



# Springer Corporate Design Guidelines

As of July 2014

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#### Templates for Implementation

All important resources, e.g. design guidelines, office documents, templates for presentations and logos can be found on Lounge.

Design Guidelines Logos in Different Forms and Versions Email Signature Templates PowerPoint Templates Letterhead Templates for Different Locations

Fax Templates

**Memo Templates** 

SpringerLounge -> Springer Group

-> Corporate Design / Corporate Identity

#### Contact

#### For further inquiries concerning corporate design guidelines

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Corporate Communications tel +49 30 82787 - 5434

fax +49 30 82787 - 5707

corporate-communications@springer.com

#### Logo Family

Publishing Brands with Springer in the name

🔼 Adis

Birkhäuser

💥 Humana Press

**Chemistry** Central

Publishing Brands without Springer in the name





**Springer** Fachmedien

**Springer** Gabler

**Springer** Healthcare

**Springer** Media

**Springer** Medizin

**2** Springer Spektrum

🙆 **Springer** Transport Media Schweiz

**Springer** Vieweg

🙆 Springer VS

**Springer** Wien New York

Logo Measures are always related to the main part of the Springer logo throughout the document.





Brand extensions will follow the Springer corporate master brand.

#### Logos

Please note that all logos have been updated. Prior artwork should not be used.

You can access updated artwork at SpringerLounge -> Springer Group -> Corporate Design / Corporate Identity

#### Written usage

In texts Springer or Springer Extension is used. The elements Springer Extension are capitalized. There is a space after the word Springer (e.g. Springer Gabler).

#### Logo Family

eProducts with Springer in the name













eProduct brand extensions will follow the Springer corporate master brand.

#### Logos

Please note that all logos have been updated. Prior artwork should not be used. You can access updated artwork at

SpringerLounge -> Springer Group

SpringerLounge -> Springer Group -> Corporate Design / Corporate Identity

#### Written usage

In texts the full eProduct brand name is used. The elements Springer and eProduct brand extensions are capitalized. There is no space after the word Springer (e.g. SpringerMaterials).

#### Logo 2-color



Against a white background, the logo is used in two colors, positive:

- · Blue (Pantone 289)
- Orange (Pantone 158).

Logo 1-color



Against light colored backgrounds, for laser print-outs, b/w advertisements, gravures, and other single-color applications, the logo is used in 100% dark blue (Pantone 289) or black.

Logo White negative



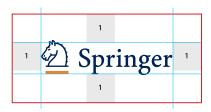
Against dark backgrounds, the logo is used in white with no box.

Logo Against gray background



The logo can also appear on a light gray background. However, the shade should not exceed 7% black or 7% Pantone 289 (dark blue).

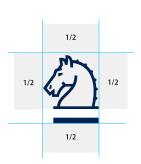
Safe Area Springer logo





The red line shows the minimum space to be kept between the logo and the surrounding elements. The minimum spacing on all sides matches that of the Springer chess piece (shown in gray).

Safe Area Springer chess piece



The corporate chess piece is used without the Springer name on the spines of books and some give-aways.

In other cases, it may be used without the Springer name with discretion and following some basic guidelines.

- It should always appear in its entirety, and the head must always be pointing to the left.
- The chess piece should only appear in the corporate primary colors or in black.
- It may be used white reversed out of calm colored (or gray/black) backgrounds.
- If used as a watermark it should be set at a maximum of 8% black.
- As social media icon (in a square).

#### Logo Data

Different versions of the logo can be found on Lounge at SpringerLounge -> Springer Group -> Corporate Design / Corporate Identity

The Springer logo may only be reproduced from original artwork.

The logo consists of the stylized Springer chess piece (horse), underlined and the wordmark Springer.

#### Measures

All measures related to the logo refer to the Springer logo without extension.

#### **Logo** The logo on DIN A4 sheet

(standard size)



The logo on letterhead is used with a width of 34 mm. The position is always in the top left-hand corner as illustrated on pages 13 and 14.

**Logo** Minimum



The logo may not fall below the minimum width of 18 mm, except for give-aways as long as the legibility can be ensured.

**Logo** Electronic (standard size)



The standard size on the internet should be a width of 120 pixels (for a resolution of 72 dpi).

**Logo** Electronic Minimum



The minimum size on the internet amounts to a width of 75 pixels (for a resolution of 72 dpi).

