



Minneapolis Kids

Minneapolis Community Education

Minneapolis Kids Branding Standard: Email Signatures

Email signatures are a source of marketing, advertising, and branding for the organization. In parallel with Minneapolis Public Schools branding standards, site coordinator email signatures will mirror the following:

Microsoft Outlook (PC computer)

- When using web-based access, pictures are unable to be inserted but text formatting should remain the same using:
 - Text size=12
 - Font choice= Candara

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Minneapolis Kids Site Coordinator | Hale Community School

Minneapolis Community Education | Minneapolis Public Schools

p: 612.668.3777 | c: 612.290.4044

<http://mplskids.k12.mn.us>



iPad (Apple products)

- To access email signatures:
 - Go into settings
 - Mail, Contacts, Calendars
 - Signature (scroll down to find)
- Pictures and text size/font can be formatted. So type using the following format.

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