

INTERIOR & EXTERIOR WAYFINDING SIGNAGE MANUAL

May 15, 2014 June 20, 2014 August 8, 2014 August 14, 2014 August 19, 2014 February 1, 2016 July 1, 2016 April 1, 2019 October 1, 2020

SECTION A PURPOSE, PROCEDURES, CODES & STANDARDS

- A2 Purpose
- **Room Numbering Policy** A6
- A12 Message Standards Codes and Standards A17
- A18
- Logo/Brand Standards

SECTION B

EXTERIOR MEDICAL CAMPUS

B3	Medical Campus External Signage - Routes to Destination Points
B4	CCD Driveway Directionals
B5	Typography
B6	Symbology
B7	Arrow Standards
B8	Message Hierarchy
B9	Color Standards
B10	ST.26A : Vehicular Blaze
B11	ST.30 : Garage Identification - Building Mounted
B12	ST.30A : Garage Identification - Freestanding
B13	ST.40 : Vehicular Directional - Large (9-10 Listings)
B14	ST.41 : Vehicular Directional, Large (7-8 Listings)
B15	ST.41 : Vehicular Directional, Large (7-8 Listings - Spread Footing)
B16	ST.42 : Vehicular Directional - Large (5-6 Listings)
B17	ST.43 : Vehicular Directional - Small (2-4 Listings)
B18	ST.45 : Vehicular Directional - Small
B19	ST.48 : Parking Identification - Movable
B20	ST.49 : Parking Identification (Spread)
B21	ST.56 : Building Identification
B22	ST.57 : Building Identification - Small
B23	ST.60 : Building Identification - Canopy
B28	ST.65A : Building Identification - Small Vinyl
B31	ST.65B : Building Identification - Large Vinyl
B33	ST.65C : Building Identification - Non-Smoking Vinyl
B34	ST.70 : Pedestrian Directional - Free Standing
B35	ST.71 : Pedestrian Directional - Wall Mounted
B36	ST.72 : Pedestrian Directional - Pole Mounted

SECTION C

Adult Hospital & Medical Center

COMPLEX BUILDINGS

- C3 Typography
- C9 Symbology
- C10 Arrow Standards
- C11 Message Hierarchy
- C12 Color Standards
- C13 Mounting Requirements C19
- ST-301 : Service Identification Blade
- C20 ST-301.5: Service Identification Blade
- C22 Overhead Sign Installation Options (ST321 and ST330 series)
- C24 ST-321 : Elevator and Destination Overhead C26
 - ST-321W : Elevator and Destination Overhead
- C28 ST-321 & ST321W Additional Message Options ST 330.1 : Overhead Directional (8 foot width)
- C31 ST 330.1W : Overhead Wall Directional (8 foot width) C32
- C33 ST 330.2 : Overhead Directional (7 foot width)
- C35 ST 330.2W : Overhead Wall Directional (7 foot width)
- C36 ST 330.3: Overhead Wall Directional (10 foot width)
- C37 ST 331.2 : Wall Directional (lightweight)

SECTION C - CONTINUED

C39	ST 331.3 : DCAM Kiosks
C46	ST 331.4 : Wall Directional (Small)
C48	ST 331M : Wall Map
C51	ST 331M-1 : Wall Map (Small)
C52	ST 335 : Destination Letters
C53	ST 339 : Department Identification (Wood Plaque/Option A)
C54	ST 339 : Department Identification (Wood Plaque/Option B)
C55	ST 339.1 : Department Identification (Acrylic Plaque/Option C)
C56	ST 340 : Department Identification
C58	ST 341 : Clinic Identification
C59	ST 342 : Lab Bench Identification
C60	ST 343 : Conference Room Identification
C61	ST 343.1 : Conference Room Identification
C62	ST 345.1 : Base Room Identification (with Room Name Insert)
C64 C65	ST 345.2 : Base Room Identification (Smaller) ST 345.3 : Base Room Identification (Outdoor)
C65 C66	ST 345.3 : Base Room dentification (Outdoor) ST 345.4 : Micellaneous Notifications
C67	ST 345 SI : "In Use/Open" Slider
C68	ST 346 : Restroom Identification
C70	ST 346.1 : Staff Restroom Identification
C72	ST 346.2 : All Gender Restroom Identification
C73	ST 346.3 : All Gender Restroom Identification
C74	ST 346.4 : All Gender Restroom Identification (Small)
C75	ST 346.5 : All Gender Restroom Identification (Small)
C76	ST 347 : Stair Identification
C77	ST 347.1 : Stair Identification
C78	ST 348: Emergency Exit Identification
C79	ST 350 : Room Identification w/ Regulatory Message
C81	ST 352 : Room Identification Blade
C82	ST 353 : Level Directory (Large) Lightweight
C83	ST 353.1 : Level Directory (Medium)
C85	ST 353.2 : Level Directory (Small) Lightweight
C88	ST 353.3 : Level Directory (DCAM)
C90 C92	ST 353.4 : Elevator Directory (Smaller) ST 354 : Level Directory
C92 C94	ST 354 : Level Directory ST 355 : OR Inserts
C94 C95	ST 355.1 : OR Inserts
C96	ST 356 : OR Inserts
C97	ST 356.1 : OR Inserts (vertical)
C99	ST 357 : OR Vinyl Letters
C100	ST 357.1 : Satellite Stations / Entrance / Directional Vinyl
C101	ST 357.2 / 357.2a : Satellite Stations / Entrance / Directional Vinyl
C102	STR 100 : 11" x 17" Holder
C103	STR 100.1 : 17" x 11" Holder
C104	STR 100.5 : Document Cabinet
C106	STR 101 : Fire Evacuation Map
C107	STR 102 : Area of Rescue Identification
C108	STR 103 / 103.1 : Stairwell Identification
C109	STR 103.2 : Stairwell Identification
C110 C111	STR 104 : Stairwell Identification STR 105 : Evacuation Map
C112	STR 105 : Evacuation Map STR 105.1 : Evacuation Map
C112	STR 105.1 . Evacuation Map STR 110 : Authorized Personnel Only Warning
C114	STR 115 : High Dose Radiation Warning
C115	Donor Program Overview
C116	Donor Program - Patient Room
C117	Donor Program - Nurses Station
	· • • • • • • • • • • • • • • • • • • •

SECTION D COMER CHILDREN'S HOSPITAL

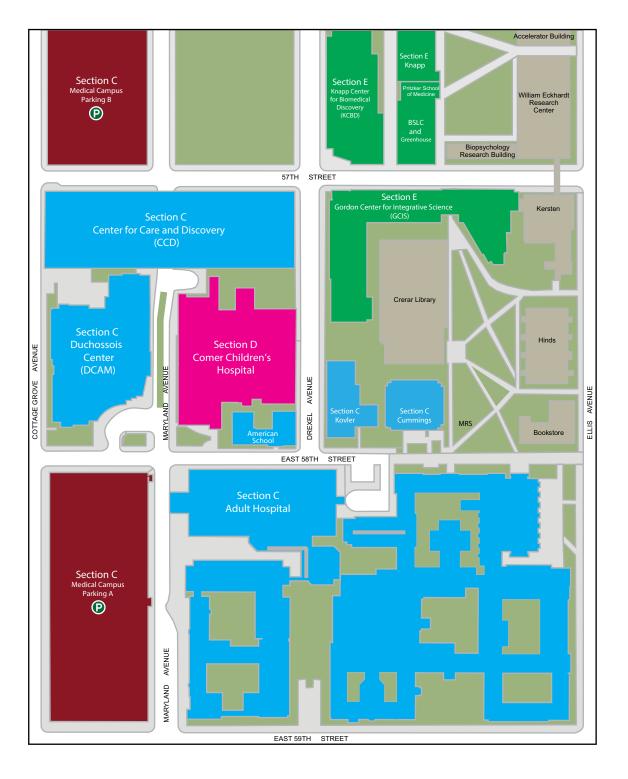
D3	Typography
D5	Symbology
D6	Arrow Standards
D7	Message Hierarchy
D8	Color Standards
D9	Mounting Requirements
D14	Mounting Instructions
D15	ST.5 : Restroom Identification
D16	ST.5A : Alternate Restroom
D17	ST 5B: Restroom Identification
D18	ST.8A-E : Policy Display
D19	ST.9 : Radioactive Material Identification
D20	ST.11H : Stairwell Level Identification
D21	ST.11L : Exit Stair Identification
D22	ST.11N : Emergency Exit Decal
D23	ST.11P : Utility Identification
D24	ST.11R : Area of Rescue Assistance
D25	ST.11S : Exit Stair Identification/Area of Rescue Assistance
D26 D27	ST.13 : Policy Identification ST.14C : Pod Identification
	ST.14C : Pod Identification
D28 D29	ST.14D : Pod Identification ST.16A : Overhead Identification
D29 D30	ST.16A : Overhead Identification
D30 D31	ST.16C : Overhead Identification
D31 D32	ST.16D : Overhead Identification
D32 D32	ST.16E : Overhead Identification
D32	ST.16F : Overhead Identification
D33	ST.16G : Overhead Identification
D34	ST.16H: Overhead Identification
D35	ST.17A : Restroom Blade
D36	ST.17B : Level Blade
D37	ST.17C : Crash Cart Blade
D38	ST.19.4 : Elevator Directory
D40	ST.19.5 : Elevator Directory
D42	ST.21 : Restricted
D43	ST.24A/B/C : Display Holders
D44	ST.24D/E/F : Display Holders
D45	ST.24G : Display Holders
D46	ST.65C : No Smoking Vinyl
D47	ST.331.5 : Wall Directional (Small)
D49	ST 331M-1 : Wall Map (Small)
D50	ST 340.5: Department Identification (Comer)
D52	ST 345.5 : Base Room Identifier (Comer)
D54	ST 345.5 SI : "In Use/Open" Slider (Comer)
D55	Room Number/Donor Plaque
D56	Donor Plaque (Small)
D57	Donor Plaque (Large)

SECTION E GORDON CENTER FOR INTEGRATIVE SCIENCE

KNAPP

KNAPP CENTER FOR BIOMEDICAL DISCOVERY

$\begin{array}{c} \text{E3} \\ \text{E9} \\ \text{E10} \\ \text{E11} \\ \text{E12} \\ \text{E18} \\ \text{E19} \\ \text{E20} \\ \text{E21} \\ \text{E22} \\ \text{E23} \\ \text{E24} \\ \text{E26} \\ \text{E28} \\ \text{E30} \\ \text{E31} \\ \text{E32} \\ \text{E33} \\ \text{E34} \\ \text{E35} \\ \text{E37} \\ \text{E39} \\ \text{E41} \\ \text{E43} \\ \text{E44} \\ \text{E45} \\ \text{E46} \\ \text{E47} \\ \text{E49} \\ \text{E50} \\ \text{E52} \\ \text{E53} \end{array}$	Typography Symbology Arrow Standards Message Hierarchy Color Standards Mounting Instructions ST.1 : Room Identification ST.2 : Office Identification ST.2 : Office Identification ST.2 : Office Identification / Alternate 1 ST.2 : Office Identification / Alternate 2 ST.4 : Department Identification ST.4 : Department Identification / Alternate 1 ST.5/6 : Conference Room Identification ST.5/6 : Conference Room Identification / Alternate 2 ST.5/6 : Conference Room Identification / Alternate 2 ST.7/6 : Conference Room Identification / Alternate 3 ST.7/6 : Conference Room Identification / Alternate 3 ST.7/8 : Restroom Identification ST.7 : Restroom Identification ST.7 : Restroom Identification ST.7 : Restroom Identification ST.9 : Safety Identification ST.9B : Safety Identification ST.9B : Safety Identification ST.10 : Paper Holder ST.14 : Address Letters ST.15 : Vinyl Graphics ST.16 : Donor Letters ST.B : Elevator Directory ST.? : Wall-Mounted Overhead Directional ST.? : Wall Directional ST.? : Wall Directional ST.C : Division Identity Letters ST.D/F : Stair Identification
E53 E55	ST.D/F : Stair Identification ST.D/F : Stair Identification / Alternate 1
E57	ST.D/F : Stair Identification / Alternate 2
E58 E59	ST.E : Area of Rescue Assitance ST.G : Fire Exit Identification
E60	ST.J : Donor Letters
E61	ST 331M-1 : Wall Map (Small)



Campus Map

Please use this map to help locate the section and sign types that are required for your building.

Note: Parking garages should typically follow sandards in Section C. Additional signage for vehicular areas in the garage is per vendor standards.



Purpose, Procedures, Codes, & Standards University of Chicago Medicine, Biological Sciences, and Pritzker School of Medicine Interior and Exterior Wayfinding Signage Manual Space Planning, Real Estate Management, and Architectural Services

POLICY NAME: A07-01 SIGNS DATE ISSUED: AUGUST 1985 DATE REVISED: JULY 22, 2014 REVIEWED DATE: JULY 22, 2014

A. POLICY

1. It is the policy of the University of Chicago Medical Center (UCMC) to provide signs on the Medical Campus as set forth the Hospital Master Agreement, Section 7 Access (dated October 1, 1986):

The parties (University & Medical Center) shall use their best efforts to agree on appropriate signs (and the design and placement thereof) to notify employees, patients, staff, volunteers, students, and the general public concerning the various respective areas of the Hospital and the University. Any external signs regarding the Hospitals or Medical Center shall be agreed upon by the parties.

- 2. The Office of Space Planning, Real Estate Management and Architectural Services (SPRA) is responsible for maintaining adherence to the Signage Manual and the policies and procedures relating to the assignment of room numbers and wayfinding signage in all Medical Campus buildings. See other signage responsibilities below.
- 3. The purpose of this policy is to provide a set of guiding principles, guidelines, and procedures for all interior and exterior wayfinding signage via the Interior a& Exterior Wayfinding and Signage Manual ("the Signage Manual") on The University of Chicago Medicine (UCM), Biological Sciences Division (BSD), and Pritzker School of Medicine (PSOM) campus and all off site lease locations ("Medical Campus").
- The Signage Manual includes guidelines for the following families of interior/exterior sign types:

a. Interior Signage

- i. Room Number Signage (rooms, suites, restrooms, departments, etc)
- ii. Core Building Signage (eg Elevators, stairs, Accessibility, etc)
- iii. Wayfinding Signage (eg Directional, Directories, Overheads, Maps, etc)
- b. External Signage (eg Pedestrian, Vehicular, Building Monuments, Entrances)

B. INTENT

The intent of this policy and Signage Manual is to provide a consistent way to provide wayfinding information to assure the safety and security of the Campus's students, staff, and visitors, including individuals with disabilities and to maintain the UCM/BSD/PSOM brand identity across it's many locations.

The Signage Manual has been developed to meet the University's aesthetic and wayfinding guiding principles, as well as applicable statutory requirements.

The interior signage procedures ensure:

- a. Room numbers are uniquely assigned within a building;
- b. Signage conventions follow the University's rules and best practice way-finding practices;
- c. Statutory (Federal, State, and City) compliant signage is designed and installed;
- Changes in room numbering are recorded in the SIMS database and on CAD floor plans;
- e. Changes are reported to other University data systems on a regular basis.

The exterior signage procedures ensure:

- a. Enhance sense of arrival and welcome;
- b. Reinforce the goal of compassionate care as articulated in the mission statement;
- c. Address complexities of campus circulation;
- d. Updateable: allows for future changes/additions;
- e. Statutory (Federal, State, and City) compliant signage is designed and installed;
- f. Maintain UofC / UCM Image and Identity;
 - a. Design vocabulary that complements the University's signage program;
 - Change in sign color to help visitors understand they are on the 'Medical Campus';
 - c. Consistent terminology on all items (internal, external, maps, etc).
 - d. Awareness of donor issues regarding building names

C. RESPONSIBILITIES FOR SIGNAGE INSTALLATION AND REPLACEMENT

The responsibility for the installation and maintenance of signage is shared by SPRA, FDC, Physical Plant, Security, Safety Office, and space occupants, following these guiding principles:

- SPRA is responsible for the installation and maintenance of directional wayfinding signage This includes internal and external directional wall and overhead signage, room / suite identification, elevator, stairwell signage, identification of restrooms, mechanical rooms and other service room areas, etc. as contained within the Signage and Wayfinding Standards Manual.
- FDC: Renovation and construction project budgets are required to cover the cost to install or replace signage in the affected project area (see "Procedures for Signage Installation as Part of a Renovation or Construction Project" section of this Manual).
- The Plant Department (Sign Shop): is responsible for major/minor repairs to interior and exterior signs. Eg. Replacement, graffiti removal, and replacing lamp bulbs. In addition, the Plant Department is responsible for maintaining the power supply to exterior signs including time clocks and light detectors.
- 4. Security: Security signs are maintained by Physical Plant (Sign Shop). The Security Public Safety and Security Office is responsible for ensuring that necessary signs are in place and

- 5. Safety Office: Fire Exiting/Evacuation Signs Fire exiting/evacuation signs are maintained by Facilities, Design and Construction. The Safety Office is responsible for ensuring that fire exiting and evacuation signs are in place and that they comply with IDPH Hospital Licensing Requirements and NFPA 101.
- 6. Development: The donor program of plaques, signs, naming of buildings and spaces within building are managed the Office of Development and coordinated with the Branding Committee.
- 7. Marketing is responsible for approving temporary signs related to events other than posters (i.e. banners).
- 8. Departments: Space occupants / individual departments are responsible for the replacement and maintenance of signage in program space, using the guiding principles established in the Manual. This includes clinical areas, office, conference room, classroom, and laboratory room number identification signs and any program related informational signs such as a building directory or wayfinding signs.

D. PROCEDURES FOR NEW SIGNAGE INSTALLATION

Renovation or Construction Project

- 1. The modification or installation of signage is a required cost of any renovation or construction project.
 - a. The project must cover the replacement of all signage in the affected areas, including building common area signage, way-finding, external, and any code required signage.
 - b. Signage must meet the standards outlined in the Signage Manual and be aesthetically compatible with the building.
- 2. The Facilities Design & Construction/Project Manager, in consultation with the project A/E and SPRA, manages the design and installation of signage.
 - a. SPRA is responsible for the assignment or review of assignment of both room numbers and any required interior/exterior signage.
 - b. See "Room Number Assignment Policy" for room number assignment procedures.
- 3. Signage requests should be made online at space.bsd.uchicago.edu.
 - a. For New Construction Projects, project A/E (or project signage consultant) will submit a written Signage Program specifying the proposed signage family, style, and locations of signage to be installed in the building. The submittal should include a schematic drawing (electronic, CAD-based) and a sign schedule/room number inventory showing type of sign and sign message. For room number assignment see "Room Number Assignment Policy".

- b. For Renovation Projects general procedures include:
 (1) FDC-PM to provide a schematic drawing (electronic, CAD-based) of space requiring signage and/or renumbering request to SPRA.
 - i. For larger renovations (full building or whole floors), provide a Signage Program as described for New Construction.
 - ii. For smaller renovations (partial floor or a few rooms), show the proposed signage changes on the schematic drawing.
- 4. SPRA staff will review the Signage Program, and provide comments and/or dated signoff of the review process in writing.
- 5. Any subsequent changes the signage program should be reported to and approved by SPRA.
- 6. Prior to finalization of the signage fabrication/installation plans, SPRA will review the final signage schedule (by room number inventory showing type of sign and sign message) and prototype sign.
- 7. The FDC Project Manager for both New and renovation projects will submit the order for fabrication/installation to our signage vendors and manage invoices and payments.

E. PROCEDURES FOR REPLACING MISSING SIGNAGE & REPAIRS TO SIGNAGE

 Requests for replacement of missing or damaged signage should be submitted to the Physical Plant Work Order Desk (http://ucmfacilities.uchicago.edu/) and will be completed by the Plant Sign Shop. Signage work orders will be forwarded to SPRA for informational purposes. The Sign Shop will carry out an on-site inspection, determine the need and cost for replacement that meets the criteria of this Manual, and either place order with the appropriate vendor or fabricate in house.

INTERPRETATION, IMPLEMENTATION AND REVISION

The Office of Space Planning, Real Estate Management, and Architectural Services is responsible for the interpretation, implementation and revision of this policy every three years or as needed.

Procedures

Room Number Policy - Version 1.0 - Revised 01/12/14

- 1. Introduction:
 - This policy outlines the procedures and rules for assigning room numbers to renovate space and new construction in buildings owned by the University of Chicago Medicine (UCM) and Biological Sciences Division (BSD).
 - b. The UCM/BSD room number system provides a unique identifier for every building space on campus. This identifier is used for way-finding within buildings and to consistently identify each room in many UCM/BSD data systems including the space management system (SIMS), Facilities Services and IT work order systems, the Comptroller's Property Management Indirect Cost Analysis systems, and other special purpose systems such as Registrar's Office and Safety database systems. The IT room numbering system is also tied to the City of Chicago 911 Response System. The number of systems and situations where room number information is applied make it crucial that the room numbering process be managed centrally, and in a consistent, timely fashion.
- 2. General Procedures
 - The Space Planning, Real Estate Management and Architectural Services (SRA) unit is responsible for the assignment or review of assignments of room numbers in all UCM/BSD buildings monitored by our space management system (SIMS). This review and approval procedure insures that room numbers are uniquely assigned within a building;
 - The assignment convention follows UCM/BSD rules and good way-finding practices;
 - ii. ADA compliant signage is designed and installed;
 - iii. Changes in room numbering are recorded in the SIMS database and on CAD floor plans; and
 - iv. All changes are reported to other University data systems in a timely fashion.

Procedures

Room Number Policy - Version 1.0 - Revised 01/12/14

- b. Requests for changes or numbering for new buildings should be made to SRA.
 - i. For New Construction Projects Provide a PDF file of the architectural base plan with room number attribute text blocks containing a description of each room and either a blank field for insertion of a room number or a proposed room number for review.
 - ii. For Renovation Projects Provide a full floor plate PDF file of the architectural base plan indicating both room numbers to remain and areas to be renumbered Plan should contain room number attribute text blocks as described for New Construction Projects.
- c. SRA staff will assign or review the assignment of room numbers, and provide an written and dated sign-off on the review process.
 - i. For Renovation Projects SIMS staff will provide an annotated floor plan and an Excel spreadsheet room schedule showing old and new room numbering.
 - For New Construction Projects SRA staff will provide an annotated PDF plan. A room schedule will be produced at the request of the Project Manager or Architect.
- d. Any subsequent changes in room numbering for either renovation or construction projects should be reported to and approved by the SRA staff.
- e. The SRA staff is also responsible for reviewing the project's signage schedule and signage specifications prior to the finalization of the signage plan. Copies of the UCM/BSD Interior Signage Manual are available to project managers and A/E firms, and include recommended ADA compliant sign types and specifications
- Room Number Assignment Guidelines
 - a. General
 - b. All spaces in UCM / BSD buildings are uniquely identified by the combination of the building Property ID, Floor Designation, and Room Number. This information is maintained and distributed from the UCM/BSD (SRA). The University is responsible for the assignment of Property IDs – see Property ID Assignment Policy.

Procedures

Room Number Policy - Version 1.0 - Revised 01/12/14

- c. All spaces in a building must have a room number designation, including all building circulation and service areas (corridors, restrooms, mechanical rooms, closets, etc.), as well as shafts and air spaces.
- d. Floor numbering conventions
 - i. Sub-basements carry the prefix SB with their room number designation (i.e. SB001, SB002, etc.).
 - ii. Basements are the "0-Level", and are numbered 001, 010, etc. Alternate:
 - iii. Some UCM/BSD buildings assign level names to below grade floors and incorporate a level name designation into the room number
 - iv. Mezzanines carry a Z suffix designation (i.e. second floor mezzanine would be floor 2Z, and a room number would be 200Z, 200AZ, 201Z, etc.
 - v. All other floors are labeled by their floor level designation (i.e. 2nd floor numbers are 2XX; 12th floor, 12XX, etc.)
- e. Corridors
 - i. The corridor is numbered X00 where X = floor level designation. The main corridor number is the first number (i.e. 2nd floor; corridor = 200) for that floor's room numbering sequence.
 - ii. Continuous corridors, regardless of length or configuration, carry one number. If a corridor is "sectioned" by doors, then each sectioned length of corridor is assigned a letter suffix (i.e. corridor 200 is sectioned into three parts by two doors; corridor is numbered 200, 200A, and 200B).
 - iii. If sectional, numbering begins at the building main entrance and proceeds by section counter clockwise from the main entrance. If a building has more than one entrance, the main entrance is considered that entrance associated with the official building address.
 - iv. Main floor building vestibules are considered a section of the main corridor and are numbered in the sequence.

Procedures

Room Number Policy - Version 1.0 - Revised 01/12/14

- f. Elevators
 - i. City of Chicago codes require elevators to be designated by geographic location (e.g. N S E W) relative to the orientation of the building.
 - ii. Elevators are numbered ELCC-NN, where CC designates the elevator geographic designation and NN the floor number.
 - iii. Service elevators and lifts located inside of a building should be included in the number sequence. Handicap or loading dock lifts located outside of the walls of the building should not be included.
- g. Stairs
 - City of Chicago codes require stairs to be designated by geographic location (e.g. N –S – E – W) relative to the orientation of the building starting with the staircase or stairwell at the main entrance.
 - ii. Stairs are numbered STX-YY, where X is the stair's geographic designation and YY the floor number.
 - iii. In naming staircases it must be kept in mind that not all staircases may penetrate through all floors of the building. The naming sequence should address the overall location of staircases and not just the main floor sequence.
 - iv. Naming applies to internal staircases only. External staircases and fire escapes are not included.
- h. Atriums and Shafts
 - i. Atriums use ATXX-YY, where XX is the atrium number and YY is the floor level. Shafts are numbered SHXX-YY, following the same conventions used for atriums for designation.

Procedures

Room Number Policy - Version 1.0 - Revised 01/12/14

- i. Room Number Sequence
 - i. Room numbering begins to the right of the floor main entrance as you face into the space. Assign odd numbers to the right, even numbers to the left.
 - ii. Each room with an entrance onto the main corridor should receive a discrete room number.
 - iii. Suites of Rooms: Rooms entered from a main corridor via another room are considered part of a suite of rooms and are associated to each other by adding a letter suffix to the main room's number to designate each room in the suite.
 - 1. The room or entry area entered from the main corridor receives the suite's room number without a letter suffix (i.e. enter Room 302 from the corridor to get to two internal rooms, 302A and 302B).
 - 2. Suite rooms should be lettered from the right of the entrance and counter clockwise.
 - 3. Treat rooms/enclosures internal to internal suite rooms, such as closets, as additional rooms to be lettered in sequence (i.e. a closet in Room 308A would be numbered 308B ahead of the next room in counter clockwise order, which would become 308C). Alternate: In very large suites of rooms (>26 associated spaces), it may be advisable to assign a numeric character to secondary spaces (i.e. closet in 308A is 308A1).
 - iv. Internal spaces with permanent (i.e. built-in, installed) floor to ceiling partitions or case work, with or without doors, should be counted as rooms and assigned letter prefixes accordingly.
 - v. Semi-permanent enclosures such as landscaped workstations or toilet stalls may be assigned an additional numeric location at the discretion of the space occupant (i.e. room 308A contains 6 workstations, numbered 308A1, 308A2, 308A3, etc.)

Procedures

Room Number Policy - Version 1.0 - Revised 01/12/14

- i. Room Number Sequence
 - vi. Sequencing Considerations: The cross-corridor sequencing of room numbers along a corridor and the vertical alignment of room numbers through a building should be kept in mind when assigning numbers. As a result, it may sometimes be appropriate to skip one or more numbers in a sequence.
 - 1. If a room has more than one entrance, one or more numbers should be skipped to allow for the possibility that the room may be subdivided in the future.
 - Cross-corridor sequencing should be maintained, and numbers skipped whenever a room on one side of a corridor is considerably larger than rooms on the other side (i.e. if Room 205 is as large as rooms 206, 208 and 210 on the opposite side of the corridor, then the next number assigned on the odd side should be 211, skipping 207 and 209).
 - 3. Numbers assigned to rooms near consistent landmarks (i.e. bathrooms, stairwells, corners, etc.) on different floors should be aligned and carry like numbering wherever possible.
 - vii. Alternative Room Number Sequences: The rules outlined above work best in a building configuration with one linear corridor per floor or one continuous corridor with rooms lining each side of the corridor. Numbering schemes for buildings with parallel corridors, multiple aisles with workstation cubicles or partitions, different size floor plate, or very large floor plates divided into building wings, may require alternate numbering schemes. In such cases, room numbering should be adjusted to support the configuration and traffic patterns of the building, and applied consistently throughout the building to promote good way-finding. SIMS staff will review floor plan configurations and recommend appropriate numbering sequences.

Message Standards

Consistent with Policy, the following applies:

- 1. Individual names on office and directory signage will be limited to Physicians, Faculty, and Advanced Practitioners in patient care areas, and Faculty and Department Chairs in academic areas.
- Presentation of individual names and credentials on signage will be consistent with the "Identification of Credentials" section within the current UCM "Identification Badge" policy which states that credentials must have one of the following criteria to be approved for use:
 - a. State license
 - b. Terminal degree; or
 - c. Identification of personnel within patient care areas.
- An individual can have no more than two sets of credentials (a line cannot exceed 22 characters. Example: J. P. Smith, Ph.D, M.D.
 - J. P. Smith, Ph.D, M.D. Department of Pathology Division of Histopathology Director

Associate Director

DIRECTIONAL SIGNS: PUBLIC CORRIDORS AND PATIENT AREAS

The directional signs placed throughout the UCM corridors will have one item of copy in the permanent header. The building name will be that one item. This will be displayed in the header section of the directionals.

Message Standards

SUITE DOOR SIGNS: PUBLIC CORRIDORS AND PATIENT AREAS All information placed on door signs should be listed in alphabetical order. This includes: Department of (Department Name) Division of (Division Name) All department names are to be stated as: Department of _____ Example: Department of Pathology All division names are to be stated as: Section of _____ _____, or in some situations it is more appropriate to state the division name first. An example of each condition is listed below. Example: Department of Pathology Section of Histopathology The copy "Section of" may be omitted from the identification of a lab or special area. Example: Section of Histopathology Laboratory The correct copy would read Histopathology Laboratory. Example: Department of Pathology Histopathology Laboratory After the Department and Section have been stated on the sign, the room occupant or function of the room will follow if applicable. Example: Department of Pathology Division of Histopathology Conference Room Example: Department of Pathology Section of Histopathology NOTE: When the door sign identifies a generic room the "Department of " needs to be incorporated into the signage copy along with the Section. These two items will precede the room identification. The corridor signs which identify an office suite are to follow the standards stated above.

<u>SINGLE ENTRY DOORS</u> in non-institutional buildings will not include insert listings. Only clinical areas will include inserts to designate room type.

Message Standards

DIRECTIONAL SIGNS: PUBLIC CORRIDORS AND PATIENT AREAS The directional signs placed throughout the medical campus corridors will have one item of copy in the permanent header. The building name will be that one item. This will be displayed in the header section of the directionals. Pastoral Care Chapel NOTE: The arrows on the directional will always be as such: Arrows for up or straight, first arrow Left directional arrow, second arrow Right directional arrow, third arrow

Example: Mitchell Hospital <- TN401-TN454 -> TS401-TS454

Histopathology (permanent header copy) (floor level) (room number and direction) 3.230 (department, room number)

The arrows directing people to areas according to room numbers will be placed above the series of numbers when adequate sign space is available. The arrows will precede the room number series when the sign space will not accommodate the additional lines for arrows.

Example: Mitchell Hospital <- TN401-TN454 -> TS401-TS454

Message Standards

NOTE: The directories on the upper floors adjacent to the elevator lobbies will display information with room numbers and directional arrows. Because corridors travel through several buildings, the directories on the first level of the hospital and clinics will not display room numbers. To have room numbers on the first level corridor directories would be confusing because adjacent buildings may have similar numbers.

Example: John Sealy Hospital Level 1 ^ Emergency John Sealy Annex Blood Donor Center Labor and Delivery -> Cafeteria Restrooms (permanent header) (floor level/directional arrow) (copy on inserts)

Message Standards

Directional Signage

- 1. All directional signage is to follow ADA and IHOP regulations and must be approved through the Signage and Wayfinding Committee if different from the below specifications.
- 2. Overhead Signage
 - 1. Overhead directional signage may be purchased and installed from our signage vendor
 - 2. Standard dimensions of the overhead sign are defined by sign type
 - 3. Custom sizes for the overhead signs are permissible contingent upon the corridor width and ceiling height.
 - 4. The lettering is to be 2-3" high.
- 3. Public Area Wall Mounted Signage
 - 1. Directory inserts identify room numbers, departments, etc., and are to be placed in the directory sign to indicate what is directly ahead first, then to the left and lastly to the right.
 - 2. Room number signs are to be ADA compliant: Numbers are to be raised and the sign is to have the room number on it in Braille.
 - 3. Signs are to be hung 60" on center and 2" from the doorjamb on the strike side. If it is not possible to post the sign on the strike side of the door, use hinge side, if not possible in either location, the sign can be mounted on the door.
- Temporary Construction Signage
 A request is made from the Construction Manager to the Interiors Manager to have
 a sign lettered with the following information:
 Project Name
 Project Number
 For questions concerning this construction project,

Messaging Standards

Codes and Standards

All facilities are required to follow various codes and guidelines affecting many aspects of their environment. These include everything from fire safety to air quality and building materials, as well as codes that regulate signage and wayfinding. The following list of entities regulating signage have been compiled below. This should not be considered a complete list, but a tool to be used for reference.

ADA - Americans with Disabilities Act AIGA - American Institute of Graphic Arts ANSI - American National Standards Institute ASTM - American Society for Testing and Materials CABO - Council of American Building Officials CSI - Construction Specification Institute IBC - International Building Code LSC - Life Safety Code (written by NFPA) NEC - National Electrical Code (written by NFPA) NFPA - National Fire Protection Association SBCCI - Standard Building Code UBC - Uniform Building Code

ADA Signage Summary:

ADA covers the following 3 main topics:

1. Signs Identifying Permanent Rooms and Spaces

Signs that provide identification / designation, labels or names for interior rooms or spaces are required to have raised & braille characters. For the purposes of clarity and consistency, a permanent room is defined in this document as any room with four walls and a door. Examples include room numbers, restrooms, stairs, or room names. Major change in the 2010 ADA standards is that it does not allow the use of Helvetica Medium as a compliant typestyle for raised characters.

2. Signs for Direction or Information

Signs which provide information or direction are required to meet the ADA requirements for visual access on the following pages. Raised and braille is not required for these types of signs. Major change in the 2010 ADA standards is all copy is required to be a minimum of 5/8" character height unless noted as an exemption.

3. Overhead Signs

Any sign that is mounted above 80" must meet the requirements for compliant typestyles, minimum character height, and sign finish / contrast. This includes copy on frame & insert modules that are ceiling / perpendicular mounted as well as wall mount and ceiling mount modules. Major change in the 2010 ADA allows the use of 2" copy on overheads mounted between 80"

Codes and Standards

Logo/Brand Standards

Anyone representing the Comer Children's Hospital brand has the responsibility to understand, use and reinforce the expression of it correctly and consistently. This includes compliance with all brand and marketing standards.

Please reference the "UCM/BSD Brand Manual", "University Brand Manual" or contact the Marketing Department with any questions/approvals.





















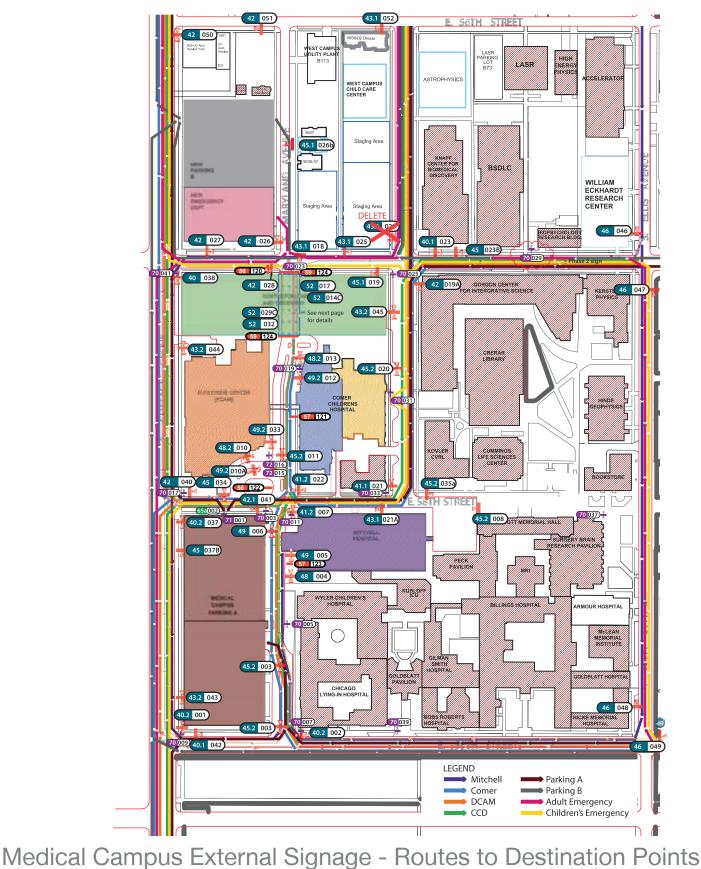
Logo/Brand Standards

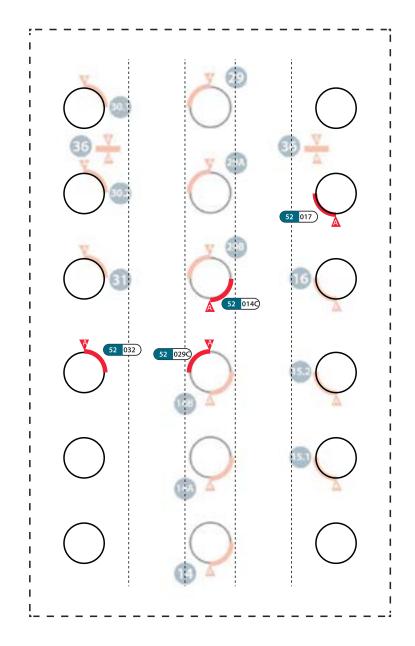


Exterior Medical Campus

- B3 Medical Campus External Signage - Routes to Destination Points
- Β4 CCD Driveway Directionals
- B5 Typography
- B6 Symbology
- B7 Arrow Standards B8
- Message Hierarchy B9 Color Standards
- B10
- ST.26A : Vehicular Blaze B11
- ST.30 : Garage Identification Building Mounted
- B12 ST.30A : Garage Identification - Freestanding
- ST.40 : Vehicular Directional Large (9-10 Listings) B13
- ST.41 : Vehicular Directional, Large (7-8 Listings) B14
- B15 ST.41 : Vehicular Directional, Large (7-8 Listings - Spread Footing)
- ST.42 : Vehicular Directional Large (5-6 Listings) B16
- ST.43 : Vehicular Directional Small (2-4 Listings) B17
- B18 ST.45 : Vehicular Directional - Small
- B19 ST.48 : Parking Identification - Movable
- B20 ST.49 : Parking Identification (Spread)
- B21 ST.56 : Building Identification
- B22 ST.57 : Building Identification - Small
- B23 ST.60 : Building Identification - Canopy
- B28 ST.65A : Building Identification - Small Vinyl
- B31 ST.65B : Building Identification - Large Vinyl
- B33 ST.65C : Building Identification - Non-Smoking Vinyl
- B34 ST.70 : Pedestrian Directional - Free Standing
- B35 ST.71 : Pedestrian Directional - Wall Mounted
- B36 ST.72 : Pedestrian Directional - Pole Mounted

Medical Campus Location Plan 05.28.14 Vehicular and Pedestrian Directionals





CCD Driveway Directionals

Typography:

All identification text shall be specified as: Gotham Medium

ABCDEFGHIJKLMNOPQRSTUVWXYZ abcdefghijklmnopqrstuvwxyz 0123456789 ! @ # \$ % ^ & * (),. /:'

All directional text shall be specified as: Clearview Highway

A B C D E F G H I J K L M N O P Q R S T U V W X Y Z a b c d e f g h i j k l m n o p q r s t u v w x y z 0 1 2 3 4 5 6 7 8 9 ! @ # \$ % ^ & * (),./:'

Additional text shall be specified as: Sabon Next Demi

A B C D E F G H I J K L M N O P Q R S T U V W X Y Z a b c d e f g h i j k l m n o p q r s t u v w x y z 0 1 2 3 4 5 6 7 8 9 ! @ # \$ % ^ & * (),./:'

Typography Restrictions:

Only the typefaces and weights described above shall be used in the signage system. Modification of letter shapes is not recommended unless specified in individual sign type drawings, see section D. Condensed, extended, slanted, outlined or otherwise distorted type is not recommended. Other weights of these typestyles may be seen advantageous under special circumstances. Recommendations to use alternate type weights should be reviewed by a graphics specialist.

Typography

Symbology:

The symbols (pictograms) shown below shall be used to reinforce and provide visual confirmation of messages when specified in the sign type drawings. These symbols are gathered from those developed by the Department of Transportation (DOT), the American Institute of Graphic Arts (AIGA), and Society of Environmental Graphic Design (SEGD) in association with Hablamos Juntos. These symbols are in broad use around the world, as they are readily identified by the international public for both English and non-English speakers. Pictograms that are used to label permanent spaces (restrooms, stairs, etc) are required to have the text equivalent (raised characters & braille). The background space is required to be 6" high, minimum, with dark-on-light or light-on-dark contrast and nonglare finish.



Hospital

Bus





Valet





Interstate Shield



Interstate Shield



Taxi



US Highway Shield



Decorative Element

Symbology

Arrow Standards:

Arrows used as directional icons are more readily identified and require less sign real estate than messages. Arrow graphics take less time to comprehend than the message equivalent, allowing people to understand the information being conveyed more quickly. Consistent arrow graphic proportions should always be applied in the same manner across the entire signage system.

The angle of orientation and directional information that arrows convey is of equal importance as the use of a consistent arrow form.

1. Arrow Orientation Angles

When used for signage and wayfinding, the standard arrow can be used in eight (8) different angled orientations No alternate angles or forms should be used.



2. Arrow Applications

Straight-ahead movement should be indicated by upward-facing arrows, unless the direction being specified is "straight down" in the instance of a stairwell. Straight downward-facing arrows are normally reserved to indicate movement to a lower level of pedestrian traffic.

3. Arrow Face Layout Locations

Arrows should not be positioned in any other location on the sign face (See section D for specific sign type layouts depicting arrow placement). Up arrows are normally located closest to the flow of traffic and corresponding message text should be justified based on arrow location on sign face. Similarly, destinations to the left should have arrows and text justified on the left side of the sign, and destinations to the right should have arrows and text justified to the right.

Arrow Standards

Message Hierarchy

This section delineates a hierarchy of messages and information to be used throughout the signage system. By using the terminology in this document, one should be able to organize and specify messages into their appropriate sign type modules. Clear and concise sign messages are presented most effectively by reducing the quantity of terms, ensuring a more efficient comprehension of the sign. Primary and secondary messages should hold the most visual weight of the sign graphics. Tertiary messages must be coordinated with primary and secondary messages to prevent overloading the sign with information.

Primary Messages:

This information shall be the largest and most visible information on each sign.

Secondary Messages:

This information supplements or reinforces information already conveyed by the primary messages.

Tertiary Messages:

Tertiary information supplements both the primary and secondary messages.