Former Logos
No longer in use

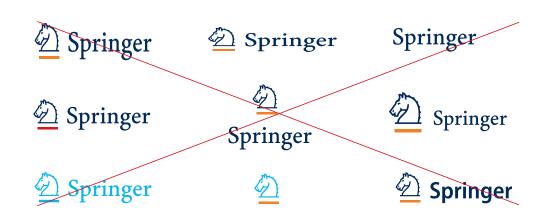






Logo Missuse





#### Logo Data

Different versions of the logo can be found on Lounge at SpringerLounge -> Springer Group -> Corporate Design / Corporate Identity

The Springer logo may only be reproduced from the original artwork.

#### Logo

The logo consists of the stylized Springer chess piece (horse), underlined and the wordmark Springer.

#### Measures

All measures related to the logo refer to the Springer logo without extension.

#### Usage

The logo may not be changed in any manner, e.g., through flattening, stretching, or the depiction in any other color than those named here. Combinations with other logos or elements are not allowed.

#### **Primary Colors**

The primary colors, Pantone 289 (dark blue) and Pantone 158 (orange), are an integral part of the logo.

#### **Secondary Colors**

The secondary colors are used for typographical accents or emphasis, as well as in charts and diagrams.

#### Corporate Font Minion

#### ABCDEFGHIJKLMNOPQRSTUVWXYZ abcdefghijklmnopqrstuvwxyz 1234567890 Welcome to Springer

# Adobe Minion Pro (regular/medium) Font for printed materials (texts and headlines in brochures, websites, etc.).

#### Corporate Font Myriad

#### ABCDEFGHIJKLMNOPQRSTUVWXYZ abcdefghijklmnopqrstuvwxyz 1234567890 Welcome to Springer

#### Adobe Myriad Pro SemiCondensed Font for printed materials (texts and headlines in brochures, letterhead, business cards, etc.).

#### Correspondence Font Calibri NEW!

# ABCDEFGHIJKLMNOPQRSTUVWXYZ abcdefghijklmnopqrstuvwxyz 1234567890 Welcome to Springer

#### Calibri

Font for correspondence body of text / Office applications (letter, fax, email, address labels, press release), formerly in Arial.

#### Dear Robert Smith,

### Example Correspondence document Calibri 11 / 15 pt (point).

Icid milliquis de et *fugiatestis* dolut fugia dolupta ma qui bea voluptat acerspeditas nemporiae si dem sitisit ellore exerum intemquatem facea **qui bea voluptat** acerspeditas nemporiae si nect dem sitisit ellore exerum intemquatem facea.

#### **Corporate Font Minion and Myriad**

The serif typeface Adobe Minion Pro (OpenType) and the sans serif typeface Adobe Myriad Pro SemiCondensed (OpenType) are used in all the specialist publishing group's printed media.

#### Correspondence Font

Calibri 11 pt, with 15 pt line spacing\* is used for written communication (e.g., letters, fax and emails).
Calibri Bold is used for emphasis only.

\* Setting line spacing in Word

To set the line spacing at 15 pt in Word:

Menu Home – Paragraph – Line

Spacing – Line Spacing Options

-> Line spacing: Exactly, At: 15 pt.

Obligatory **Email Signature** Example international

#### Name

Springer [+ Extension]

Department Job title

Reverse the order if in keeping with local custom

Heidelberger Platz 3 | 14197 Berlin | Germany tel +49 30 82787-0000 fax +49 30 82787-0000 firstname.lastname@springer.com www.springer[+extension].com









The use of social media icons is optional

Springer Science+Business Media Deutschland GmbH Registered Office: Berlin | Local Court (Amtsgericht) Berlin-Charlottenburg, HRB 152987 B Directors: Derk Haank, Martin Mos, Dr. Ulrich Vest

#### **Email Signatures**

11 pt Calibri, Color: black Name: bold

#### **Vertical Separator**

Unicode: 007C / VERTICAL LINE On European keyboards you will find the vertical line (|) under:

- ctrl, alt, (>) (Windows)
- ctrl, alt, (/) (Macintosh)

#### **Treatment of National Numbers**

(optional divider for extensions) 06221 487 8399 06221 487-8399

#### **Treatment of International Numbers**

(optional divider for extensions) +1 212 460-1500 (example USA) +49 30 82787-0001 (example Germany)

- 1 The company name can either be a group name or a legal entity.
- 2 The order can be reversed if local custom.

