

# **BRAND GUIDELINES**

SEPTEMBER 2018

# **TABLE OF CONTENTS**



Eden Prairie Schools' Brand 2
Using Our Logos 3
District Logo 4
School & Department Logos
Athletic & Activities Logos 11
EP Symbol 15
Using Color
Using Type 17
Using Graphics

#### **Obtaining Digital Files**

Have questions or need artwork files? Please contact the communications department: communications@edenpr.org 952-975-7150

### **EDEN PRAIRIE SCHOOLS BRAND**

Eden Prairie Schools has established this style guide to maintain consistency in the use of its brand. This document lays out the use of the district's family of logos and symbols, colors, and font in print and digital publications, as well as graphic elements to be used district-wide. The guidelines in this document have been established for consistency and cannot be altered.

Eden Prairie Schools has worked hard to create a solid mission and brand. As a school district we aim to convey excellence, pride and a high level of achievement. Standing together under a consistent brand, logo and image presents a strong and unified district.

This document serves as a guideline for the visual brand of Eden Prairie Schools. The specifications within this Style Guide are subject to change by the communications department. Questions regarding this document may be directed to the communications department at 952-975-7150, communications@edenpr.org.

academics (45) achievement (18) amazing (16) athletics (30) awesome (21) carino community (74) competitive (26) COOI (18) diverse dedicated (200 education eagles excellence (182) family (12) friendly (34) fun (75) helpful (15) homework (15) inclusive (45) innovative (30) inspiring (16) large (67) learning (33) nice (29) opportunities (50) organized (14) pride (32) progressive (20) quality (109) red (23) respect (20) rich (17) safe (38) school (57) smart (21) spirit (13) SPORTS (64) staff (22) strong (43) students (14) SUCCESS (45) supportive (19) teachers (40) technology (43) welcoming (33) work (11)

### USING OUR LOGOS

Eden Prairie Schools' family of logos is the most visible element of the visual brand. It communicates the essence of who we are – a top district devoted to inspiring each student every day. Consistent use of our logos is critical for establishing brand recognition and perception.

The official family of Eden Prairie Schools' logos includes the district logo, individual school logos, Eagles logo, individual athletic/activities logos, and the EP symbol. Use of these marks on materials helps our audience quickly see that communications are from Eden Prairie Schools.

These logos have specific uses. The guidelines explain when and how to use each of Eden Prairie Schools' logos.

The purpose of the Eagle logo is for athletic/activity-related usage only. Individual athletic/activity teams may determine to use the Eagle logo or EP symbol with wings. The font type and pairings must remain as established.

Do not attempt to redraw or modify the logos in any way. The Eagle logo must always contain the EP symbol. Digital files can be obtained through the communications department. See page 1 for more information.

#### **GENERAL USE**



**EP Symbol** 

#### ACADEMICS



**District Logo** 



School Logos

#### **ATHLETICS & ACTIVITIES**



Eagles Logo





**Athletics & Activities Logos** 

### DISTRICT LOGO CONFIGURATIONS

The primary district logo is red (Pantone 1795) and black, contains the winged EP symbol, Eden Prairie Schools' wordmark, and tagline. Please use the primary logo whenever possible.

For instances where there is not enough vertical space for the primary logo, please use the one-line logo configuration. Both logos have an option for use without a tagline, although the tagline is preferred.



**Primary** 

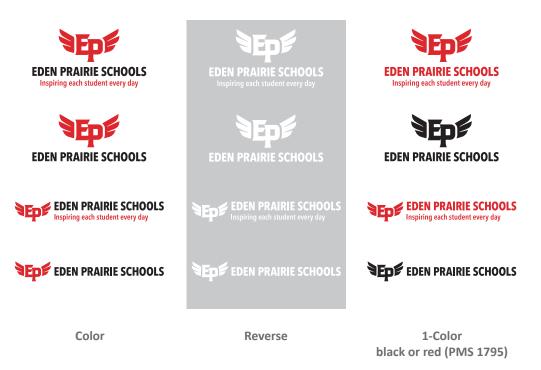
#### EDEN PRAIRIE SCHOOLS Inspiring each student every day

**One-line** 

#### **COLORS**

Eden Prairie Schools' district logo is available in a variety of file formats and color combinations as shown here.