Message Hierarchy

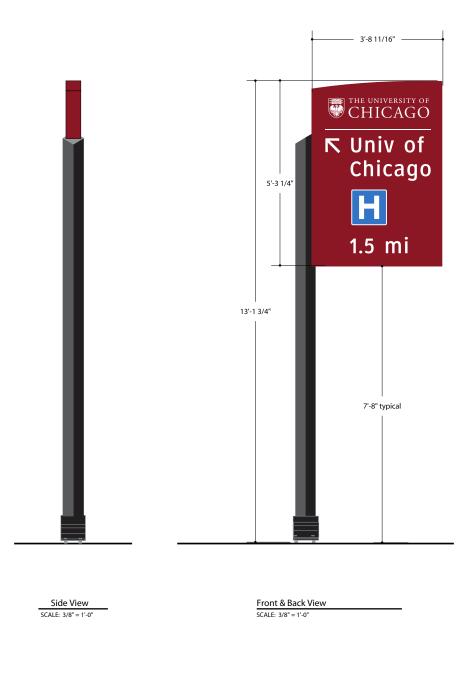
Color Standards

It is important to note that many studies have been done regarding colors and their effects on human behavior. Considerations must be made with multi-colored sign systems, particularly with complex facilities and garage structures. Approximately 12 percent of the male population is color-blind and cannot distinguish between shades of black and blue, yellow and brown, or red and orange. For this reason, if multiple colors are used it may be necessary to spell out the name of the color on the sign to make it clear to many of these individuals if color is being used as a primary wayfinding tool. For example, levels or areas of a parking garage can be assigned differing colors; the color will help to trigger the users memory when retrieving his/her vehicle, but is not required to understand how the facility is organized.

The primary goal of colors for a signage system is to create a supplemental system that enhances the messaging. In addition, the intention is to specify colors that are distinctive and clearly identifiable. The recommended color system must be used consistently hospital-wide in order for its effectiveness to be optimal.

Paint Matches	Number	Color	Specification – color to match	Description
	P1	Indiglo Blue	Indiglo MP03597 R124413	Matthews Ultra Low VOC Paint
	P2	Dark Gray	PMS Cool Gray 10C	Matthews Ultra Low VOC Paint
	Ρ5	White	Coraflon ADS White	Matthews Ultra Low VOC Paint
	P6	Emergency Red	Esprit Red MP12056 R90508	Matthews Ultra Low VOC Paint
	Ρ7	Black	MPoo833 Process Black C	Matthews Ultra Low VOC Paint
	P8	Barbera Red	MP11531 R107718	Matthews Ultra Low VOC Paint
	P9	Parking Green	PMS 7489 C	Matthews Ultra Low VOC Paint
	P10	Super Satin Clear Coat	290 228SP	Matthews 2-Part Top Coat
	P11	Blue	To match Indiglo	Transparent Ink
	P12	Emergency Red	To match Esprit Red	Transparent Ink
	P13	Parking Green	PMS 7489 C	Transparent Ink
	P14	Hospital Blue	Blue 1175	Transparent Ink
	P15	Witching Hour	MP29010 R120838	Infill color for shield
	P16	Beige	AkzoNobel 419B1 (pending client approval)	Coraflon

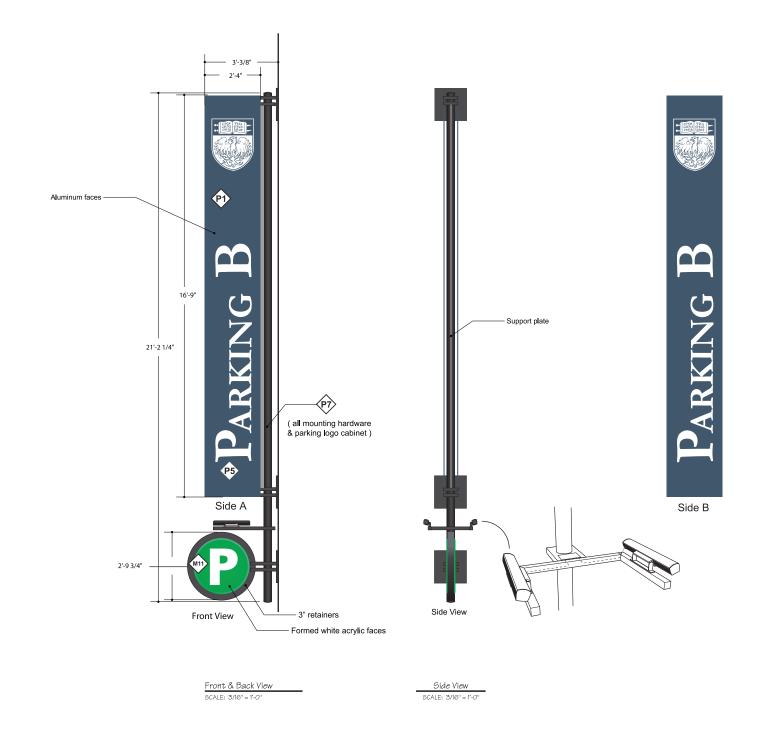
Color Standards



ST.26A : University Vehicular Blaze

This sign directs to the Medical Campus from nearby streets/intersections. It is meant to be seen from a vehicular perspective. It should be used in locations where the site permits appropriate scale and viewing distances. Evaluation by an architect, environmental graphic designer, or similar professional is needed. The University oversees this sign type.

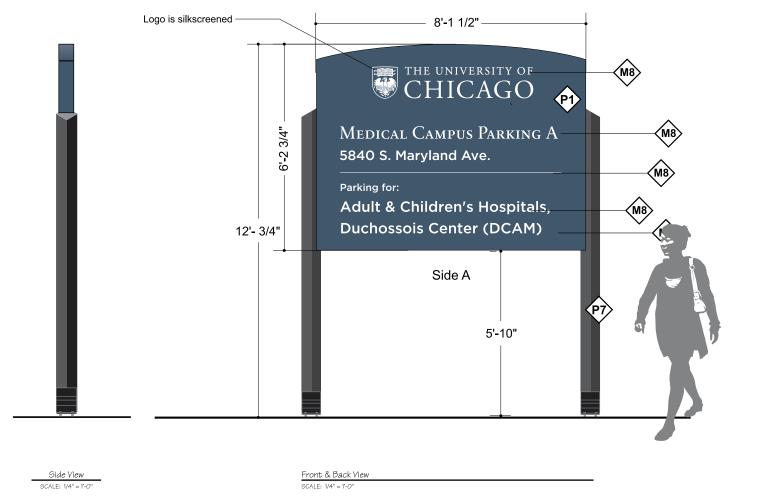
All signs must comply with ADA Guidelines and Illinois State Building Codes.



ST.30 : Garage Identification - Building Mounted

This sign identifies parking structures on the Medical Campus. It is meant to be seen from a vehicular perspective. It should be used in locations where the site permits appropriate scale and viewing distances. Evaluation by an architect, environmental graphic designer, or similar professional is needed.

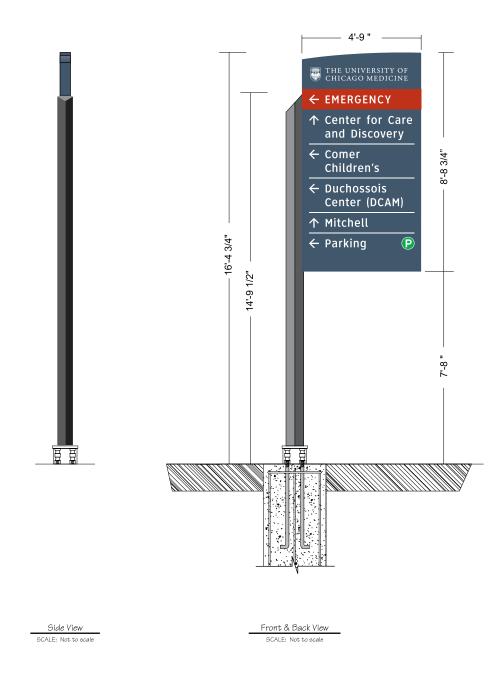
All signs must comply with ADA Guidelines and Illinois State Building Codes.



ST.30A : Garage Identification - Freestanding

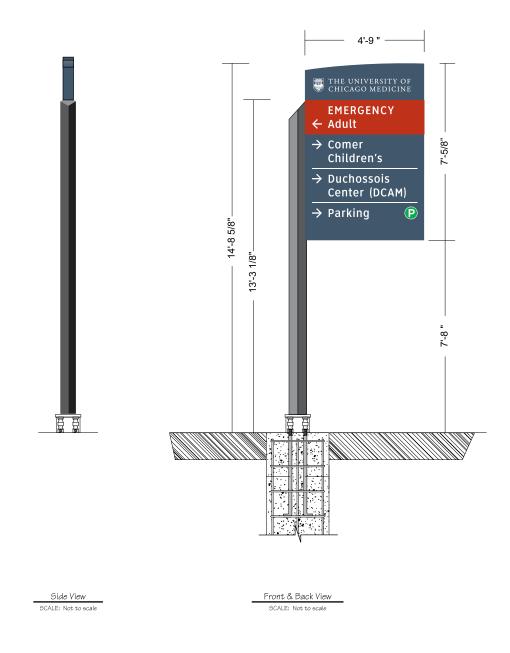
This sign identifies parking structures on the Medical Campus. It is meant to be seen from a vehicular perspective. It should be used in locations where the site permits appropriate scale and viewing distances. May also be wall mounted without poles. Evaluation by an architect, environmental graphic designer, or similar professional is needed.

All signs must comply with ADA Guidelines and Illinois State Building Codes.



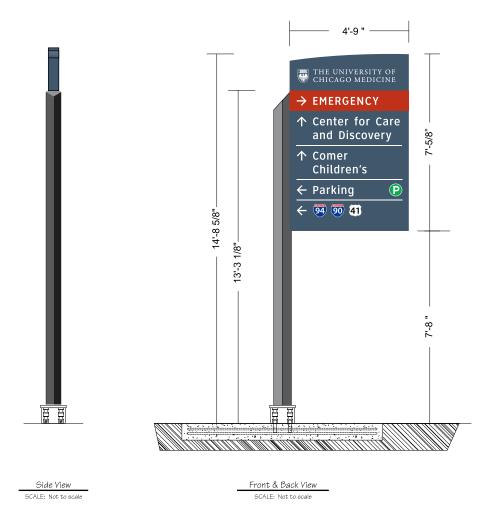
ST.40 : Vehicular Directional - Large (9-10 Listings)

This sign directs to major destinations on the Medical Campus. It is meant to be seen from a vehicular perspective. It should be used in locations where the site permits appropriate scale and viewing distances. Evaluation by an architect, environmental graphic designer, or similar professional is needed.



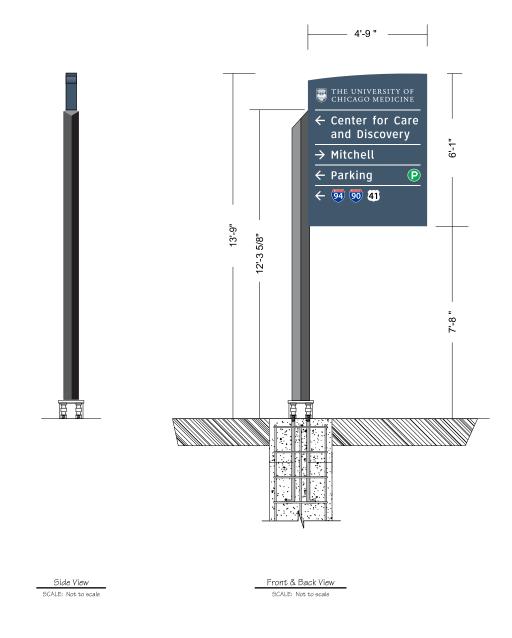
ST.41 : Vehicular Directional, Large (7-8 Listings)

This sign directs to major destinations on the Medical Campus. It is meant to be seen from a vehicular perspective. It should be used in locations where the site permits appropriate scale and viewing distances. Evaluation by an architect, environmental graphic designer, or similar professional is needed.



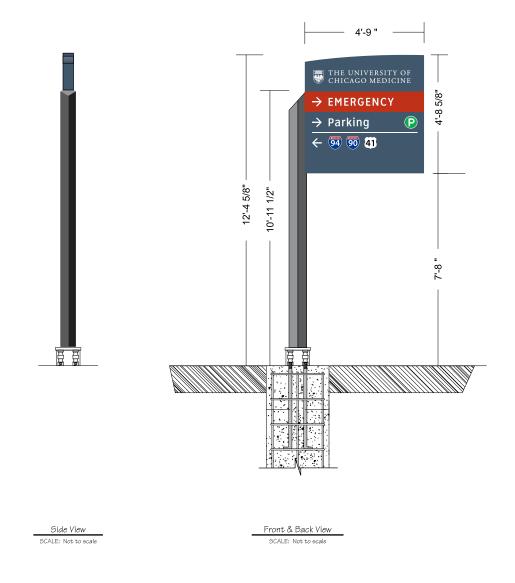
ST.41 : Vehicular Directional, Large (7-8 Listings - Spread Footing)

This sign directs to major destinations on the Medical Campus. It is meant to be seen from a vehicular perspective. It should be used in locations where the site permits appropriate scale and viewing distances. Evaluation by an architect, environmental graphic designer, or similar professional is needed.



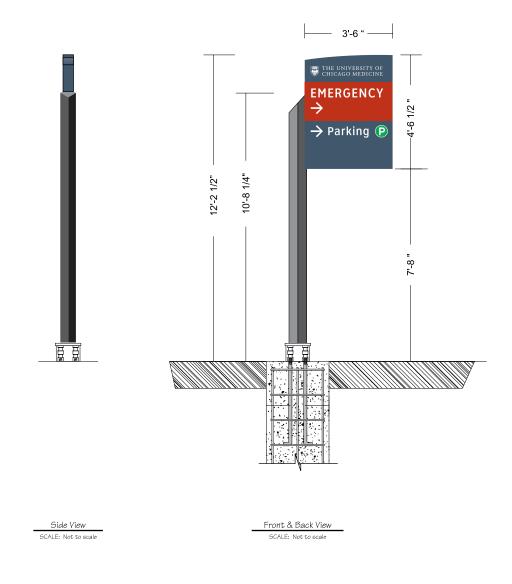
ST.42 : Vehicular Directional - Large (5-6 Listings)

This sign directs to major destinations on the Medical Campus. It is meant to be seen from a vehicular perspective. It should be used in locations where the site permits appropriate scale and viewing distances. Evaluation by an architect, environmental graphic designer, or similar professional is needed.



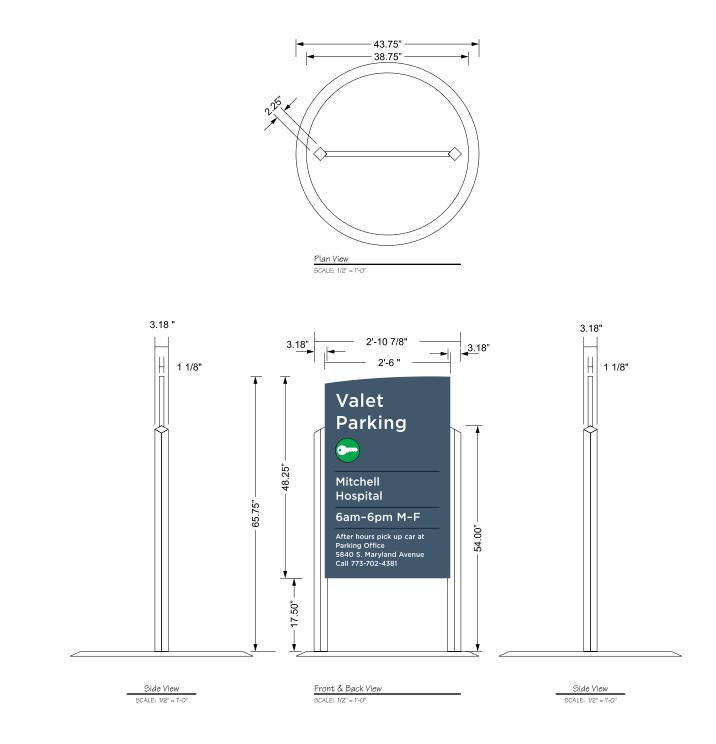
ST.43 : Vehicular Directional - Small (2-4 Listings)

This sign directs to major destinations on the Medical Campus. It is meant to be seen from a vehicular perspective. It should be used in locations where the site permits appropriate scale and viewing distances. Evaluation by an architect, environmental graphic designer, or similar professional is needed.



ST.45 : Vehicular Directional - Small

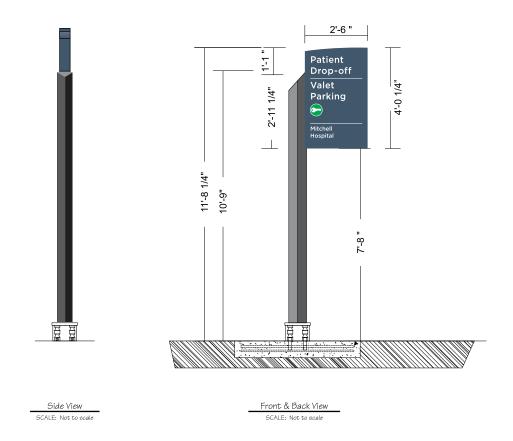
This sign directs to major destinations on the Medical Campus. It is meant to be seen from a vehicular perspective. It should be used in locations where the site permits appropriate scale and viewing distances. Evaluation by an architect, environmental graphic designer, or similar professional is needed.



ST.48 : Valet Parking Identification - Movable

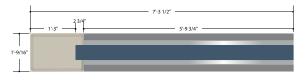
This sign identifies Valet Parking and other parking sites on the Medical Campus. It is meant to be seen from both vehicular and pedestrian perspectives. Confirm hours & phone number with the Parking Office before ordering.

Installation : Movable

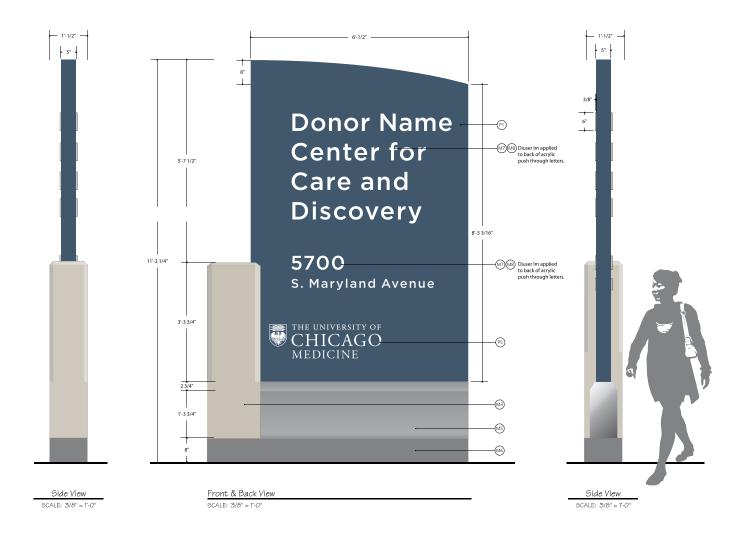


ST.49 : Parking Identification (Spread)

This sign identifies Valet Parking and other parking sites on the Medical Campus. It is meant to be seen from both vehicular and pedestrian perspectives. It should be used in locations where the site permits appropriate scale and viewing distances. Evaluation by an architect, environmental graphic designer, or similar professional is needed.



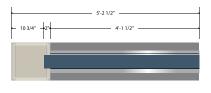
Plan View SCALE: 3/8" = 1'-0"



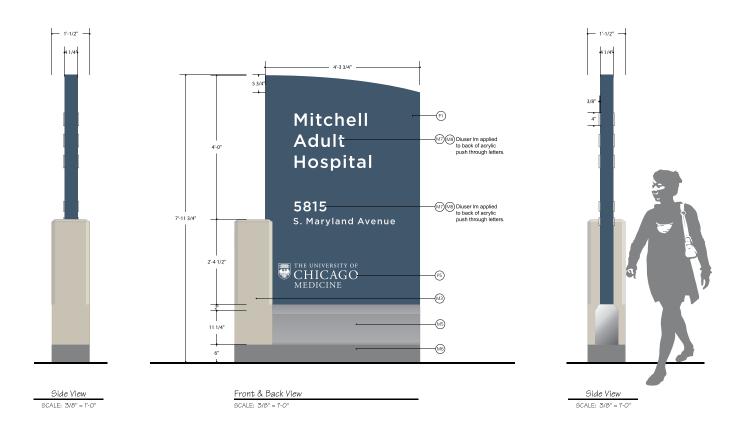
ST.56 : Building Identification

This sign identifies major buildings on the Medical Campus (CCD, Comer, DCAM, and Mitchell). It is meant to be seen from vehicular and pedestrian perspectives.

It should be used in locations where the site permits appropriate scale and viewing distances. Evaluation by an architect, environmental graphic designer, or similar professional is needed.







ST.57 : Building Identification - Small

This sign identifies major buildings on the Medical Campus (CCD, Comer, DCAM, and Mitchell). It is meant to be seen from vehicular and pedestrian perspectives.

It should be used in locations where the site permits appropriate scale and viewing distances. Evaluation by an architect, environmental graphic designer, or similar professional is needed.

ST60 – Building ID, Canopy Signs



ST60.1 – 5812 S. Ellis Avenue



CHINANGO
 Mitchell Hospital

Front View

ST60.3 – Mitchell Hospital



ST60.5 – Comer Children's Emergency



ST60.2 - Goldblatt Pavilion



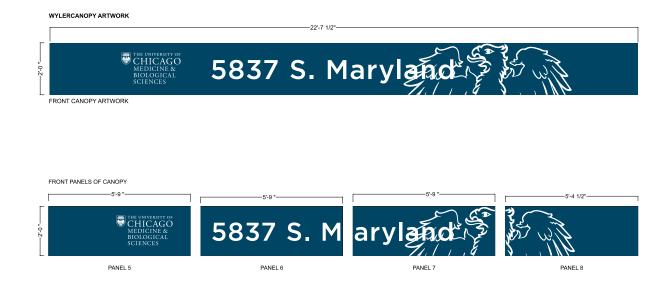


ST60.4 - 5837 S. Maryland (Wyler)

ST.60 : Building Identification - Canopy

This sign identifies building entrances on the Medical Campus. It is meant to be seen from vehicular and pedestrian perspectives. Evaluation by an architect, environmental graphic designer, or similar professional is needed.

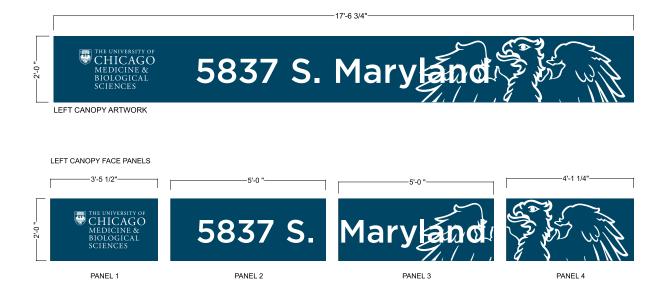
5815



ST.60 : Building Identification - Canopy

This sign identifies building entrances on the Medical Campus. It is meant to be seen from vehicular and pedestrian perspectives. Evaluation by an architect, environmental graphic designer, or similar professional is needed.

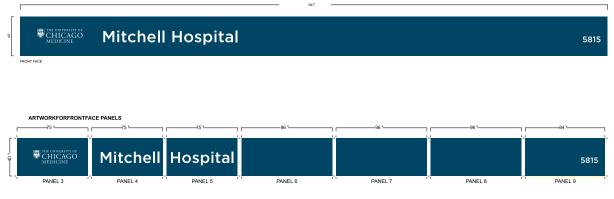


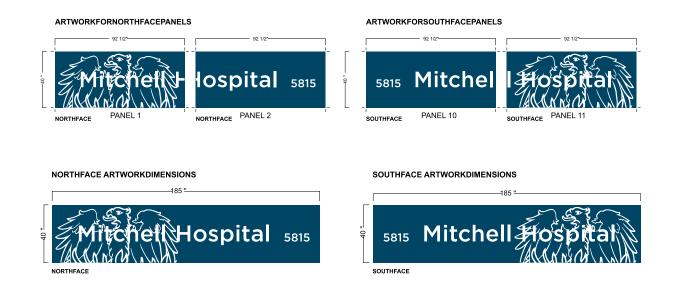


ST.60 : Building Identification - Canopy

This sign identifies building entrances on the Medical Campus. It is meant to be seen from vehicular and pedestrian perspectives. Evaluation by an architect, environmental graphic designer, or similar professional is needed.

FRONTFACE ARTWORKDIMENSIONS





ST.60 : Building Identification - Canopy

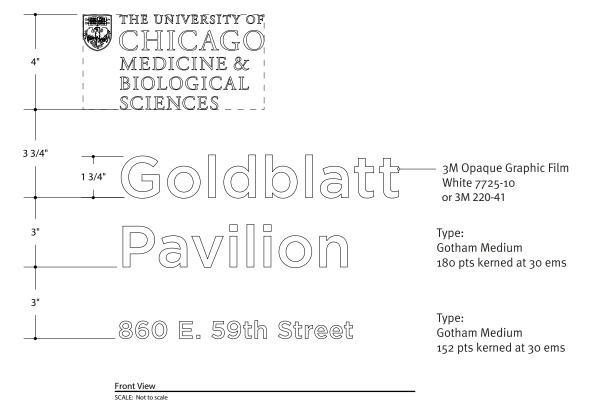
This sign identifies building entrances on the Medical Campus. It is meant to be seen from vehicular and pedestrian perspectives. Evaluation by an architect, environmental graphic designer, or similar professional is needed.





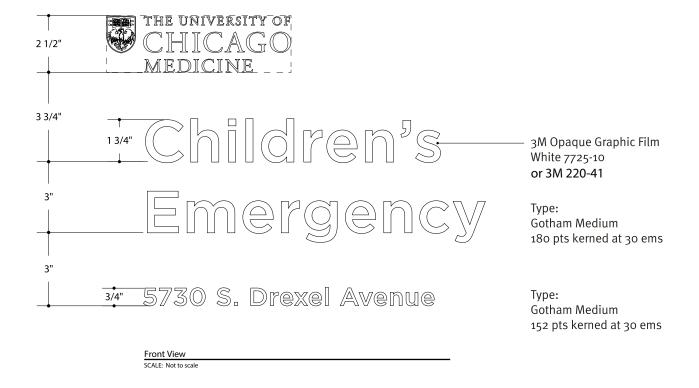
ST.60 : Building Identification - Canopy

This sign identifies building entrances on the Medical Campus. It is meant to be seen from vehicular and pedestrian perspectives. Evaluation by an architect, environmental graphic designer, or similar professional is needed.



ST.65A : Building Identification - Small Vinyl

This sign identifies major buildings at public entries on the Medical Campus. It is meant to be seen from a pedestrian perspective. Color should be white or gray. Size should be scaled to fit, if necessary.



ST.65A : Building Identification - Small Vinyl

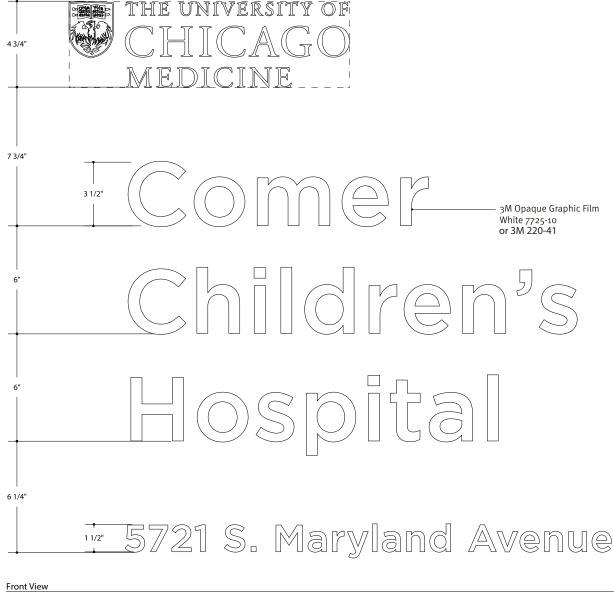
This sign identifies major buildings at public entries on the Medical Campus. It is meant to be seen from a pedestrian perspective. Color should be white or gray. Size should be scaled to fit, if necessary.



SCALE: Not to scale

ST.65A : Building Identification - Small Vinyl

This sign identifies major buildings at public entries on the Medical Campus. It is meant to be seen from a pedestrian perspective. Color should be white or gray. Size should be scaled to fit, if necessary.



SCALE: Not to scale

ST.65B : Building Identification - Large Vinyl

This sign identifies major buildings at public entries on the Medical Campus. It is meant to be seen from a pedestrian perspective. Color should be white or gray. Size shoule be scaled to fit, if necessary.



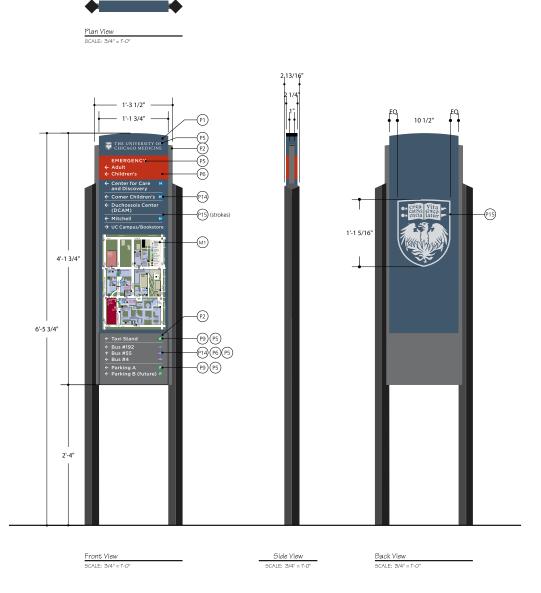
ST.65B : Building Identification - Large Vinyl

This sign identifies major buildings at public entries on the Medical Campus. It is meant to be seen from a pedestrian perspective. Color should be white or gray. Size should be scaled to fit, if necessary.



ST.65C : Building Identification - Non-Smoking Vinyl

This sign identifies the University of Chicago as a smoke-free campus. It is typically used at entrances/exits where the sign will be viewed from a short distance. Color should be white or gray. Size should be scaled to fit, if necessary.



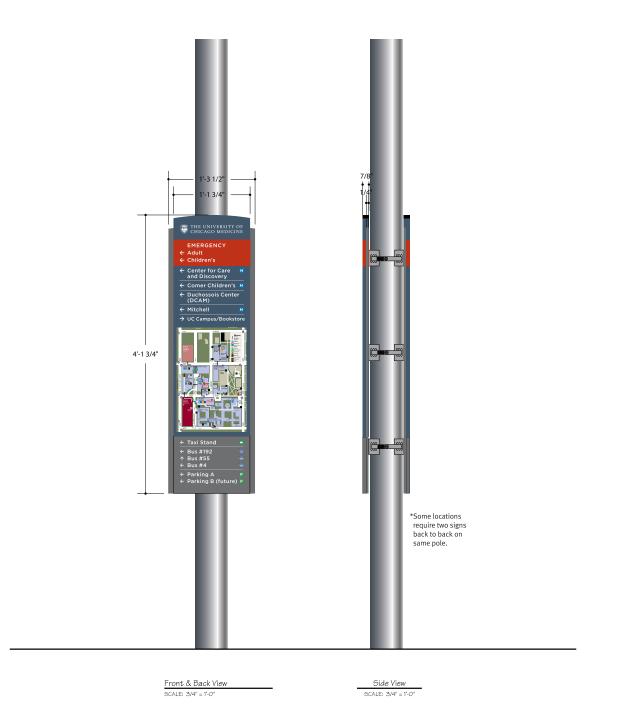
ST.70 : Pedestrian Directional - Free Standing

This sign directs to major destinations on the Medical Campus. It is meant to be viewed from a pedestrian perspective. It should be used in locations where the site permits appropriate scale and viewing distances. Evaluation by an architect, environmental graphic designer, or similar professional is needed.



ST.71 : Pedestrian Directional - Wall Mounted

This sign directs to major destinations on the Medical Campus. It is meant to be viewed from a pedestrian perspective. It should be used in locations where the site permits appropriate scale and viewing distances. Evaluation by an architect, environmental graphic designer, or similar professional is needed.



ST.72 : Pedestrian Directional - Pole Mounted

This sign directs to major destinations on the Medical Campus. It is meant to be viewed from a pedestrian perspective. It should be used in locations where the site permits appropriate scale and viewing distances. Evaluation by an architect, environmental graphic designer, or similar professional is needed.



Adult Hospital & Medical Center Complex Buildings

C3	Typography	C
C9	Typography Symbology	C
C3 C10	Arrow Standards	C
C10	Message Hierarchy	C
C12	Color Standards	C
C12	Mounting Requirements	C
C13	ST-301 : Service Identification Blade	C
C19 C20	ST-301.5: Service Identification Blade	C
C20 C22	Overhead Sign Installation Options (ST321 and ST330 series)	C
C22 C24	ST-321 : Elevator and Destination Overhead	C
C24 C26	ST-321W : Elevator and Destination Overhead	C
C20 C28	ST-321 & ST321W Additional Message Options	C
C28 C31	ST 330.1 : Overhead Directional (8 foot width)	C
C32	ST 330.1 V. Overhead Wall Directional (8 foot width)	C
C32	ST 330.2 : Overhead Directional (7 foot width)	C
C35	ST 330.2W : Overhead Wall Directional (7 foot width)	C
C35 C36	ST 330.2:W . Overhead Wall Directional (7 loot width) ST 330.3: Overhead Wall Directional (10 foot width)	C
C30 C37	ST 331.2 : Wall Directional (lightweight)	C
C39	ST 331.2 : Wai Directional (lightweight) ST 331.3 : DCAM Kiosks	C
C39 C46	ST 331.4 : Wall Directional (Small)	C
C46 C48		C
	ST 331M : Wall Map	C
C51 C52	ST 331M-1 : Wall Map (Small) ST 335 : Destination Letters	C
		C
C53	ST 339 : Department Identification (Wood Plaque/Option A)	C
C54 C55	ST 339 : Department Identification (Wood Plaque/Option B)	C
C55 C56	ST 339.1 : Department Identification (Acrylic Plaque/Option C)	C
C56 C58	ST 340 : Department Identification ST 341 : Clinic Identification	C
	ST 341 : Clinic identification ST 342 : Lab Bench Identification	C
C59 C60	ST 342 : Lab Bench Identification ST 343 : Conference Room Identification	C
		C
C61 C62	ST 343.1 : Conference Room Identification	C
C62 C64	ST 345.1 : Base Room Identification (with Room Name Insert)	C
C64 C65	ST 345.2 : Base Room Identification (Smaller)	C
C65 C66	ST 345.3 : Base Room Identification (Outdoor) ST 345.4 : Micellaneous Notifications	C
C66 C67	ST 345.4 : Micellaneous Notifications ST 345 SI : "In Use/Open" Slider	C
C69	ST 345 SL. III USE/Open Silder	

- C68 ST 346 : Restroom Identification
- C70 ST 346.1 : Staff Restroom Identification

- C72 ST 346.2 : All Gender Restroom Identification
- C73 ST 346.3 : All Gender Restroom Identification
- C74 ST 346.4 : All Gender Restroom Identification (Small)
- C75 ST 346.5 : All Gender Restroom Identification (Small)
- C76 ST 347 : Stair Identification
- C77 ST 347.1 : Stair Identification
- C78 ST 348: Emergency Exit Identification
- C79 ST 350 : Room Identification w/ Regulatory Message
- C81 ST 352 : Room Identification Blade
- C82 ST 353 : Level Directory (Large) Lightweight
- C83 ST 353.1 : Level Directory (Medium)
- C85 ST 353.2 : Level Directory (Small) Lightweight
- C88 ST 353.3 : Level Directory (DCAM)
- C90 ST 353.4 : Elevator Directory (Smaller)
- C92 ST 354 : Level Directory
- C94 ST 355 : OR Inserts
- C95 ST 355.1 : OR Inserts
- C96 ST 356 : OR Inserts
- C97 ST 356.1 : OR Inserts (vertical)
- C99 ST 357 : OR Vinyl Letters
- C100 ST 357.1 : Satellite Stations / Entrance / Directional Vinyl
- C101 ST 357.2 / 357.2a : Satellite Stations / Entrance / Directional Vinyl
- C102 STR 100 : 11" x 17" Holder
- C103 STR 100.1 : 17" x 11" Holder
- C104 STR 100.5 : Document Cabinet
- C106 STR 101 : Fire Evacuation Map
- C107 STR 102 : Area of Rescue Identification
- C108 STR 103 / 103.1 : Stairwell Identification
- C109 STR 103.2 : Stairwell Identification
- C110 STR 104 : Stairwell Identification
- C111 STR 105 : Evacuation Map
- C112 STR 105.1 : Evacuation Map
- C113 STR 110 : Authorized Personnel Only Warning
- C114 STR 115 : High Dose Radiation Warning
- C115 Donor Program Overview
- C116 Donor Program Patient Room
- C117 Donor Program Nurses Station

Typography:

All raised sign text shall be specified as:

Helvetica Neue LT Std 55 Roman

ABCDEFGHIJKLMNOPQRSTUVWXYZ abcdefghijklmnopqrstuvwxyz 1234567890!@#\$%&();:'",.?'"

Additional ProjectText:

Helvetica Neue LTStd 65 Medium

ABCDEFGHIJKLMNOPQRSTUVWXYZ abcdefghijklmnopqrstuvwxyz 1234567890!@#\$%^&();:'",.?

Helvetica Neue LTStd 75 Bold

ABCDEFGHIJKLMNOPQRSTUVWXYZ abcdefghijklmnopqrstuvwxyz 1234567890!@#\$%^&();:'",.?

Helvetica Neue 56 Italic

ABCDEFGHIJKLMNOPQRSTUVWXYZ abcdefghijklmnopqrstuvwxyz 1234567890!@#\$%^&();:'",.?

Typography Restrictions:

Only the typefaces and weights described above shall be used in the signage system. Modification of letter shapes is not recommended unless specified in individual sign type drawings. Condensed, extended, slanted, outlined or otherwise distorted type is not recommended. Other weights of these typestyles may be seen advantageous under special circumstances. Recommendations to use alternate type weights should be reviewed by a graphics specialist.

Capitalization:

Aside from special decorative uses and certain regulatory signs, all messages shall be initial uppercase followed by lowercase with the exception of articles, prepositions, and conjunctions. In the case of lengthy messages, words should be written in sentence format with initial uppercase of the first word followed by all lowercase letters, ending in a period. As required by the Americans with Disabilities Act, all tactile messages should be specified as all upper case. For increased legibility, lower case letters should have a lowercase "x" height of 66% of the height of the uppercase letter.

Character Size:

All visual access characters shall be a minimum for 5/8" copy height.

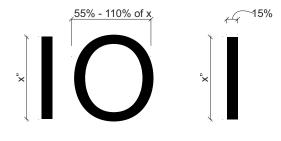
Tactile Signs:

Labels of "permanent" rooms / spaces when the function is not likely to change over time (or without signification alteration). Exterior room signs are not required to be tactile within parking garages / decks.

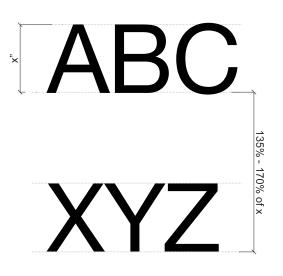
- Restroom Labels (at entry)
- Room Numbers / Names
- Floor Levels (NFPA egress signs)
- Exit Access / Discharge
- Areas of Rescue Assistance

Character Proportion:

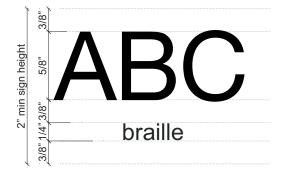
Based on the uppercase "O" width = 55% (min) - 110% (max) of the uppercase "I" height, Stroke Thickness - 15% (max) of the upper case "I" height



Line Spacing - should be 135% - 170% of character height (measured from baseline to baseline)



3/8" minimum separation from raised borders and decorative elements.



Character Spacing - should be 1/8" minimum - 4X maximum (measured to the closest points of adjacent characters)

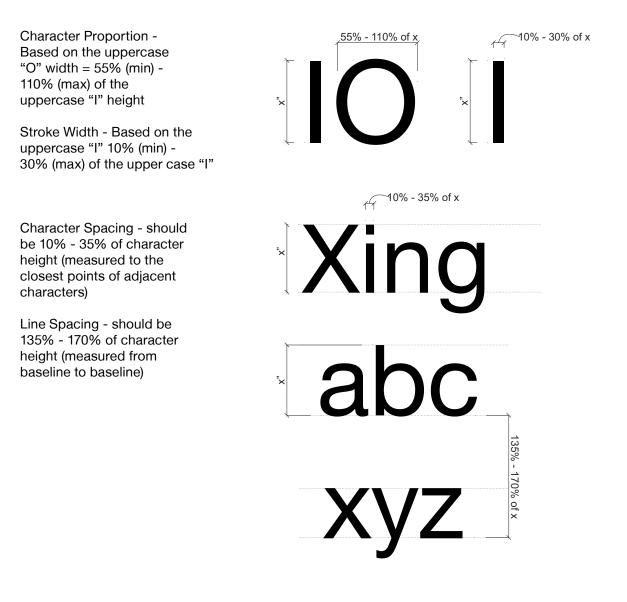


Visual Access:

Signs must meet the following guidelines: - Finish (non-glare), - Contrast (light-on-dark or dark-on-light), - Characters (style, proportion, height), - Spacing (character, line), - Upper and lower case permitted

Visual Access is required for the following:

- Room Identification (Room # or Name), - Informational Signs ("Staff Only", Hours of Operation, Use of Stairs in Emergency), - Directional Signs (verbal or graphic display of wayfinding including evacuation maps)



UNIVERSITY OF CHICAGO MEDICAL CENTER | XXXXX

SIGN TYPE | ST-345.1

6" -Č A 1/2" 1/2" - • P7 + 7/16" 1/2" 3/8" • P2 45.1E 0-345.1E 3/4" 3/8" Helvetica Neue LT STD - 55 Roman
 •••
 •••
 •••
 •••
 •••
 •••
 •••
 •••
 •••
 •••
 •••
 •••
 •••
 •••
 •••
 •••
 •••
 •••
 •••
 •••
 •••
 •••
 •••
 •••
 •••
 •••
 •••
 •••
 •••
 •••
 •••
 •••
 •••
 •••
 •••
 •••
 •••
 •••
 •••
 •••
 •••
 •••
 •••
 •••
 •••
 •••
 •••
 •••
 •••
 •••
 •••
 •••
 •••
 •••
 •••
 •••
 •••
 •••
 •••
 •••
 •••
 •••
 •••
 •••
 •••
 •••
 •••
 •••
 •••
 •••
 •••
 •••
 •••
 •••
 •••
 •••
 •••
 •••
 •••
 •••
 •••
 •••
 •••
 •••
 •••
 •••
 •••
 •••
 •••
 •••
 •••
 •••
 •••
 •••
 •••
 •••
 •••</td 1/4" 7' 6 1/2" D Backer 5 5/8" 5 1/2" VO Cavity 0-345.1E 5. F 1/2" 7/16" • P4 _1F B **Front View** Font Overlay Comparisons SERIGRAPHICS

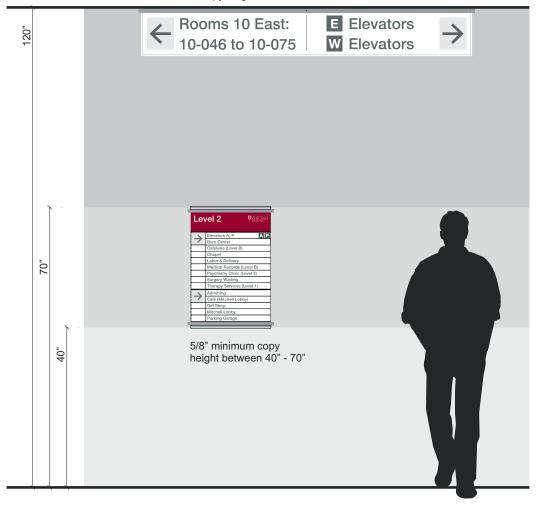
SCALE : 1" = 1"

Character Height:

Minimum character height for ceiling or projecting wall mounted directional or informational signage is 2", provided that the sign is mounted no more than 10' high from the floor or ground surface.

5/8" minimum character height for all signs mounted between 40" and 70" from the floor or ground surface. This applies to all identification, informational, and directional signs. The 5/8" minimum does not apply to such regulatory signs as EMTALA, patients rights & responsibilities, marketing notices, etc. For specific instances, always contact the ADA hotline for clarification prior to manufacturing.