#### Social Media Icons

Icons can be found on Lounge at SpringerLounge -> Springer Group -> Corporate Design / Corporate Identity -> Springer Online Branding

#### The use of the icons is optional,

please link only to official Springer sites. In case you don't run an account you can link to general Springer accounts.

#### Facebook:

Springer AuthorZone Springer Library Zone

#### Google+:

SpringerOpen

#### LinkedIn:

Springer SBM

#### Twitter:

@SpringerSBM @AuthorZone @SpringerOpen

#### Weibo:

Springer China

@library\_zone

#### YouTube:

SpringerVideos

#### Links to Social Media

Users are responsible for ensuring that links to social media are embedded and live. A step by step instruction on how to add social media icons with links to your email signature can be found on Lounge.

#### 4 Legal Information

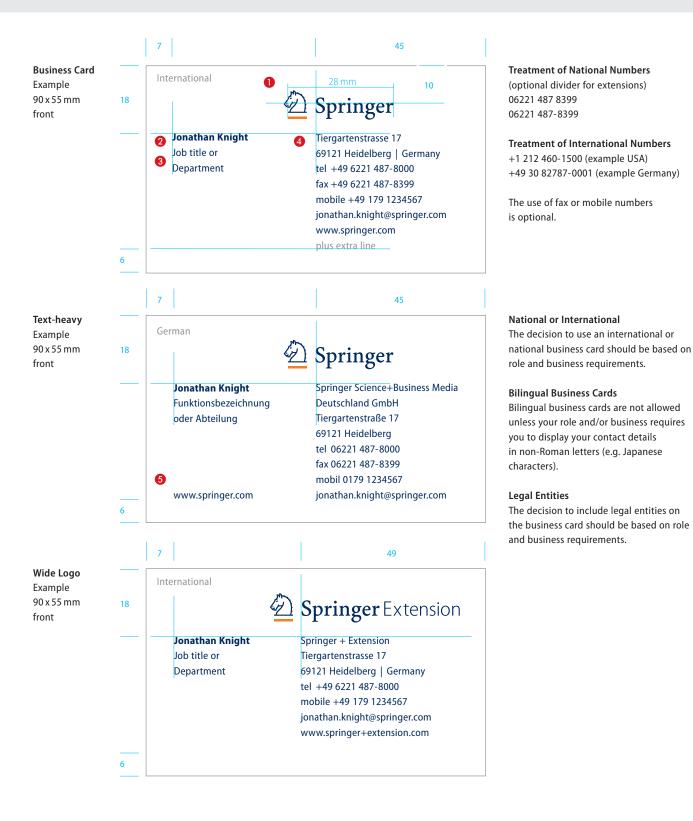
The decision to include legal information as an email footer depends on the legislation in your country. For Germany and the United Kingdom, but not for the Netherlands, this is a requirement, although different in detail. We are providing examples for Germany and the UK on Lounge. Please check with the Legal Department if you have questions.

#### **Optional / Mandatory Information**

Use of fax or mobile numbers is optional. The use of an email signature and URL of the relevant Springer firm is mandatory.

#### **Additional Information**

The additional information is posted below the URL. Please use a horizontal separator before. (---) E.g., Facebook / Twitter links or icons, holiday announcements, etc.



#### Logo

28 mm wide, 2-color Pantone 289 and Pantone 158.

#### 2 Name

8 pt / 11,5 pt Myriad Bold SemiCondensed, letter space 0.015 EM.

#### 3 4 Function / Address

8 pt / 11,5 pt Myriad SemiCondensed, letter space 0.015 EM. Vertical separator between location and country.

#### **6** URL

On text-heavy cards, the URL can be placed in the lower left-hand corner.

#### Material

Business cards are printed on 350 gr/m<sup>2</sup> SoporSet Premium Offset.

#### **Templates**

Templates for your printer are available on request. Please contact Corporate Communications at

corporate-communications@springer.com



#### **Treatment of National Numbers**

(optional divider for extensions) 06221 487 8399 06221 487-8399

#### **Treatment of International Numbers**

+1 212 460-1500 (example USA) +49 30 82787-0001 (example Germany)

The use of fax or mobile numbers is optional.

#### National or International

The decision to use an international or national business card should be based on role and business requirements.