Do not attempt to redraw or modify the logos in any way. Digital files can be obtained through the communications department. See page 1 for more information.



### **DISTRICT LOGO**

#### **CLEAR SPACE**

A buffer of at least the height of the "E" in the wordmark portion of the logo must be maintained on all sides of the logo at all times. Text, graphic elements, as well as the edge of the page should not infringe upon this space. More space may be used.





#### **MINIMUM SIZE**

The following guidelines ensure the logo is never reproduced so small that it becomes illegible. Minimum widths are provided. The logo should be resized proportionally.

There is no maximum size as long as the logo is reproduced with the appropriate resolution to maintain quality.



Print: 1.2" wide Digital: 135x70 pixels



Print: 1.75" wide Digital: 200x27 pixels



Print: 1.1" wide Digital: 135x56 pixels



Print: 1.75" wide Digital: 200x27 pixels

# DISTRICT LOGO

**UNACCEPTABLE USAGE** 

While it is easy to modify logos, please resist the urge to alter logos in any way. On this page are some examples of the many ways Eden Prairie Schools' brand may be diluted by incorrect use or application. If a logo does not exist for your intended use, please contact communications for assistance. Contact information is on page 1. Insufficient contrast



Wrong color



**Rearranging elements** 



Applying effects (drop shadow/bevel)



Disproportionate scaling





Changing fonts or adding type







# SCHOOL LOGOS

This is a sample of each school's primary logo.

Primary school logos are red (Pantone 1795) and black, contains the winged EP symbol, the school's wordmark, and district tagline. Please use the primary logo whenever possible.

The communications department has a template to create new logos that fit this format as they are needed.

Do not attempt to redraw or modify the logos in any way. Digital files can be obtained through the communications department. See page 1 for more information.

















#### DEPARTMENTS

This is a sample of department primary logos.

These follow the same guidelines as schools. If the subline of text is a tagline, use sentence case. Otherwise, title case should be used. Please use the primary logo whenever possible.

The communications department has a template to create new logos that fit this format as they are needed.







### SCHOOL LOGOS CONFIGURATIONS

Primary school logos are red (Pantone 1795) and black, contains the winged EP symbol, the school's wordmark, and district tagline. Please use the primary logo whenever possible.

For instances where there is not enough vertical space for the primary logo, please use the one-line logo configuration. Both logos have an option for use without a tagline, although tagline is preferred.



**Primary** 

### **CENTRAL MIDDLE SCHOOL** Inspiring each student every day

One-line

#### **COLORS**

Each school's logo is available in a variety of file formats and color combinations. Central Middle School is shown here as an example.

Do not attempt to redraw or modify the logos in any way. Digital files can be obtained through the communications department. See page 1 for more information.





CENTRAL MIDDLE SCHOOL

CENTRAL MIDDLE SCHOOL





EDE CENTRAL MIDDLE SCHOOL









Color

EDF CENTRAL MIDDLE SCHOOL

Reverse

1-Color black or red (PMS 1795)

### **SCHOOL LOGOS**

#### **CLEAR SPACE**

A buffer of at least the height of the "E" in the wordmark portion of the logo must be maintained on all sides of the logo at all times. Text, graphic elements, as well as the edge of the page should not infringe upon this space. More space may be used.





#### **MINIMUM SIZE**

The following guidelines ensure the logo is never reproduced so small that it becomes illegible. Since each school's logo is a different width, minimum heights are provided. The logo should be resized proportionally.

There is no maximum size as long as the logo is reproduced with the appropriate resolution to maintain quality.



Print: .62" high Digital: 70 pixels high

#### CENTRAL MIDDLE SCHOOL Inspiring each student every day

Print: .23" high Digital: 27 pixels high



Print: .74" high Digital: 84 pixels high



Print: .36" high Digital: 42 pixels high



Print: .45" high Digital: 56 pixels high

#### EDE CENTRAL MIDDLE SCHOOL

Print: .23" high Digital: 27 pixels high



Print: .57" high Digital: 70 pixels high



Print: .23" high Digital: 27 pixels high

## SCHOOL LOGOS

### **UNACCEPTABLE USAGE**

While it is easy to modify logos, please resist the urge to alter logos in any way. On this page are some examples of the many ways Eden Prairie Schools' brand may be diluted by incorrect use or application. If a logo does not exist for your intended use, please contact communications for assistance. Contact information is on page 1.