No sign shall be mounted lower than 40" from the floor or ground surface.



2" minimum copy height on overheads

Symbology:

The symbols (pictograms) shown below shall be used to reinforce and provide visual confirmation of messages when specified in the sign type drawings. These symbols are gathered from those developed by the Department of Transportation (DOT), the American Institute of Graphic Arts (AIGA), and Society of Environmental Graphic Design (SEGD) in association with Hablamos Juntos. These symbols are in broad use around the world, as they are readily identified by the international public for both English and non-English speakers. Pictograms that are used to label permanent spaces (restrooms, stairs, etc) are required to have the text equivalent (raised characters & braille). The background space is required to be 6" high, minimum, with dark-on-light or light-on-dark contrast and nonglare finish.



East Elevator



Handicapped Accessible



West Elevator



Restrooms



Men's Restroom

Information



Women's Restroom



Gift Shop



Radiation





Restaurant/ Cafeteria

Symbology



Family Waiting

Vending



Magnet





Arrow Standards:

Arrows used as directional icons are more readily identified and require less sign real estate than messages. Arrow graphics take less time to comprehend than the message equivalent, allowing people to understand the information being conveyed more quickly. Consistent arrow graphic proportions should always be applied in the same manner across the entire signage system.

The angle of orientation and directional information that arrows convey is of equal importance as the use of a consistent arrow form.

1. Arrow Orientation Angles

When used for signage and wayfinding, the standard arrow can be used in eight (8) different angled orientations No alternate angles or forms should be used.

$\ltimes \lor \leftrightarrow \checkmark \lor \lor \lor$

${\tt {\sf C}} {\tt {$

2. Arrow Applications

Straight-ahead movement should be indicated by upward-facing arrows, unless the direction being specified is "straight down" in the instance of a stairwell. Straight downward-facing arrows are normally reserved to indicate movement to a lower level of pedestrian traffic.

3. Arrow Face Layout Locations

Arrows should not be positioned in any other location on the sign face. See the sign type drawings for specific sign type layouts depicting arrow placement. Up arrows are normally located closest to the flow of traffic and corresponding message text should be justified based on arrow location on sign face. Similarly, destinations to the left should have arrows and text justified on the left side of the sign, and destinations to the right should have arrows and text justified to the right.

Arrow Standards

Message Hierarchy

This section delineates a hierarchy of messages and information to be used throughout the signage system. By using the terminology in this document, one should be able to organize and specify messages into their appropriate sign type modules. Clear and concise sign messages are presented most effectively by reducing the quantity of terms, ensuring a more efficient comprehension of the sign. Primary and secondary messages should hold the most visual weight of the sign graphics. Tertiary messages must be coordinated with primary and secondary messages to prevent overloading the sign with information.

Primary Messages:

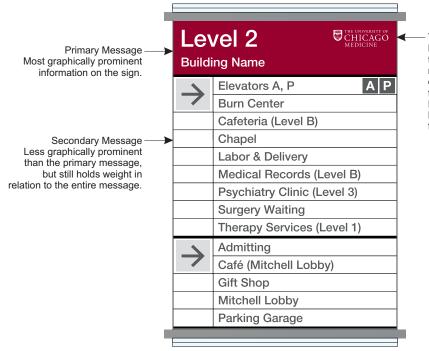
This information shall be the largest and most visible information on each sign.

Secondary Messages:

This information supplements or reinforces information already conveyed by the primary messages.

Tertiary Messages:

Tertiary information supplements both the primary and secondary messages.



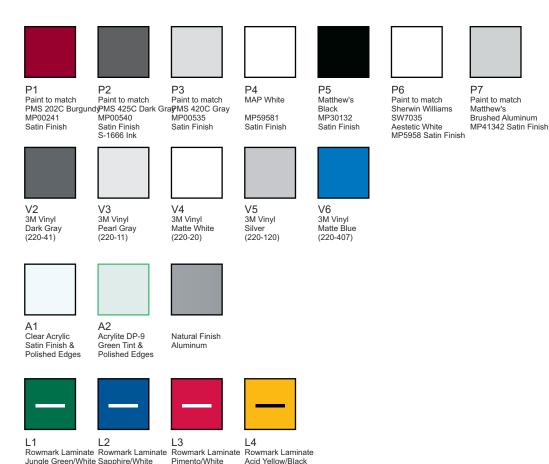
Tertiary Message Least graphically prominent than both primary & secondary messages. If message was deleted, sign would still function as intended. Refer to Marketing Branding Manual for logo selection.

Message Hierarchy

Color Standards

It is important to note that many studies have been done regarding colors and their effects on human behavior. Considerations must be made with multi-colored sign systems, particularly with complex facilities and garage structures. Approximately 12 percent of the male population is color-blind and cannot distinguish between shades of black and blue, yellow and brown, or red and orange. For this reason, if multiple colors are used it may be necessary to spell out the name of the color on the sign to make it clear to many of these individuals if color is being used as a primary wayfinding tool. For example, levels or areas of a parking garage can be assigned differing colors; the color will help to trigger the users memory when retrieving his/her vehicle, but is not required to understand how the facility is organized.

The primary goal of colors for a signage system is to create a supplemental system that enhances the messaging. In addition, the intention is to specify colors that are distinctive and clearly identifiable. The recommended color system must be used consistently hospital-wide in order for its effectiveness to be optimal.



822-774

Color Standards

822-962

822-503

822-642

C12

Mounting Requirements

The basic mounting types are listed below for all directional, identification, and informational / regulatory sign types by double-sided tape mounting or mechanically fastened to the wall / ceiling

1 - Wall Mounted @ Door (Option 1) - Signs that are mounted with the back of the sign flush to the surface on the latch side of the door, 2" from the door jamb, 48" - 60" measured from the base of the raised characters to the finish floor. This option should always be the first choice when mounting room / department identification signage.

2 - Wall Mounted @ Door (Option 2), Preferred at Wood Doors - Signs that are mounted with the back of the sign flush to the surface on the right side of the door (or doors in the case of double-leaf doors), 2" from the door jamb, 48" - 60" measured from the base of the raised characters to the finish floor. This option is to be used only when the sign can NOT be mounted on the latch side of the door (See Option 1). All egress signs shall be mounted adjacent to the door leading from the stairwell into the corridor to identify the floor level.

3 - Wall Mounted @ Door (Option 3), Preferred at Plain Doors - Signs that are mounted with the back of the sign flush to the surface on the door itself, centered in the door, 48" - 60" measured from the base of the raised characters to the finish floor. This option is to be used only when the sign can NOT be mounted on the latch side of the door or the right side of the door. Exception to option #3 is when the sign is not identifying the nature of the room, but instead giving additional information about the room, for example radiation cautionary signage.

4 - Perpendicular Mounted - Signs that are mounted perpendicular to the attachment surface, usually on a wall or support beam, where the bottom of the sign is ideally 8'-0" from finished floor, but no less than 7'-0" from finished floor.

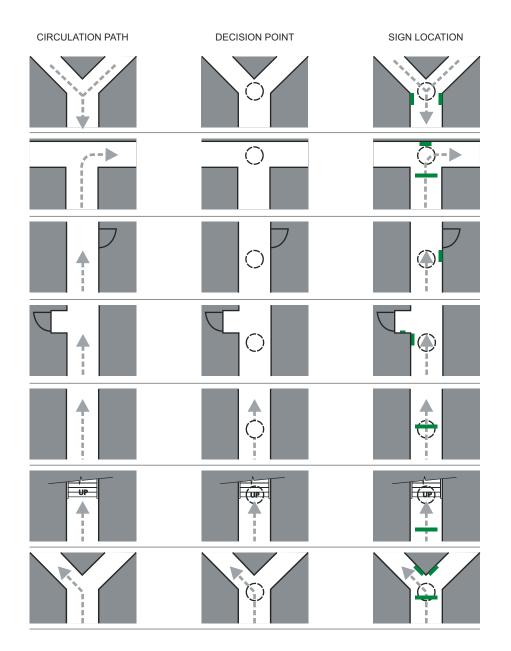
5 - Ceiling Mounted - Signs that are mounted perpendicular to the attachment surface, usually directly into the ceiling, where the bottom of the sign is ideally 8'-0" from finished floor, but no less than 7'-0" from finished floor.

6 - Wall Mounted @ Corridors - Signs that are mounted with the back of the sign flush to the wall 60" from finished floor to the centerline of the sign, centered when applicable between elevators or other architectural elements - Wayfinding Signs Only.

- 7 Ceiling Mounted
- 8 Soffit Mounted

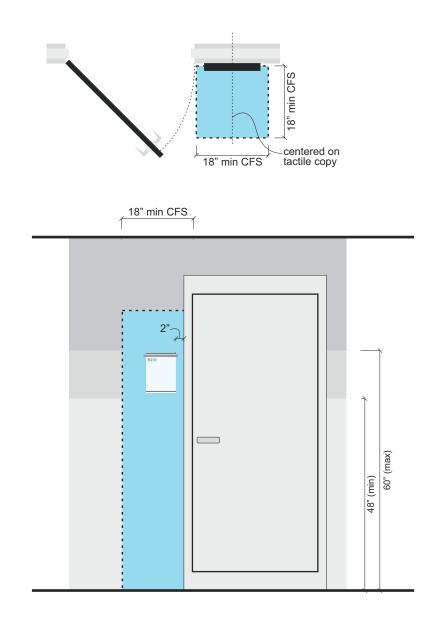
Consistent Sign Placement:

Viewer circulation patterns, natural lines of vision, and ADA requirements are the basis for determining the location of all signs. Ideally, signs shall be located in the line of vision of the viewer, perpendicular to the flow of traffic. This will ensure sufficient time for users to react to each sign message.



Tactile Sign Mounting

Tactile signs are to be mounted on the latch side of the door, 2" from the door frame, 48" minimum, 60" maximum measured to the baseline of the raised characters. Ideally, but not a requirement, braille should be placed at one consistent height whenever possible. 18" of clear free space (CFS) must be maintained at the sign location.





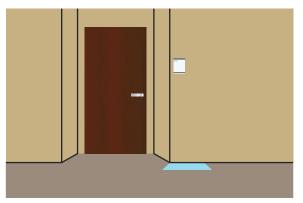
Ideal Location on Latch Side of Door



Located on Push Side of Door if Door Opens Inward and Does Not have a Hold-open Device



Inset door opening, then Nearest Adjacent Wall



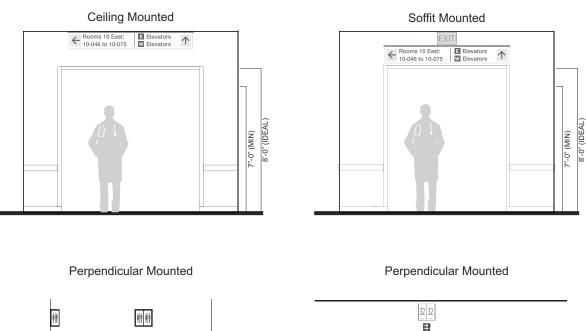
Inset door opening, No space on Latch Side

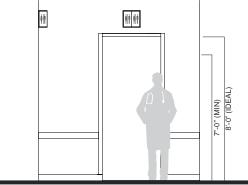


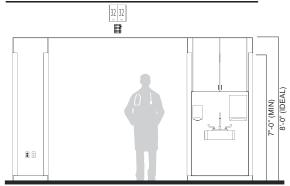
Double doors with 2 Active Leafs



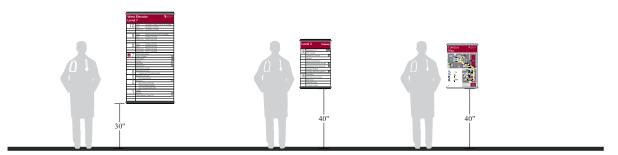
Double Doors with 1 Active Leaf







Wall-Mounted Directionals and Maps



Double-Sided Tape Mounting:

Materials: Tape Measure, Level, Sign

Instructions:

Remove tape backing and apply sign to surface. As with all adhesives, the user must ensure the surface to which the sign is to be mounted is clean, dry, and free from any form of grease, oil, or silicones. If the sign is to be affixed to a wood, the surface must have been sealed with a varnish or lacquer prior to attachment. Textured wall covering and some vinyl wall covering may reject double-sided tape. The sign may appear to adhere initially, but may release shortly thereafter. For this reason, it is advisable to perform a test with a single sign prior to installing all signs in the project. Usually 24 hours is sufficient to determine if tape and wall covering are compatible. If the wall covering rejects the tape, a silicone adhesive, clear silicone sealant can be used to supplement the tape, as the tape will hold the sign in place until the silicone adhesive sets up. Again, a test for suitability with a single sign is advisable. If this is the case, please contact your Innerface representative for more information.

Caution:

Double-Sided tapes are aggressive and may be difficult to remove and/or reposition once attached. For this reason, make certain the sign is correctly positioned (top side up), level and plumb before pressing into place. Applying pressure will activate adhesive and ensure the double-sided tape conforms to mounting surface.

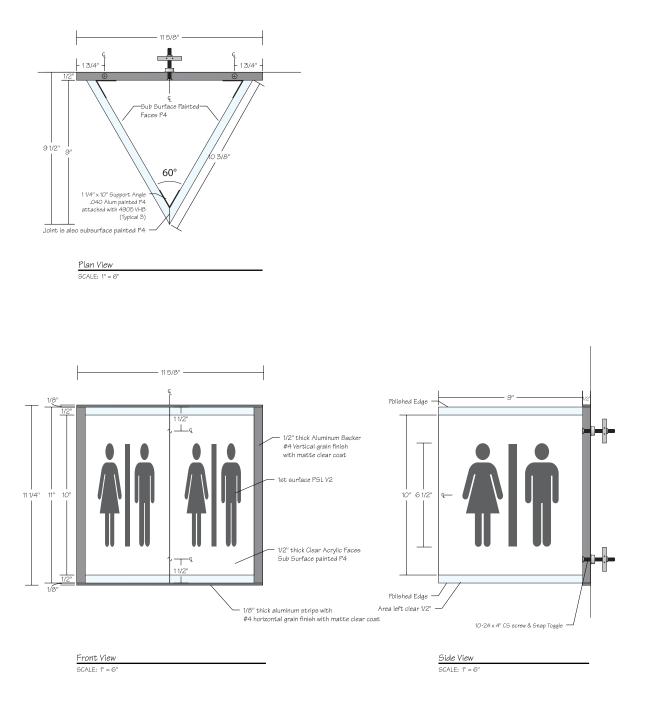
Ceiling / Perpendicular Mounting:

Materials:

Tape Measure, Level, Sign, Mounting Hardware

Instructions:

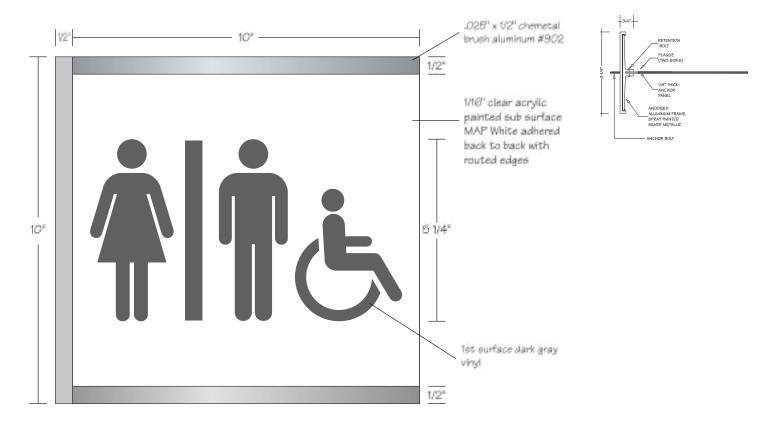
Pre-drill holes in surface to align with mounting unit. Mechanically fasten sign to surface with screws. For all signage installation projects that require drilling in occupied areas, the project manager should be contacted for approval prior to installation.



ST-301 : Service Identification Blade

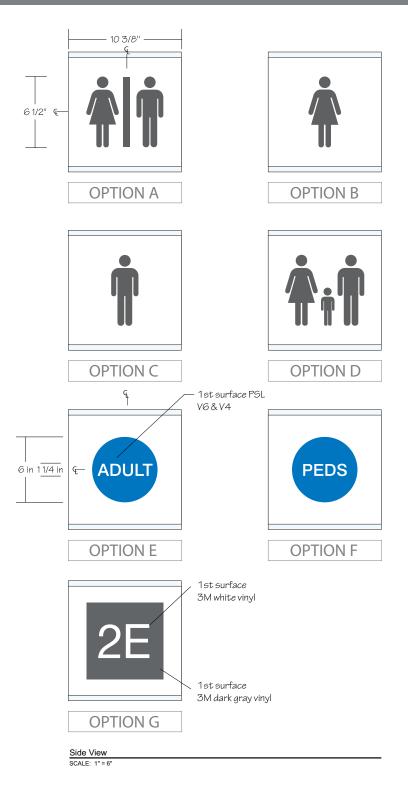
This sign identifies restrooms or departments. It is typically installed in hallways and areas where the sign will be viewed from a long distance.

THIS TYPE SHOULD NO LONGER BE INSTALLED, INSTEAD USE 301.5



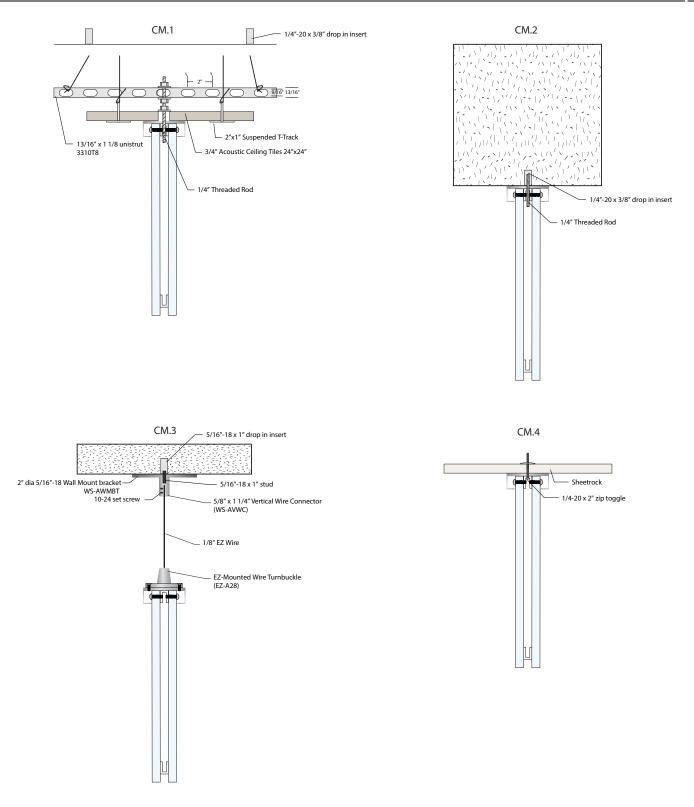
ST-301.5 : Service Identification Blade

This sign identifies restrooms or departments. It is typically installed in hallways and areas where the sign will be viewed from a long distance.



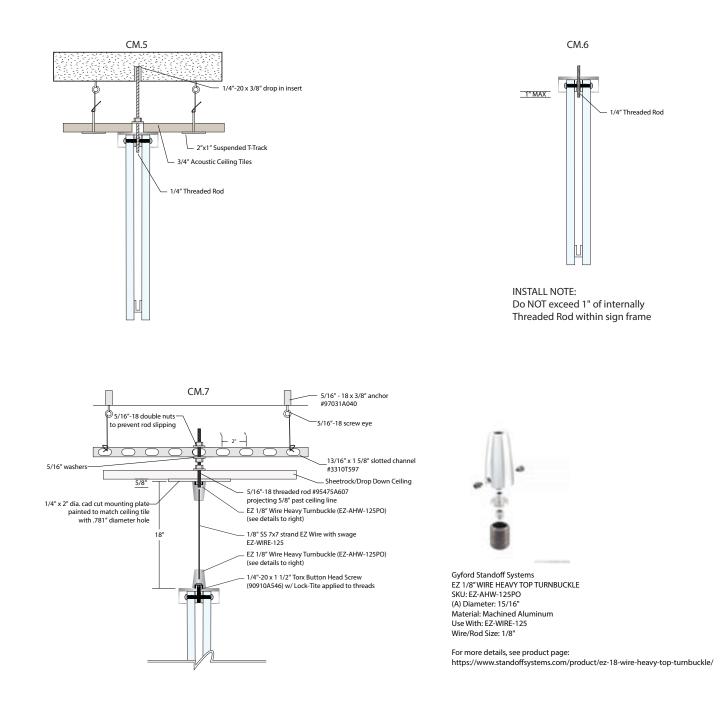
ST-301 & ST-301.5: Service Identification Blades

This sign identifies restrooms or departments. It is typically installed in hallways and areas where the sign will be viewed from a long distance.



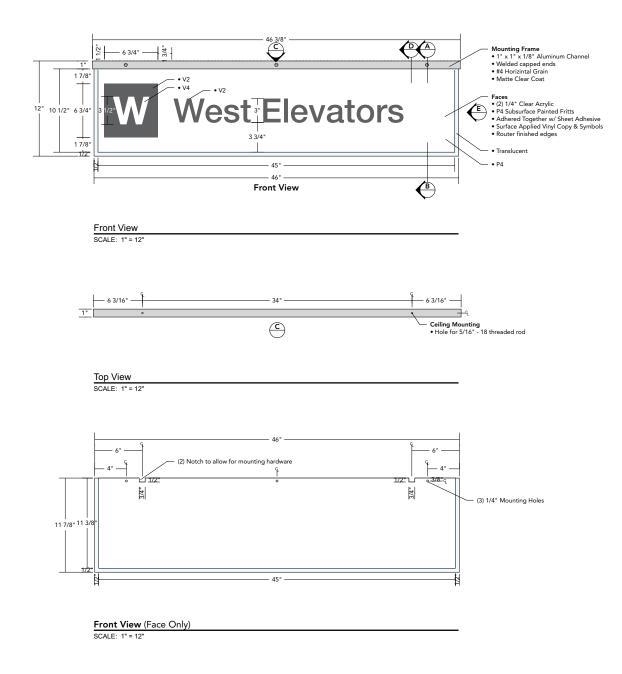
Overhead Sign Installation Options (ST321 and ST330 series)

These options provide for multiple standard installation options based on various ceiling conditions (including material, height, etc) throughout the medical campus.



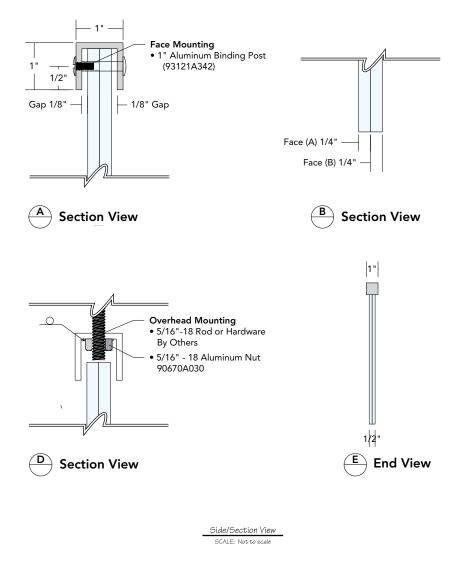
Overhead Sign Installation Options (ST321 and ST330 series)

These options provide for multiple standard installation options based on various ceiling conditions (including material, height, etc) throughout the medical campus.



ST-321 : Elevator and Destination Overhead

This sign identifies elevators or destinations within the facility. It is typically suspended from ceiling tile or solid ceiling.



ST-321 : Elevator and Destination Overhead

This sign identifies elevators or destinations within the facility. It is typically suspended from ceiling tile or solid ceiling.

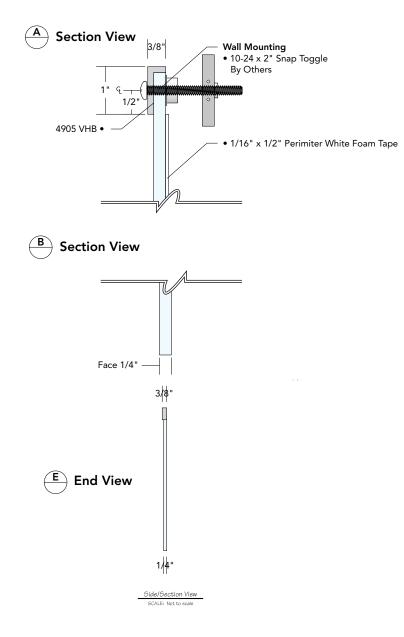
1*		Mounting Frame • 1" x 1" x 1/8" Aluminum Channel • Welded capped ends
12" 10 1/2" 6 3/4 1 7/8 1 1 7/8		Painted Matthews Brushed Aluminum Faces 1/4" Clear Acrylic P4 Pauburface Painted Fritts Router finished edges P4
	Front View SCALE: 1" = 12"	
<u>1</u> ,	o o]
	Top View SCALE: 1" = 12"	

ST-321W : Elevator and Destination Overhead

This sign identifies elevators or destinations within the facility. It is typically installed on available soffits.

Installation : See Pages C12-C16 for mounting requirements and Page C17 for mounting instructions. All signs must comply with ADA Guidelines and Illinois State Building Codes.

See pages C27-C28 for additional layout options

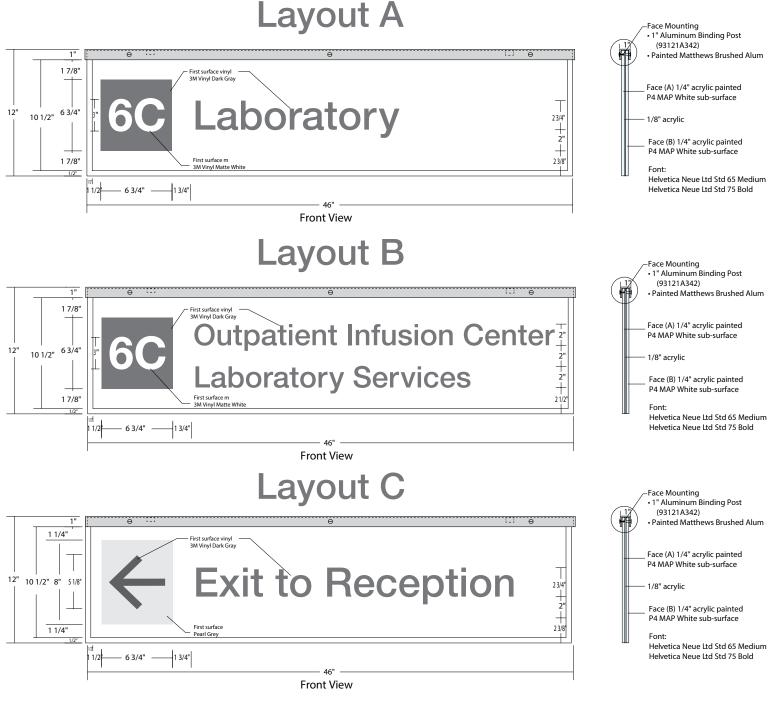


ST-321W : Elevator and Destination Overhead

This sign identifies elevators or destinations within the facility. It is typically installed on available soffits.

Installation : See Pages C12-C16 for mounting requirements and Page C17 for mounting instructions. All signs must comply with ADA Guidelines and Illinois State Building Codes.

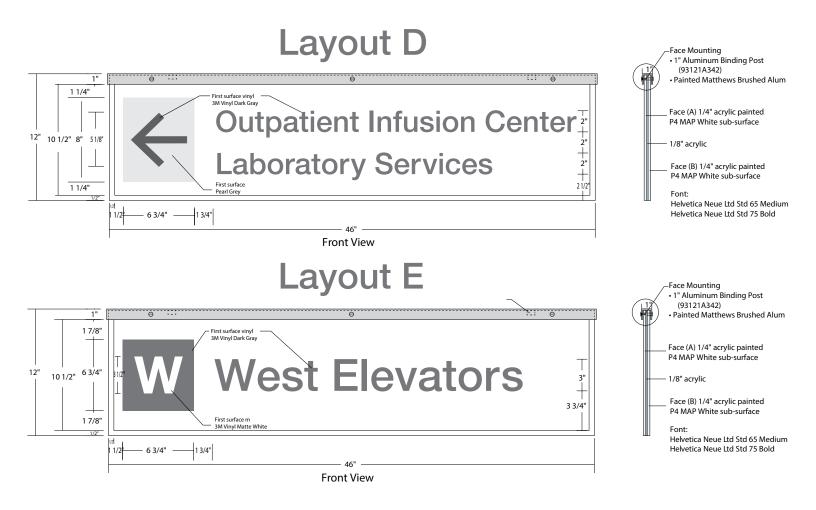
See pages C27-C28 for additional layout options



Note: For one line of copy, 2 3/4" or 2" (as horizontal space allows) centered vertically.

ST-321 & ST-321W Additional Message Options

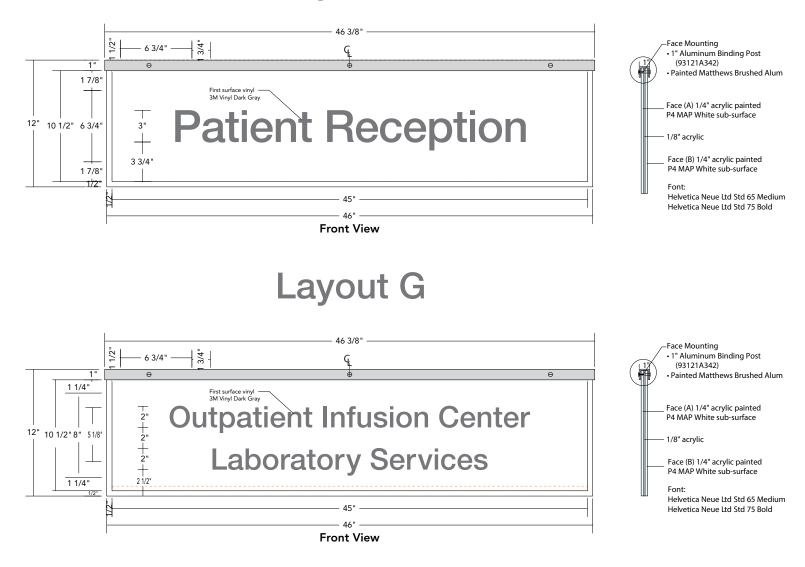
These are additional message and graphic standards that can be used on these sign types.



ST-321 & ST-321W Additional Message Options

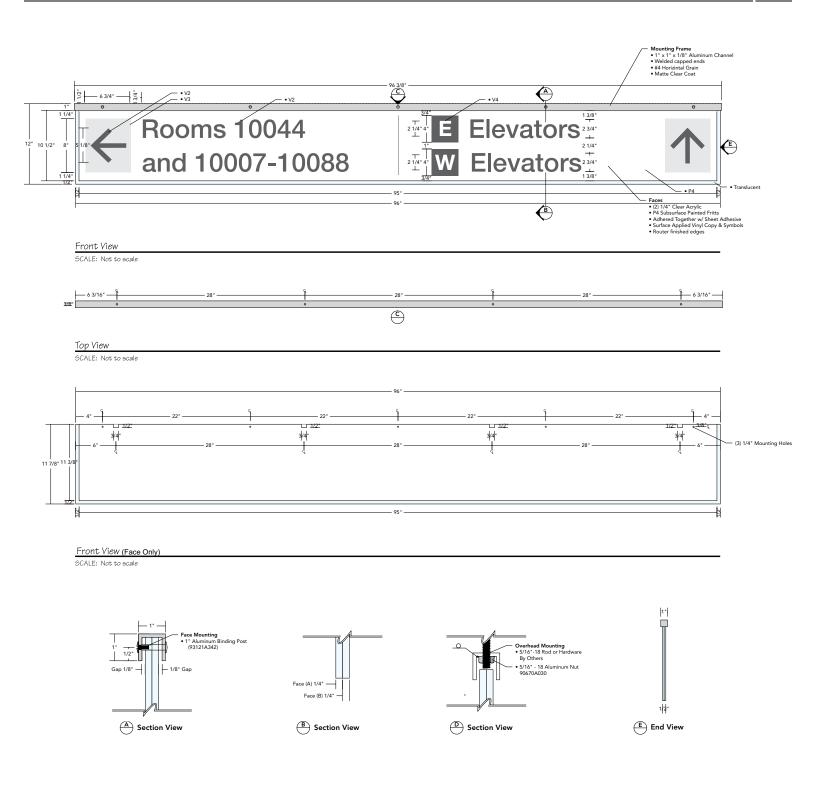
These are additional message and graphic standards that can be used on these sign types.

Layout F



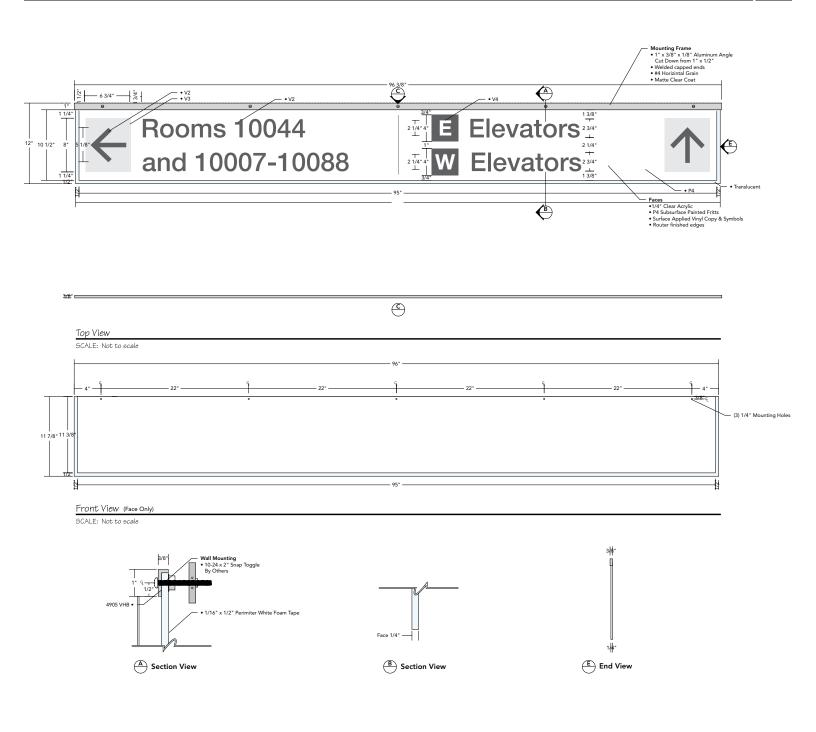
ST-321 & ST-321W Additional Message Options

These are additional message and graphic standards that can be used on these sign types.



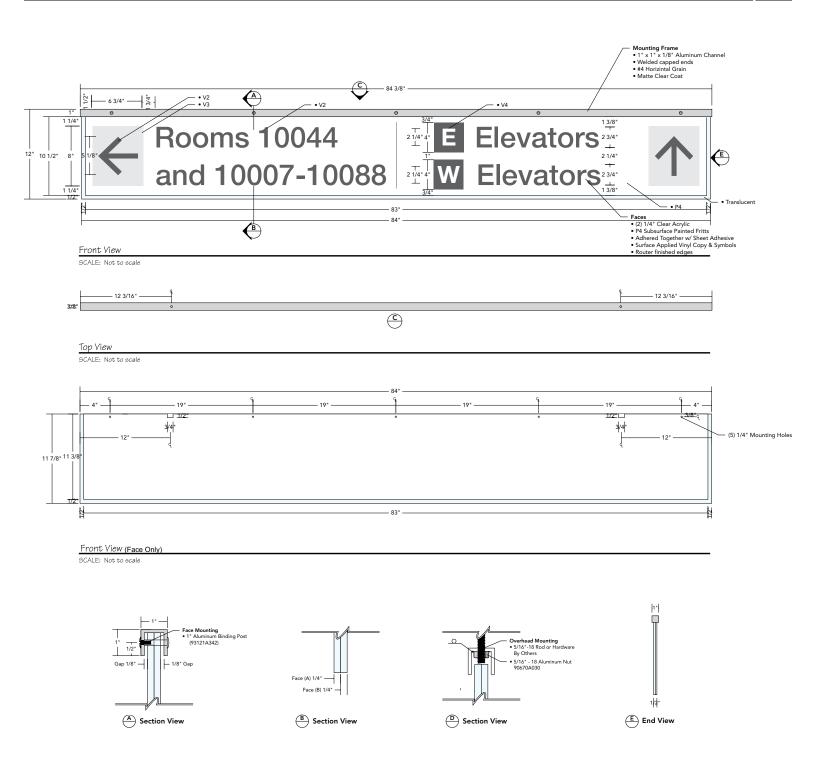
ST 330.1 : Overhead Directional (8 foot width)

This sign identifies and shows direction to main areas or departments within a building or links when entering from one building into another building. It is typically suspended from ceiling tile or solid ceiling.



ST 330.1W : Overhead Directional (8 foot width)

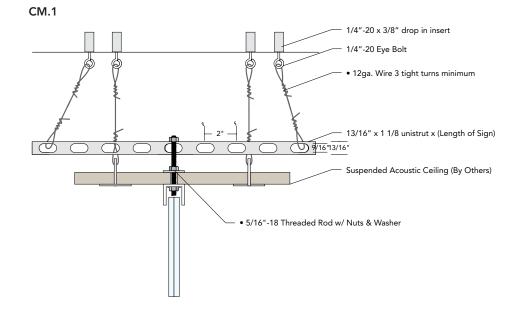
This sign identifies and shows direction to main areas or departments within a building or links when entering from one building into another building. It is typically suspended from ceiling tile, solid ceiling, or wall mounted



ST 330.2 : Overhead Directional (7 foot width)

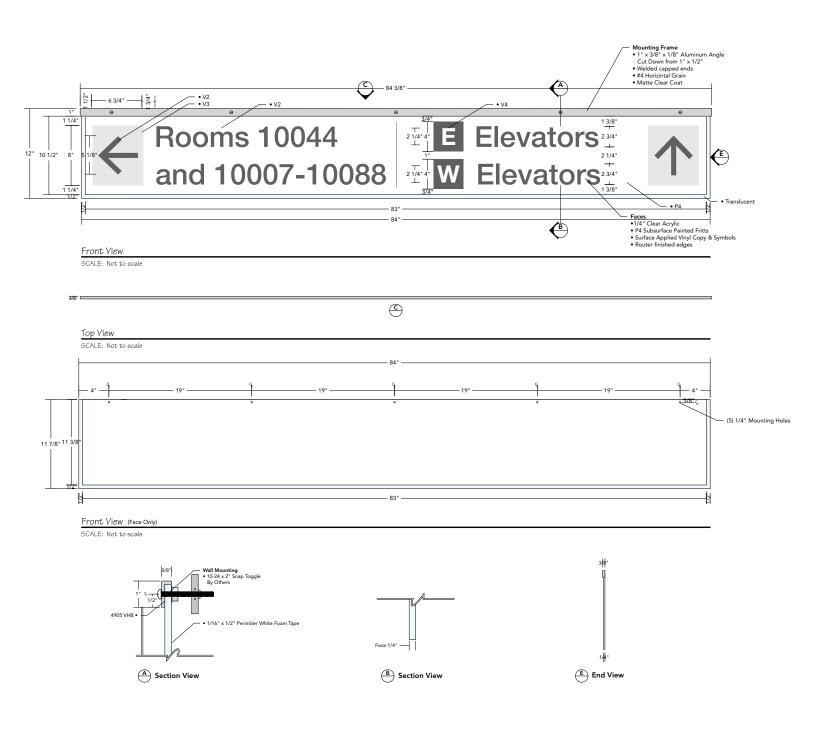
This sign identifies and shows direction to main areas or departments within a building or links when entering from one building into another building. It is typically suspended from ceiling tile or solid ceiling.

OH Mounting



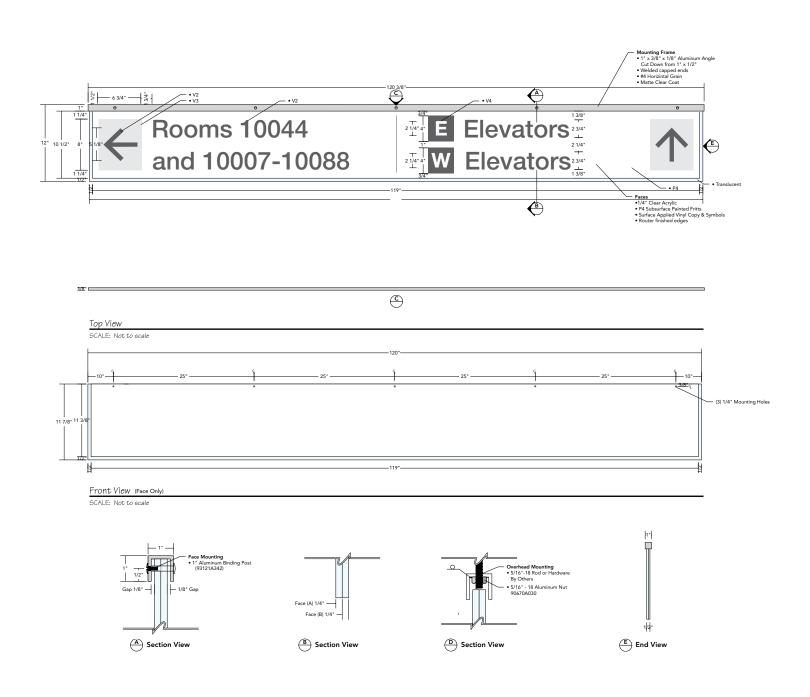
ST 330.2 : Overhead Directional (7 foot width)

This sign identifies and shows direction to main areas or departments within a building or links when entering from one building into another building. It is typically suspended from ceiling tile or solid ceiling.



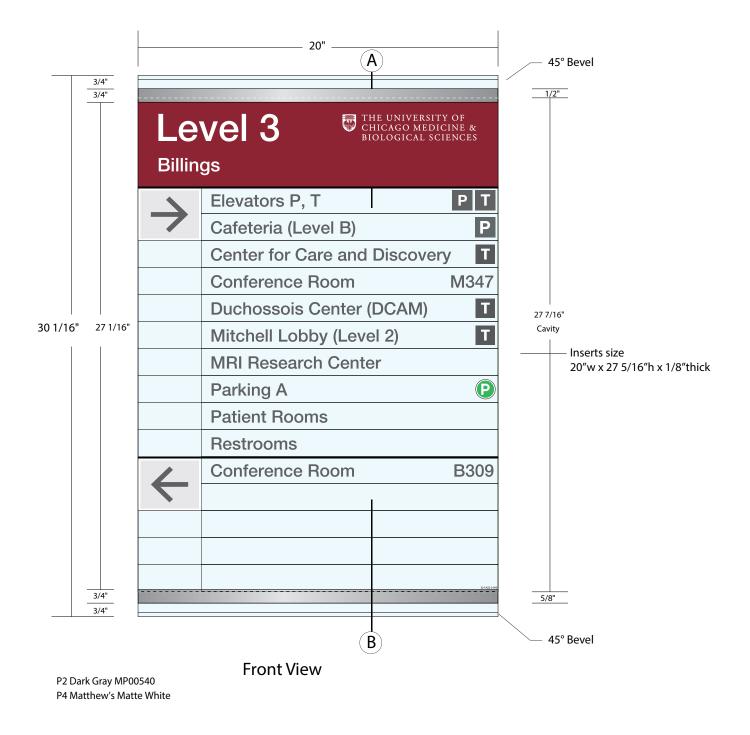
ST 330.2W : Overhead Directional (7 foot width)

This sign identifies and shows direction to main areas or departments within a building or links when entering from one building into another building. It is typically suspended from ceiling tile, solid ceiling, or wall mounted.



ST 330.3: Overhead Directional (10 foot width)

This sign identifies and shows direction to main areas or departments within a building or links when entering from one building into another building. It is typically suspended from ceiling tile, solid ceiling, or wall mounted.