#### **Bilingual Business Cards**

Bilingual business cards are not allowed unless your role and/or business requires you to display your contact details in non-Roman letters (e.g. Japanese characters).

#### **Legal Entities**

The decision to include legal entities on the business card should be based on role and business requirements.

#### Logo

28 mm wide, 2-color Pantone 289 and Pantone 158.

#### 2 Name

8 pt / 11,5 pt Myriad Bold SemiCondensed, letter space 0.015 EM.

#### 3 4 Function / Address

8 pt / 11,5 pt Myriad SemiCondensed, letter space 0.015 EM. Vertical separator between location and country.

On text-heavy cards, the URL can be placed in the lower left-hand corner.

#### Material

Business cards are printed on 350 gr/m<sup>2</sup> SoporSet Premium Offset.

#### **Templates**

Templates for your printer are available on request. Please contact Corporate Communications at

corporate-communications@springer.com

## **Business Card** back Standard

The back side of the business card can be printed either in orange (PMS 158) or blue (PMS 289) or white with QR code.

Business cards with logos on the back are only allowed in exceptional cases. Please check with your supervisor.

Bilingual business cards are not allowed unless your role and/or business requires you to display your contact details in non-Roman letters (e.g. Japanese characters).

#### **Business Card** Alternative color



#### **Promoting Social Media Accounts on Springer Business Cards**

When it becomes necessary to order (or re-order) your Springer business cards, we suggest incorporating social media accounts. Here are some guidelines concerning business cards:

- It is not allowed to add URLs to your Springer social media accounts on the front of business cards.
- You can add a QR code on the back of your business card to promote your relevant Springer social media accounts and link to an official Twitter account, LinkedIn group or Facebook page, etc. Ordering processes vary by location, please check with your local production team before ordering.
- In general, you may use the QR code to
  - link to the springer.com homepage
  - link to a specific discipline page on springer.com
  - link to the overall social media page of your discipline on springer.com
  - link to your own contact page on springer.com (You can incorporate links to social media sites on your personal page. You should definitely use this option if you manage more than one account.)
  - link to a single social media account (Facebook, Twitter, etc.)
  - link to a personal, professional page on about.me (which would contain multiple social media accounts).

#### **Business Card** back with logos Exception



#### **Business Card** back QR Code Example



#### Logos on the back

Business cards with logos on the back are only allowed in exceptional cases. Please check with your supervisor.

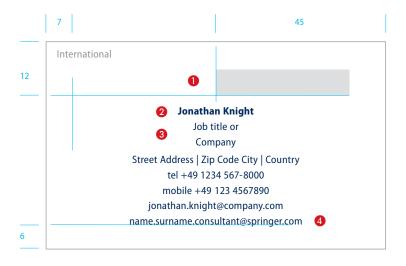
#### QR Code

Color: Pantone 289.

#### **QR Code Generation**

Please note, that generation and links for QR codes are the responsibility of the department and not that of Corporate Communications.

#### **Business Card** for Externals front Example 90 x 55 mm



#### Usage

This is an example of a business card for external partners or consultants who work for Springer.

#### **Treatment of International Numbers**

+1 212 460-1500 (example USA) +49 30 82787-0001 (example Germany)

The use of fax or mobile numbers is optional.

#### **Business Card** for Externals back Example 90 x 55 mm



#### **Bilingual Business Cards**

Bilingual business cards are not allowed unless your role and/or business requires you to display your contact details in non-Roman letters (e.g. Japanese characters).

#### Company logo

The company logo of the external partner should appear here. Please feel free to adapt the size of the placeholder with regard to width and height.

#### 2 Name

8 pt / 11,5 pt Myriad Bold SemiCondensed, letter space 0.015 EM, centered.

#### § Function / Address

8 pt / 11,5 pt Myriad SemiCondensed, letter space 0.015 EM, centered. Vertical separator between individual parts.

#### 4 Email address

Besides the general email address it is also possible to refer to an extra email address using the following format: name.surname.consultant@ springer.com which can be requested from the Helpdesk.

