

Kennesaw State University

Logo Information Sheet



Black background only for viewing purposes to see the logos.

About the Files:

Included in this packet are your college/department specific logos, which are in compliance with the university's standards. In an effort to strengthen our institutional brand, these are the preferred logos to use. The files are only provided in *eps* format in order to avoid a compliance issue that occurs when using other formats such as *jpgs* or *tiffs*. The files provided can be placed within any layout or page-building program.

NOTE: Unless you have the program in which these files were created, you will not be able to open or view them until you have inserted them within your chosen program.

Sizing and Inserting the Logos:

The logos provided are vector artwork, which may be resized to fit your desired project, and should not present a problem.

NOTE: It is suggested that you do not copy and paste the logo into your program. Doing so can change the quality of the marks.

Steps for sizing and inserting artwork will vary from program to program, so please refer to your specific program's instructions when resizing and inserting artwork. When resizing the logos, the minimum size allowed is one inch proportionately.

Unzipping the Logos:

We have encountered some compatibility issues between Macs and PCs with unzipping the logo packages. If you experience any issues please click on the link provided and install the software. This software is free and will assist with the challenges that we are experiencing across platforms with the zipped files.

<http://www.camunzip.com/download.htm>

Once installed, you should be able to use this program to unzip your files without a problem. Once you have extracted all the files within the folder, you'll notice an unzipped folder which now contains your logo files. You must select a file or folder location in which to save these unzipped files. Please disregard the MACOSX folder that is there. You can trash that one. The two folders you want to save are your department/college/area specific name and the KSU folder. There will also be a pdf which shows all the information that is included.

As always, if you should have any questions concerning the materials within this packet or the university standards please contact University Relations' Creative Services at 770-423-6203.