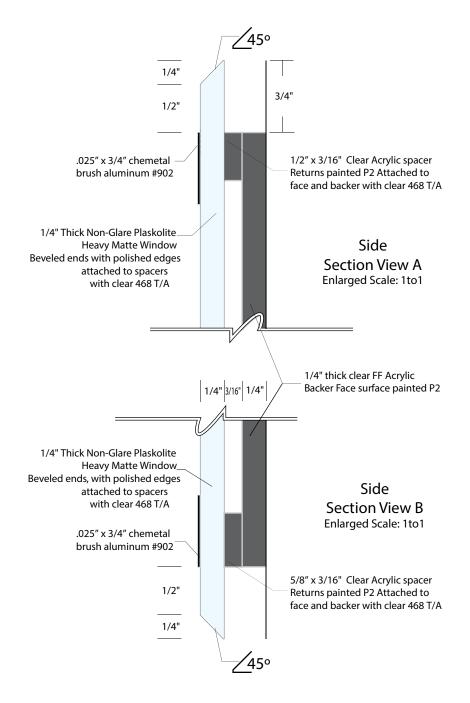


ST 331.2 : Wall Directional (lightweight)

This is a wall mounted directional sign. It is ideal for listing up to 14 destinations. It is typically used at corridor intersections or other decision-making points of travel.

Installation : See Pages C12-C16 for mounting requirements and Page C17 for mounting instructions. All signs must comply with ADA Guidelines and Illinois State Building Codes.

The original 2013 frame has been replaced with this lighter version as of November 2016.



ST 331.2 : Wall Directional (lightweight)

This is a wall mounted directional sign. It is ideal for listing up to 14 destinations. It is typically used at corridor intersections or other decision-making points of travel.

Installation : See Pages C12-C16 for mounting requirements and Page C17 for mounting instructions. All signs must comply with ADA Guidelines and Illinois State Building Codes.

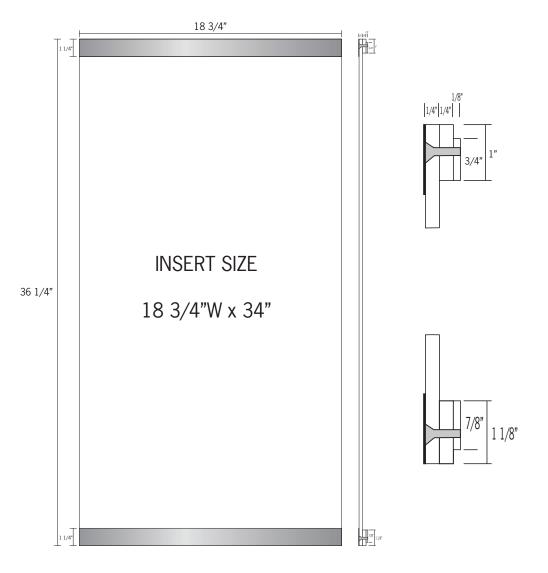
The original 2013 frame has been replaced with this lighter version as of November 2016.

_		versity of CAGO Ne M)
	Cast Room / Hand Therapy	4A
	Orthopaedic Procedures	4A
	Orthopaedic Surgery / Rehab	4B
	Pulmonary Medicine	4C
	Rheumatology	4C
	Neurology / Neurosurgery	4D
	Allergy	4H
	Audiology	4H
	Ear Nose Throat Surgery	4H
	Otolaryngology Surgery	4H
	Plastic & Reconstructive Surgery	4H
	Speech / Swallowing	4H
	Restrooms	† †
7	Laboratory Services	4F
	Neurophysiology	4G
331.3 - 4-A75:4 - 200 - 02/21/2019		
	1	

ST 331.3 : DCAM Kiosks

This is a directional sign to be used in existing kiosks within Duchossois Center for Advanced Medicine (DCAM). It is ideal for listing up to 18 destinations.

Installation : See Pages C38-C42 for further instructions around these kiosks. All signs must comply with ADA Guidelines and Illinois State Building Codes.

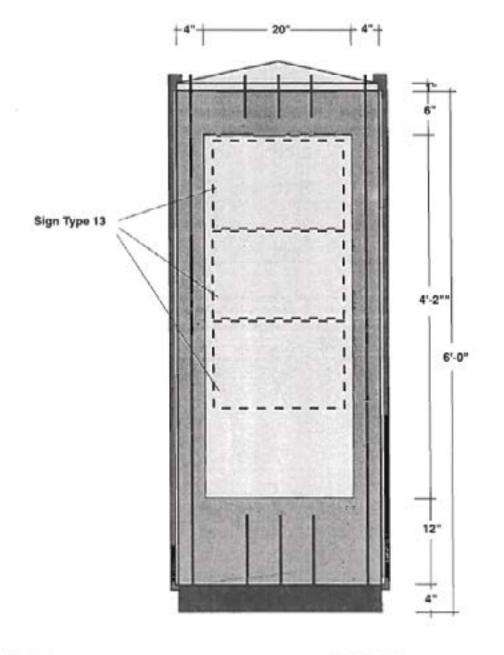


CUSTOM FACE ON EXISTING FRAME

ST 331.3 : DCAM Kiosks

This is a directional sign to be used in existing kiosks within Duchossois Center for Advanced Medicine (DCAM). It is ideal for listing up to 18 destinations.

Installation : See Pages C38-C42 for further instructions around these kiosks. All signs must comply with ADA Guidelines and Illinois State Building Codes.



FUNCTION 4 Sided Klosk with Directional Information

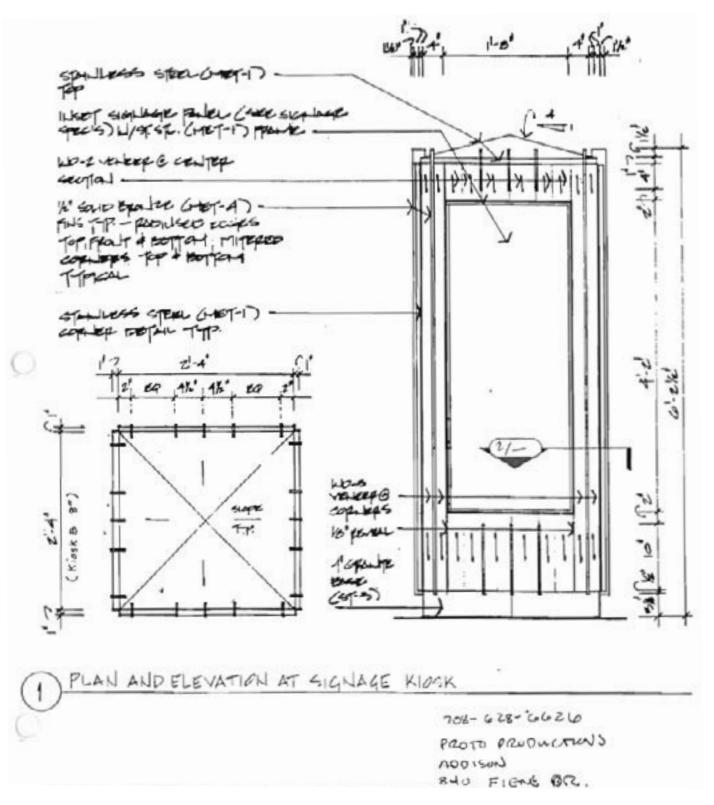
SIZE 6"-0" x 28" x 28"

CONSTRUCTION See Detail Drawing COLOR/FINISH See Detail Drawing.

GRAPHICS: Sign Type 13 Wall Directionals mounted on klosk.

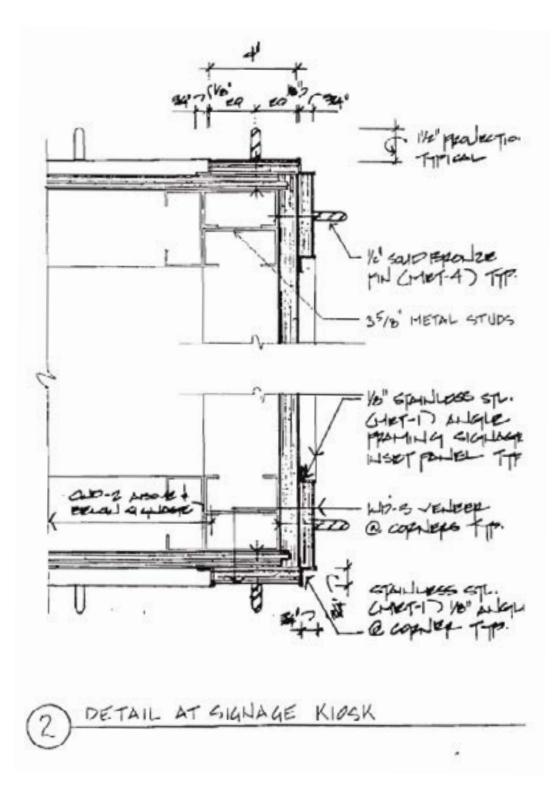
ST 331.3 : DCAM Kiosks

This is an existing 4 sided kiosk located in the lobbies and near elevators of the Duchossois Center for Advanced Medicine (DCAM)



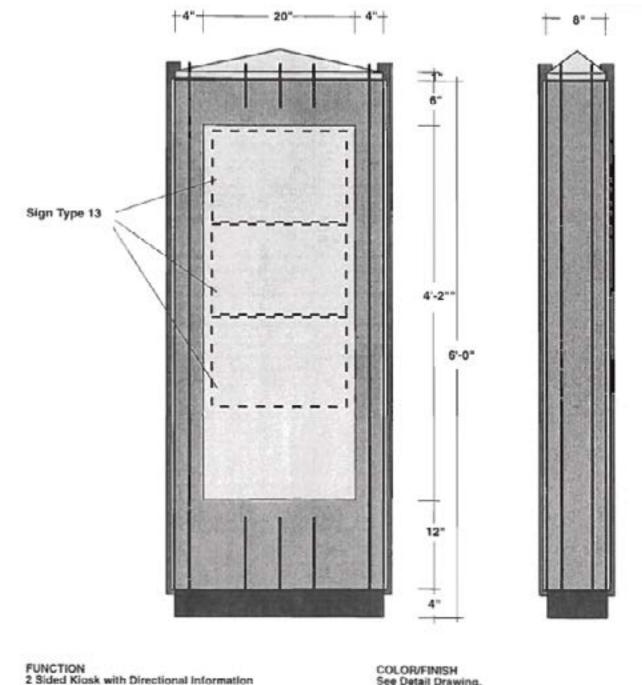
ST 331.3 : DCAM Kiosks

This is an existing 4 sided kiosk located in the lobbies and near elevators of the Duchossois Center for Advanced Medicine (DCAM)



ST 331.3 : DCAM Kiosks

This is an existing 4 sided kiosk located in the lobbies and near elevators of the Duchossois Center for Advanced Medicine (DCAM)



SIZE

6'-0" x 28" x 8"

CONSTRUCTION See Detail Drawing

See Detail Drawing.

GRAPHICS: Sign Type 13 Wall Directionals mounted on klosk.

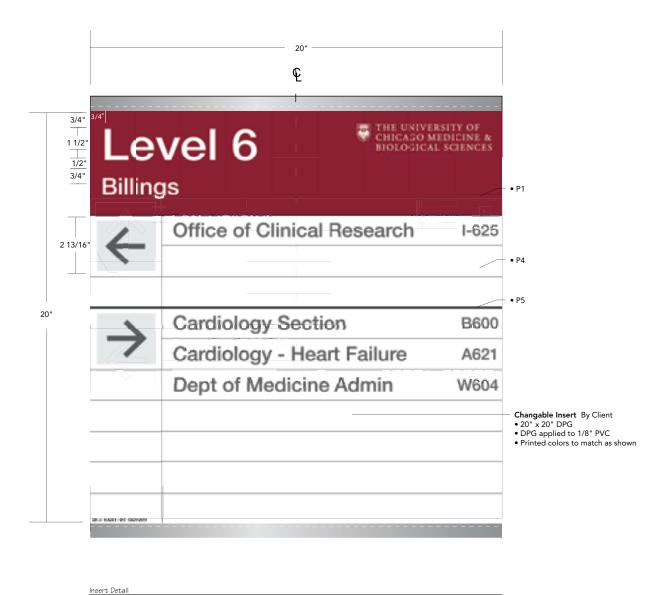
ST 331.3 : DCAM Kiosks

This is an existing 2 sided kiosk located in the lobbies and near elevators of the Duchossois Center for Advanced Medicine (DCAM)

9		University of Chi Standards Progra		Project:	University of Ch Standards Progr	
	Project No.:	#9180.10.01		Project No.1	#9180.10.01	
	ltern;	Wood Veneer		Isem:	WD-3	
	Code:	WD-2		Code:	Wood Veneer	
	OWP&P Spec.:	Manufacturer: Style: Flitch: Finlah:	Becon Veneer Sapell Quartered Figured 207518 40 ^a sheen	OWP&P Spec.t	Manufacturer: Style: Filtch:	Bacon Veneer Sapeli Pomele 85942
	Project:	University of Cl Standards Prog	hicago Hospitais ram October 7, 1994	Project:	University of Chicago Hospitals Standards Program October 7, 1994	
	Project No.:	#9180.10.01		Project No.:	#9180.10.01	
	Item:	Metal		item:	Metal	
	Code:	MET-1		Code:	ME-4	
	OWP&P Spec.:	Style: Number: Location:	Directional Brushed Stainless Steel US 32D Public area ornamental metal	OWP&P Spec.r	Style: Number: Location:	Polished Bronze 220 108 Public area ornamental metal
	Q/7					
	Project: University of Chicago Hospitals Standards Program October 7, 1994					
	Project No.1	#9180.10.01				
	fberni.	Stone				
	Code:	ST-3				
	OWP&P Spec	.: Manufacturer Style: Color:	 Cerrara Marble & Mosaio, Inc. Black Granite Belfast Black 			

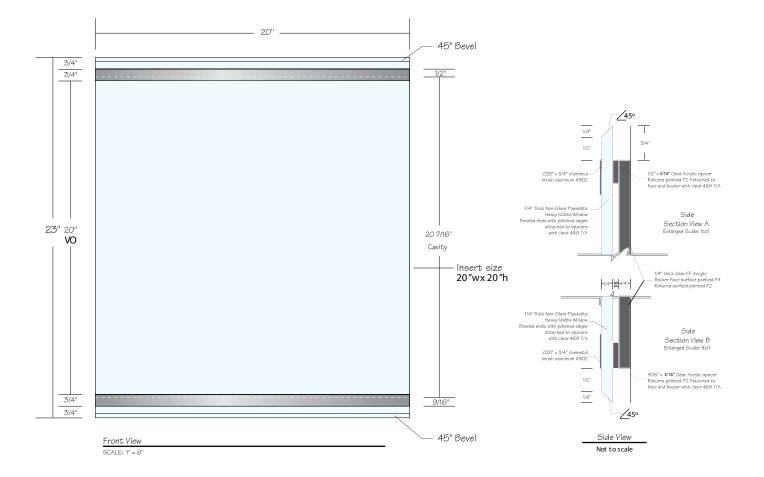
ST 331.3 : DCAM Kiosks

This is an existing kiosk located in the lobbies and near elevators of the Duchossois Center for Advanced Medicine (DCAM)



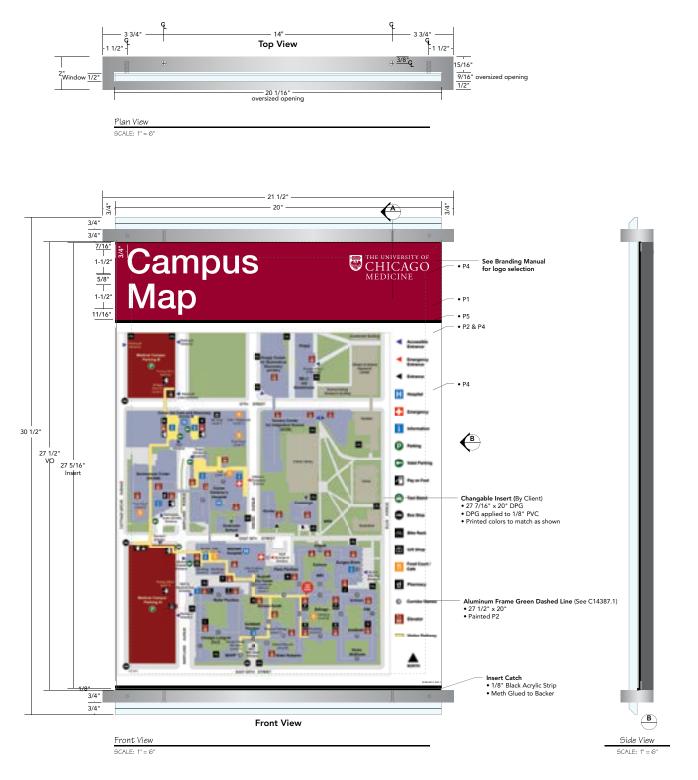
ST 331.4 : Wall Directional (Small)

This is a wall mounted directional sign. It is ideal for listing up to 10 destinations. It is typically used at corridor intersections or other decision-making points of travel.



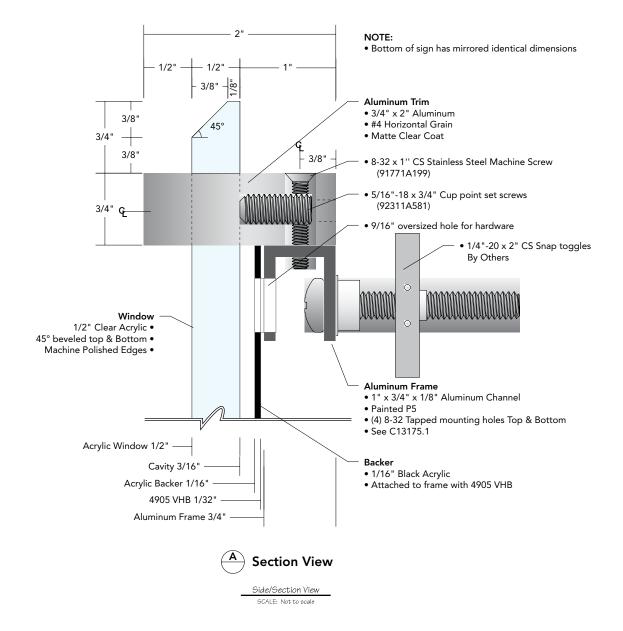
ST 331.4 : Wall Directional (Small)

This is a wall mounted directional sign. It is ideal for listing up to 10 destinations. It is typically used at corridor intersections or other decision-making points of travel.



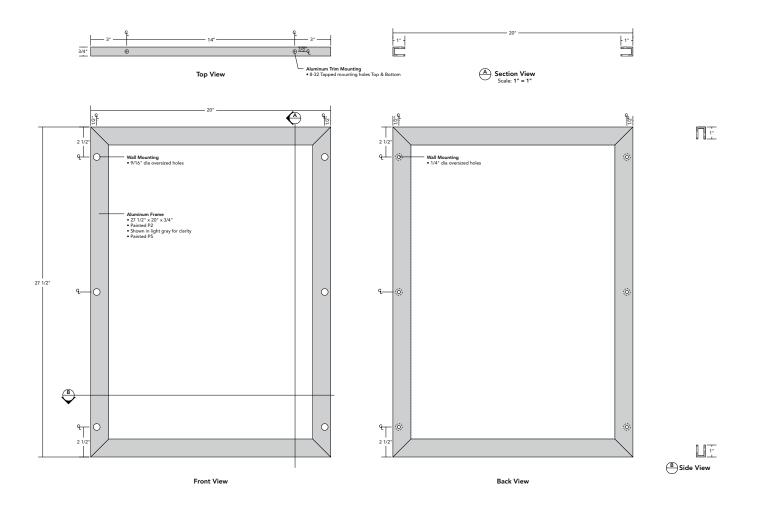
ST 331M : Wall Map

This sign is intended to help visitors find their current location on campus. It is typically installed at a prominent location in lobbies, waiting areas or near elevators.



ST 331M : Wall Map

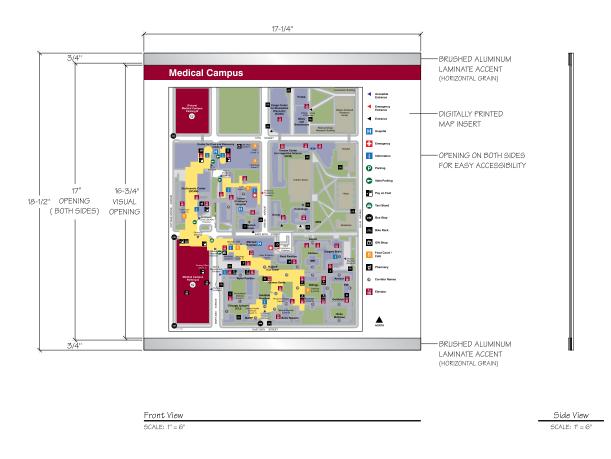
This sign is intended to help visitors find their current location on campus. It is typically installed at a prominent location in lobbies, waiting areas or near elevators.



ST 331M : Wall Map

This sign is intended to help visitors find their current location on campus. It is typically installed at a prominent location in lobbies, waiting areas or near elevators.





ST 331M-1 : Wall Map (Small)

This sign is intended to help visitors find their current location on campus. It is typically installed at a prominent location in lobbies, waiting areas or near elevators.

С

¹9 West: 9-002 to 9-031 1 Line Layout

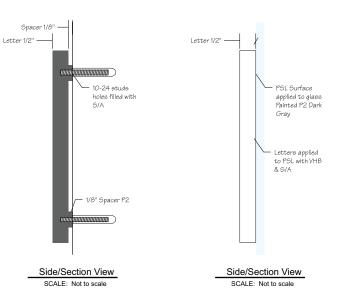
SCALE: 1" = 12"

est: 9-002 to

1 Line Layout - Alternate Color SCALE: 1" = 12"



2 Line Layout SCALE: 1" = 12"



ST 335 : Destination Letters

This sign identifies entrance to the patient wings or departments. It is typically installed at or near elevators or when moving from one wing to another.

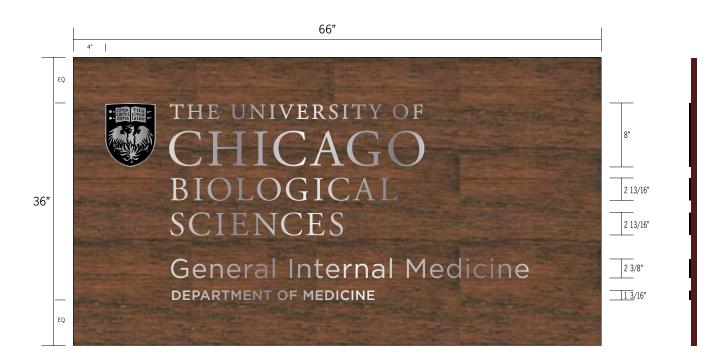
Installation : See Pages C12-C16 for mounting requirements and Page C17 for mounting instructions. All signs must comply with ADA Guidelines and Illinois State Building Codes.

1/2" thick acrylic letters surface painted P2 Letters applied wall with 10-24 stude and S/A

NOTE: For locations to be mounted on glass PSL is applied first surface in the exact same size as Acrylic Letters to hide adhesive from back side. See notation below for quantity and color of PSL as required.

1/2" thick acrylic letters surface painted Sherwir Williams Aestetic White SW7035 = MP39855 Letters applied wall with 10-24 studs and S/A

NOTE: For locations to be mounted on alass -PSL is applied first surface in the exact same size as Acrylic Letters to hide adhesive from back side. See notation below for quantity and color of PSL as required.



Front View	Side/Section View
SCALE: 1" = 12"	SCALE: Not to scale
1/4" SATIN ALUMINUM CUT OUT LETTERS AND BLACK FILLED ETCHED PLAQUE ON 3/4" WOOD PANEL	
MINWAX WOOD STAIN SELECTION - WALNUT	

ST 339 : Department Identification (Wood Plaque/Option A)

This sign identifies prominent departments such as Surgery, Anesthesiology or General Internal Medicine It is typically used in hallways and areas where the sign will be viewed from a short distance.



Front View	Side/Section View
SCALE: 1" = 12"	SCALE: Not to scale
1/4" SATIN ALUMINUM CUT OUT LETTERS AND BLACK FILLED ETCHED PLAQUE ON 3/4" WOOD PANEL	
MINWAX WOOD STAIN SELECTION - CHERRYWOOD	

ST 339 : Department Identification (Wood Plaque/Option B)

This sign identifies prominent departments such as Surgery, Anesthesiology or General Internal Medicine It is typically used in hallways and areas where the sign will be viewed from a short distance.



1/4" Satin aluminum cut out letters and black filled etched plaque on 1/2" frosted etchmark film non glare P95 acrylic with polished edges Mounted with 10 x 1" standoff (aluminum or stainless steel)

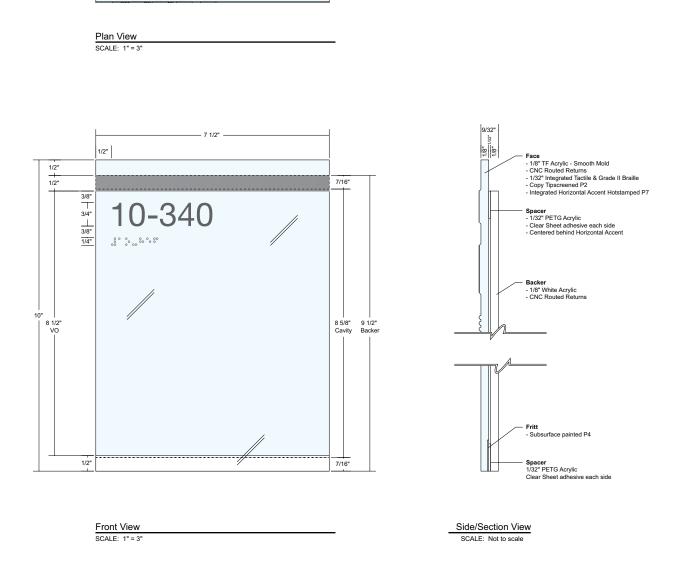
SCALE: Not to scale

Front View SCALE: 1" = 12'

1/4" SATIN ALUMINUM CUT OUT LETTERS AND BLACK FILLED ETCHED PLAQUE ON 1/2" FROSTED ETCHMARK FILM NON-GLARE P95 ACRYLIC WITH POLISHED EDGES. MOUNTED WITH (10) 1" STANDOFFS (ALUMINUM OR STAINLESS STEEL)

ST 339.1 : Department Identification (Acrylic Plaque/Option C)

This sign identifies prominent departments such as Surgery, Anesthesiology or General Internal Medicine It is typically used in hallways and areas where the sign will be viewed from a short distance.



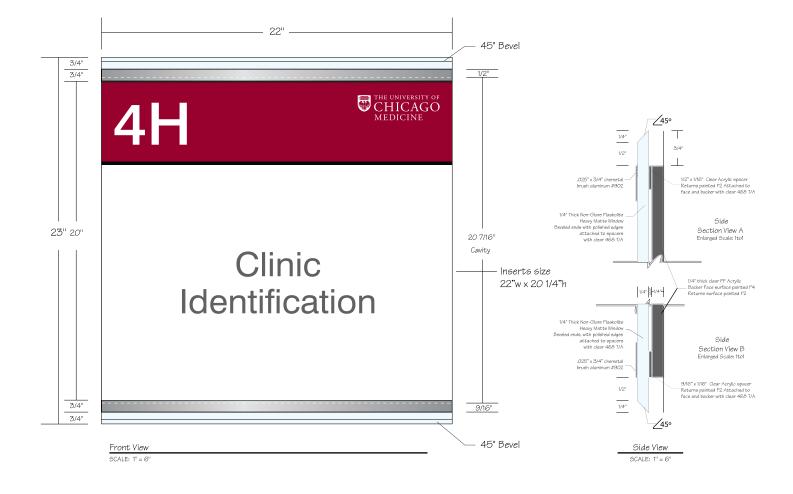
ST 340 : Department Identification

This sign identifies prominent departments such as Radiology, Administrative Suite or the Laboratory. It is typically used in hallways and areas where the sign will be viewed from a short distance.



ST 340 : Department Identification

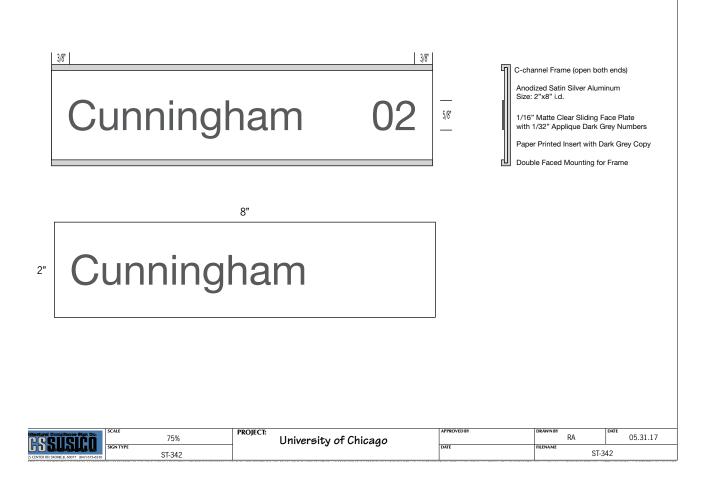
This sign identifies prominent departments such as Radiology, Administrative Suite or the Laboratory. It is typically used in hallways and areas where the sign will be viewed from a short distance.



P2 Dark Gray MP00540 P4 Matthew's Matte White

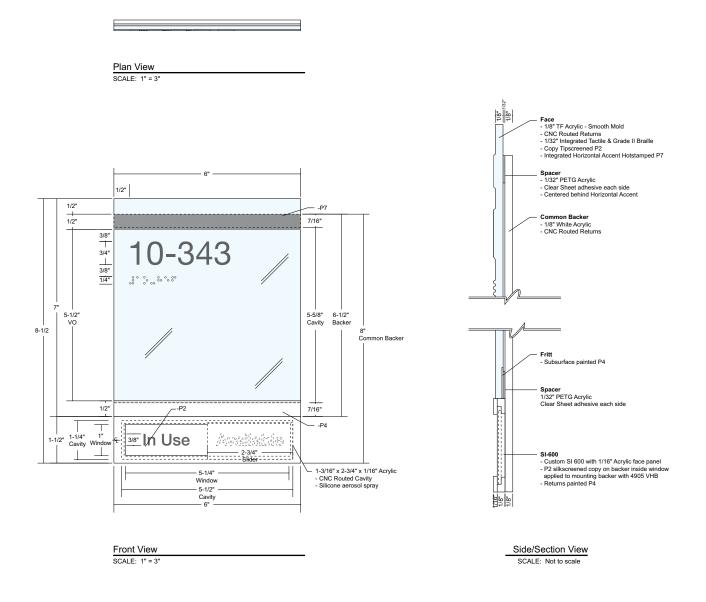
ST 341 : Clinic Identification

This sign identifies clinics and departments within the Duchossois Center for Advanced Medicine (DCAM) It is typically installed behind the registration desk for each clinic or department.



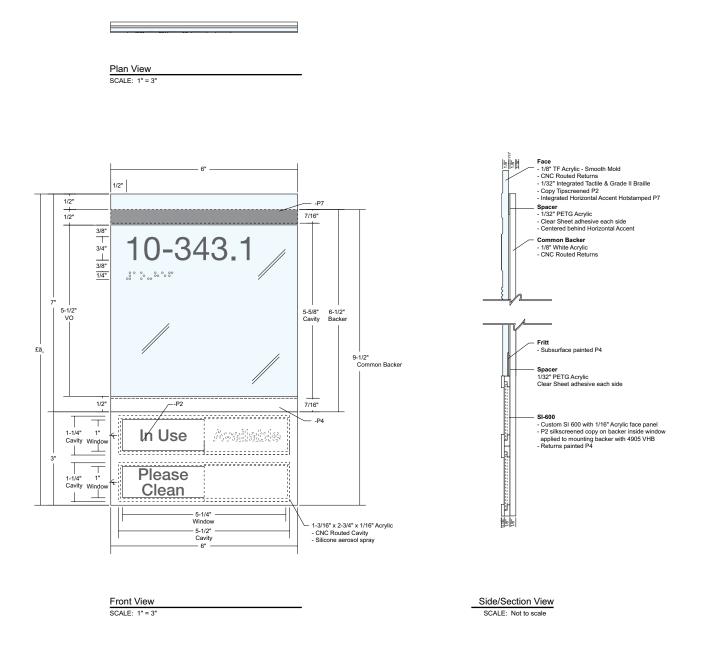
ST 342: Lab Bench Identification

This sign identifies clinics and departments within the Duchossois Center for Advanced Medicine (DCAM) It is typically installed behind the registration desk for each clinic or department.



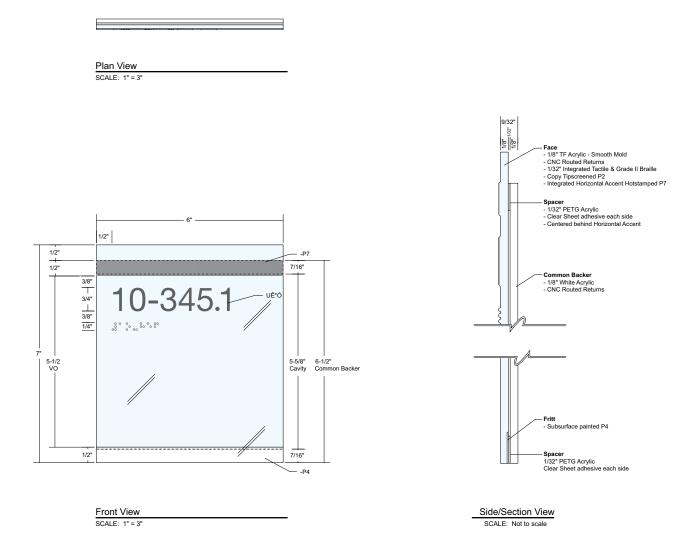
ST 343 : Conference Room Identification

This sign identifies conference rooms. It is typically used in hallways and areas where the sign will be viewed from a short distance.



ST 343.1 : Conference Room Identification

This sign identifies conference rooms. It is typically used in hallways and areas where the sign will be viewed from a short distance.

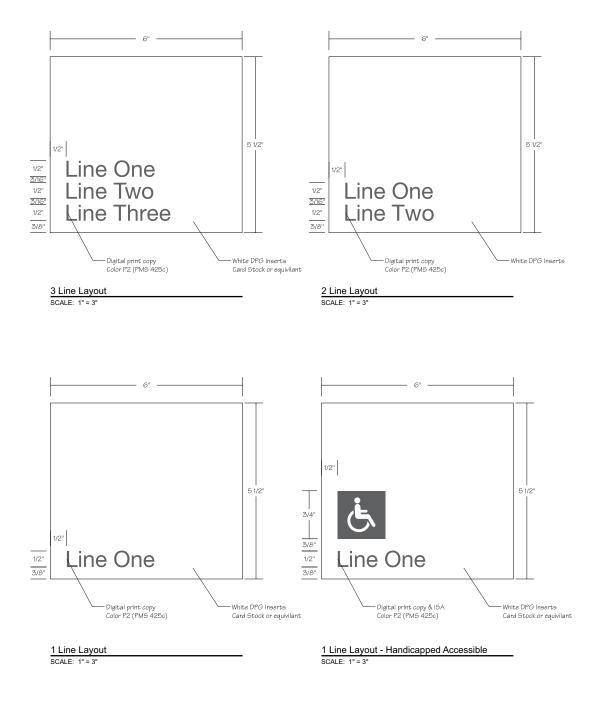


ST 345.1 : Base Room Identification (with Room Name Insert)

This sign identifies permanent rooms such as Environmental Services, Elevator Equipment or Storage. It is typically used in hallways and areas where the sign will be viewed from a short distance.

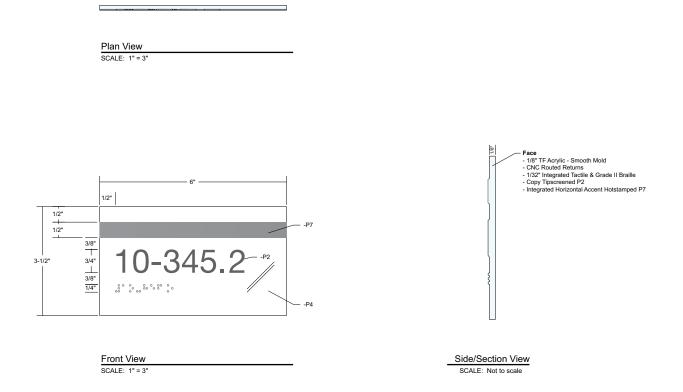
Installation : See Pages C12-C16 for mounting requirements and Page C17 for mounting instructions. All signs must comply with ADA Guidelines and Illinois State Building Codes.

Note: ST345.1 replaces ST345 (installed in CCD) which is now retired.



ST 345.1 : Base Room Identification (with Room Name Insert)

This sign identifies permanent rooms such as Environmental Services, Elevator Equipment or Storage. It is typically used in hallways and areas where the sign will be viewed from a short distance.



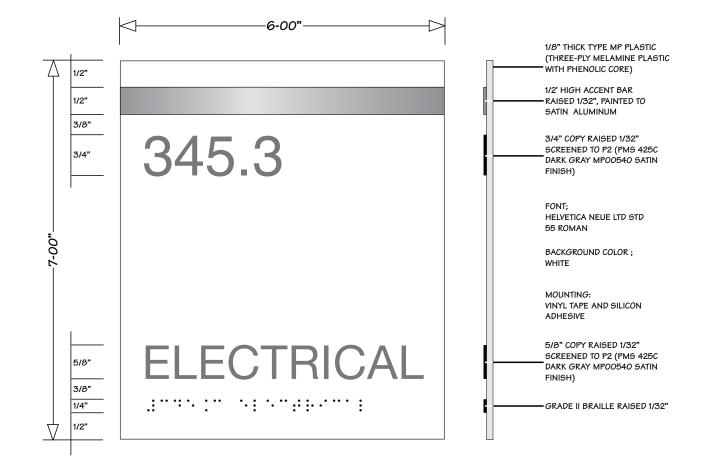
ST 345.2 : Base Room Identification (Smaller)

This sign identifies permanent rooms that only require identifying the architectural number in all non-patient care areas. It is typically used in hallways and areas where the sign will be viewed from a short distance.

C65

ST 345.3 : Base Room Identification (Outdoor)

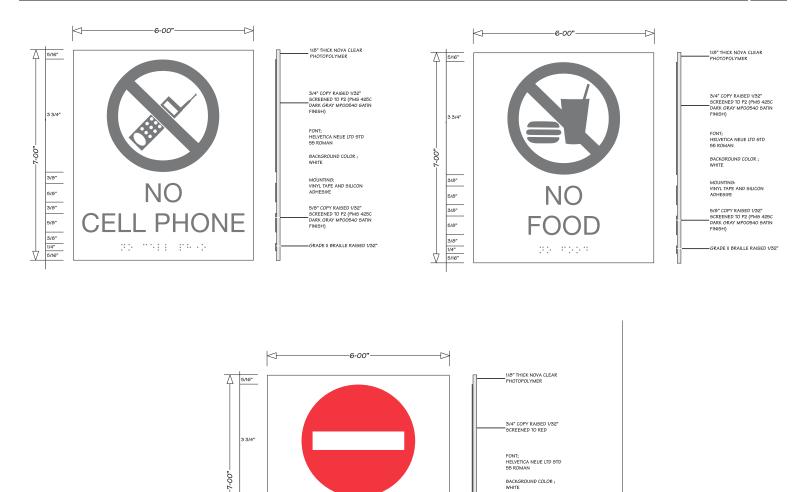
This sign identifies permanent external rooms in outdoor areas. It is typically used in exterior areas where the sign will be viewed from a short distance.



MOUNTING: VINYL TAPE AND SILICON ADHESIVE

5/8" COPY RAISED 1/32" SCREENED TO P2 (PM6 425C DARK GRAY MPO0540 SATIN FINISH)

GRADE II BRAILLE RAISED 1/32"



ST 345.4 : Miscellaneous Notifications

3/8"

5/8" 3/8"

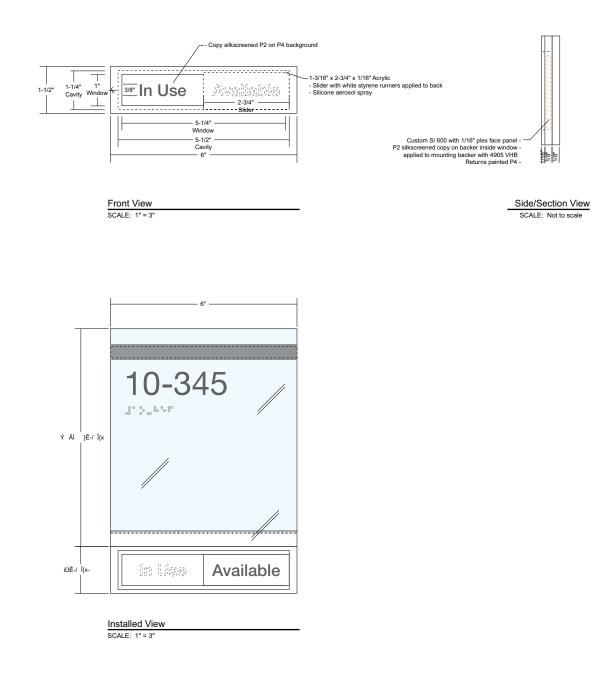
5/8" 3/8"

1/4" 5/16"

This sign displays miscellaneous regulations for interior spaces. It is typically used in interior areas around room entries where the sign will be viewed from a short distance.

STAFF

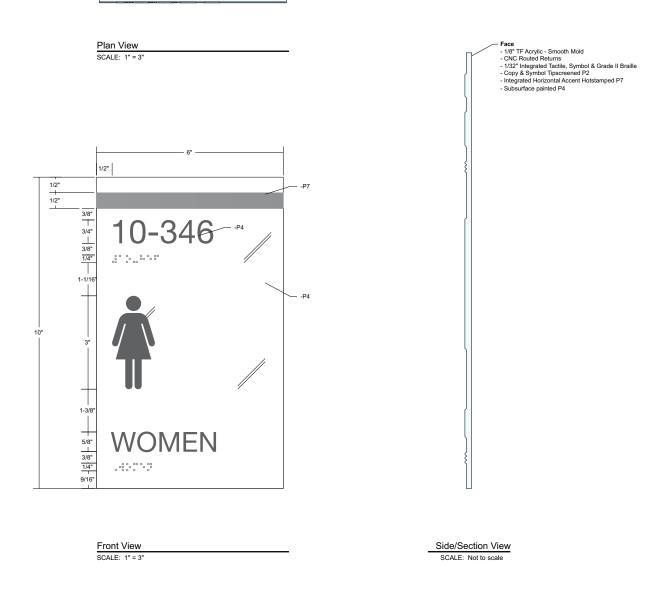
DNLY



ST 345 SI : "In Use/Open" Slider

This sign indicates if a room/space is in use.

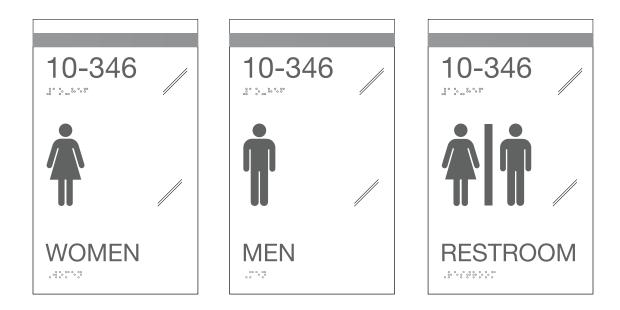
It is typically used for Conference Rooms, Consult Rooms or Exam Rooms.



ST 346 : Restroom Identification

This sign identifies accessible public restrooms.

It is typically used in hallways and areas where the sign will be viewed from a short distance.