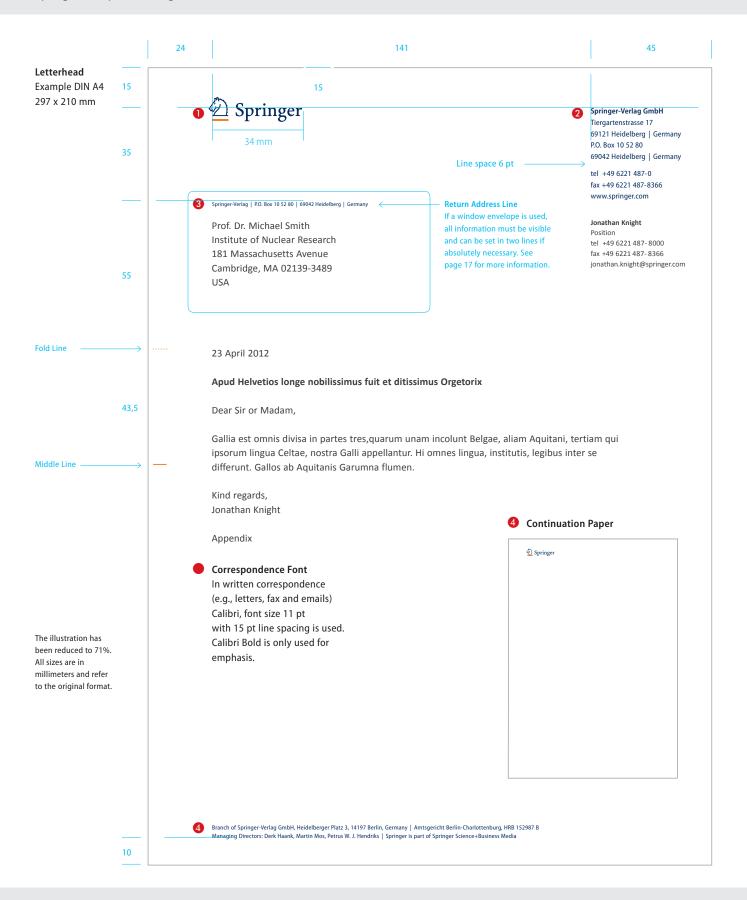
#### Material

Business cards are printed on 350 gr/m<sup>2</sup> SoporSet Premium Offset.

#### **Templates**

Templates for your printer are available on request. Please contact Corporate Communications at

corporate-communications@springer.com



#### Logo

34 mm wide, 2-color Pantone 289 and Pantone 158.

2 Address / Telephone / URL 8.2 pt / 12 pt Myriad Pro SemiCondensed, Pantone 289, letter space 0.015 EM. 6 pt between address and phone number, no space before URL.

#### Return Address Line

6 pt Myriad Pro SemiCondensed, Pantone 289, letter space 0.025 EM.

#### 4 Legal Information

6.5 pt/9 pt Myriad Pro SemiCondensed, Pantone 289, letter space 0.025 EM.

#### Material

90 gr/m<sup>2</sup> SoporSet Premium Offset.

All letterhead must be created by Corporate Communications. Please ensure that contact information is accurate and complete and that legal information is approved by Springer's Legal Department before submitting your request. Contact Corporate Communications at corporate-communications@springer.com



#### Logo

34 mm wide, 2-color Pantone 289 and Pantone 158.

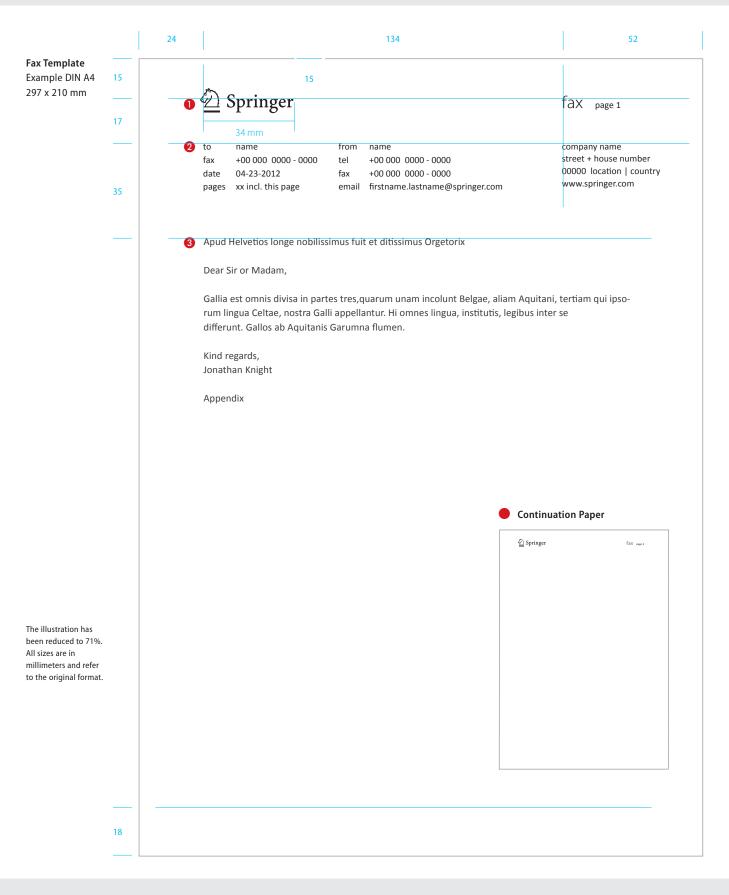
2 Address / Telephone / URL 8.2 pt / 12 pt Myriad Pro SemiCondensed, Pantone 289, letter space 0.015 EM. 6 pt between address and phone number, no space before URL.

