

edjuster – email signature

Phase 1

Calibri should be used in **email signatures** and formatted like the example shown.

Calibri

abcdefghijklmnopqrstuvwxyz

ABCDEFGHIJKLMNOPQRSTUVWXYZ

1234567890

The diagram shows an email signature template with the following elements and their formatting specifications:

- Name Last Name (she/her)**: Calibri bold 12 pt | RGB 0-114-206
- Title**: Calibri regular 12 pt | RGB 0-114-206
- 000.000.0000 ext 0000**: Calibri regular 11 pt | RGB 0-114-206
- Cel 000.000.0000**: Calibri regular 11 pt | RGB 85-85-85
- edjuster.com**: Calibri regular 11 pt | RGB 85-85-85; Hyperlink: edjuster.com
- edjuster** logo: signature logo

- The addition of pronouns (she/her, he/him, they/them) is optional.
- You may translate the signature into your native language as you see fit.