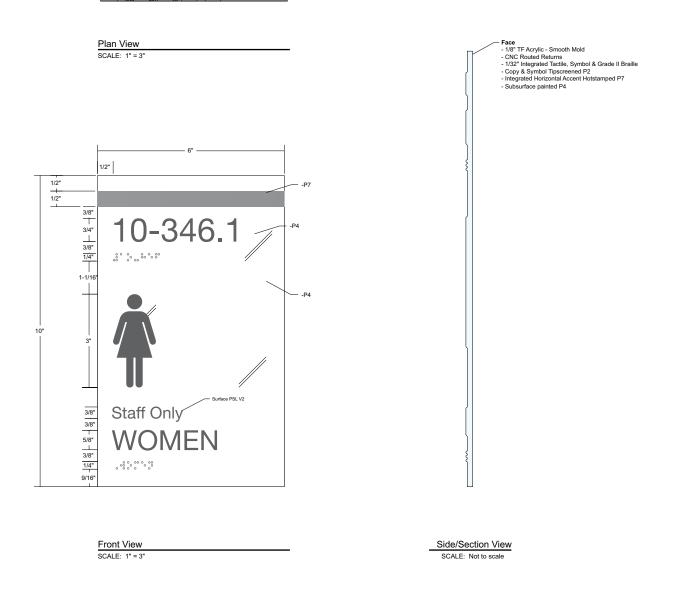
Additional Layouts

SCALE: Not to scale

ST 346 : Restroom Identification

This sign identifies accessible public restrooms.

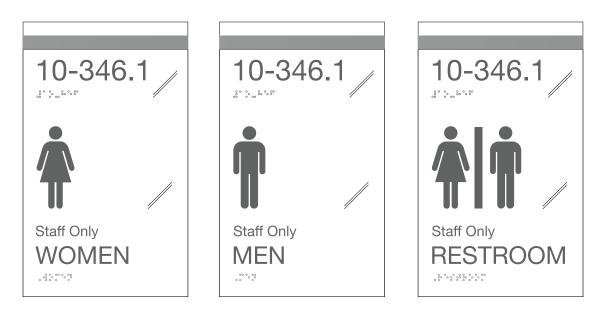
It is typically used in hallways and areas where the sign will be viewed from a short distance.



ST 346.1 : Staff Restroom Identification

This sign identifies accessible staff restrooms.

It is typically used in hallways and areas where the sign will be viewed from a short distance.



Additional Layouts

ST 346.1 : Staff Restroom Identification

This sign identifies accessible staff restrooms.

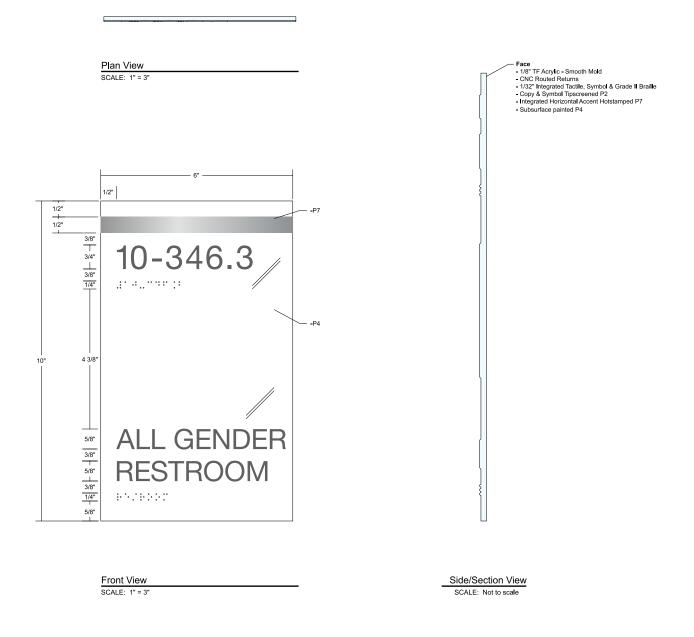
It is typically used in hallways and areas where the sign will be viewed from a short distance.



ST 346.2 : All Gender Restroom Identification

This sign identifies accessible all gender restrooms.

It is typically used in hallways and areas where the sign will be viewed from a short distance.



ST 346.3 : All Gender Restroom Identification

This sign identifies non-accessible all gender restrooms. It is typically used in hallways and areas where the sign will be viewed from a short distance.



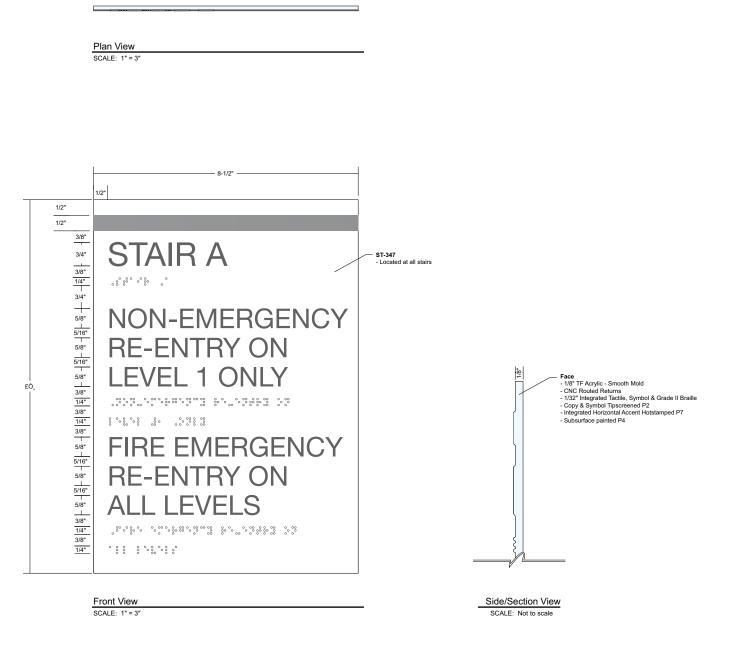
ST 346.4 : All Gender Restroom Identification (Small)

This sign identifies accessible all gender restrooms. It is typically used in hallways and areas where the sign will be viewed from a short distance.



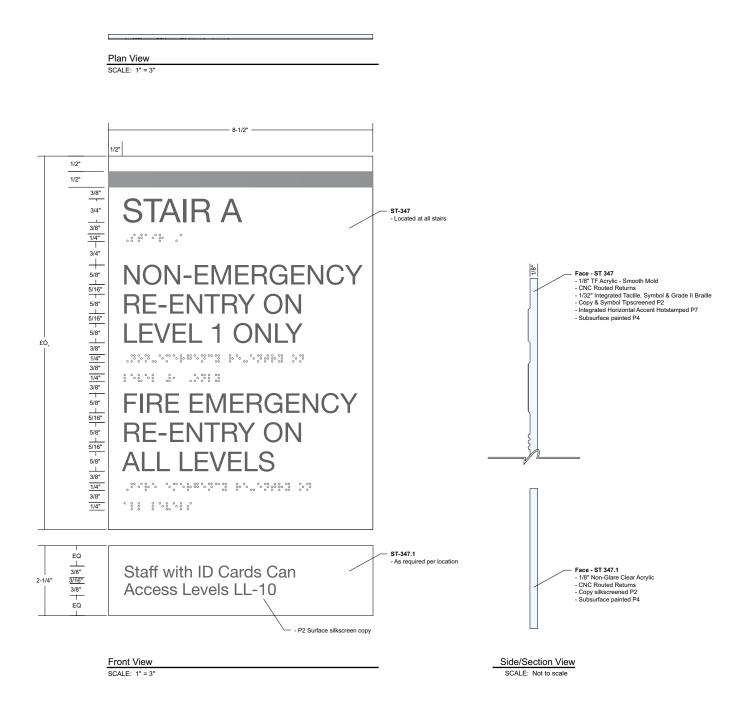
ST 346.5 : All Gender Restroom Identification (Small)

This sign identifies non-accessible all gender restrooms. It is typically used in hallways and areas where the sign will be viewed from a short distance.



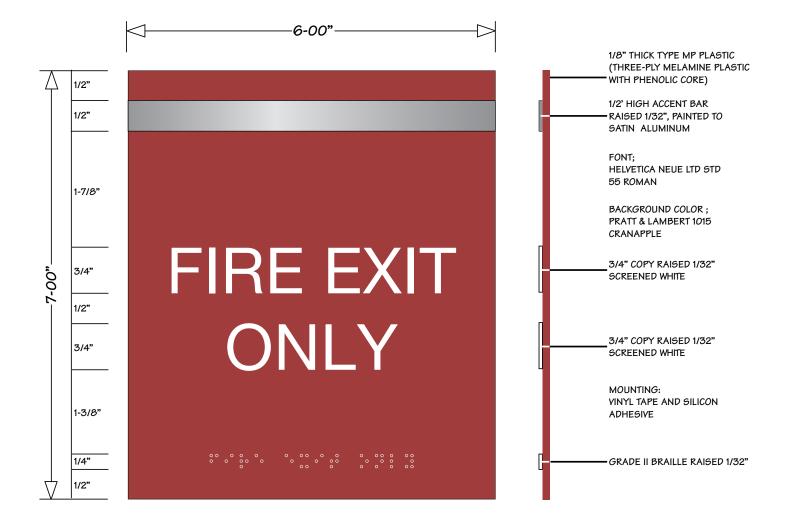
ST 347 : Stair Identification

This sign is required directly outside of stairwells in all buildings with three or more floors. It contains life safety information for firefighters, emergency personnel and building occupants. It is installed at the landing for each floor within the stairwell.



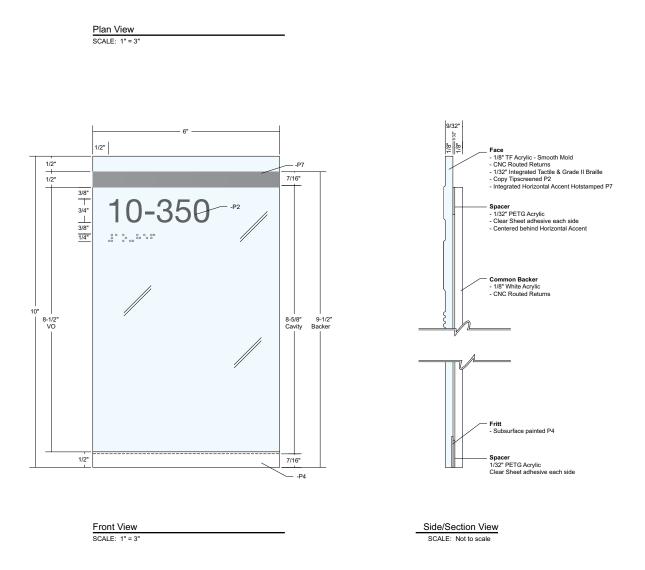
ST 347.1 : Stair Identification

This sign is used to clarify levels that are accessible with staff ID cards. It is installed at the landing for each floor within the stairwell.



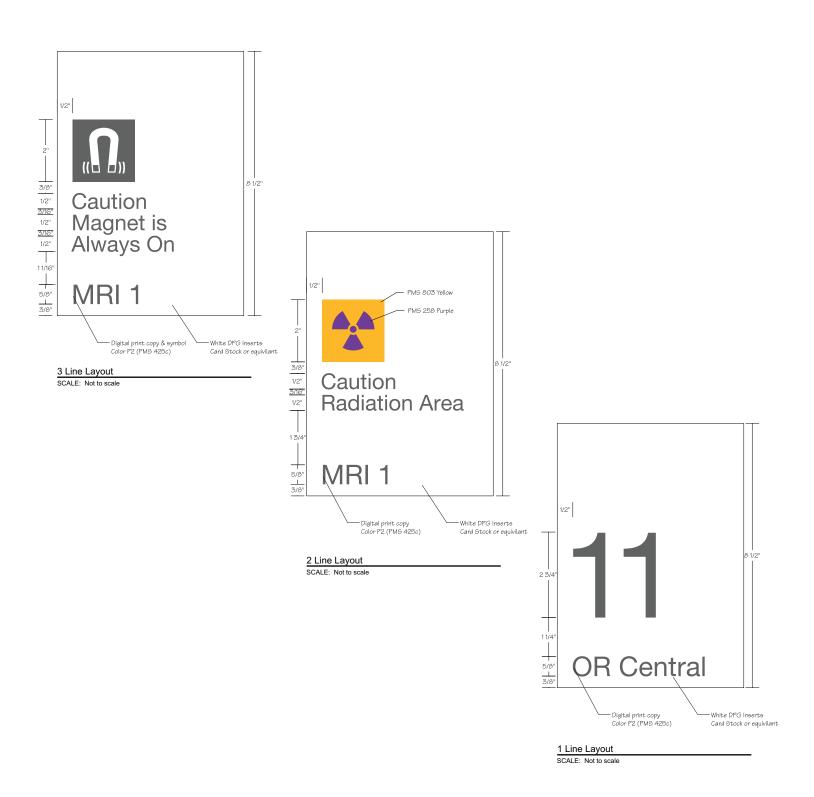
ST 348 : Emergency Exit Identification

This sign is used to clarify exits that are usable only in an emergency It is installed near to emergency exits.



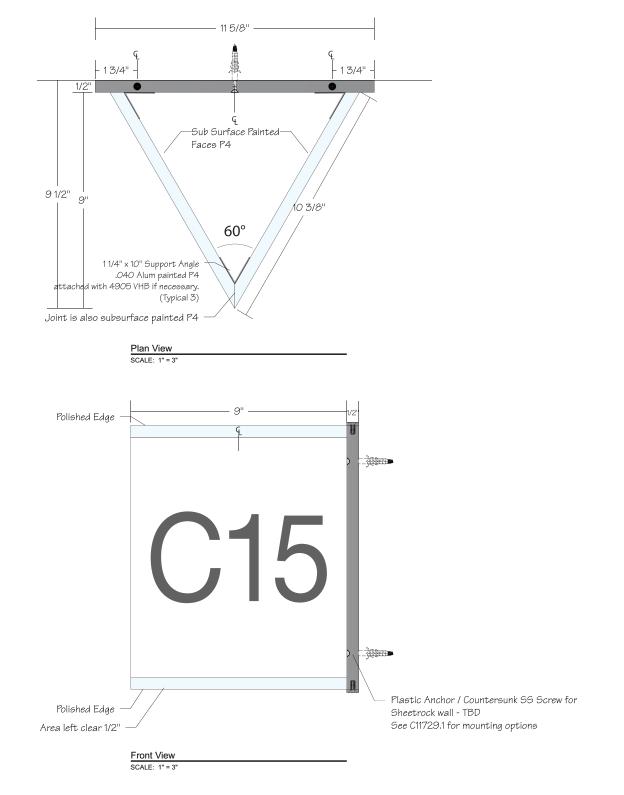
ST 350 : Room Identification w/ Regulatory Message

This sign identifies permanent rooms such as Soiled Utility, MRI or Hot Labs. It is typically used in hallways and areas where the sign will be viewed from a short distance.



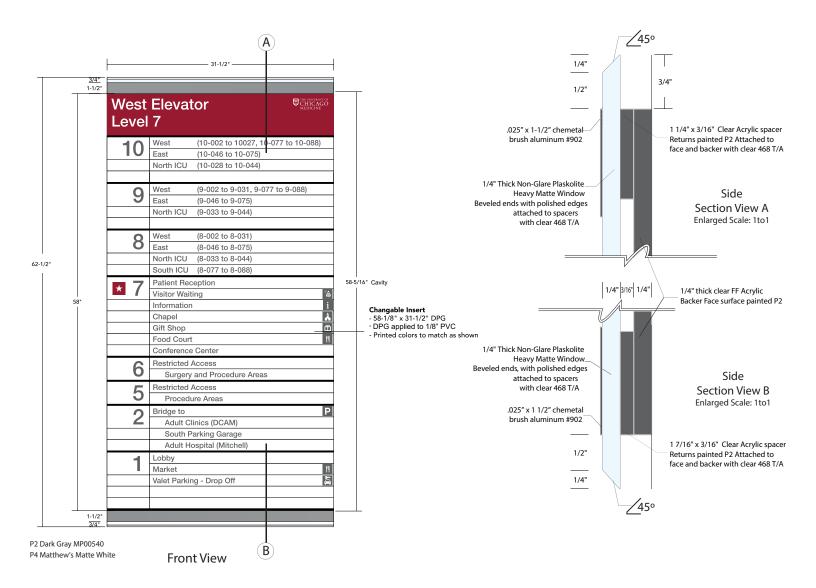
ST 350 : Room Identification w/ Regulatory Message

This sign identifies permanent rooms such as Soiled Utility, MRI or Hot Labs. It is typically used in hallways and areas where the sign will be viewed from a short distance.



ST 352 : Room Identification Blade

This sign identifies patient rooms, exam rooms or treatment rooms. It is typically installed in hallways and areas where the sign will be viewed from a long distance.

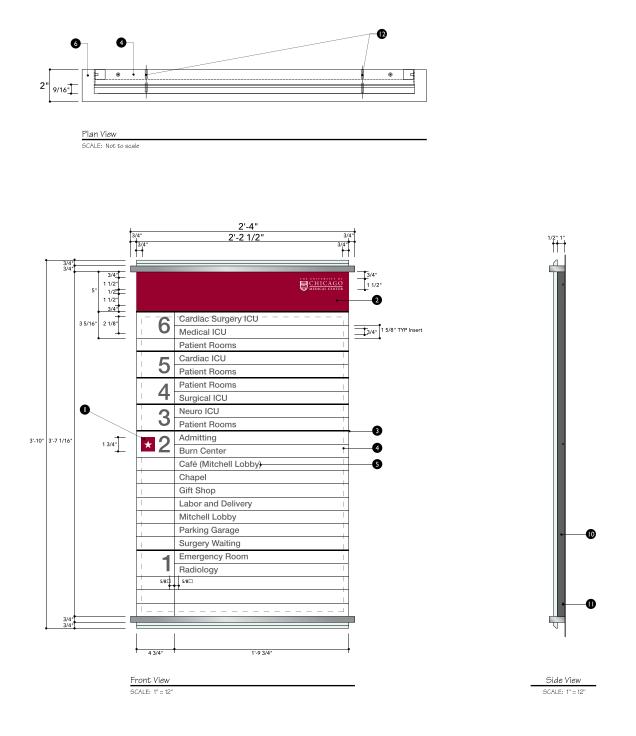


ST 353 : Level Directory (Large) Lightweight

This sign identifies departments on each level of the hospital for a particular set of elevators, for use in CCD. It is typically installed near the elevators where the sign will be viewed from a short distance.

Installation : See Pages C12-C16 for mounting requirements and Page C17 for mounting instructions. All signs must comply with ADA Guidelines and Illinois State Building Codes.

The original 2013 frame has been replaced with this lighter version as of April 2017.

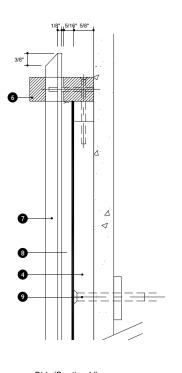


ST 353.1 : Level Directory (Medium)

This sign identifies departments on each level of the hospital for a particular set of elevators. It is typically installed near the elevators where the sign will be viewed from a short distance.

Installation : See Pages C12-C16 for mounting requirements and Page C17 for mounting instructions. All signs must comply with ADA Guidelines and Illinois State Building Codes.

For use in Mitchell & Medical Center buildings.



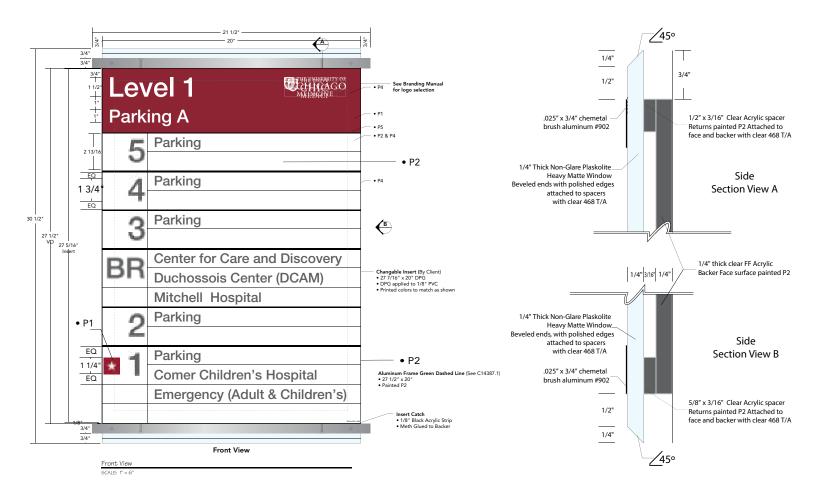
Side/Section View SCALE: Not to scale

- Vinyl field painted to match (P1). Star to be white.
- Painted insert header (P1).
 Vinyl logo and text (V4).
 Font: Helvetica Neue 65 Medium
- 3 Black divider bar to be a separate insert.
- Frame fabricated from 5/8" aluminum bar stock.
 Paint (P2). Drill and tap holes for set screws.
- 5 Vinyl copy (V2). Font: Helvetica Neue 65 Medium
- 6 Aluminum trim with matte clear coat.
- 1/2" thick acrylic face with satin finish and flame polished edges. Bevel top and bottom edges.
- 8 Artwork to be produced on 1/8" PVC insert
- Anchor frame to wall with machine screws and toggler anchors.
 If blocking is required, sign contractor to provide alternate with bid to provide blocking.
- 1/16" aluminum side covers. Paint (P2).
- **1** Allen head screws. Paint (P2).
- Set screws secure acrylic face to top and bottom bars.

NOTE: See page 9 for mounting height.

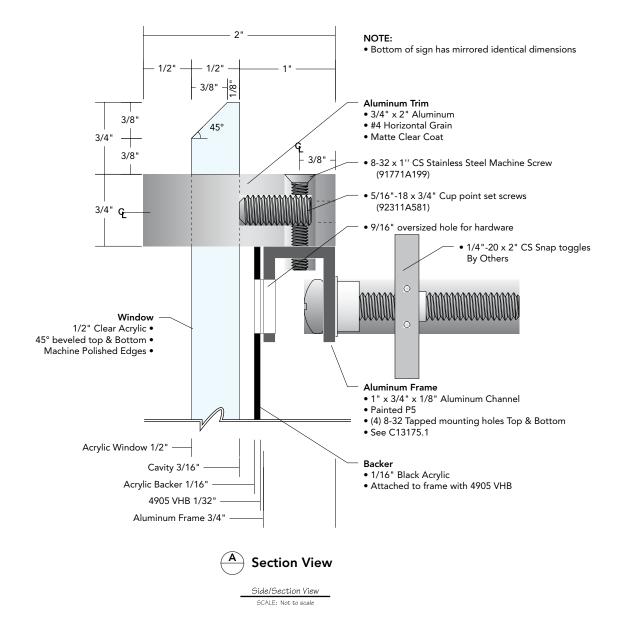
ST 353.1 : Level Directory (Medium)

This sign identifies departments on each level of the hospital for a particular set of elevators. It is typically installed near the elevators where the sign will be viewed from a short distance.



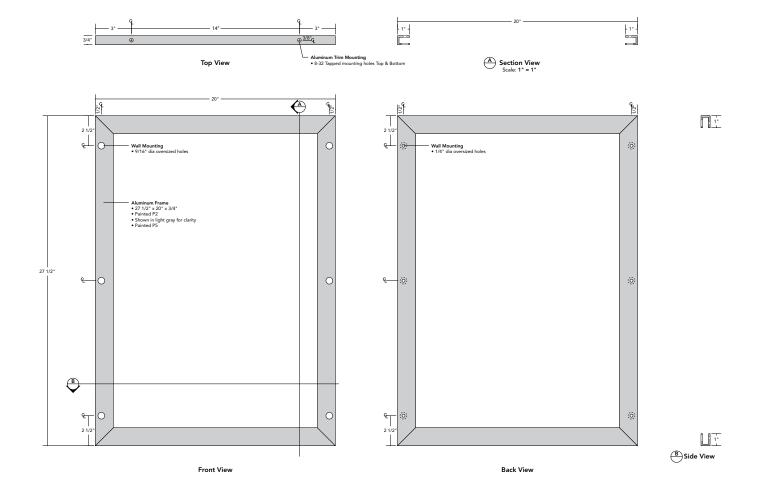
ST 353.2 : Level Directory (Small) Lightweight

This sign identifies departments on each level of the hospital for a particular set of elevators. It is typically installed near the elevators where the sign will be viewed from a short distance.



ST 353.2 : Level Directory (Small)

This sign identifies departments on each level of the hospital for a particular set of elevators. It is typically installed near the elevators where the sign will be viewed from a short distance.

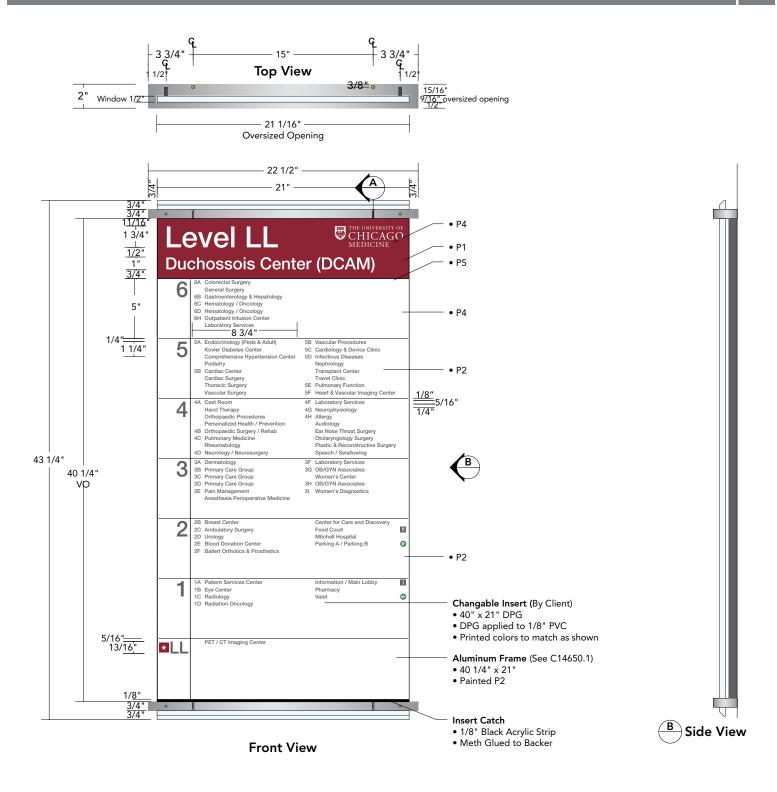


ST 353.2 : Level Directory (Small)

This sign identifies departments on each level of the hospital for a particular set of elevators. It is typically installed near the elevators where the sign will be viewed from a short distance.

Installation : See Pages C12-C16 for mounting requirements and Page C17 for mounting instructions. All signs must comply with ADA Guidelines and Illinois State Building Codes.

For use in Mitchell & Medical Center Buildings

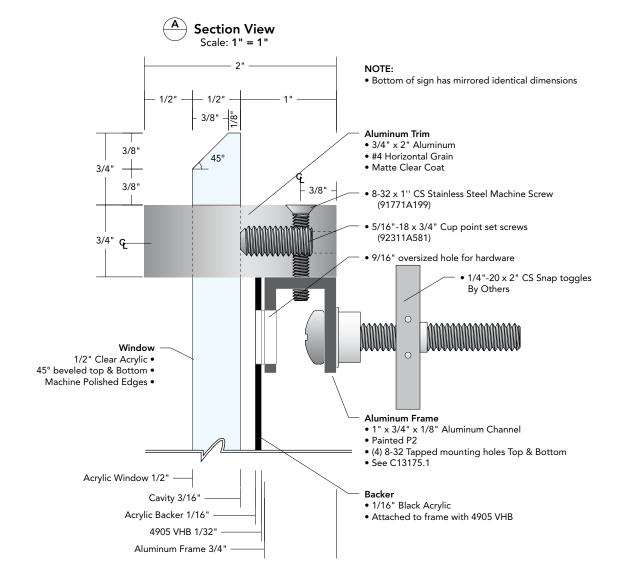


ST 353.3 : Level Directory (DCAM)

This sign identifies departments on each level of the hospital for a particular set of elevators. It is typically installed near the elevators where the sign will be viewed from a short distance.

Installation : See Pages C12-C16 for mounting requirements and Page C17 for mounting instructions. All signs must comply with ADA Guidelines and Illinois State Building Codes.

For use in Duchossois Center for Advanced Medicine

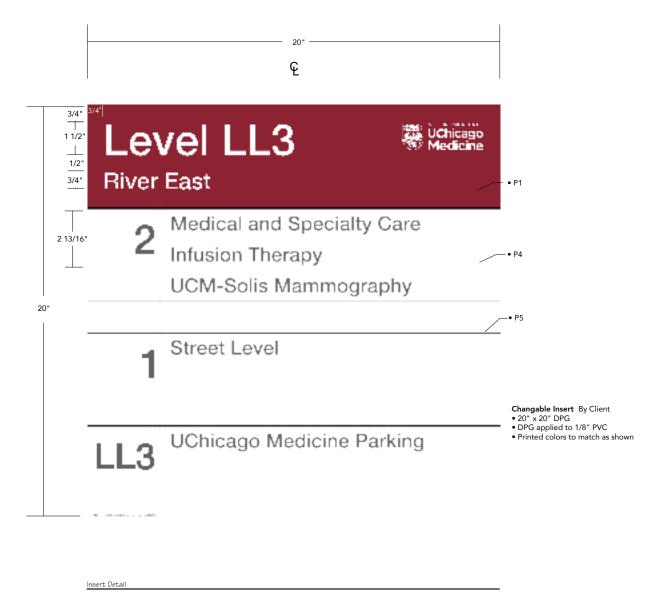


ST 353.3 : Level Directory (DCAM)

This sign identifies departments on each level of the hospital for a particular set of elevators. It is typically installed near the elevators where the sign will be viewed from a short distance.

Installation : See Pages C12-C16 for mounting requirements and Page C17 for mounting instructions. All signs must comply with ADA Guidelines and Illinois State Building Codes.

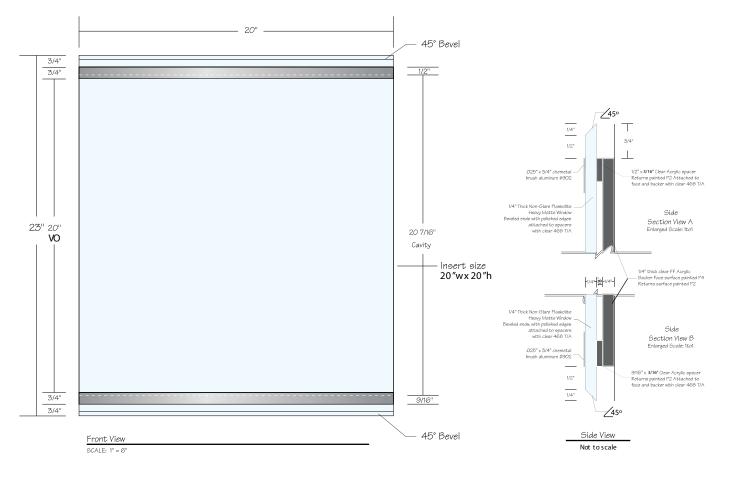
For use in Duchossois Center for Advanced Medicine



ST 353.4 : Elevator Directory (Smaller)

This sign identifies departments on each level of the hospital for a particular set of elevators. It is typically installed near the elevators where the sign will be viewed from a short distance. NOTE: This sign type uses the same frame size as ST341.

Installation : See Pages C12-C16 for mounting requirements and Page C17 for mounting instructions. All signs must comply with ADA Guidelines and Illinois State Building Codes. For use in Duchossois Center for Advanced Medicine.

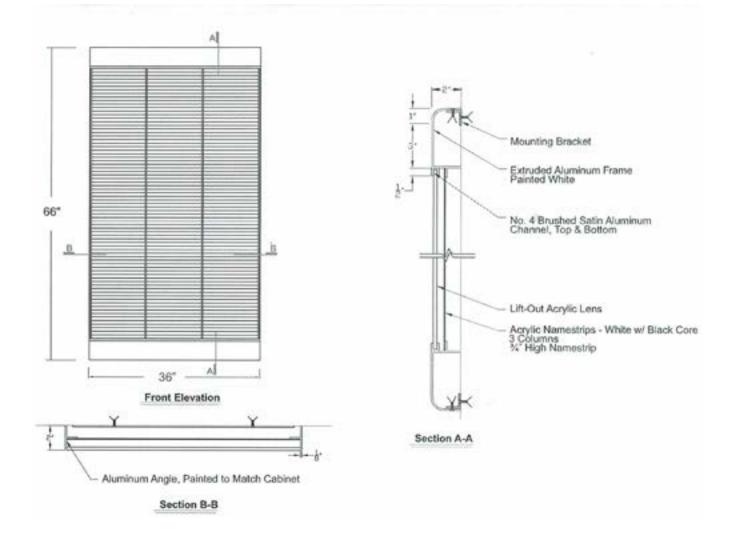


ST 353.4 : Elevator Directory (Smaller)

This sign identifies departments on each level of the hospital for a particular set of elevators. It is typically installed near the elevators where the sign will be viewed from a short distance.

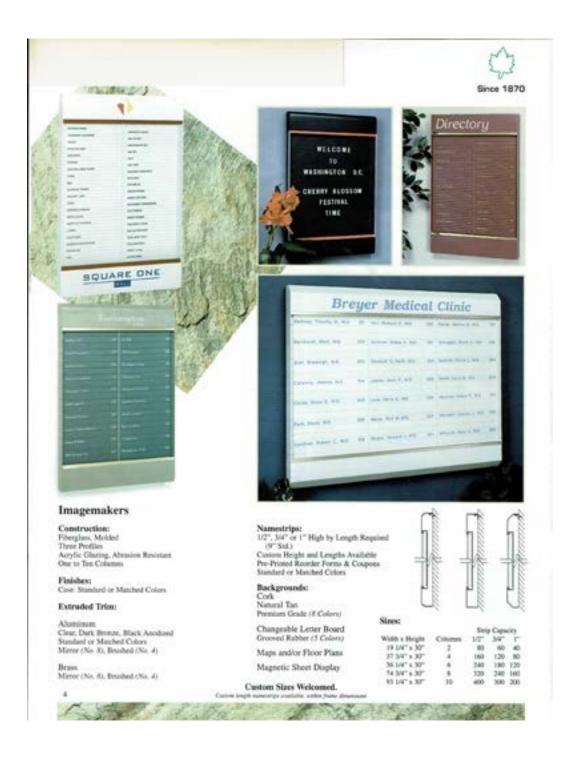
Installation : See Pages C12-C16 for mounting requirements and Page C17 for mounting instructions. All signs must comply with ADA Guidelines and Illinois State Building Codes.

For use in Duchossois Center for Advanced Medicine



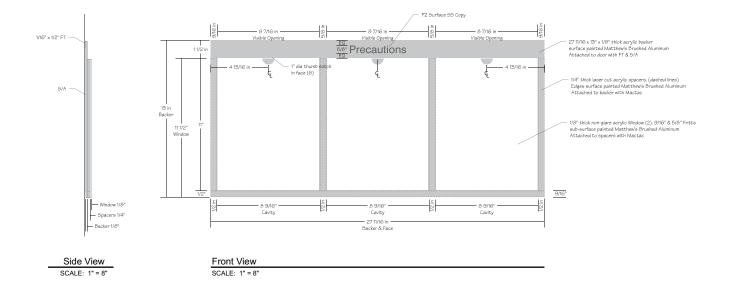
ST 354 : Level Directory

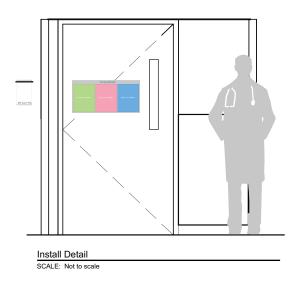
This sign identifies departments on each level of the hospital for a particular set of elevators. It is typically installed near the elevators where the sign will be viewed from a short distance.



ST 354 : Level Directory

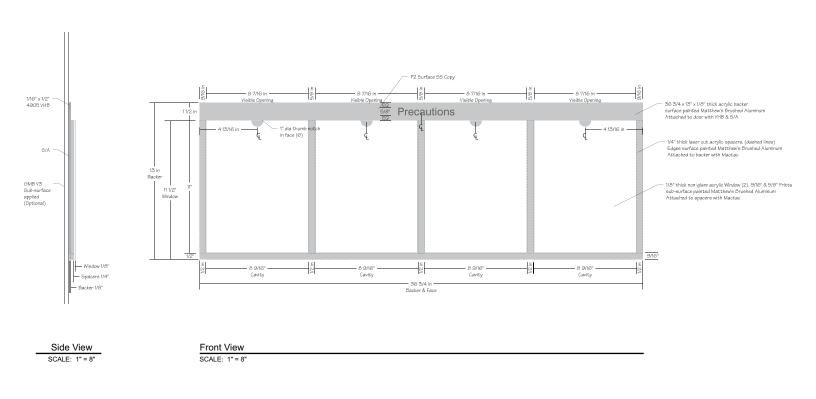
This sign identifies departments on each level of the hospital for a particular set of elevators. It is typically installed near the elevators where the sign will be viewed from a short distance.

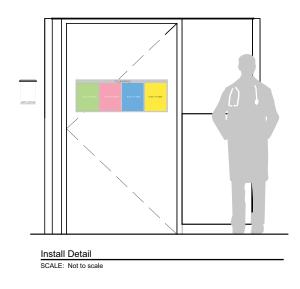




ST 355 : OR Inserts

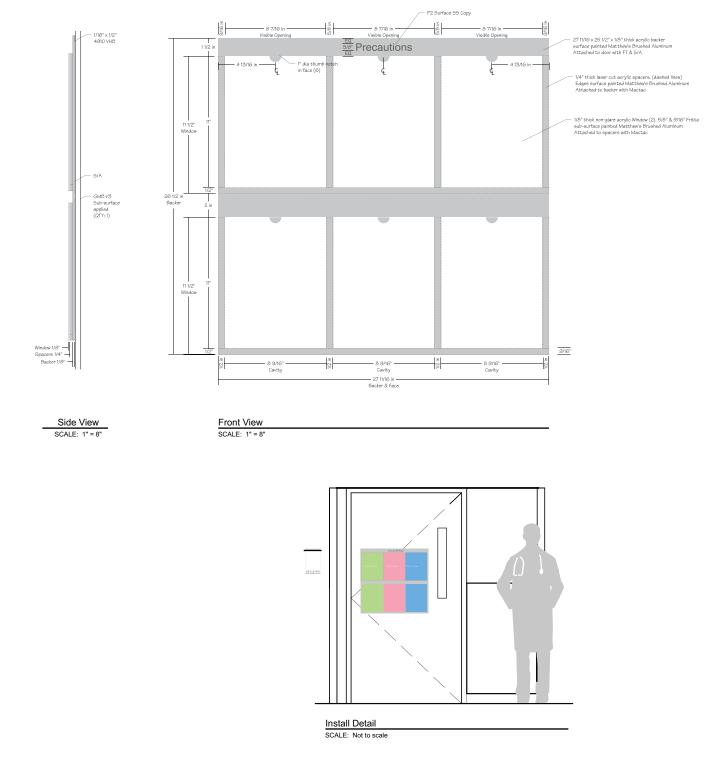
This sign allows for staff to clearly identify precautions for each patient room, exam room or treatment room. It is typically installed on the room door where the sign will be viewed from a short distance.





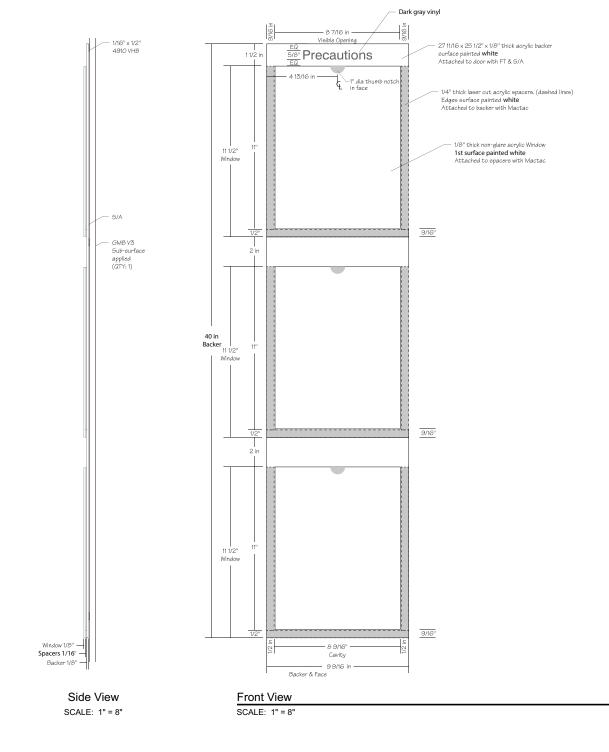
ST 355.1 : OR Inserts

This sign allows for staff to clearly identify precautions for each patient room, exam room or treatment room. It is typically installed on the room door where the sign will be viewed from a short distance.



ST 356 : OR Inserts

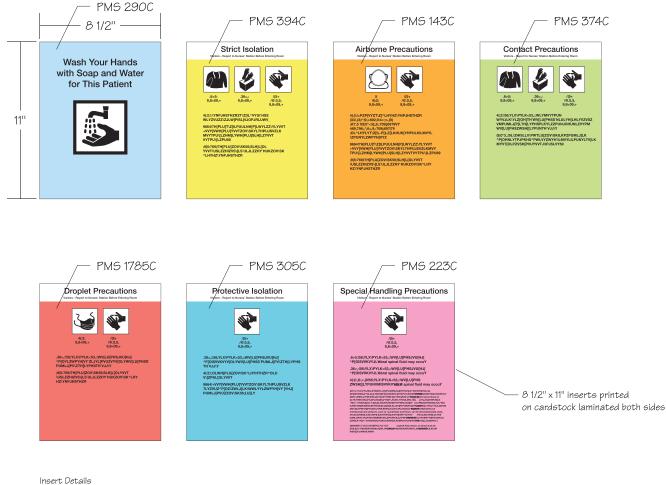
This sign allows for staff to clearly identify precautions for each patient room, exam room or treatment room. It is typically installed on the room door where the sign will be viewed from a short distance.



ST 356.1

ST 356.1 : OR Inserts (vertical)

This sign allows for staff to clearly identify precautions for each patient room, exam room or treatment room. It is typically installed on the room door where the sign will be viewed from a short distance.



SCALE: Not to scale

ST 355 / 355.1 / 356 / 356.1 : OR Inserts

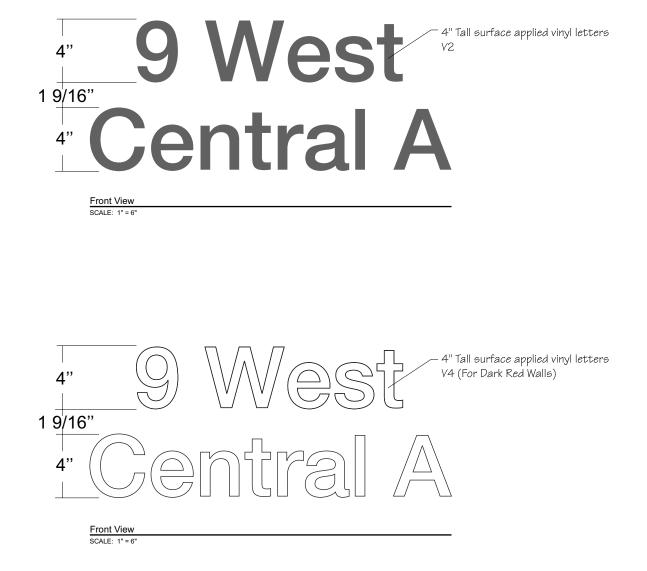
This sign allows for staff to clearly identify precautions for each patient room, exam room or treatment room. It is typically installed on the room door where the sign will be viewed from a short distance.