#### Return Address Line

6 pt Myriad Pro SemiCondensed, Pantone 289, letter space 0.025 EM.

90 gr/m<sup>2</sup> SoporSet Premium Offset.

All letterhead must be created by Corporate Communications. Please ensure that contact information is accurate and complete and that legal information is approved by Springer's Legal Department before submitting your request. Contact Corporate Communications at corporate-communications@springer.com



#### **Fax Template**

Can be found on Lounge at SpringerLounge -> Springer Group -> Corporate Design / Corporate Identity

#### Logo

34 mm wide, black.

2 Address / Telephone / URL 10 pt / 13 pt Calibri.

#### 3 Correspondence Font

In written correspondence (e.g., letters, fax and emails) Calibri, font size 11 pt with 15 pt line spacing is used. Calibri Bold is only used for emphasis.

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17

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Page

Memo Template Example DIN A4 297 x 210 mm

⁄ Springer

Department Name of originator Location, date

Apud Helvetios longe nobilissimus fuit et ditissimus Orgetorix

15

Gallia est omnis divisa in partes tres, quarum unam incolunt Belgae, aliam Aquitani, tertiam qui ipsorum lingua Celtae, nostra Galli appellantur. Hi omnes lingua, institutis, legibus inter se differunt. Gallos ab Aquitanis Garumna flumen. Gallia est omnis divisa in partes tres,quarum unam incolunt Belgae, aliam Aquitani, tertiam qui ipsorum lingua Celtae, nostra Galli appellantur. Hi omnes lingua, institutis, legibus inter se differunt. Gallos ab Aquitanis Garumna flumen. Gallia est omnis divisa in partes tres, quarum unam incolunt Belgae, aliam Aquitani, tertiam qui ipsorum lingua Celtae, nostra Galli appellantur. Hi omnes lingua, institutis, legibus inter se differunt. Gallos ab Aquitanis Garumna flumen. Gallia est omnis divisa in partes tres, quarum unam incolunt Belgae, aliam Aquitani, tertiam qui ipsorum lingua Celtae, nostra Galli appellantur. Hi omnes lingua, institutis, legibus inter se differunt. Gallos ab Aquitanis Garumna flumen.

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Gallia est omnis divisa in partes tres, quarum unam incolunt Belgae, aliam Aquitani, tertiam qui ipsorum lingua Celtae, nostra Galli appellantur. Hi omnes lingua, institutis, legibus inter se differunt. Gallos ab Aquitanis Garumna flumen. Gallia est omnis divisa in partes tres, quarum unam incolunt Belgae, aliam Aquitani, tertiam qui ipsorum lingua Celtae, nostra Galli appellantur. Hi omnes lingua, institutis, legibus inter se differunt. Gallos ab Aquitanis Garumna flumen. Gallia est omnis divisa in partes tres, quarum unam incolunt Belgae, aliam Aquitani, tertiam qui ipsorum lingua Celtae, nostra Galli appellantur. Hi omnes lingua, institutis, legibus inter se

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Gallia est omnis divisa in partes tres, quarum unam incolunt Belgae, aliam Aquitani, tertiam qui ipsorum lingua Celtae, nostra Galli appellantur. Hi omnes lingua, institutis, legibus inter se differunt. Gallos ab Aquitanis Garumna flumen. Gallia est omnis divisa in partes tres, quarum unam incolunt Belgae, aliam Aquitani, tertiam qui ipsorum lingua Celtae, nostra Galli appellantur. Hi omnes lingua, institutis, legibus inter se differunt. Gallos ab Aquitanis Garumna flumen

The illustration has been reduced to 71%. All sizes are in millimeters and refer to the original format.

