK 3 43 93 29	CMYK 60 36 46 27	CMYK 97 34 0 1	CMYK 97 55 3 58
Uncoated Paper	Uncoated Paper	Uncoated Paper	Uncoated Paper
PMS 125U	PMS 432U	PMS 640U	PMS 282U
CMYK 12 39 92 29	CMYK 58 38 39 41	CMYK 100 25 0 0	СМҮК 100 65 7 49
Digital	Digital	Digital	Digital
RGB 160 116 0	RGB 91 103 112	RGB 0 125 186	RGB 17 28 78
HEX #A07400	HEX #5B6770	HEX #007DBA	HEX #111C4E

### ACCENT COLORS

The accent palette should be used only in limited circumstances such as small accent details in design layouts or digital ads when a greater design variation is desired.

RESEARCH RED	POD PURPLE	TATNUCK TEAL	TEACHING GARDEN GREEN
Print	Print	Print	Print
Coated Paper	Coated Paper	Coated Paper	Coated Paper
PMS 7625C	PMS 259C	PMS 326C	PMS 2417C
CMYK 0 87 85 1	CMYK 67 100 4 5	CMYK 81 0 39 0	CMYK 99 0 84 0
Uncoated Paper	Uncoated Paper	Uncoated Paper	Uncoated Paper
PMS 7417U	PMS 2612U	PMS 2397U	PMS 2417U
CMYK 0 84 73 0	CMYK 49 78 0 0	CMYK 99 0 48 0	CMYK 84 6 65 17
Digital	Digital	Digital	Digital
RGB 255 82 61	RGB 101 49 101	RGB 0 191 179	RGB 0 150 94
HEX #E1523D	HEX #653165	HEX #00BFB3	HEX #00965E

#### **PRIMARY LOGO**

The Worcester State logo represents us at the highest level and is an extremely important visual representation of our brand. It acts as an insignia of quality and is representative of our educational offerings, institutions, and programs as well as the caliber and passion of our students, faculty, staff, and those who make up our community. It is important to use our logo in a dignified manner to promote a strong reputation in the minds of those we wish to influence.

Logos can be <u>downloaded from our website</u> or obtained by contacting the Office of Communications and Marketing (marketing@worcester.edu).



PRIMARY LOGO LOCKUP

SEAL

WORDMARK

Only use approved logos listed in this document; do not attempt to recreate or edit a Worcester State logo.

#### **PRIMARY LOGO**

Primary usage of our logo appears in either Worcester State Blue or white in a horizontal layout. It is important to maintain contrast between the logo and the background; the logo should be very easy to read.





#### **APPROVED LOGO VERSIONS**

#### **STATIONERY LOGO**

The stationery logo is reserved for use on stationery and very select printed University communications. Use the primary for all other purposes. Please do not use the stationery logo for digital media.



#### **NEWSPRINT LOGO**

The newsprint logo is reserved for use on black-and-white print documents.



### **STACKED LOGOS**

Stacked versions (laid out with the seal resting vertically over the wordmark) of our logo are available as an alternative choice when the primary horizontal version disallows appropriate clearspace, or in layouts that benefit visually from a stacked layout.



In some circumstances there may be a need to use special use logos. Follow usage guidelines in this document and contact the Office of Communications and Marketing (**marketing@worcester.edu**) to obtain digital files of these logos.

#### **SEAL ONLY**

The Worcester State seal as a standalone mark is appropriate when space is limited, on formal applications such as diplomas and certificates, or in creative expressions like watermark treatments.



#### WORDMARK ONLY

The wordmark as a standalone mark is appropriate for use on promotional items, apparel, or on campus signage.



### **CLEAR SPACE AND MINIMUM SIZE**

#### **CLEAR SPACE**

To ensure consistent legibility and prominence, any use of the university logos and marks requires an area of clear space around it. This clear space distance should be equal to or greater than the height of the "W" at any given size of the logo.



#### **MINIMUM SIZE**

The minimum sizes for the use of the Worcester State logos are shown here:



MIN. WIDTH = 1.5"



MIN. WIDTH = 1.5"







When the Worcester State logo is placed on a background other than white (such as another color or a photograph), the white logo should be used. It is important that enough contrast be present to allow the logo to stand out. Use the logo lockup with a transparent background when placing the logo over a non-white background (**PNG and EPS** files have a transparent background while **JPEG** files do not).