SCALE: 1" = 6"

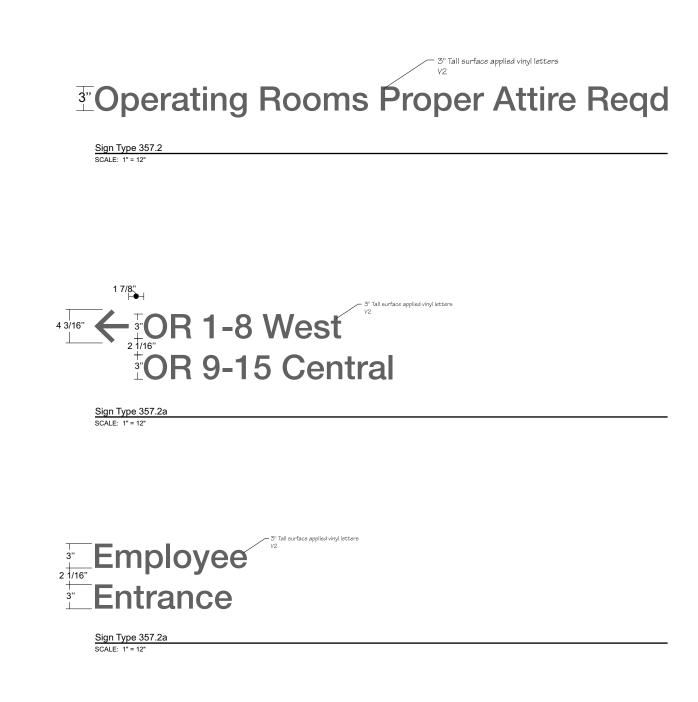
ST 357 : OR Vinyl Letters

This sign identifies operating rooms. It is typically on the wall near the entrance to the operating room and is intended to be viewed from a long distance.



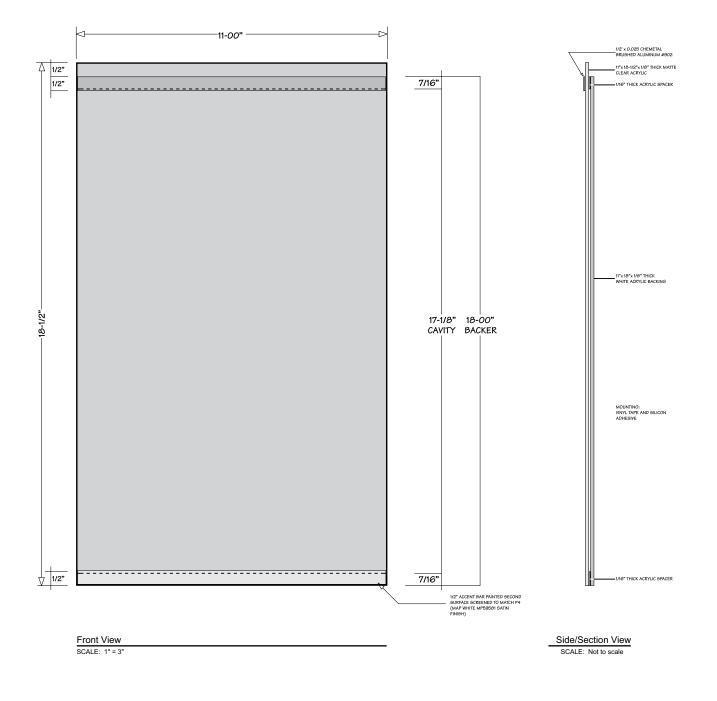
ST 357.1 : Satellite Stations / Entrance / Directional Vinyl

This sign identifies satellite stations, entrances or provides direction. It is typically on the wall near the entrance to the satellite station and is intended to be viewed from a long distance.



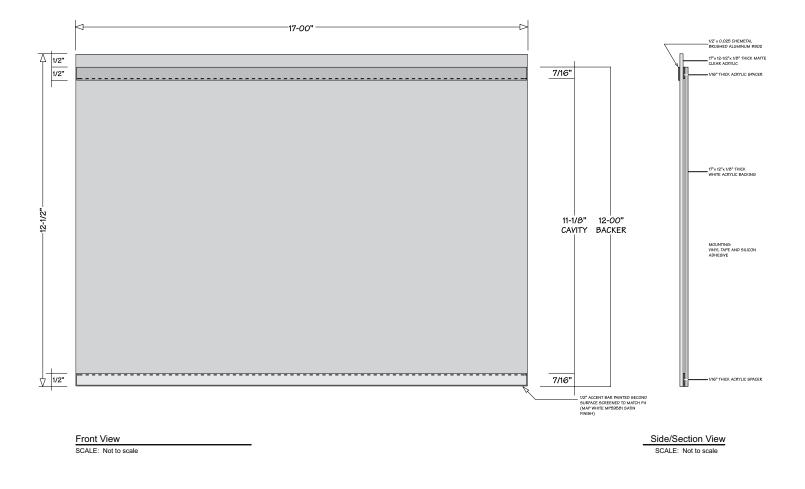
ST 357.2 / 357.2a : Satellite Stations / Entrance / Directional Vinyl

This sign identifies satellite stations, entrances or provides direction. It is typically on the wall near the entrance to the satellite station and is intended to be viewed from a long distance.



STR 100 : 11" x 17" Holder

This sign displays necessary information for public knowledge. It is typically used in hallways and areas where the sign will be viewed from a short distance.



STR 100.1 : 17" x 11" Holder

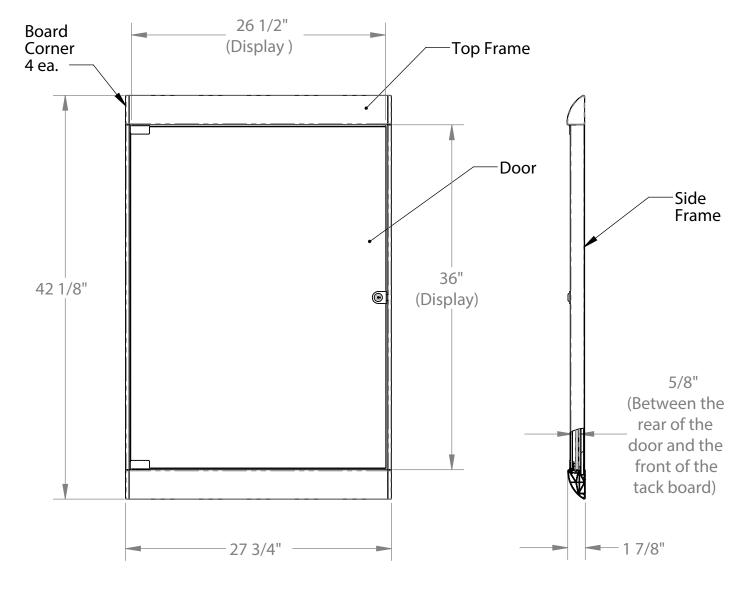
This sign displays necessary information for public knowledge. It is typically used in hallways and areas where the sign will be viewed from a short distance.



STR 100.5 : Document Cabinet

This sign displays multiple paper documents required for public display (in clinical or staff setting). It is typically used in hallways or staff lounges in areas where the sign will be viewed from a short distance.

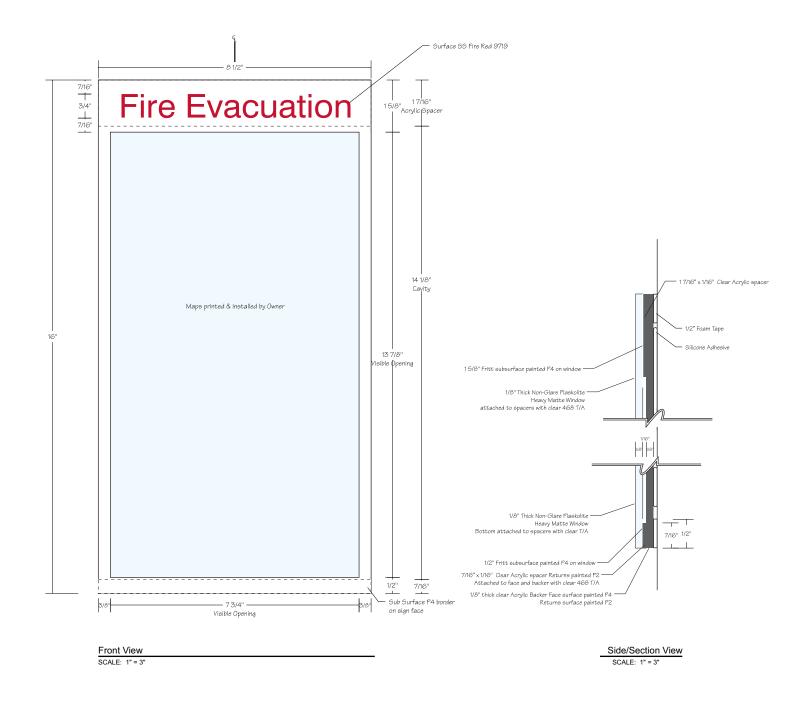
Silhouette Enclosed Tack Boards



MANUFACTURER: Ghent MANUFACTURER #: SILH20401 ARTICLE: Enclosed Tack Board DIMENSIONS: 42 1/8" x 27 3/4" DESCRIPTION: SPECIAL SILHOUETTE Markboard Bulletin Board Blue Granite Cork Tempered Glass Key Alike - Flat Key Tumbler Lock Satin Aluminum Frame 10 Yr Warranty

STR 100.5 : Document Cabinet

This sign displays multiple paper documents required for public display (in clinical or staff setting). It is typically used in hallways or staff lounges in areas where the sign will be viewed from a short distance.



STR 101 : Fire Evacuation Map

This sign clearly identifies the fire evacuation plan for the facility. It is typically in a conspicuous location where the sign will be viewed from a short distance.



Front View

Scale: 1" = 3"

STR 102 : Area of Rescue Identification

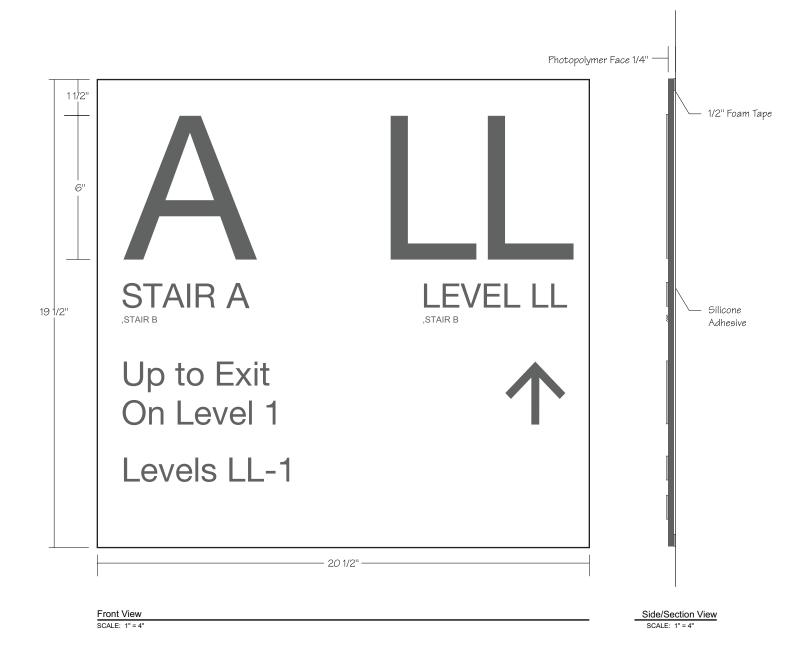
This sign identifies the area of rescue assistance.

It is typically used in hallways and areas where the sign will be viewed from a short distance.



STR 103 / 103.1 : Stairwell Identification

This sign is required inside stairwells in all buildings with three or more floors. It contains life safety information for firefighters, emergency personnel and building occupants. It is installed at the landing for each floor within the stairwell.



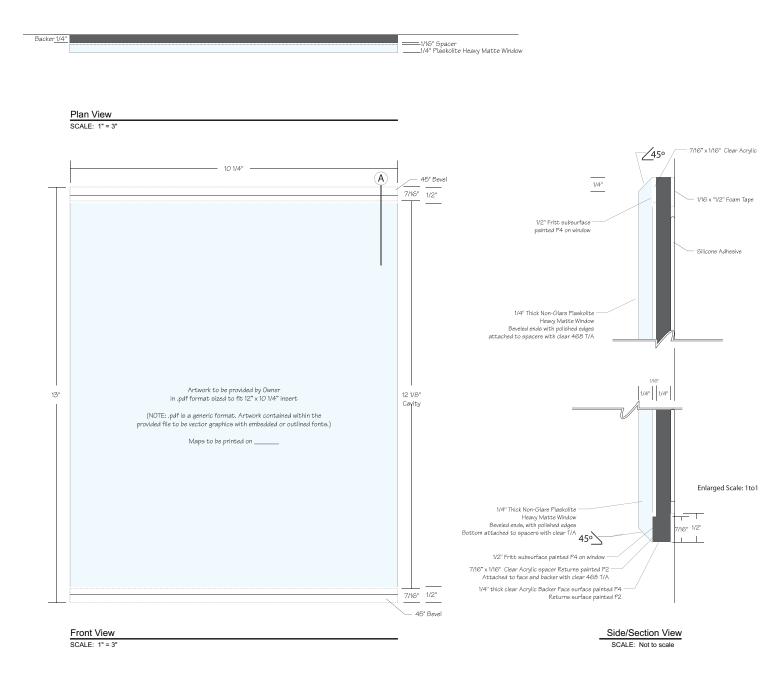
STR 103.2 : Stairwell Identification

This sign is required inside stairwells in all buildings with three or more floors. It contains life safety information for firefighters, emergency personnel and building occupants. It is installed at the landing for each floor within the stairwell.



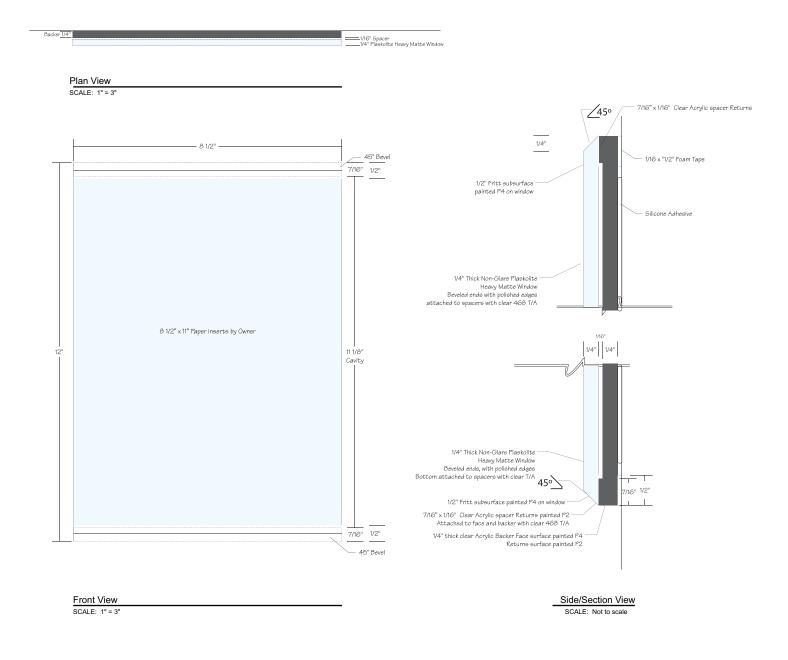
STR 104 : In Case of Fire

This sign instructs readers to use stairs instead of elevators in case of an emergency. It is installed within elevator bays and near individual elevators.



STR 105 : Evacuation Map

This sign clearly identifies the fire evacuation plan for the facility. It is typically in a conspicuous location where the sign will be viewed from a short distance.



STR 105.1 : Evacuation Map

This sign clearly identifies the fire evacuation plan for the facility. It is typically in a conspicuous location where the sign will be viewed from a short distance.

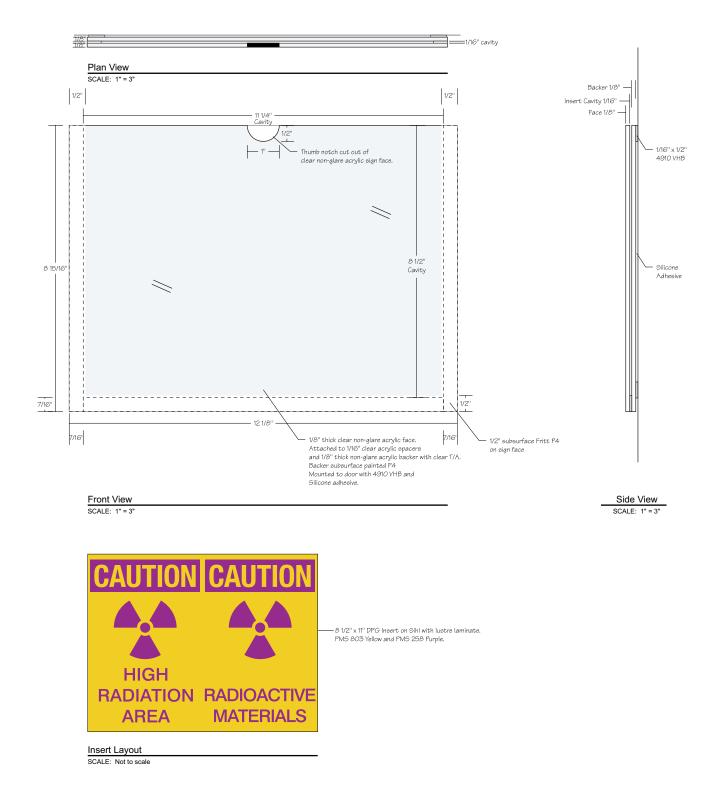


Front View SCALE: 1" = 3"

STR 110 : Authorized Personnel Only Warning

This sign identifies restricted areas.

It is typically used in hallways and areas where the sign will be viewed from a short distance.

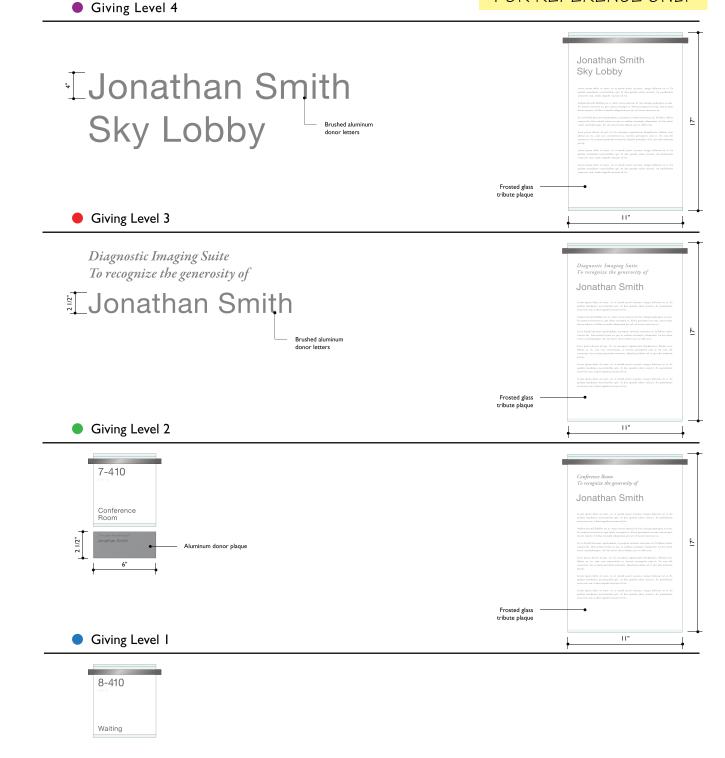


STR 115 : High Dose Radiation Warning

This sign identifies possible radiation hazards.

It is typically used in hallways and areas where the sign will be viewed from a short distance.

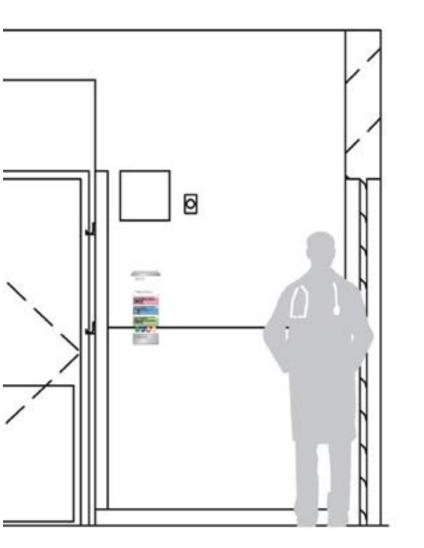
FOR REFERENCE ONLY



Donor Program Overview

This program identifies guidelines for recognizing our four levels of giving. Please reference and submit requests to Medical Center Development for the most current donor signage/plaques.

FOR REFERENCE ONLY

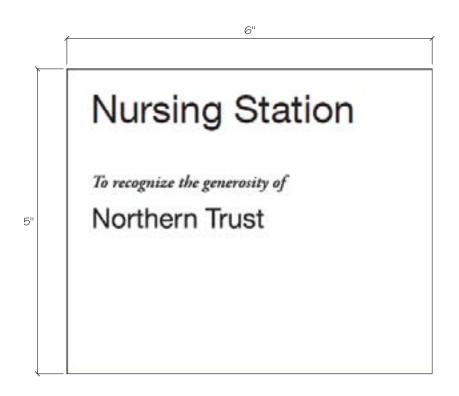




Donor Program - Patient Room

This program identifies guidelines for recognizing our four levels of giving. Please reference the Medical Center Development for donor signage/plaques.

FOR REFERENCE ONLY



Donor Program - Nurses Station

This program identifies guidelines for recognizing our four levels of giving. Please reference the Medical Center Development for donor signage/plaques.



COMER CHILDREN'S HOSPITAL

D3	Typography
D5	Symbology
D6	Arrow Standards
D7	Message Hierarchy
D8	Color Standards
D9	Mounting Requirements
D14	Mounting Instructions
D15	ST.5 : Restroom Identification
D16	ST.5A : Alternate Restroom
D17	ST 5B: Restroom Identification
D18	ST.8A-E : Policy Display
D19	ST.9 : Radioactive Material Identification
D20	ST.11H : Stairwell Level Identification
D21	ST.11L : Exit Stair Identification
D22	ST.11N : Emergency Exit Decal
D23	ST.11P : Utility Identification
D24	ST.11R : Area of Rescue Assistance
D25	ST.11S : Exit Stair Identification/Area of Rescue Assistance
D26 D27	ST.13 : Policy Identification
D27 D28	ST.14C : Pod Identification ST.14D : Pod Identification
D28 D29	ST.14D : Pod Identification ST.16A : Overhead Identification
D29 D30	ST.16A : Overhead Identification ST.16B : Overhead Identification
D30 D31	ST.16C : Overhead Identification
D32	ST.16D : Overhead Identification
D32	ST.16E : Overhead Identification
D33	ST.16F : Overhead Identification
D33	ST.16G : Overhead Identification
D34	ST.16H: Overhead Identification
D35	ST.17A : Restroom Blade
D36	ST.17B : Level Blade
D37	ST.17C : Crash Cart Blade
D38	ST.19.4 : Elevator Directory
D40	ST.19.5 : Elevator Directory
D42	ST.21 : Restricted
D43	ST.24A/B/C : Display Holders
D44	ST.24D/E/F : Display Holders
D45	ST.24G : Display Holders
D46	ST.65C : No Smoking Vinyl
D47	ST.331.5 : Wall Directional (Small)
D49	ST 331M-1 : Wall Map (Small)
D50	ST 340.5: Department Identification (Comer)
D52	ST 345.5 : Base Room Identifier (Comer)
D54	ST 345.5 SI : "In Use/Open" Slider (Comer)
D55	Room Number/Donor Plaque
D56	Donor Plaque (Small)
D57	Donor Plague (Large)

D57 Donor Plaque (Large)

Typography:

All raised sign text shall be specified as:

```
Helvetica Round - Bold Condensed

A B C D E F G H I J K L M N O P Q R S T U V W X Y Z

a b c d e f g h i j k l m n o p q r s t u v w x y z

0 1 2 3 4 5 6 7 8 9

! @ # $ % ^ & * (),./:'
```

Insert sign text shall be specified as:

Tekton

ABCDEFGHIJKLMNOPQRSTUVWXYZ abcdefghijklmnopqrstuvwxyz 0123456789 !@#\$%^&*(),./:'

Tekton Bold ABCDEFGHIJKLMNOPQRSTUVWXYZ abcdefghijklmnopqrstuvwxyz O123456789 !@#\$%^&*(),./:'

Typography Restrictions:

Only the typefaces and weights described above shall be used in the signage system. Modification of letter shapes is not recommended unless specified in individual sign type drawings. Condensed, extended, slanted, outlined or otherwise distorted type is not recommended. Other weights of these typestyles may be seen advantageous under special circumstances. Recommendations to use alternate type weights should

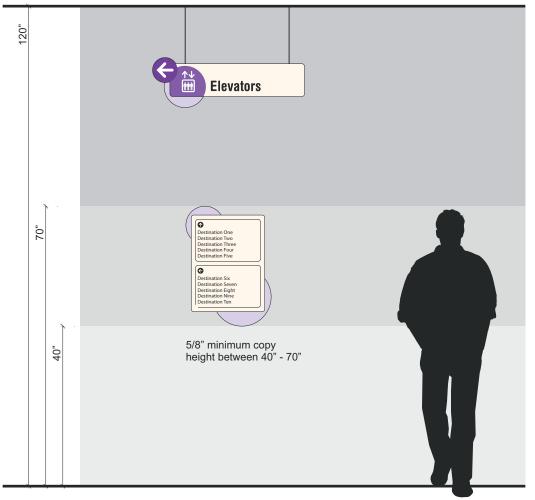
Typography

Character Height:

Minimum character height for ceiling or projecting wall mounted directional or informational signage is 2", provided that the sign is mounted no more than 10' high from the floor or ground surface.

5/8" minimum character height for all signs mounted between 40" and 70" from the floor or ground surface. This applies to all identification, informational, and directional signs. The 5/8" minimum does not apply to such regulatory signs as EMTALA, patients rights & responsibilities, marketing notices, etc. For specific instances, always contact the ADA hotline for clarification prior to manufacturing.

No sign shall be mounted lower than 40" from the floor or ground surface.





Typography

Symbology:

The symbols (pictograms) shown below shall be used to reinforce and provide visual confirmation of messages when specified in the sign type drawings. These symbols are gathered from those developed by the Department of Transportation (DOT), the American Institute of Graphic Arts (AIGA), and Society of Environmental Graphic Design (SEGD) in association with Hablamos Juntos. These symbols are in broad use around the world, as they are readily identified by the international public for both English and non-English speakers. Pictograms that are used to label permanent spaces (restrooms, stairs, etc) are required to have the text equivalent (raised characters & braille). The background space is required to be 6" high, minimum, with dark-on-light or light-on-dark contrast and nonglare finish.



Elevator





Recycling

Reception



Radiation



Restroom



Electrical Hazard



Handicapped Accessible



No Food or Drink



No Smoking

Symbology

Arrow Standards:

Arrows used as directional icons are more readily identified and require less sign real estate than messages. Arrow graphics take less time to comprehend than the message equivalent, allowing people to understand the information being conveyed more quickly. Consistent arrow graphic proportions should always be applied in the same manner across the entire signage system.

The angle of orientation and directional information that arrows convey is of equal importance as the use of a consistent arrow form.

1. Arrow Orientation Angles

When used for signage and wayfinding, the standard arrow can be used in eight (8) different angled orientations No alternate angles or forms should be used.



2. Arrow Applications

Straight-ahead movement should be indicated by upward-facing arrows, unless the direction being specified is "straight down" in the instance of a stairwell. Straight downward-facing arrows are normally reserved to indicate movement to a lower level of pedestrian traffic.

3. Arrow Face Layout Locations

Arrows should not be positioned in any other location on the sign face. See the sign type drawings for specific sign type layouts depicting arrow placement. Up arrows are normally located closest to the flow of traffic and corresponding message text should be justified based on arrow location on sign face. Similarly, destinations to the left should have arrows and text justified on the left side of the sign, and destinations to the right should have arrows and text justified to the right.

Arrow Standards

Message Hierarchy

This section delineates a hierarchy of messages and information to be used throughout the signage system. By using the terminology in this document, one should be able to organize and specify messages into their appropriate sign type modules. Clear and concise sign messages are presented most effectively by reducing the quantity of terms, ensuring a more efficient comprehension of the sign. Primary and secondary messages should hold the most visual weight of the sign graphics. Tertiary messages must be coordinated with primary and secondary messages to prevent overloading the sign with information.

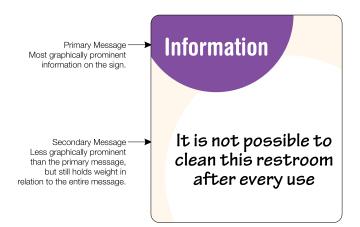
Primary Messages:

This information shall be the largest and most visible information on each sign.

Secondary Messages: This information supplements or reinforces information already conveyed by the primary messages.

Tertiary Messages:

Tertiary information supplements both the primary and secondary messages.

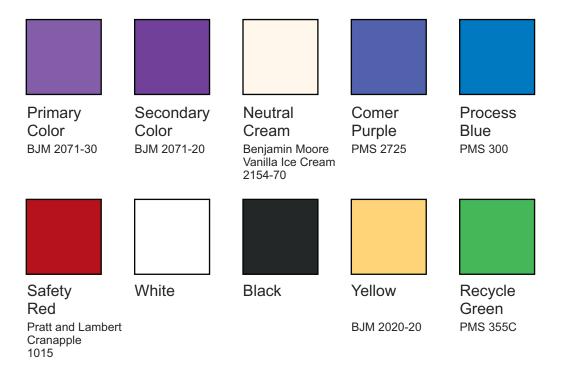


Message Hierarchy

Color Standards

It is important to note that many studies have been done regarding colors and their effects on human behavior. Considerations must be made with multi-colored sign systems, particularly with complex facilities and garage structures. Approximately 12 percent of the male population is color-blind and cannot distinguish between shades of black and blue, yellow and brown, or red and orange. For this reason, if multiple colors are used it may be necessary to spell out the name of the color on the sign to make it clear to many of these individuals if color is being used as a primary wayfinding tool. For example, levels or areas of a parking garage can be assigned differing colors; the color will help to trigger the users memory when retrieving his/her vehicle, but is not required to understand how the facility is organized.

The primary goal of colors for a signage system is to create a supplemental system that enhances the messaging. In addition, the intention is to specify colors that are distinctive and clearly identifiable. The recommended color system must be used consistently hospital-wide in order for its effectiveness to be optimal.



Color Standards

Mounting Requirements

The basic mounting types are listed below for all directional, identification, and informational / regulatory sign types by double-sided tape mounting or mechanically fastened to the wall / ceiling

1 - Wall Mounted @ Door (Option 1) - Signs that are mounted with the back of the sign flush to the surface on the latch side of the door, 2" from the door jamb, 48" - 60" measured from the base of the raised characters to the finish floor. This option should always be the first choice when mounting room / department identification signage.

2 - Wall Mounted @ Door (Option 2), Preferred at Wood Doors - Signs that are mounted with the back of the sign flush to the surface on the right side of the door (or doors in the case of double-leaf doors), 2" from the door jamb, 48" - 60" measured from the base of the raised characters to the finish floor. This option is to be used only when the sign can NOT be mounted on the latch side of the door (See Option 1). All egress signs shall be mounted adjacent to the door leading from the stairwell into the corridor to identify the floor level.

3 - Wall Mounted @ Door (Option 3), Preferred at Plain Doors - Signs that are mounted with the back of the sign flush to the surface on the door itself, centered in the door, 48" - 60" measured from the base of the raised characters to the finish floor. This option is to be used only when the sign can NOT be mounted on the latch side of the door or the right side of the door. Exception to option #3 is when the sign is not identifying the nature of the room, but instead giving additional information about the room, for example radiation cautionary signage.

4 - Perpendicular Mounted - Signs that are mounted perpendicular to the attachment surface, usually on a wall or support beam, where the bottom of the sign is ideally 8'-0" from finished floor, but no less than 7'-0" from finished floor.

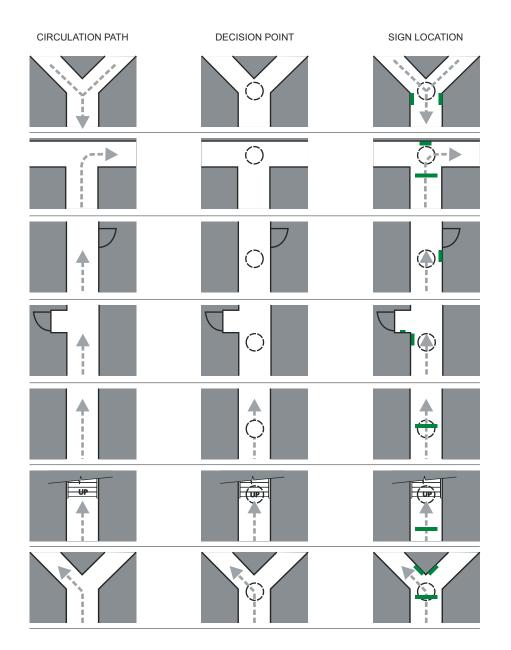
5 - Ceiling Mounted - Signs that are mounted perpendicular to the attachment surface, usually directly into the ceiling, where the bottom of the sign is ideally 8'-0" from finished floor, but no less than 7'-0" from finished floor.

6 - Wall Mounted @ Corridors - Signs that are mounted with the back of the sign flush to the wall 60" from finished floor to the centerline of the sign, centered when applicable between elevators or other architectural elements - Wayfinding Signs Only.

- 7 Ceiling Mounted
- 8 Soffit Mounted

Consistent Sign Placement:

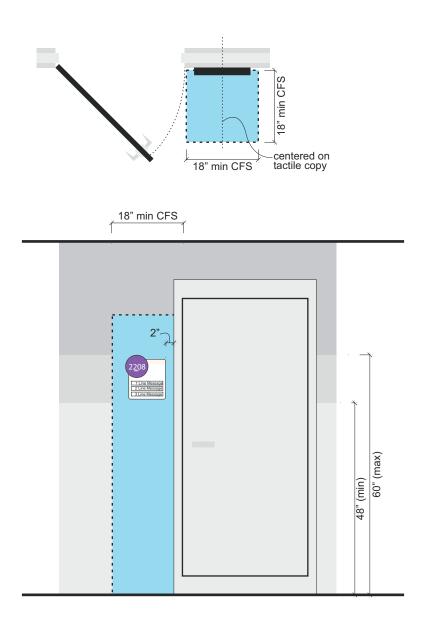
Viewer circulation patterns, natural lines of vision, and ADA requirements are the basis for determining the location of all signs. Ideally, signs shall be located in the line of vision of the viewer, perpendicular to the flow of traffic. This will ensure sufficient time for users to react to each sign message.



Tactile Sign Mounting

Tactile signs are to be mounted on the latch side of the door, 2" from the door frame, 48" minimum, 60" maximum measured to the baseline of the raised characters. Ideally, but not a requirement, braille should be placed at one consistent height whenever possible.

18" of clear free space (CFS) must be maintained at the sign location.





Ideal Location on Latch Side of Door



Located on Push Side of Door if Door Opens Inward and Does Not have a Hold-open Device



Inset door opening, then Nearest Adjacent Wall



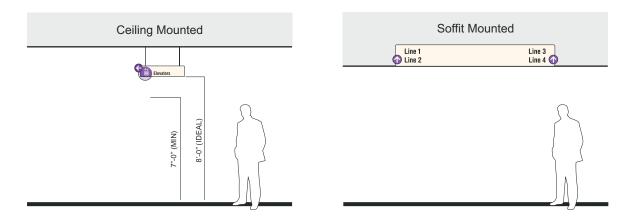
Inset door opening, No space on Latch Side

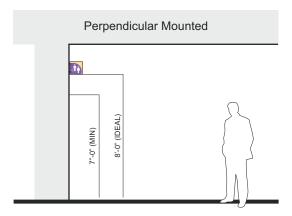


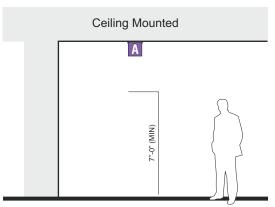
Double doors with 2 Active Leafs



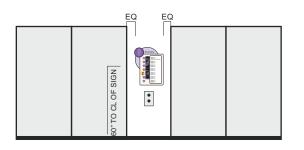
Double Doors with 1 Active Leaf







Wall Mounted @ Elevators



Double-Sided Tape Mounting:

Materials: Tape Measure, Level, Sign

Instructions:

Remove tape backing and apply sign to surface. As with all adhesives, the user must ensure the surface to which the sign is to be mounted is clean, dry, and free from any form of grease, oil, or silicones. If the sign is to be affixed to a wood, the surface must have been sealed with a varnish or lacquer prior to attachment. Textured wall covering and some vinyl wall covering may reject double-sided tape. The sign may appear to adhere initially, but may release shortly thereafter. For this reason, it is advisable to perform a test with a single sign prior to installing all signs in the project. Usually 24 hours is sufficient to determine if tape and wall covering are compatible. If the wall covering rejects the tape, a silicone adhesive, clear silicone sealant can be used to supplement the tape, as the tape will hold the sign in place until the silicone adhesive sets up. Again, a test for suitability with a single sign is advisable. If this is the case, please contact your Innerface representative for more information.

Caution:

Double-Sided tapes are aggressive and may be difficult to remove and/or reposition once attached. For this reason, make certain the sign is correctly positioned (top side up), level and plumb before pressing into place. Applying pressure will activate adhesive and ensure the double-sided tape conforms to mounting surface.

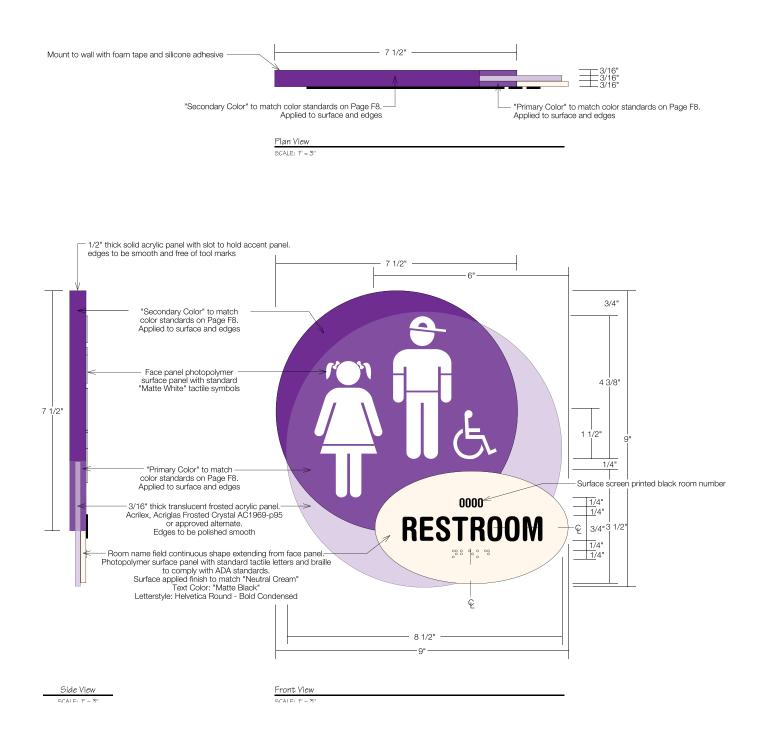
Ceiling / Perpendicular Mounting:

Materials: Tape Measure, Level, Sign, Mounting Hardware

Instructions:

Pre-drill holes in surface to align with mounting unit. Mechanically fasten sign to surface with screws. For all signage installation projects that require drilling in occupied areas, the project manager should be contacted for approval prior to installation.

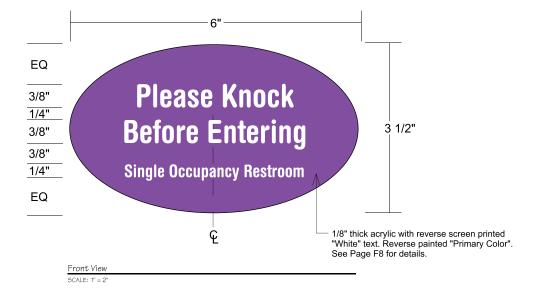
Mounting Instructions



ST.5 : Restroom Identification

This sign identifies accessible public restrooms.

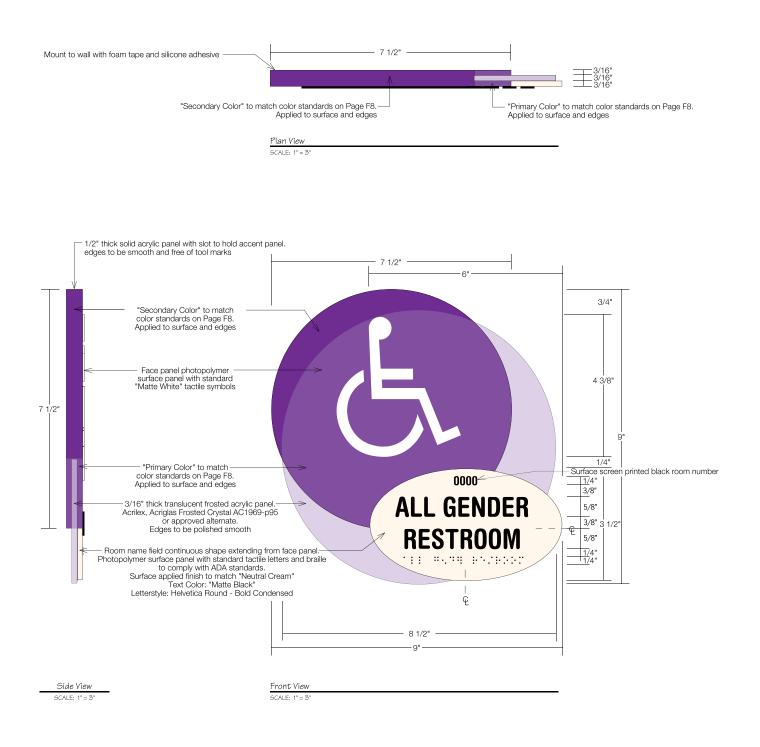
It is typically used in hallways and areas where the sign will be viewed from a short distance.





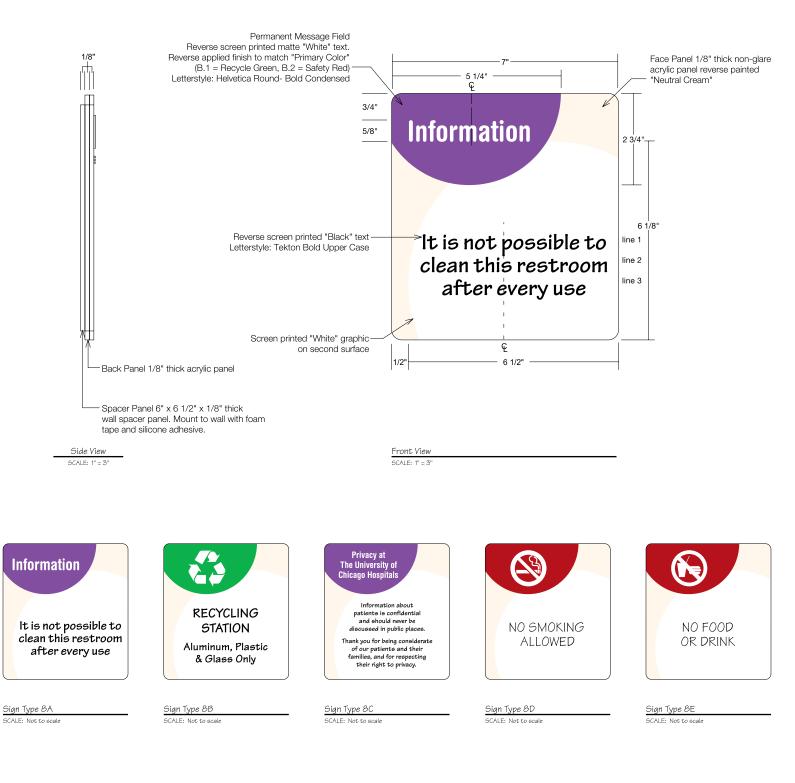
ST.5A : Alternate Restroom

This sign is used in conjunction with ST.5 Restroom Identification. It is typically used in hallways and areas where the sign will be viewed from a short distance.