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Memo Template

Can be found on our intranet at SpringerLounge -> Springer Group -> Corporate Design / Corporate Identity

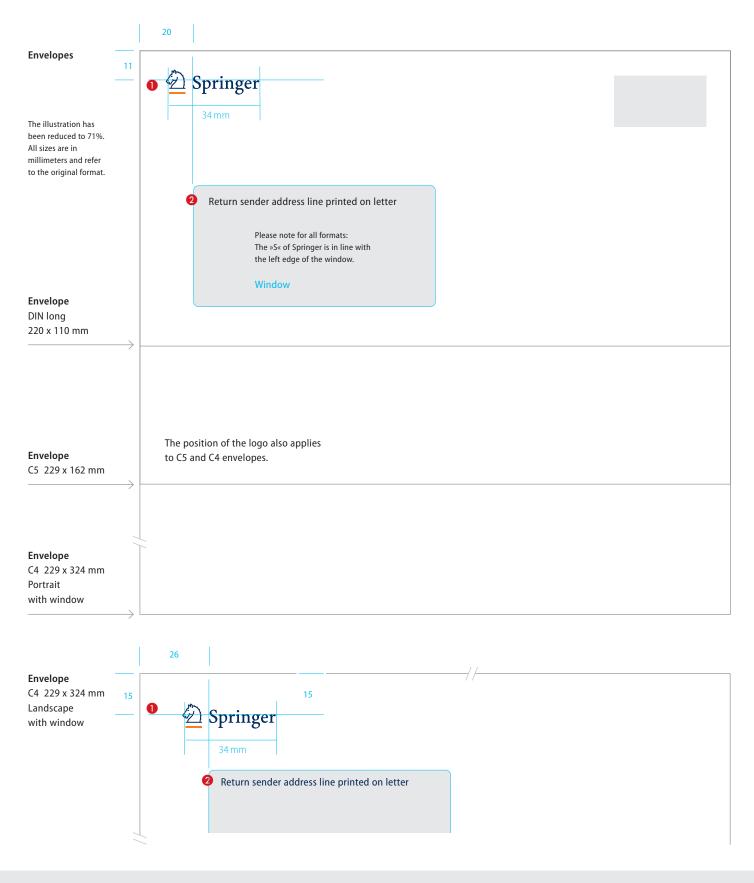
Logo

34 mm wide, 2-color Pantone 289 and Pantone 158.

Personalization 8 pt / 10 pt Calibri.

3 Text

11 pt / 15 pt Calibri.



#### **Window Envelopes**

Both the sender's and the recipient's address need to be visible (in the window).

#### Logo

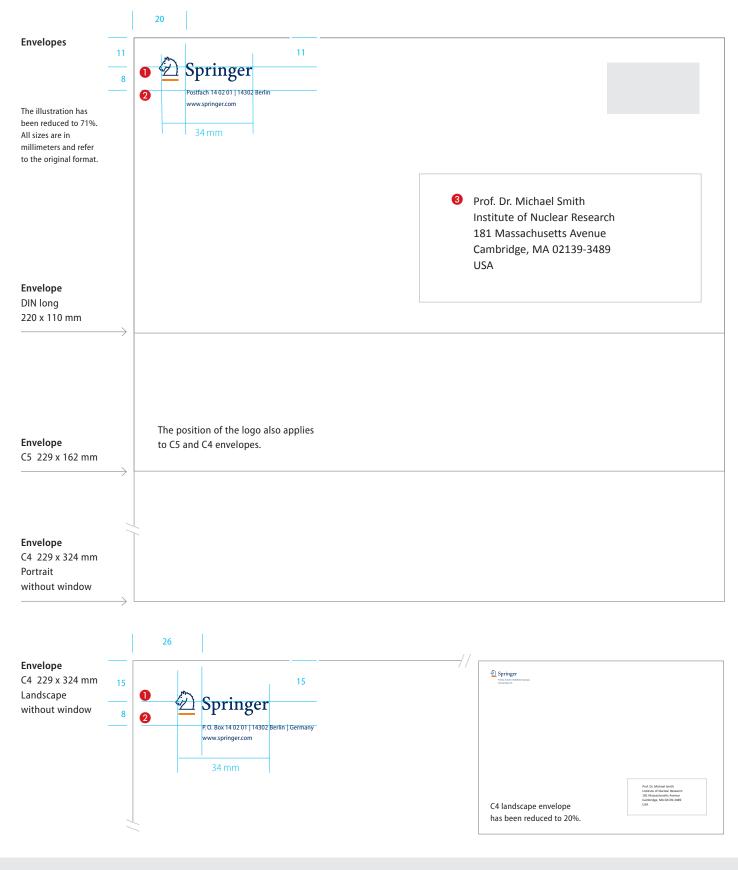
34 mm wide, 2-color Pantone 289 and Pantone 158.