#### Insufficient contrast



Wrong color

CENTRAL MIDDLE SCHOOL Inspiring each student every day

**Rearranging elements** 



Applying effects (drop shadow/bevel)





#### **Disproportionate scaling**



**Resizing individual elements** 



Changing fonts or adding type







#### CONFIGURATIONS

The Eden Prairie Eagles symbol may appear with or without text. Specific activities and athletics may have their own logo that follows the design of the football logo shown at the right. The communications department has a master template to create these logos for organizations.

For general purposes, the Eden Prairie Eagles logo without the tagline may be used.





Eden Prairie Eagles Logo

Individual Athletic & Activities Logos



**Eagle Symbol** 

#### COLORS

Athletics and activities logos are available in a variety of file formats and color combinations as shown here.

Do not attempt to redraw or modify the logos in any way. Digital files can be obtained through the communications department. See page 1 for more information. With tints



4-color (including white)



**3-color (including white)** 



2-color (including white)

Without tints



4-color (including white)



**3-color (including white)** 



2-color (including white)

1-Color



#### **CLEAR SPACE**

A buffer of at least the height of the top portion of the "P" in the EP symbol must be maintained on all sides of the logo at all times. Text, graphic elements, as well as the edge of the page should not infringe upon this space. More space may be used.





#### **MINIMUM SIZE**

The following guidelines ensure the logo is never reproduced so small that it becomes illegible. Minimum widths are provided. The logo should always be resized proportionally.

There is no maximum size as long as the logo is reproduced with the appropriate resolution to maintain quality.



Print: 1" wide Digital: 127x95 pixels



Print: .875" wide Digital: 100x50 pixels



Print: 1" wide Digital: 127x95 pixels

#### UNACCEPTABLE USAGE

While it is easy to modify logos, please resist the urge to alter logos in any way. On this page are some examples of the many ways Eden Prairie Schools' brand may be diluted by incorrect use or application. If a logo does not exist for your intended use, please contact communications for assistance. Contact information is on page 1. Changing colors, no red eyes on eagle

#### Changing fonts or adding type



Rotating eagle



Applying effects (drop shadow/bevel)



Disproportionate scaling







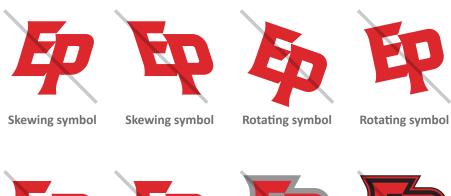
### **EP SYMBOL** ACCEPTABLE VARIATIONS

The EP symbol is a strong visual shorthand for Eden Prairie Schools. It may be used on its own, but must always be displayed in the district's primary color palette. The preferred color is red. A stroke of white or black is acceptable as shown in these examples.



### UNACCEPTABLE USAGE

While it is easy to modify symbols, please resist the urge to alter the EP symbol in any way. On this page are some examples of the many ways Eden Prairie Schools' brand may be diluted by incorrect use or application. If you have a question about the EP symbol, contact communications for assistance. Contact information is on page 1.





Separating letters

P

Extending the E



contrast

Insufficient stroke Too ma



Too many strokes

# **USING COLOR**

**PRIMARY COLORS** 

Eden Prairie School's primary colors are red (Pantone 1795), black, and white. Red should be the most dominant of the three. These colors play an important role in keeping all materials consistently recognizable.

PMS (Pantone) and CMYK colors callouts are for print materials while RGB and hexadecimal are for web/ digital applications.

#### **SECONDARY COLORS**

A secondary palette has been chosen for instances where more colors are needed to enhance materials. Secondary colors should only be used after primary colors have been used.

Please avoid combining colors that appear similar to other primary color combinations for districts/schools within Minnesota (example: black and purple- Chaska Hawks).