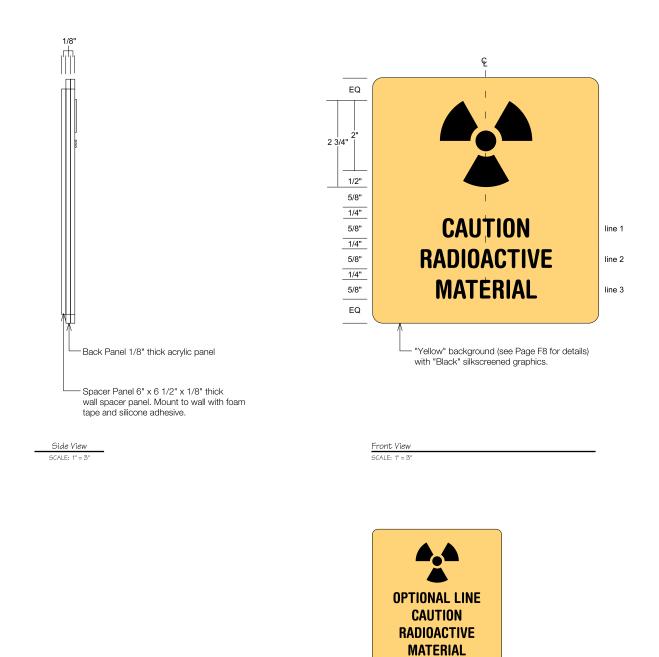
ST.5B : Restroom Identification

This sign identifies accessible public restrooms. It is typically used in hallways and areas where the sign will be viewed from a short distance.



ST.8A-E : Policy Display

This sign displays necessary information for public knowledge. It is typically used in hallways and areas where the sign will be viewed from a short distance.

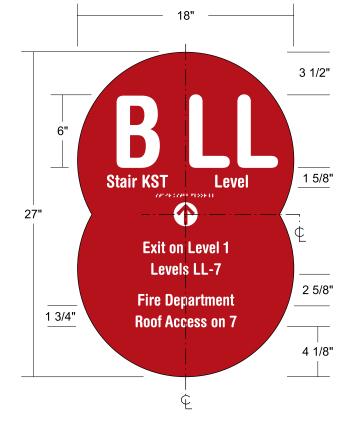


Additional Layout SCALE: Not to scale

ST.9 : Radioactive Material Identification

This sign identifies possible radiation hazards.

It is typically used in hallways and areas where the sign will be viewed from a short distance.



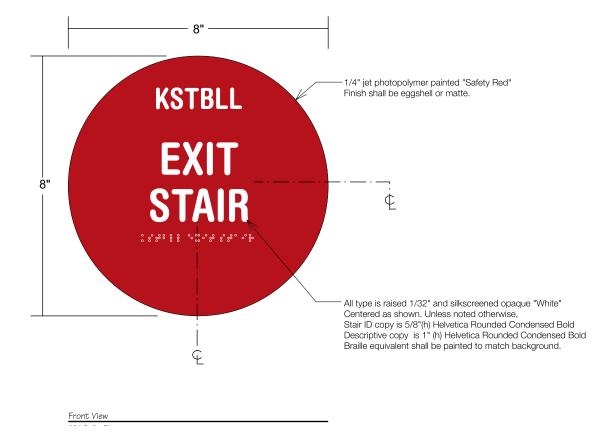
.25" jet photopolymer painted to match "Safety Red". Finish shall be eggshell or matte.

All type and arrows are raised 1/32" and silkscreened opaque "White". Arrow is 2"(h) centered on copy as shown. Stair letter and floor number are 6" (h) Helvetica Rounded Condensed Bold. All other copy is 1"(h) Helvetica Rounded Condensed Bold. Braille shall indicate entire stair and floor designation: e.g. "Stair KSTB Floor LL". Braille shall be painted to match background.

Mount sign to wall with VHB tape and silicone. Sign shall be mounted so that it is not obstructed

ST.11H : Stairwell Level Identification

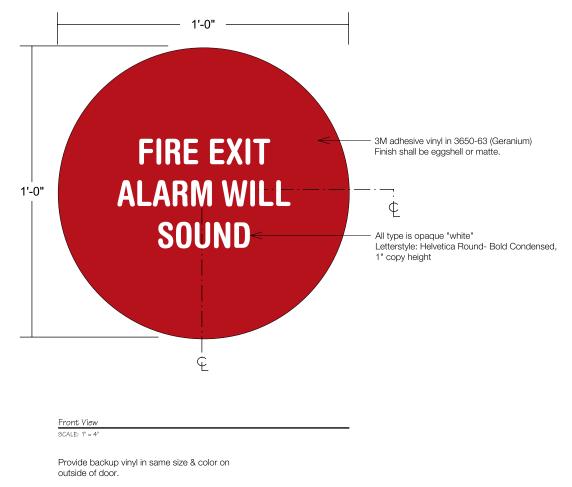
This sign is required inside stairwells in all buildings with three or more floors. It contains life safety information for firefighters, emergency personnel and building occupants. It is installed at the landing for each floor within the stairwell.



ST.11L : Exit Stair Identification

This sign identifies the exit stair.

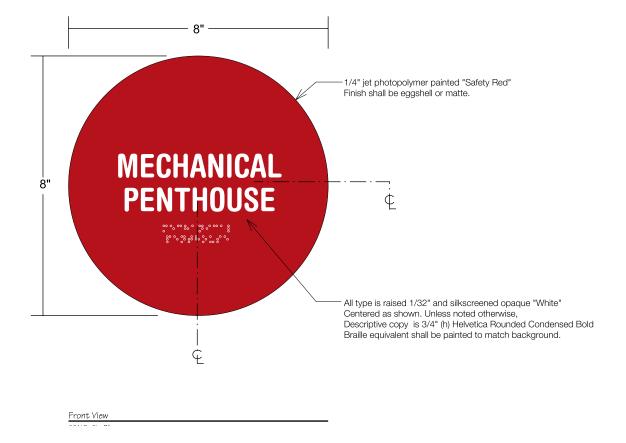
It is typically used in hallways and areas where the sign will be viewed from a short distance.



Sign mounts 60" O.C. A F.F. centered on door

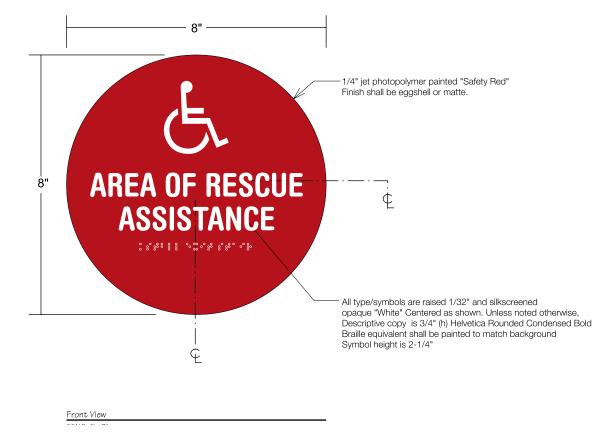
ST.11N : Emergency Exit Decal

This sign identifies doors that exit to the exterior from inside corridors, stairwells, classrooms, auditoriums, mechanical rooms or suites It is typically installed on doors that contain alarms and exit either to the exterior or to an interior hallway or stair. It is also used to identify doors to hallways, inside stairwells, on exit levels that provide floor level and exit information.



ST.11P : Utility Identification

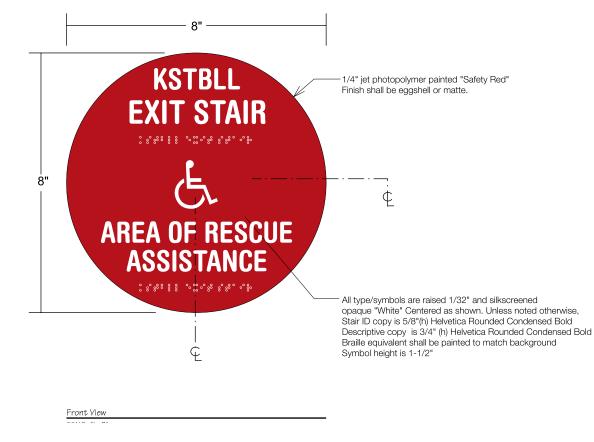
This sign identifies utility spaces that may need to be quickly identified by firefighters, emergency personnel and hospital personnel. It is typically used in hallways and areas where the sign will be viewed from a short distance.



ST.11R : Area of Rescue Assistance

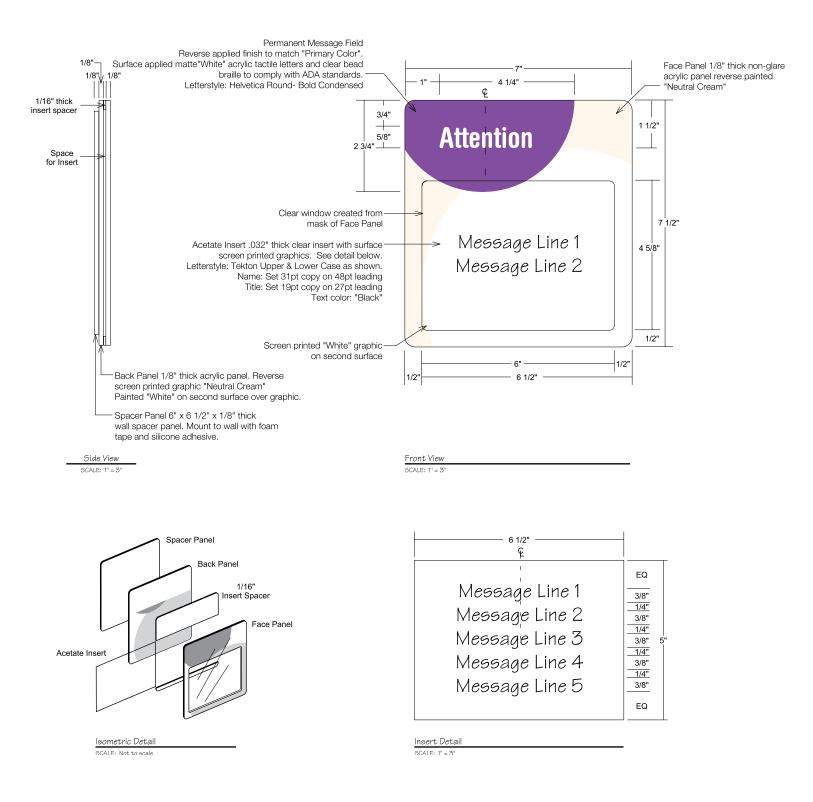
This sign identifies the area of rescue assistance.

It is typically used in hallways and areas where the sign will be viewed from a short distance.



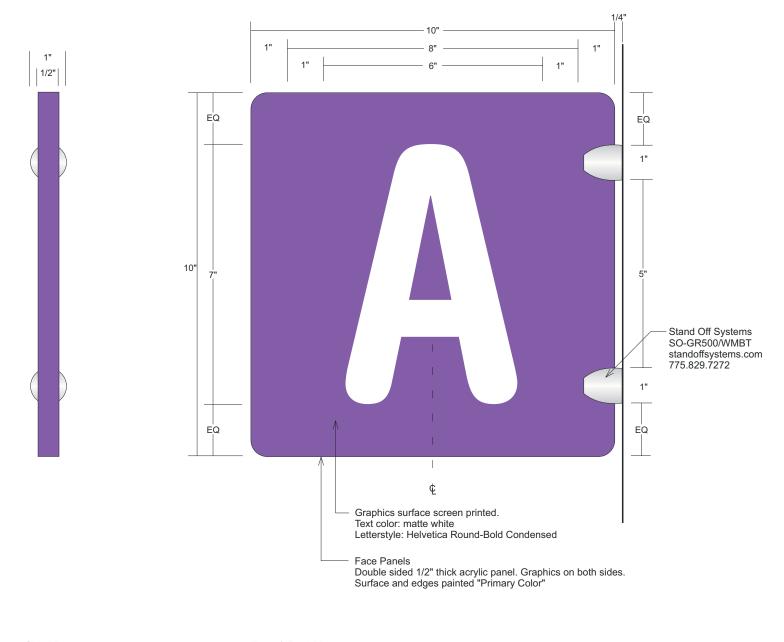
ST.11S : Exit Stair Identification/Area of Rescue Assistance

This sign identifies the exit stair AND area of rescue assistance. It is typically used in hallways and areas where the sign will be viewed from a short distance.



ST.13 : Policy Identification

This sign displays necessary information for public knowledge. It is typically used in hallways and areas where the sign will be viewed from a short distance.





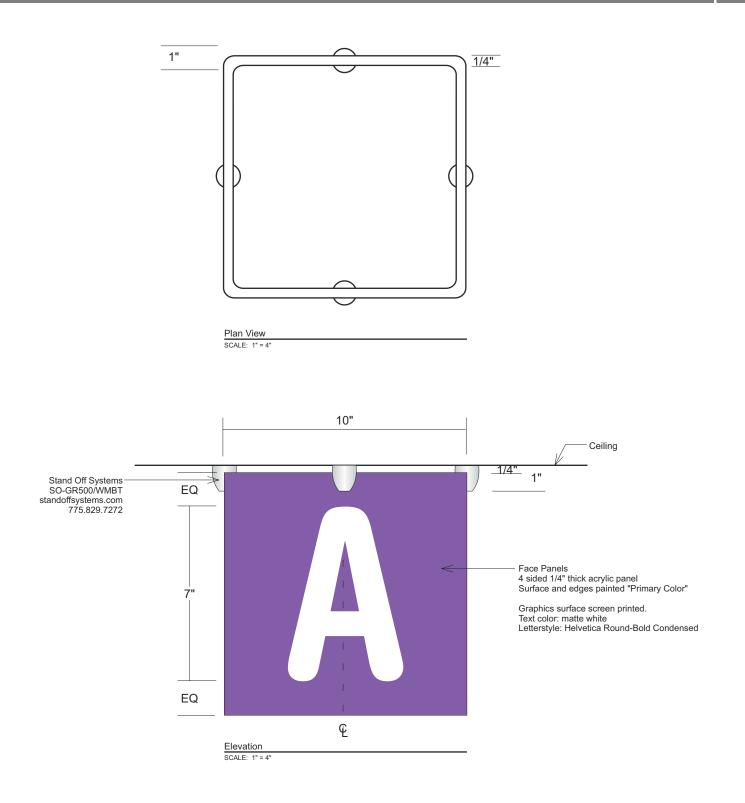
Front & Back View SCALE: 1" = 3"

ST.14C : Pod Identification

This sign identifies work pods for various departments. It is typically used in hallways and areas where the sign will be viewed from a long distance.

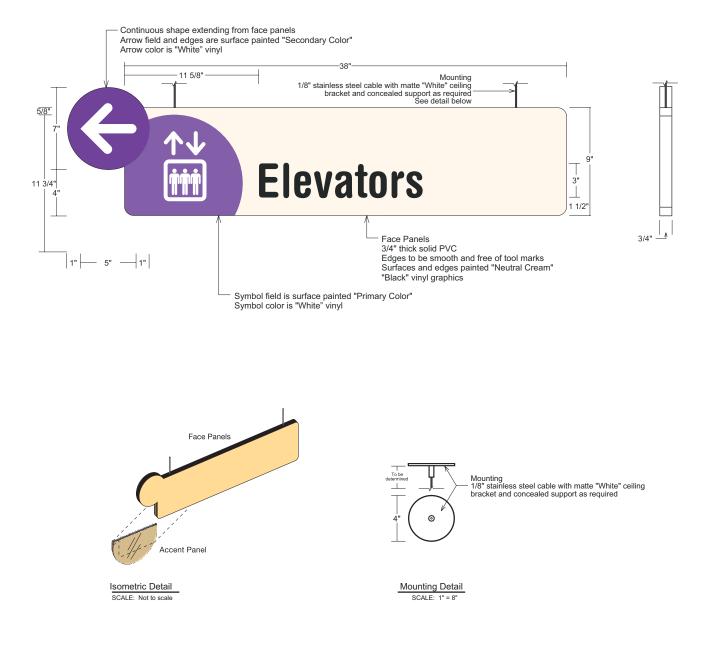
Installation : See Pages D9-D13 for mounting requirements and Page D14 for mounting instructions. All signs must comply with ADA Guidelines and Illinois State Building Codes.

This sign may be wall mounted as shown or ceiling mounted with graphics rotated 90 degrees.



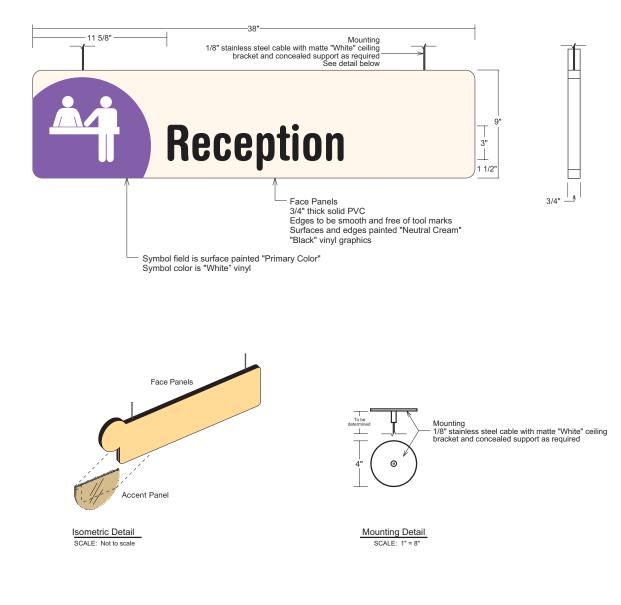
ST.14D : Pod Identification

This sign identifies work pods for various departments. It is typically used in hallways and areas where the sign will be viewed from a long distance.



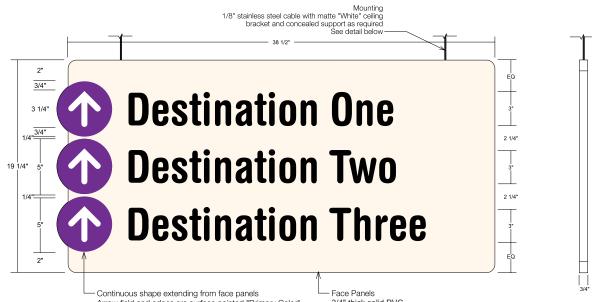
ST.16A : Overhead Identification

This sign identifies and shows direction to main areas or departments within a building or links when entering from one building into another building. It is typically suspended from ceiling tile or a solid ceiling.



ST.16B : Overhead Identification

This sign identifies and shows direction to main areas or departments within a building or links when entering from one building into another building. It is typically suspended from ceiling tile or a solid ceiling.



Continuous shape extending from face panels Arrow field and edges are surface painted "Primary Color" Arrow is surface applied "White" vinyl graphics Face Panels 3/4" thick solid PVC Edges to be smooth and free of tool marks Surfaces and edges painted "Neutral Cream" Surface applied "Black" vinyl graphics

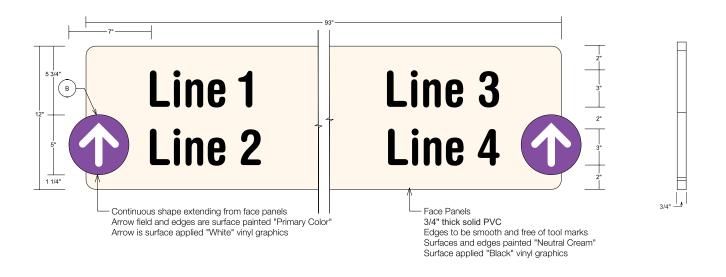


Mounting 1/8" stainless steel cable with matte "White" ceiling bracket and concealed support as required

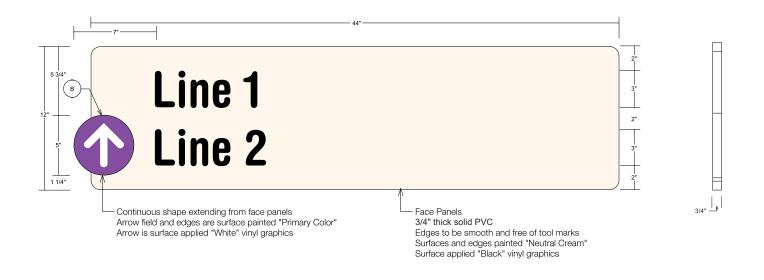
Mounting Detail SCALE: 1" = 8"

ST.16C : Overhead Identification

This sign identifies and shows direction to main areas or departments within a building or links when entering from one building into another building. It is typically suspended from ceiling tile or a solid ceiling.

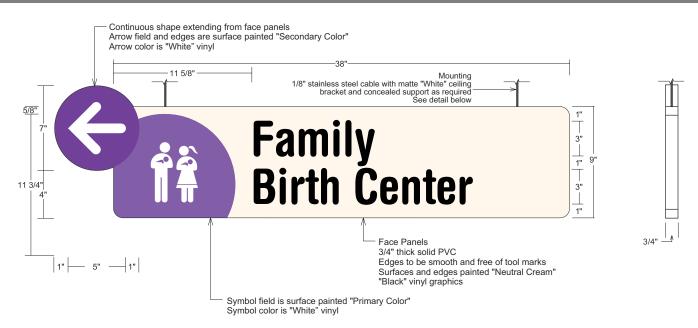


ST.16D : Overhead Identification

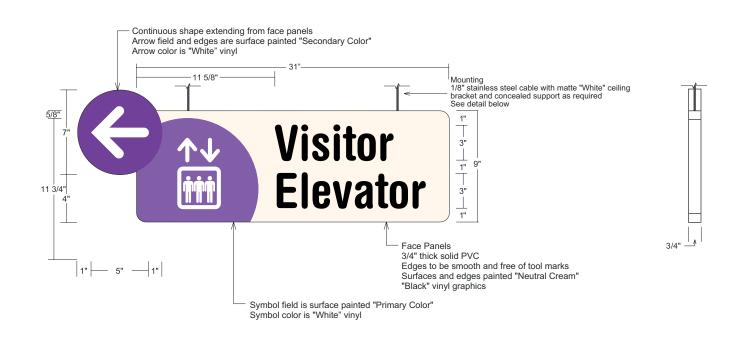


ST.16E : Overhead Identification

This sign identifies and shows direction to main areas or departments within a building or links when entering from one building into another building. It is typically installed on available soffits.

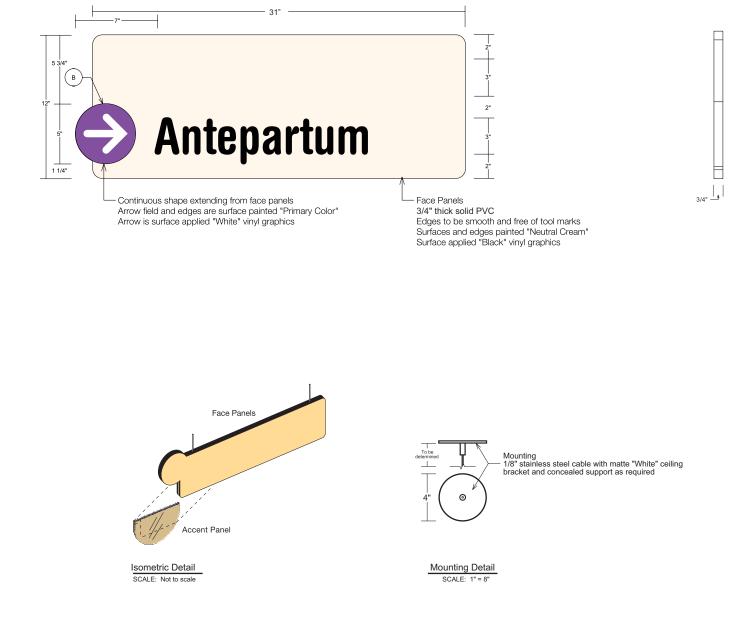


ST.16F: Overhead Identification



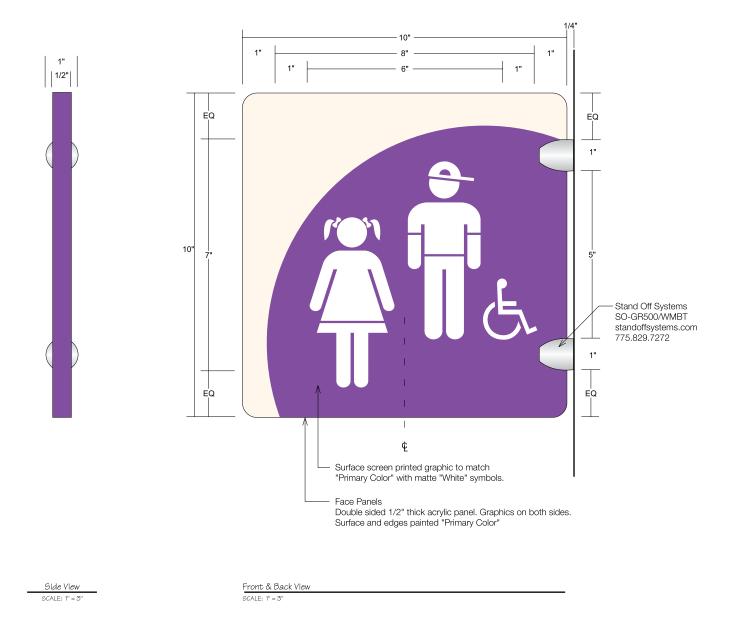
ST.16G : Overhead Identification

This sign identifies and shows direction to main areas or departments within a building or links when entering from one building into another building. It is typically installed on available soffits.



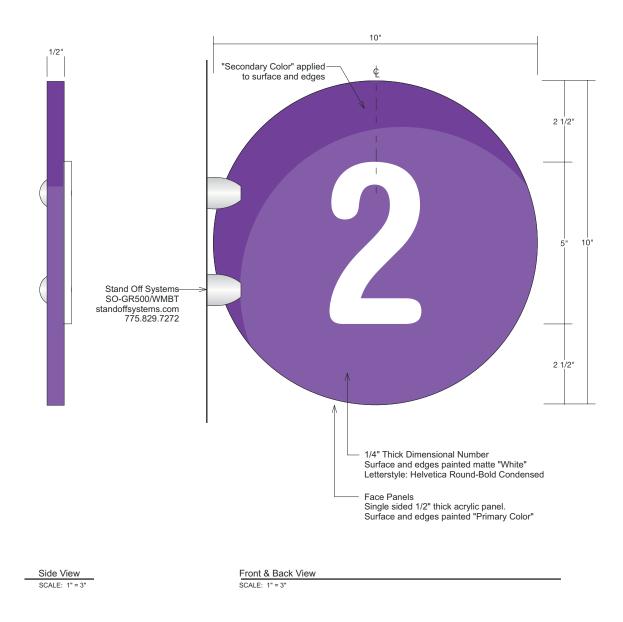
ST.16H : Overhead Identification

This sign identifies and shows direction to main areas or departments within a building or links when entering from one building into another building. It is typically suspended from ceiling tile or a solid ceiling.



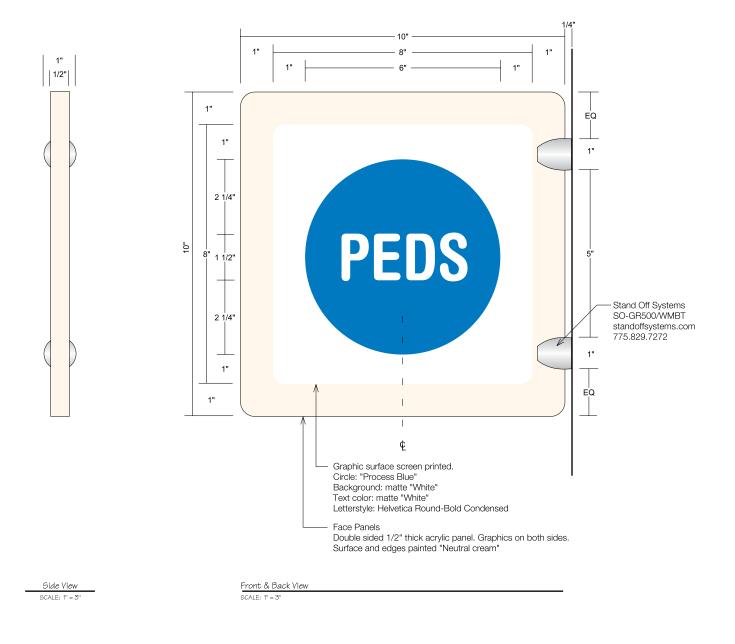
ST.17A : Restroom Blade

This sign identifies accessible public restrooms. It is typically used in hallways and areas where the sign will be viewed from a long distance.



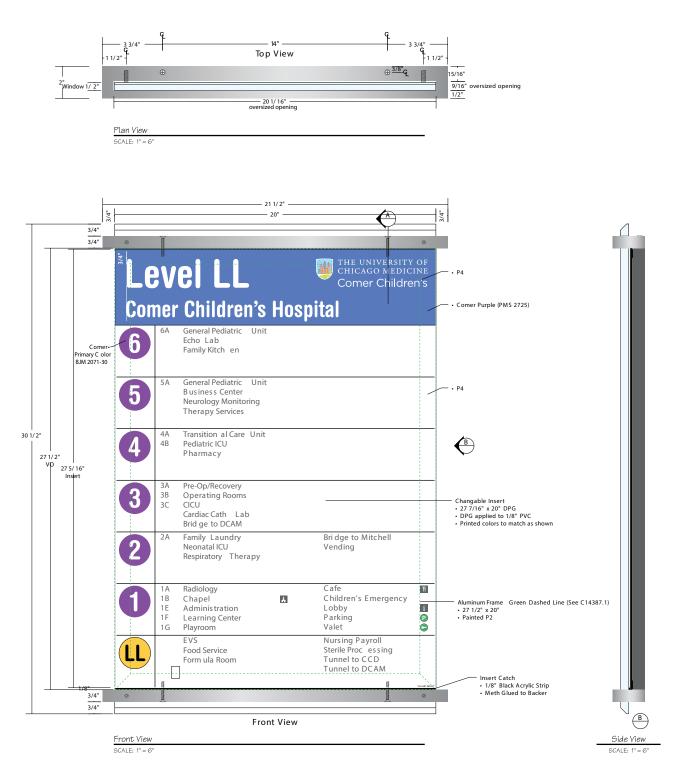
ST.17B : Level Blade

This sign identifies the floor level near the elevators It is typically used in hallways and areas where the sign will be viewed from a long distance.



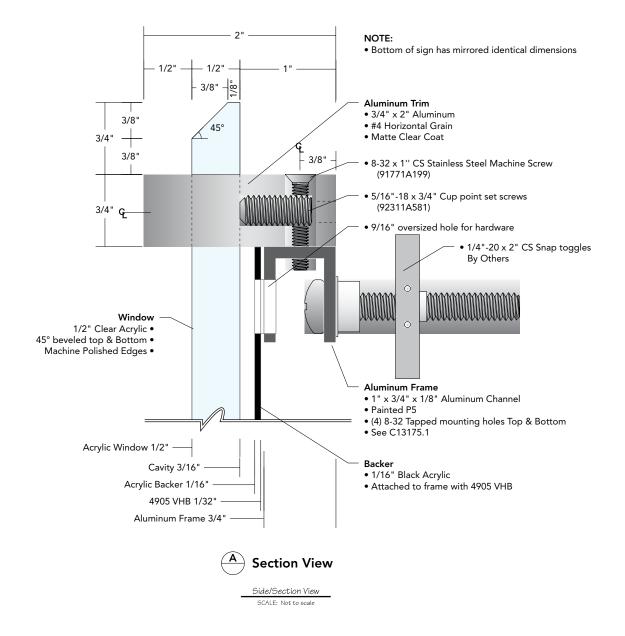
ST.17C : Crash Cart Blade

This sign identifies crash carts for various departments. It is typically used in hallways and areas where the sign will be viewed from a long distance.



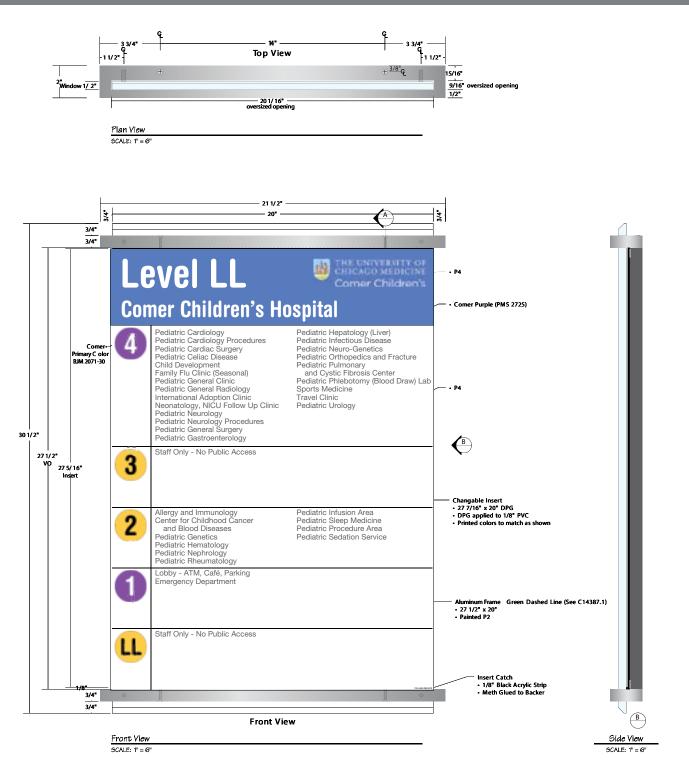
ST.19.4 : Elevator Directory

This sign identifies departments on each level of the hospital for a particular set of elevators in Comer I. It is typically installed near the elevators where the sign will be viewed from a short distance.



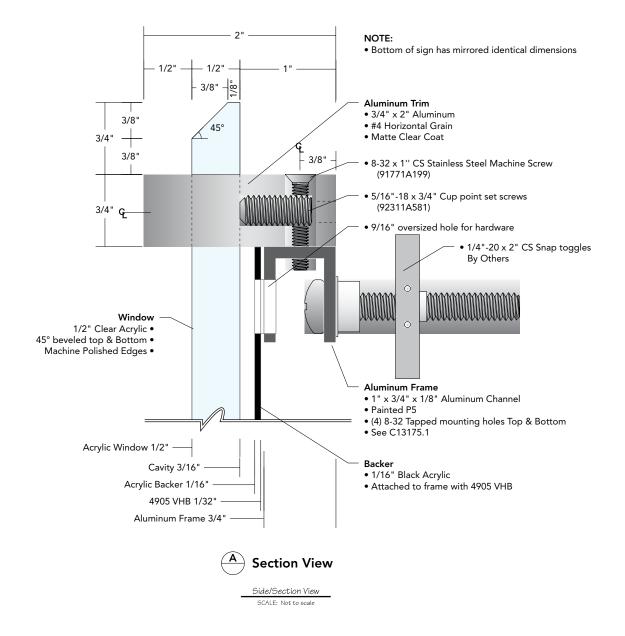
ST.19.4 : Elevator Directory

This sign identifies departments on each level of the hospital for a particular set of elevators in Comer I. It is typically installed near the elevators where the sign will be viewed from a short distance.



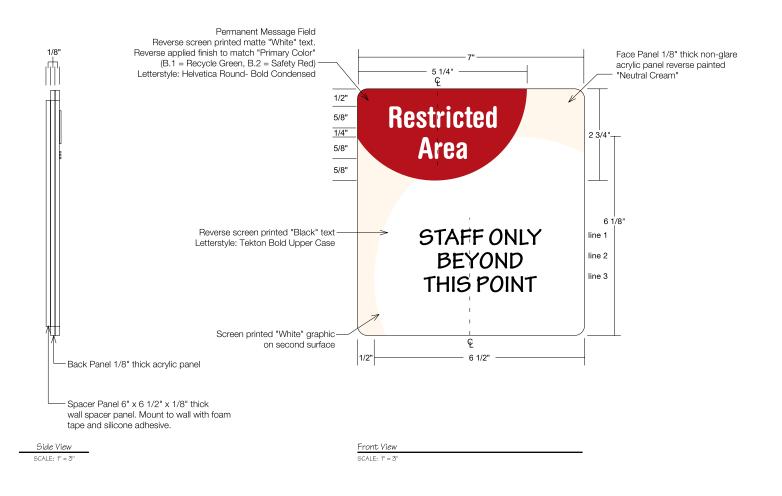
ST.19.5 : Elevator Directory

This sign identifies departments on each level of the hospital for a particular set of elevators in Comer II. It is typically installed near the elevators where the sign will be viewed from a short distance.



ST.19.5 : Elevator Directory

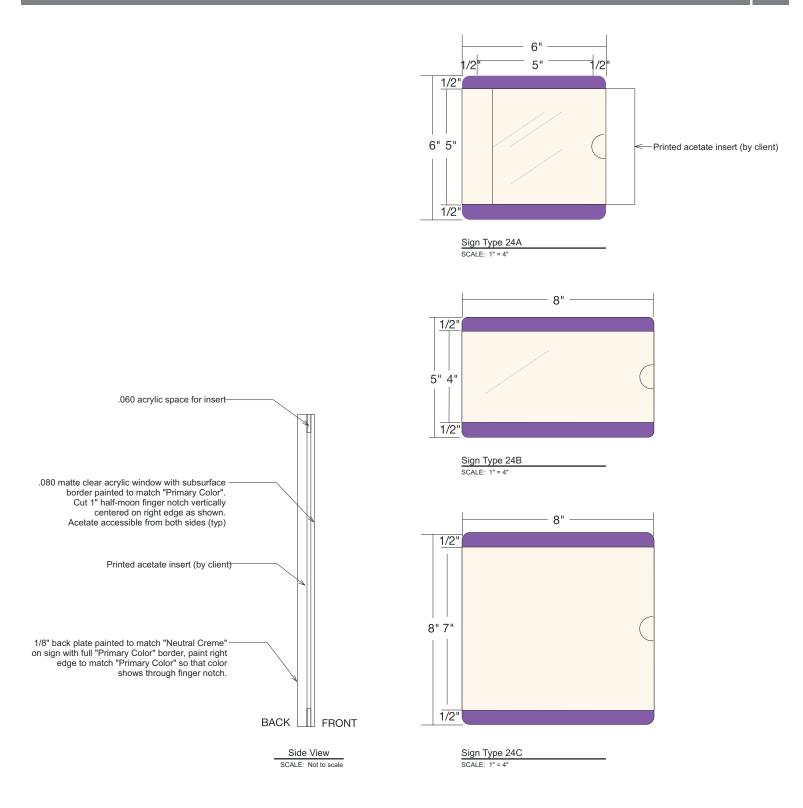
This sign identifies departments on each level of the hospital for a particular set of elevators in Comer II. It is typically installed near the elevators where the sign will be viewed from a short distance.



ST.21 : Restricted

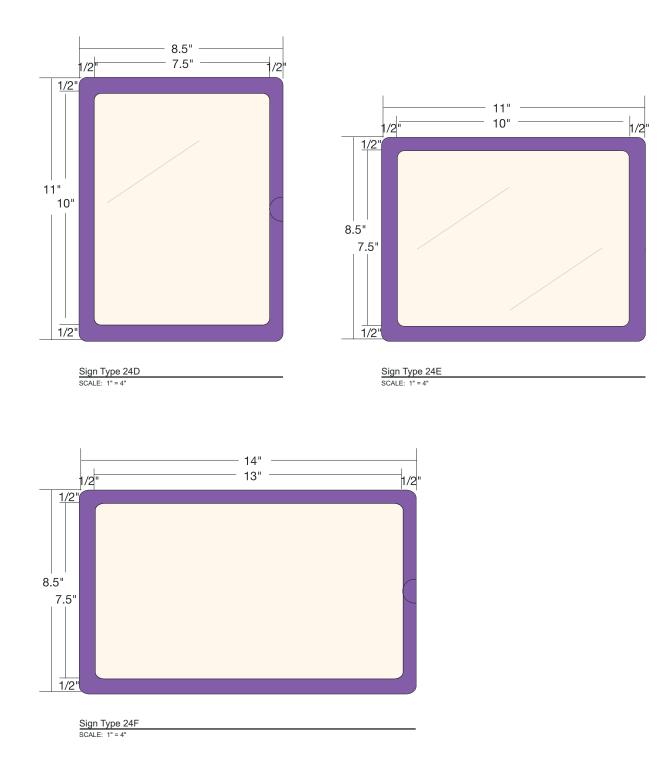
This sign identifies restricted areas.

It is typically used in hallways and areas where the sign will be viewed from a short distance.



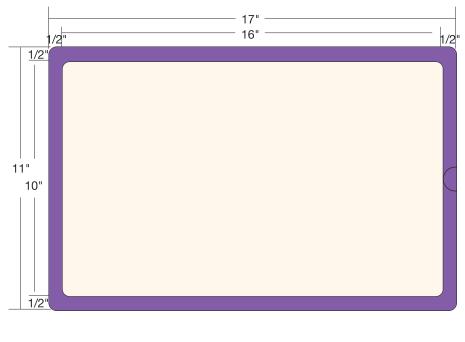
ST.24A/B/C : Display Holders

This sign displays necessary information for public knowledge. It is typically used in hallways and areas where the sign will be viewed from a short distance.



ST.24D/E/F : Display Holders

This sign displays necessary information for public knowledge. It is typically used in hallways and areas where the sign will be viewed from a short distance.



Scale: 1" = 4"

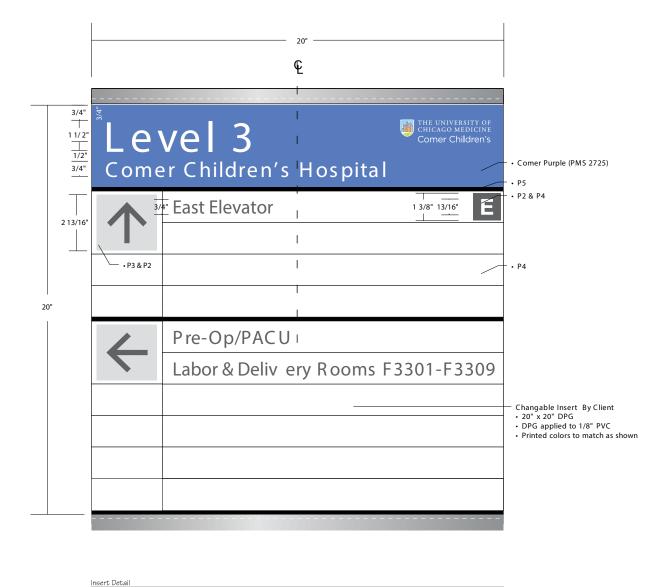
ST.24G : Display Holders

This sign displays necessary information for public knowledge. It is typically used in hallways and areas where the sign will be viewed from a short distance.



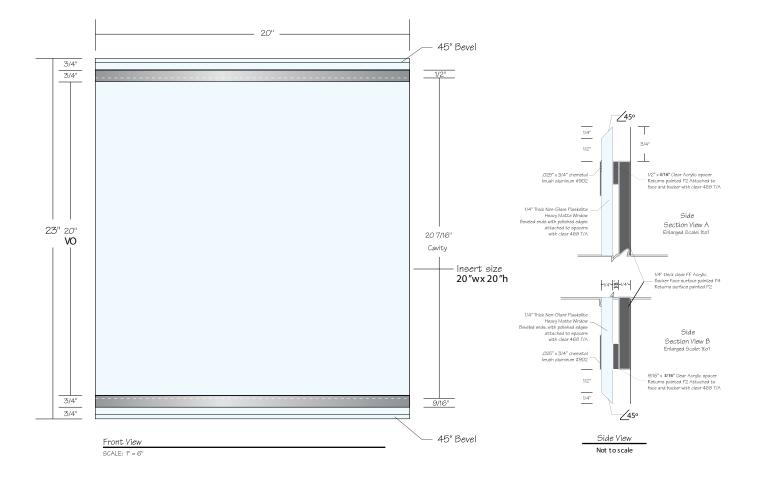
ST.65C : No Smoking Vinyl

This sign identifies the University of Chicago as a smoke-free campus. It is typically used at entrances/exits where the sign will be viewed from a short distance. Color should be white or gray. Size should be scaled to fit, if necessary.