### CORRECT



### **RETIRED AND UNAPPROVED LOGOS**

As Worcester State has grown and evolved through the years, so has its brand and visual identity. Old or "retired" logos are sunsetted and only the authorized logos in this document should be used. Shown here are logos that should no longer be used:



### TYPOGRAPHY

Typography can strongly affect how our audiences react to a design and other communications. When approached tactfully, typography can support a strong representation of personality within a brand identity. Worcester State uses three primary typefaces in official communications: Montserrat, Baskerville, and Arial. These typefaces have been made available for every PC and MAC user on campus.

#### **OUR TYPEFACES**

### Montserrat

Montserrat is a geometric sans serif typeface with a bold and contemporary feel. It offers great flexibility with nine weight style options and is appropriate for headlines, subheadings, and callouts.\*

### Baskerville

Baskerville is a classic serif typeface and is appropriate for subheadings and formal body copy.

### **Arial**

Arial is a widely-used sans serif typeface appropriate for informal body copy and digital use.

**\*Gotham** may be used as a substitute for Montserrat in special cases, however, license for use is not provided by the university.

#### PHOTOGRAPHY

Photography should be used to draw a viewer into a publication and provide deeper context to a story. For the most effective visual storytelling, choose images that demonstrate authenticity of our Worcester State brand, and limit use of imagery to one or two larger images rather than multiple smaller images. This allows the viewer to focus on key concepts and helps keep the design clean and concise.

It is best to schedule a professional photographer when time and budget allow. The Office of Communications and Marketing offers check-out cameras and access to the Worcester State University image library to support the needs of design and publications throughout the institution.

Contact the Office of Communications and Marketing (marketing@worcester. edu) to check out camera equipment or access our image library, Extensis.

### PHOTOGRAPHY

Imagery should reflect Worcester State's diverse, student-centered and inclusive environment and the rich components of its liberal arts and sciences curriculum. Ensure that images capture multiple disciplines and represent a diversity of people and points of view.



#### **ADVERTISEMENTS**

Consistency in advertising is a crucial element of any successful brand. It's how past, present, and future consumers "connect the dots" to create a clear, holistic picture of Worcester State University. Therefore, using the correct voice and layout in advertisements is crucial. The Office of Communications and Marketing should be consulted on the development and design of all advertising for off-campus audiences. This applies to all online ads, magazine and newspaper advertising, posters, invites, banners, and billboards.

Worcester State University must be identified in all university-generated advertising that promotes any unit of the institution. This should generally take the form of the Worcester State logo lockup, but it may also be featured with type identifying Worcester State. When advertising is used to promote an event, university identification must appear prominently, but sizing should reflect the relative roles of the event, the sponsoring unit, and the university.

The design samples on the following pages are inteded to demonstrate a look, feel, and consistency that should be reflected in all Worcester State communications. These design samples illustrate the consistent use of easily identifiable Worcester State brand elements.

#### **ADVERTISEMENTS**



OUR ACADEMICS ARE GROUNDED IN THE IDEA THAT EVERY STUDENT HAS THE POWER TO CHANGE THE WORLD. With programs from biology to big data, philosophy to physical therapy, you'll find a world of opportunities to focus on your passions while broadening your perspective.





STEP INTO THE SPOTLIGHT AT WORCESTER STATE UNIVERSITY

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ost everyone with the Contact us in this growing field. Contact us to take your passion to the next level.



### **PROMOTIONAL ITEMS**

Looking to order promotional items for your program or department? Contact the Office of Communications and Marketing (**marketing@worcester.edu**) and we'll work with our network of vendors to get you what you need.



#### **STATIONERY**

The standard letterhead design features the stationery logo lockup in the horizontal format at the top-left to clearly emphasize the Worcester State brand. At the top-center, either the specific until or individual's name and title are listed. The full University name and address are at the bottom of the sheet. Similarly, the business card features the horizontal staionery logo lockup at the top-center.

For assistance with stationery, submit a Publication Design request: worcester.edu/FP-Publication-Design-Request



### CONTACT

#### **Office of Communications & Marketing**

Shaughnessy Administration Building | Office A-212 486 Chandler St Worcester, MA 01602

#### marketing@worcester.edu

508-929-8492

Submit a request via our ticketing system: worcester.edu/FP-Communications-Marketing-Support