**EP Red** PMS 1795 CMYK: 10/98/93/1 RGB: 215/41/46 Hex: D7282F **Black** Black CMYK: 0/0/0/100 RGB: 0/0/0 Hex: 000000 White White CMYK: 0/0/0/0 RGB:255/255/255 Hex: FFFFFF



### **USING TYPE** GENERAL USE

Typography is an important element of design. The characteristics of a font can add meaning to words and help set the tone. Avenir Next Condensed has been chosen for it's strong, confident personality while Calibri lends a friendly and accessible feel.

If Avenir Next Condensed is unavailable, use a reasonable equivalent such as Franklin Gothic Condensed. Calibri can be substituted with Arial, Helvetica, or Open Sans should it not be available. If the use of a serif font is desired, please use Minion.

### AVENIR NEXT CONDENSED - BOLD: HEADLINES, NAMES IN LOGOS ABCDEFGHIJKLMNOPQRSTUVWXYZ abcdefghijklmnopqrstuvwxyz 0123456789

AVENIR NEXT CONDENSED - DEMI-BOLD: SUB-HEADLINES, TAGLINES IN LOGOS

### ABCDEFGHIJKLMNOPQRSTUVWXYZ abcdefghijklmnopqrstuvwxyz 0123456789

calibri FAMILY: MAIN TEXT, GENERAL USE ABCDEFGHIJKLMNOPQRSTUVWXYZ abcdefghijklmnopqrstuvwxyz 0123456789 ABCDEFGHIJKLMNOPQRSTUVWXYZ abcdefghijklmnopqrstuvwxyz 0123456789 ABCDEFGHIJKLMNOPQRSTUVWXYZ abcdefghijklmnopqrstuvwxyz 0123456789

MINION FAMILY: SERIF OPTION FOR LARGE BLOCKS OF PRINTED COPY

ABCDEFGHIJKLMNOPQRSTUVWXYZ abcdefghijklmnopqrstuvwxyz 0123456789 ABCDEFGHIJKLMNOPQRSTUVWXYZ abcdefghijklmnopqrstuvwxyz 0123456789

#### **ATHLETICS & ACTIVITIES**

Athletics and activities use Trade Gothic Bold Extended and Redzone. REDZONE: ATHLETIC AND ACTIVITY NAMES

#### ABCDEFGHIJKLMNOPQRSTUVWXYZ 0123456789

TRADE GOTHIC - BOLD EXTENDED: EDEN PRAIRIE EAGLES

### ABCDEFGHIJKLMNOPQRSTUVWXYZ abcdefghijklmnopqrstuvwxyz 0123456789

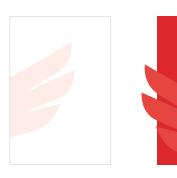
### **USING GRAPHICS**

#### WING SYMBOL

#### Tone: confident, leader, excellence, welcoming, personal, friendly, accessible

The wing symbol may be used as a design element within communication materials.

Red and tints of red are the preferred colors for the wing.



Watermark Wing edge must touch the margin (i.e. not floating in the middle of the page). Within color block Wing edge must touch the edge of the block on the straight edge, but can extend beyond the block on feather edge.

# HEADLINE

Oribus dolorrumet ullabor sin pro ipsanimus nonsequidit mi, idundam ipsuntus quis cus, voluptas sundanis dolupta alic te

#### Type accent

Can flank a headline with wings or use as an accent on a paragraph of type or as a bullet point. Be sure the wing's are not so small that the finest details fill in upon printing.

#### **EP SYMBOL**

The EP symbol may be used as a design element within communication materials.

Red and tints of red are the preferred colors for the EP.



Watermark

the edge.

Entire EP must be

visible; do not crop off



**Pattern** EPs must be staggered



Accent element Entire EP must be visible. Can overlap a wing watermark.

#### SIMPLE SHAPES & BLOCKS OF COLOR

Simple shapes and blocks of color are encouraged as design elements within materials. Strong blocks of color can communicate stability and confidence. Using red especially will make a piece recognizable as Eden Prairie Schools. Simple shapes connote education and accessibility.