#### 2 Address

Return sender address line is printed on the letter inside.

#### Material

Envelopes are printed on SoporSet Premium Offset.



#### **Windowless Envelopes**

Both the sender's and recipient's address are printed on the envelope.

#### Logo

34 mm wide, 2-color Pantone 289 and Pantone 158.

7 pt/11pt Myriad SemiCondensed, Pantone 289, letter space 0.025 EM. The address is only used on envelopes without window.

#### 3 Printing Text Label

11pt/15pt Calibri, left-flush, ragged type.

#### Material

Envelopes are printed on SoporSet Premium Offset.

#### Reference to Springer

References are required to clarify the relationship between the different levels of the parent company.

#### **General Rules**

- A reference to Springer Science+Business Media must be used by all companies belonging to the group.
- The reference should be used in all communication media: websites, letterhead and products (e.g., in the imprint).
- The reference should be provided in the form of one text line, set in the font used in the respective environment, without being emphasized.

#### **Reference German**

Springer ist Teil von Springer Science+Business Media

#### **Reference English**

Springer is part of Springer Science+Business Media

#### **Reference Dutch**

Springer is onderdeel van Springer Science+Business Media

#### **Reference Spanish**

Springer es parte de Springer Science+Business Media

#### **Reference French**

Springer fait partie de Springer Science+Business Media

#### Reference Italian

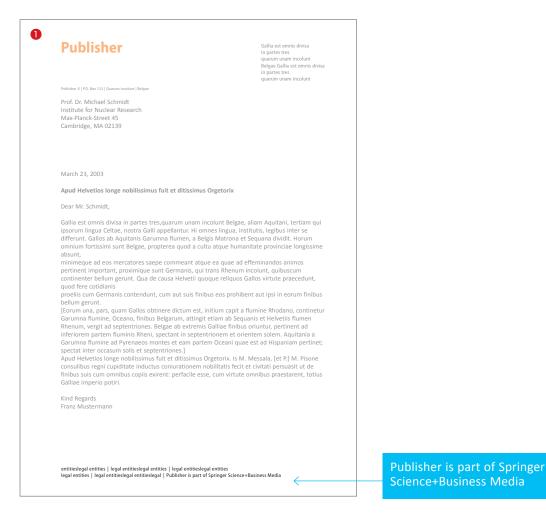
Springer è parte di Springer Science+Business Media

#### Reference Brazilian

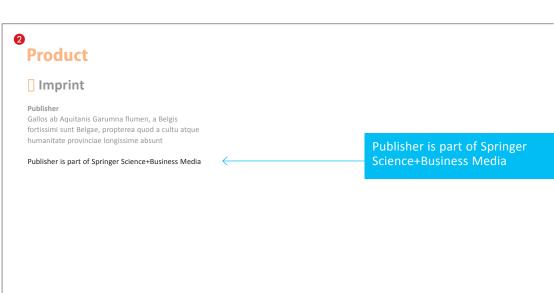
A Springer Healthcare é parte da Springer Science+Business Media

- The Springer logo may not be used in conjunction with the reference line.
- Form of spelling: the name »Springer Science+Business Media« is used in the reference and in all texts. The first letters of each word are written in capital letters. There is no space before or after the plus sign.
- -> Please see the examples on the following page on how to use the references.

#### Letterhead Example



**Imprint** Example



Letterhead

Reference as part of the legal information.

2 Imprint

Reference in the imprint of books, journals, etc.