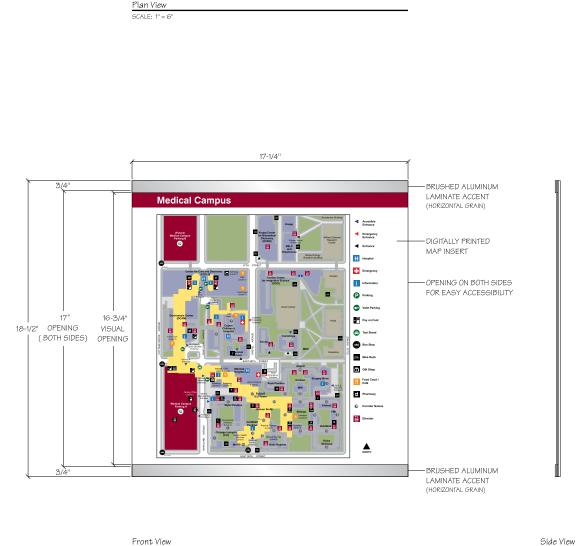
ST 331.5 : Wall Directional (Small)

This is a wall mounted directional sign. It is ideal for listing up to 10 destinations. It is typically used at corridor intersections or other decision-making points of travel.



ST 331.5 : Wall Directional (Small)

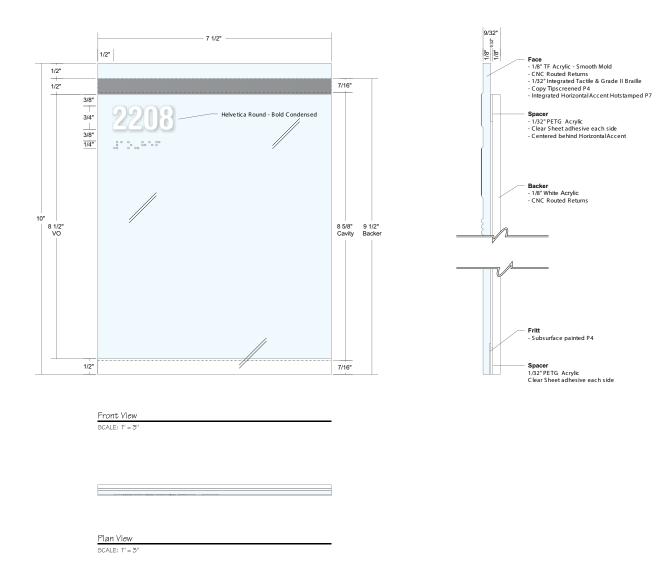
This is a wall mounted directional sign. It is ideal for listing up to 10 destinations. It is typically used at corridor intersections or other decision-making points of travel.



SCALE: 1" = 6"

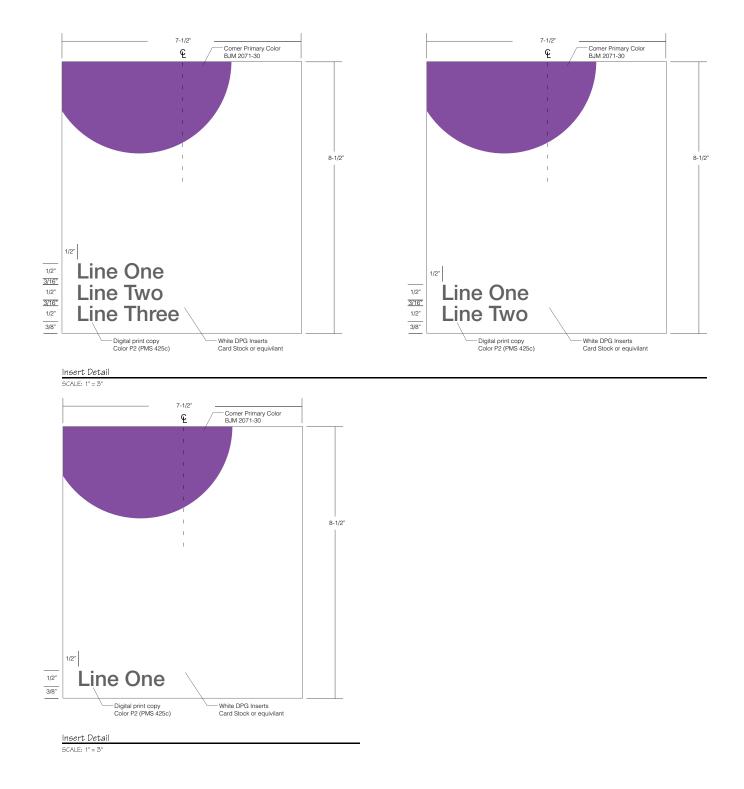
ST 331M-1 : Wall Map (Small)

This sign is intended to help visitors find their current location on campus. It is typically installed at a prominent location in lobbies, waiting areas or near elevators.



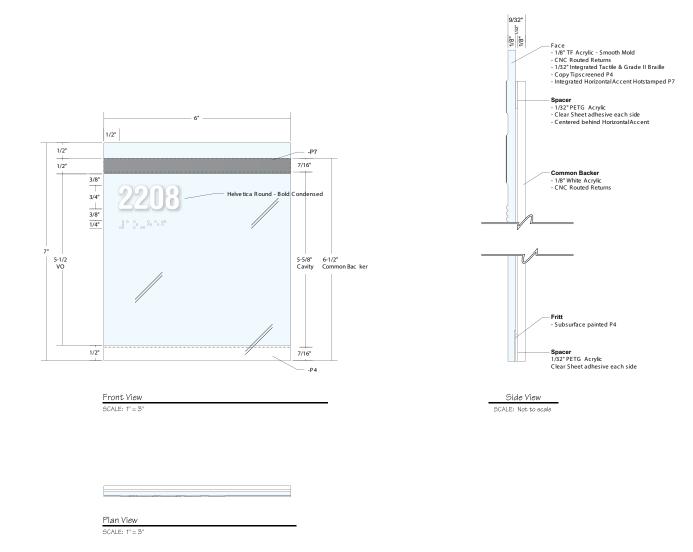
ST 340.5 : Department Identification (Comer)

This sign identifies prominent departments such as Radiology, Administrative Suite or the Laboratory. It is typically used in hallways and areas where the sign will be viewed from a short distance.



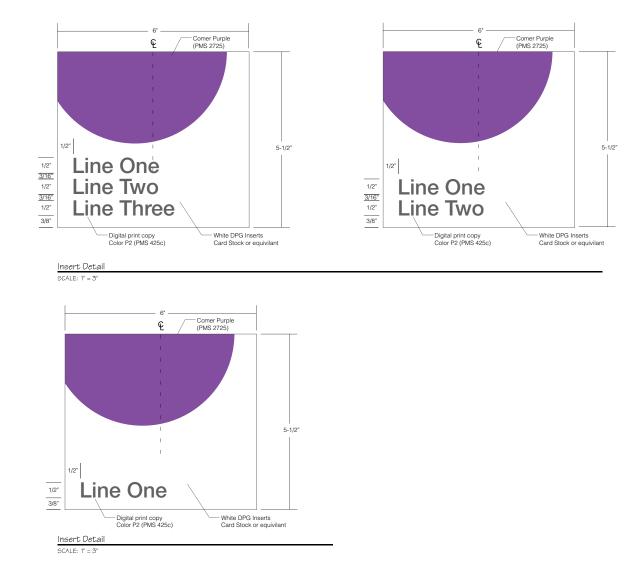
ST 340.5 : Department Identification (Comer)

This sign identifies prominent departments such as Radiology, Administrative Suite or the Laboratory. It is typically used in hallways and areas where the sign will be viewed from a short distance.



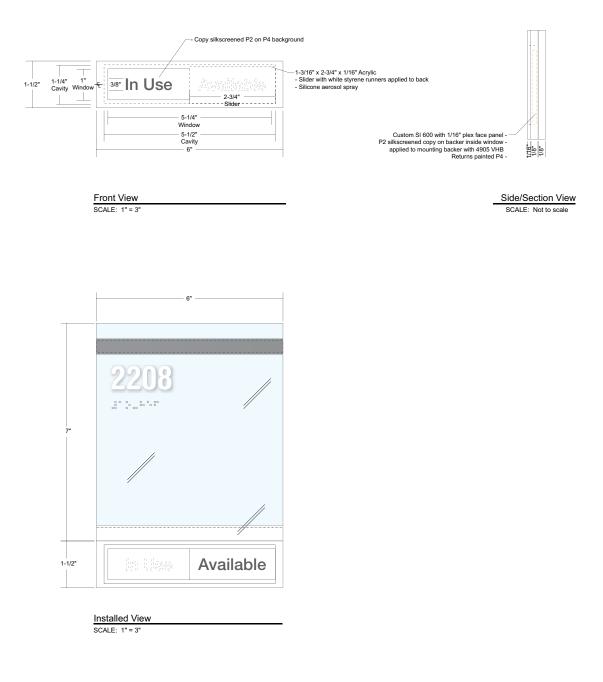
ST 345.5 : Base Room Identifier (Comer)

This sign identifies permanent rooms such as Environmental Services, Elevator Equipment or Storage. It is typically used in hallways and areas where the sign will be viewed from a short distance.



ST 345.5 : Base Room Identifier (Comer)

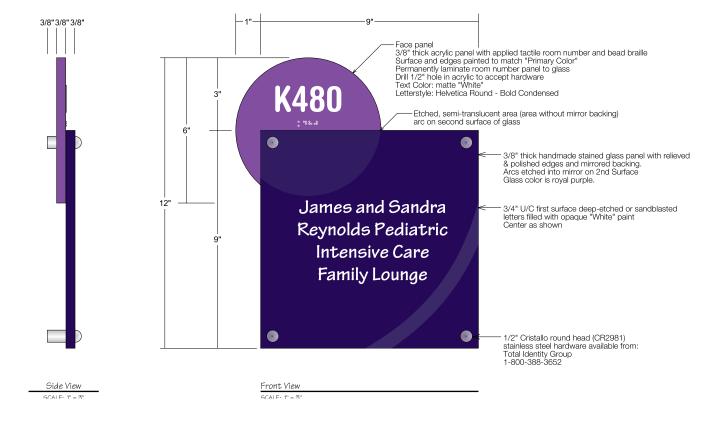
This sign identifies permanent rooms such as Environmental Services, Elevator Equipment or Storage. It is typically used in hallways and areas where the sign will be viewed from a short distance.



ST 345.5-SI : "In Use/Open" Slider (Comer)

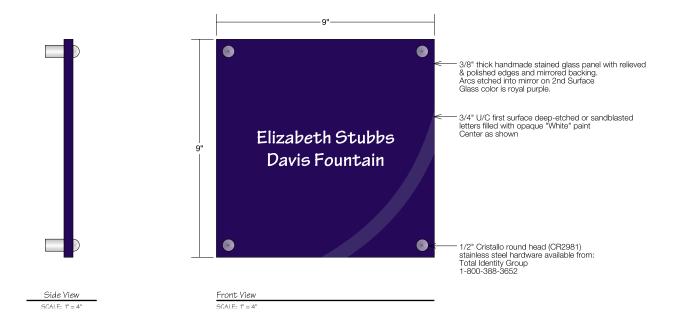
This sign indicates if a room/space is in use.

It is typically used for Conference Rooms, Consult Rooms or Exam Rooms.



Room Number/Donor Plaque

This sign identifies donated rooms/spaces that also require ADA compliance. It is typically used to identify exam rooms, treatment rooms or the chapel. Please reference the Medical Center Development for donor signage/plaques.



Donor Plaque (Small)

This sign identifies donated items such as fountains, artwork and sculpture. Please reference the Medical Center Development for donor signage/plaques.



Donor Plaque (Large)

This sign identifies large spaces that have been made possible by a generous donation. It is typically used to identify waiting areas, lobbies or the cafeteria. Please reference the Medical Center Development for donor signage/plaques.



GORDON CENTER FOR INTEGRATIVE SCIENCE

KNAPP

KNAPP CENTER FOR BIOMEDICAL DISCOVERY

E3	Typography
E9	Symbology
E10	Arrow Standards
E11	Message Hierarchy
E12	Color Standards
E18	Mounting Instructions
E19	ST.1 : Room Identification
E20	ST.2 : Office Identification
E21	ST.2 : Office Identification / Alternate 1
E22	ST.2 : Office Identification / Alternate 2
E23	ST.4 : Department Identification
E24	ST.4 : Department Identification / Alternate 1
E26	ST.5/6 : Conference Room Identification
E28	ST.5/6 : Conference Room Identification / Alternate 1
E30	ST.5/6 : Conference Room Identification / Alternate 2
E31	ST.5/6 : Conference Room Identification / Alternate 3
E32	ST.7A : Restroom Identification
E33	ST.7B : Restroom Identification
E34	ST.7 : Restroom Identification / Alternate 1
E35	ST.8 : Restroom Blade
E37	ST.9A : Safety Identification
E39	ST.9B : Safety Identification
E41	ST.9C : Safety Identification
E43	ST.10 : Paper Holder
E44	ST.14 : Address Letters
E45	ST.15 : Vinyl Graphics
E46	ST.16 : Donor Letters
E47	ST.B : Elevator Directory
E49	ST.? : Wall-Mounted Overhead Directional
E50	ST.? : Wall Directional
E52	ST.C : Division Identity Letters
E53	ST.D/F : Stair Identification
E55	ST.D/F : Stair Identification / Alternate 1
E57	ST.D/F : Stair Identification / Alternate 2
E58	ST.E : Area of Rescue Assitance
E59	ST.G : Fire Exit Identification
F60	ST.J : Donor Letters

- E60 ST.J : Donor Letters
- E61 ST 331M-1 : Wall Map (Small)

Typography:

All raised sign text shall be specified as:

Helvetica 55 Roman ABCDEFGHIJKLMNOPQRSTUVWXYZ abcdefghijklmnopqrstuvwxyz 0123456789 !@#\$%^&*(),./:'

Insert sign text shall be specified as:

Helvetica Bold **ABCDEFGHIJKLMNOPQRSTUVWXYZ abcdefghijklmnopqrstuvwxyz** 0123456789 !@#\$%^&*(),./:'

Select Dimensional Letters shall be specified as:

Goudy Bold ABCDEFGHIJKLMNOPQRSTUVWXYZ abcdefghijklmnopqrstuvwxyz 0123456789 !@#\$%^&*(),./:'

Typography:

Select Conference Rooms Plaques shall be specified as:

Minion Medium ABCDEFGHIJKLMNOPQRSTUVWXYZ abcdefghijklmnopqrstuvwxyz 0123456789 !@#\$%^&*(),,/:'

Select Conference Rooms Plaques shall be specified as:

Minion ABCDEFGHIJKLMNOPQRSTUVWXYZ abcdefghijklmnopqrstuvwxyz 0123456789 !@#\$%^&*(),./:'

Typography Restrictions:

Only the typefaces and weights described above shall be used in the signage system. Modification of letter shapes is not recommended unless specified in individual sign type drawings. Condensed, extended, slanted, outlined or otherwise distorted type is not recommended. Other weights of these typestyles may be seen advantageous under appoint group attended. Becommendations to use alternate two weights aboutd

Typography Restrictions:

Only the typefaces and weights described above shall be used in the signage system. Modification of letter shapes is not recommended unless specified in individual sign type drawings. Condensed, extended, slanted, outlined or otherwise distorted type is not recommended. Other weights of these typestyles may be seen advantageous under special circumstances. Recommendations to use alternate type weights should be reviewed by a graphics specialist.

Capitalization:

Aside from special decorative uses and certain regulatory signs, all messages shall be initial uppercase followed by lowercase with the exception of articles, prepositions, and conjunctions. In the case of lengthy messages, words should be written in sentence format with initial uppercase of the first word followed by all lowercase letters, ending in a period. As required by the Americans with Disabilities Act, all tactile messages should be specified as all upper case. For increased legibility, lower case letters should have a lowercase "x" height of 66% of the height of the uppercase letter.

Character Size:

All visual access characters shall be a minimum for 5/8" copy height.

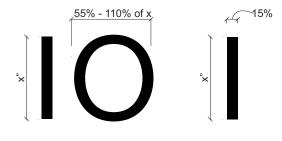
Tactile Signs:

Labels of "permanent" rooms / spaces when the function is not likely to change over time (or without signification alteration). Exterior room signs are not required to be tactile within parking garages / decks.

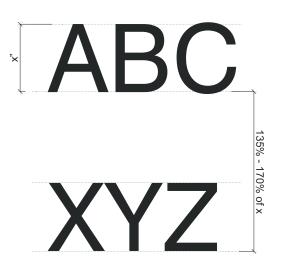
- Restroom Labels (at entry)
- Room Numbers / Names
- Floor Levels (NFPA egress signs)
- Exit Access / Discharge
- Areas of Rescue Assistance

Character Proportion:

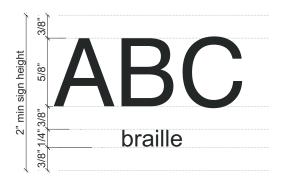
Based on the uppercase "O" width = 55% (min) - 110% (max) of the uppercase "I" height, Stroke Thickness - 15% (max) of the upper case "I" height



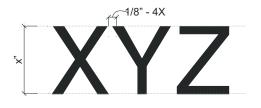
Line Spacing - should be 135% - 170% of character height (measured from baseline to baseline)



3/8" minimum separation from raised borders and decorative elements.



Character Spacing - should be 1/8" minimum - 4X maximum (measured to the closest points of adjacent characters)

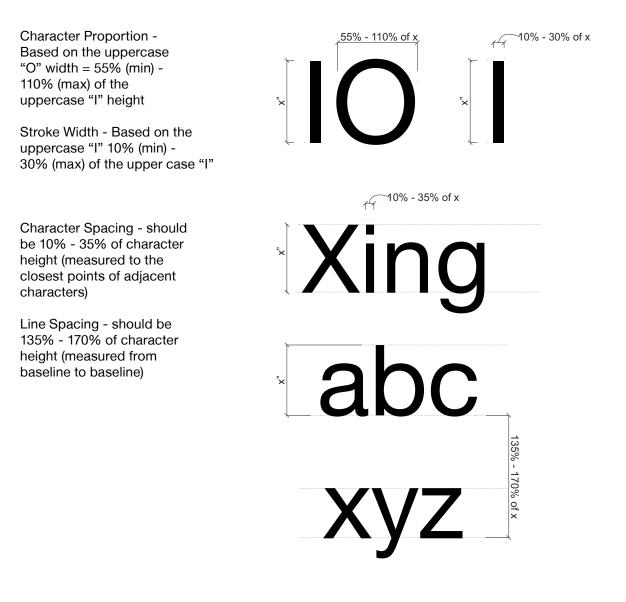


Visual Access:

Signs must meet the following guidelines: - Finish (non-glare), - Contrast (light-on-dark or dark-on-light), - Characters (style, proportion, height), - Spacing (character, line), - Upper and lower case permitted

Visual Access is required for the following:

- Room Identification (Room # or Name), - Informational Signs ("Staff Only", Hours of Operation, Use of Stairs in Emergency), - Directional Signs (verbal or graphic display of wayfinding including evacuation maps)

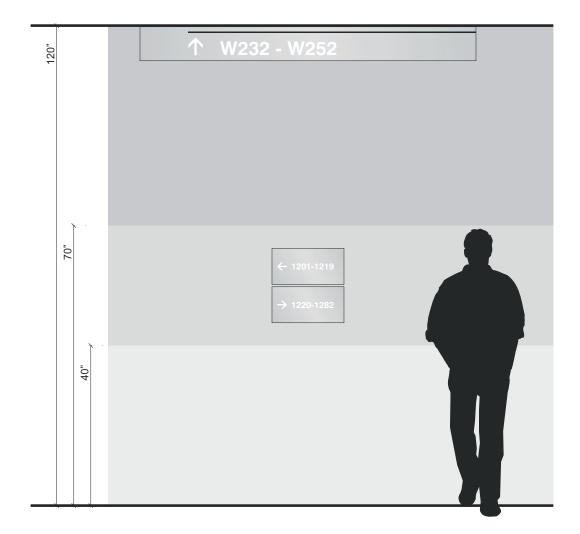


Character Height:

Minimum character height for ceiling or projecting wall mounted directional or informational signage is 2", provided that the sign is mounted no more than 10' high from the floor or ground surface.

5/8" minimum character height for all signs mounted between 40" and 70" from the floor or ground surface. This applies to all identification, informational, and directional signs. The 5/8" minimum does not apply to such regulatory signs as EMTALA, patients rights & responsibilities, marketing notices, etc. For specific instances, always contact the ADA hotline for clarification prior to manufacturing.

No sign shall be mounted lower than 40" from the floor or ground surface.



Symbology:

The symbols (pictograms) shown below shall be used to reinforce and provide visual confirmation of messages when specified in the sign type drawings. These symbols are gathered from those developed by the Department of Transportation (DOT), the American Institute of Graphic Arts (AIGA), and Society of Environmental Graphic Design (SEGD) in association with Hablamos Juntos. These symbols are in broad use around the world, as they are readily identified by the international public for both English and non-English speakers. Pictograms that are used to label permanent spaces (restrooms, stairs, etc) are required to have the text equivalent (raised characters & braille). The background space is required to be 6" high, minimum, with dark-on-light or light-on-dark contrast and nonglare finish.



Men's Restroom



Emergency Eye Wash



Women's Restroom



Safety Shower



Restrooms



Fire Extinguisher



Handicapped Accessible



Area of Rescue Assistance



No Smoking

Symbology

Arrow Standards:

Arrows used as directional icons are more readily identified and require less sign real estate than messages. Arrow graphics take less time to comprehend than the message equivalent, allowing people to understand the information being conveyed more quickly. Consistent arrow graphic proportions should always be applied in the same manner across the entire signage system.

The angle of orientation and directional information that arrows convey is of equal importance as the use of a consistent arrow form.

1. Arrow Orientation Angles

When used for signage and wayfinding, the standard arrow can be used in eight (8) different angled orientations No alternate angles or forms should be used.



2. Arrow Applications

Straight-ahead movement should be indicated by upward-facing arrows, unless the direction being specified is "straight down" in the instance of a stairwell. Straight downward-facing arrows are normally reserved to indicate movement to a lower level of pedestrian traffic.

3. Arrow Face Layout Locations

Arrows should not be positioned in any other location on the sign face (See section D for specific sign type layouts depicting arrow placement). Up arrows are normally located closest to the flow of traffic and corresponding message text should be justified based on arrow location on sign face. Similarly, destinations to the left should have arrows and text justified on the left side of the sign, and destinations to the right should have arrows and text justified to the right.

Arrow Standards

Message Hierarchy

This section delineates a hierarchy of messages and information to be used throughout the signage system. By using the terminology in this document, one should be able to organize and specify messages into their appropriate sign type modules. Clear and concise sign messages are presented most effectively by reducing the quantity of terms, ensuring a more efficient comprehension of the sign. Primary and secondary messages should hold the most visual weight of the sign graphics. Tertiary messages must be coordinated with primary and secondary messages to prevent overloading the sign with information.

Primary Messages:

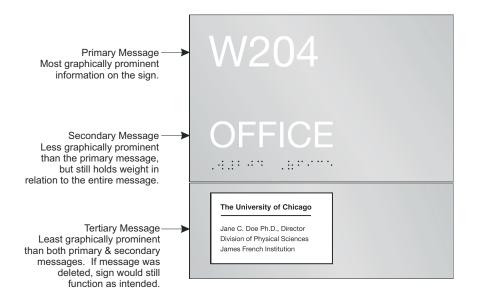
This information shall be the largest and most visible information on each sign.

Secondary Messages:

This information supplements or reinforces information already conveyed by the primary messages.

Tertiary Messages:

Tertiary information supplements both the primary and secondary messages.

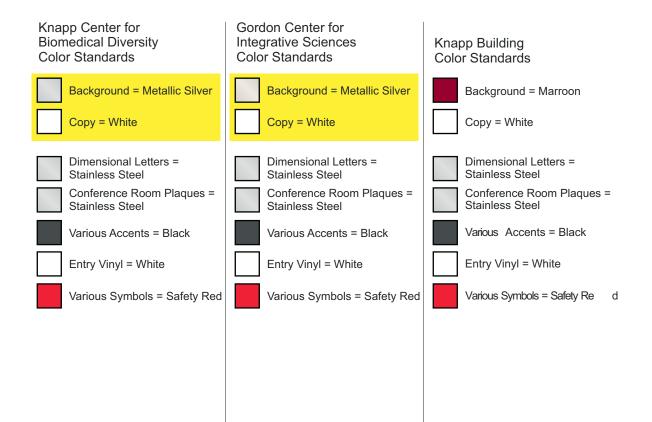


Message Hierarchy

Color Standards

It is important to note that many studies have been done regarding colors and their effects on human behavior. Considerations must be made with multi-colored sign systems, particularly with complex facilities and garage structures. Approximately 12 percent of the male population is color-blind and cannot distinguish between shades of black and blue, yellow and brown, or red and orange. For this reason, if multiple colors are used it may be necessary to spell out the name of the color on the sign to make it clear to many of these individuals if color is being used as a primary wayfinding tool. For example, levels or areas of a parking garage can be assigned differing colors; the color will help to trigger the users memory when retrieving his/her vehicle, but is not required to understand how the facility is organized.

The primary goal of colors for a signage system is to create a supplemental system that enhances the messaging. In addition, the intention is to specify colors that are distinctive and clearly identifiable. The recommended color system must be used consistently hospital-wide in order for its effectiveness to be optimal.



Color Standards

Mounting Requirements

The basic mounting types are listed below for all directional, identification, and informational / regulatory sign types by double-sided tape mounting or mechanically fastened to the wall / ceiling

1 - Wall Mounted @ Door (Option 1) - Signs that are mounted with the back of the sign flush to the surface on the latch side of the door, 2" from the door jamb, 48" - 60" measured from the base of the raised characters to the finish floor. This option should always be the first choice when mounting room / department identification signage.

2 - Wall Mounted @ Door (Option 2), Preferred at Wood Doors - Signs that are mounted with the back of the sign flush to the surface on the right side of the door (or doors in the case of double-leaf doors), 2" from the door jamb, 48" - 60" measured from the base of the raised characters to the finish floor. This option is to be used only when the sign can NOT be mounted on the latch side of the door (See Option 1). All egress signs shall be mounted adjacent to the door leading from the stairwell into the corridor to identify the floor level.

3 - Wall Mounted @ Door (Option 3), Preferred at Plain Doors - Signs that are mounted with the back of the sign flush to the surface on the door itself, centered in the door, 48" - 60" measured from the base of the raised characters to the finish floor. This option is to be used only when the sign can NOT be mounted on the latch side of the door or the right side of the door. Exception to option #3 is when the sign is not identifying the nature of the room, but instead giving additional information about the room, for example radiation cautionary signage.

4 - Perpendicular Mounted - Signs that are mounted perpendicular to the attachment surface, usually on a wall or support beam, where the bottom of the sign is ideally 8'-0" from finished floor, but no less than 7'-0" from finished floor.

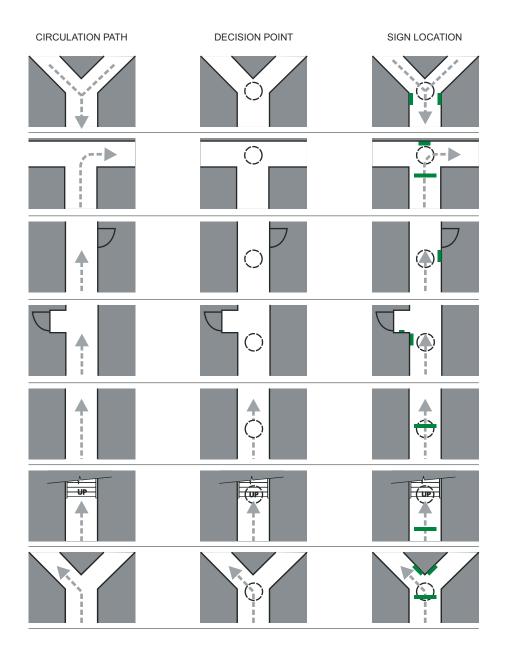
5 - Ceiling Mounted - Signs that are mounted perpendicular to the attachment surface, usually directly into the ceiling, where the bottom of the sign is ideally 8'-0" from finished floor, but no less than 7'-0" from finished floor.

6 - Wall Mounted @ Corridors - Signs that are mounted with the back of the sign flush to the wall 60" from finished floor to the centerline of the sign, centered when applicable between elevators or other architectural elements - Wayfinding Signs Only.

- 7 Ceiling Mounted
- 8 Soffit Mounted

Consistent Sign Placement:

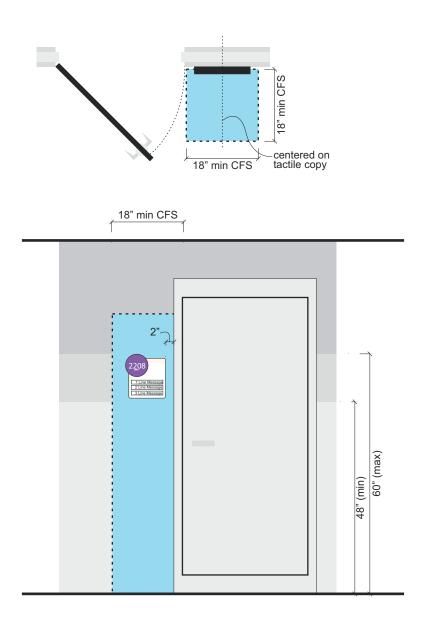
Viewer circulation patterns, natural lines of vision, and ADA requirements are the basis for determining the location of all signs. Ideally, signs shall be located in the line of vision of the viewer, perpendicular to the flow of traffic. This will ensure sufficient time for users to react to each sign message.



Tactile Sign Mounting

Tactile signs are to be mounted on the latch side of the door, 2" from the door frame, 48" minimum, 60" maximum measured to the baseline of the raised characters. Ideally, but not a requirement, braille should be placed at one consistent height whenever possible.

18" of clear free space (CFS) must be maintained at the sign location.





Ideal Location on Latch Side of Door



Located on Push Side of Door if Door Opens Inward and Does Not have a Hold-open Device



Inset door opening, then Nearest Adjacent Wall



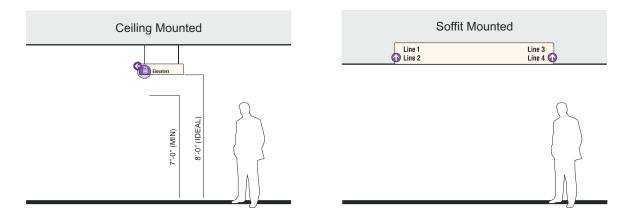
Inset door opening, No space on Latch Side

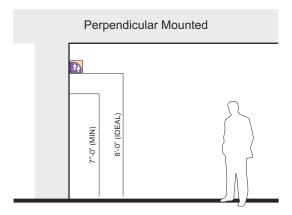


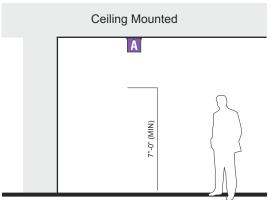
Double doors with 2 Active Leafs



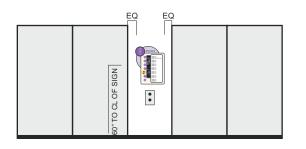
Double Doors with 1 Active Leaf







Wall Mounted @ Elevators



Double-Sided Tape Mounting:

Materials: Tape Measure, Level, Sign

Instructions:

Remove tape backing and apply sign to surface. As with all adhesives, the user must ensure the surface to which the sign is to be mounted is clean, dry, and free from any form of grease, oil, or silicones. If the sign is to be affixed to a wood, the surface must have been sealed with a varnish or lacquer prior to attachment. Textured wall covering and some vinyl wall covering may reject double-sided tape. The sign may appear to adhere initially, but may release shortly thereafter. For this reason, it is advisable to perform a test with a single sign prior to installing all signs in the project. Usually 24 hours is sufficient to determine if tape and wall covering are compatible. If the wall covering rejects the tape, a silicone adhesive, clear silicone sealant can be used to supplement the tape, as the tape will hold the sign in place until the silicone adhesive sets up. Again, a test for suitability with a single sign is advisable. If this is the case, please contact your Innerface representative for more information.

Caution:

Double-Sided tapes are aggressive and may be difficult to remove and/or reposition once attached. For this reason, make certain the sign is correctly positioned (top side up), level and plumb before pressing into place. Applying pressure will activate adhesive and ensure the double-sided tape conforms to mounting surface.

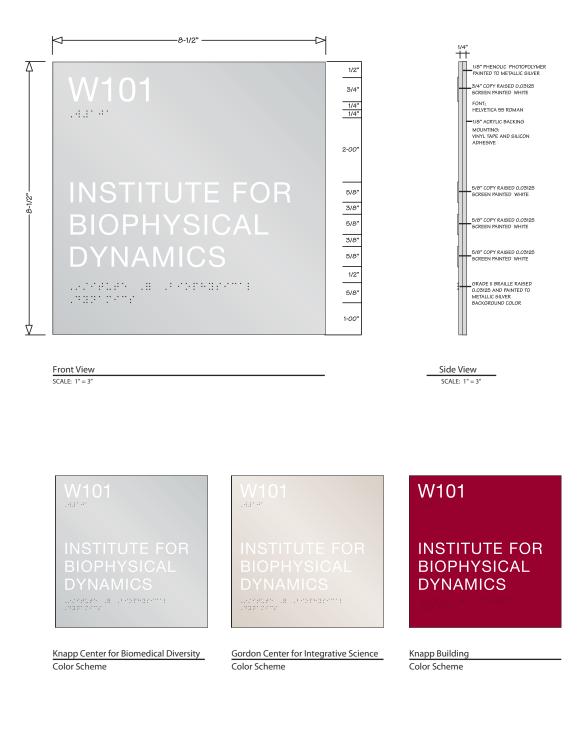
Ceiling / Perpendicular Mounting:

Materials: Tape Measure, Level, Sign, Mounting Hardware

Instructions:

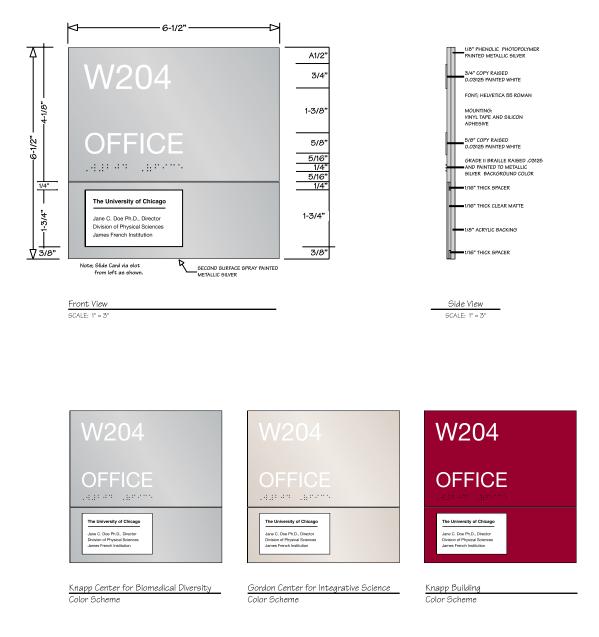
Pre-drill holes in surface to align with mounting unit. Mechanically fasten sign to surface with screws. For all signage installation projects that require drilling in occupied areas, the project manager should be contacted for approval prior to installation.

Mounting Instructions



ST.1 : Room Identification

This sign identifies prominent laboratories within the facility. It is typically used in hallways and areas where the sign will be viewed from a short distance.



ST.2 : Office Identification

This sign identifies offices.

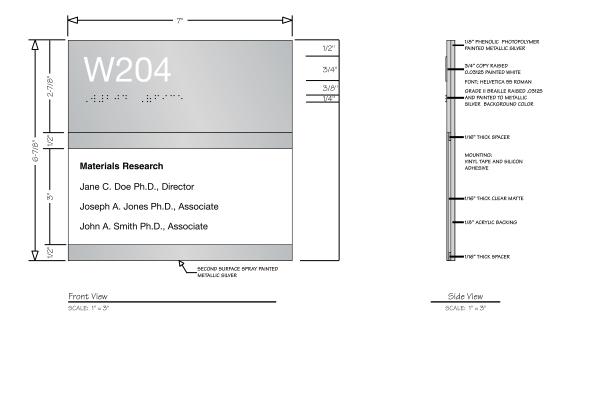
It is typically used in hallways and areas where the sign will be viewed from a short distance.

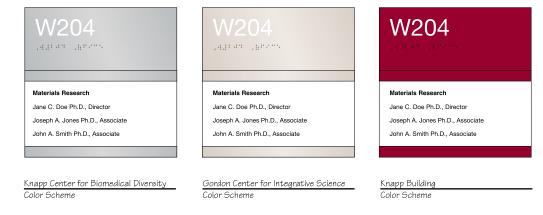


ST.2 : Office Identification / Alternate 1

This sign identifies offices.

It is typically used in hallways and areas where the sign will be viewed from a short distance.

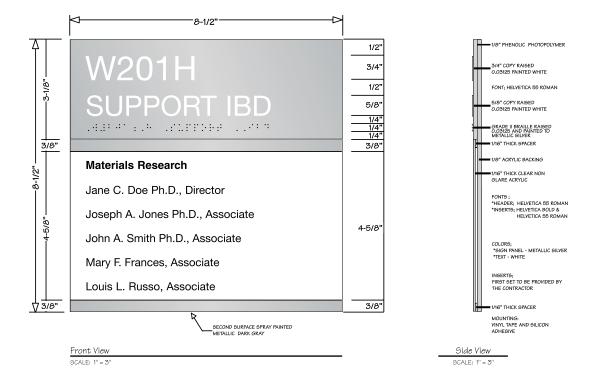


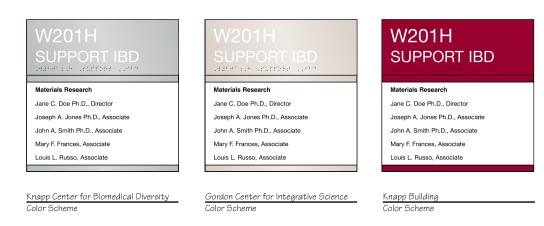


ST.2 : Office Identification / Alternate 2

This sign identifies offices.

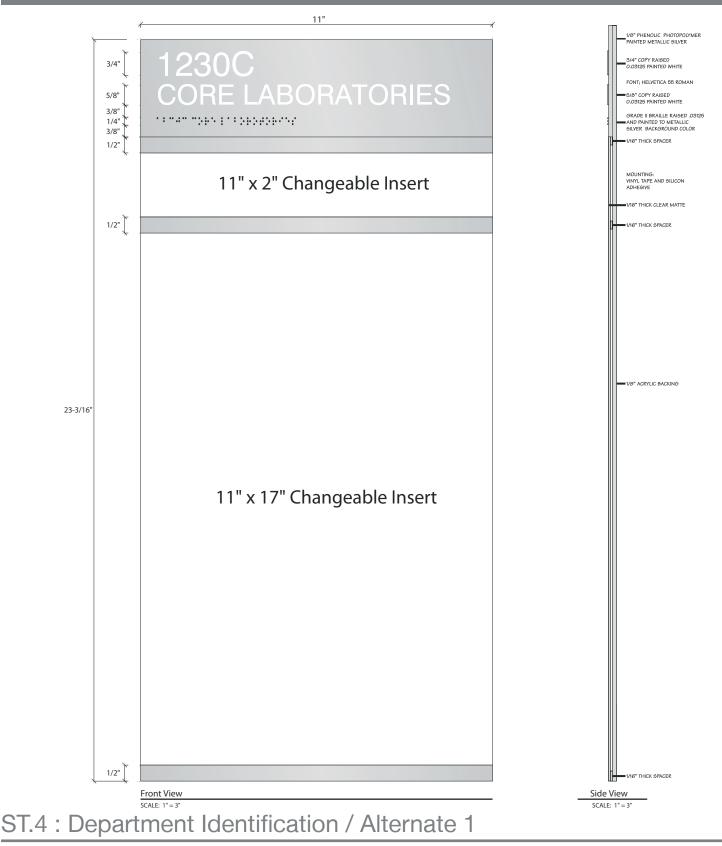
It is typically used in hallways and areas where the sign will be viewed from a short distance.



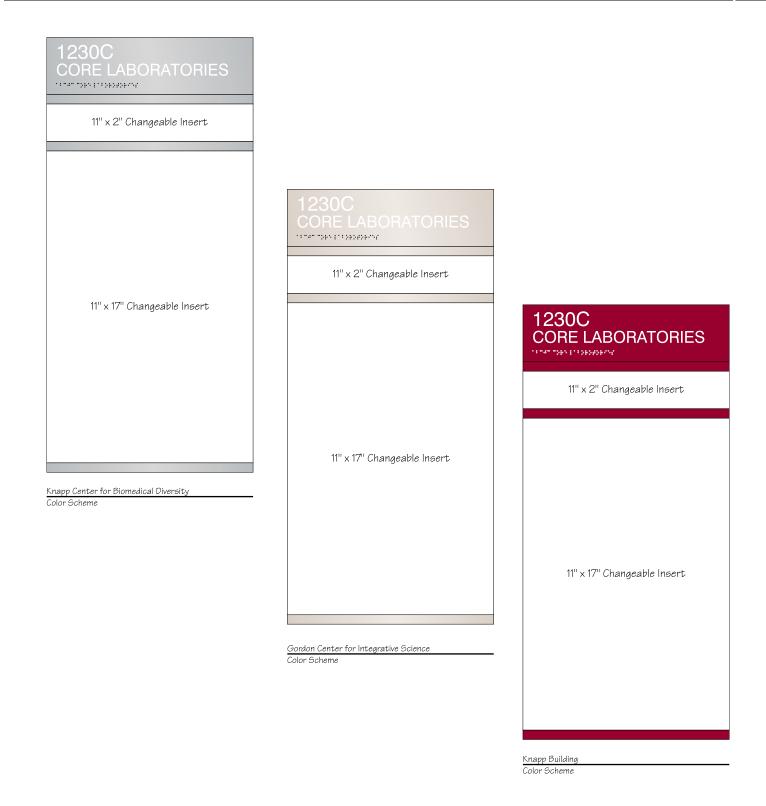


ST.4 : Department Identification

This sign identifies prominent laboratories within the facility that also requires personnel listings. It is typically used in hallways and areas where the sign will be viewed from a short distance.

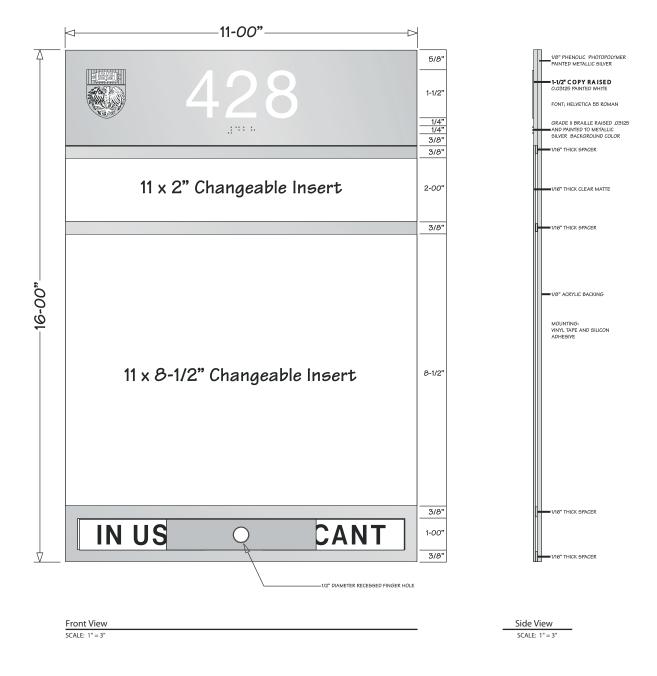


This sign identifies prominent laboratories within the facility that also requires an 11" x 17" insert. It is typically used in hallways and areas where the sign will be viewed from a short distance.



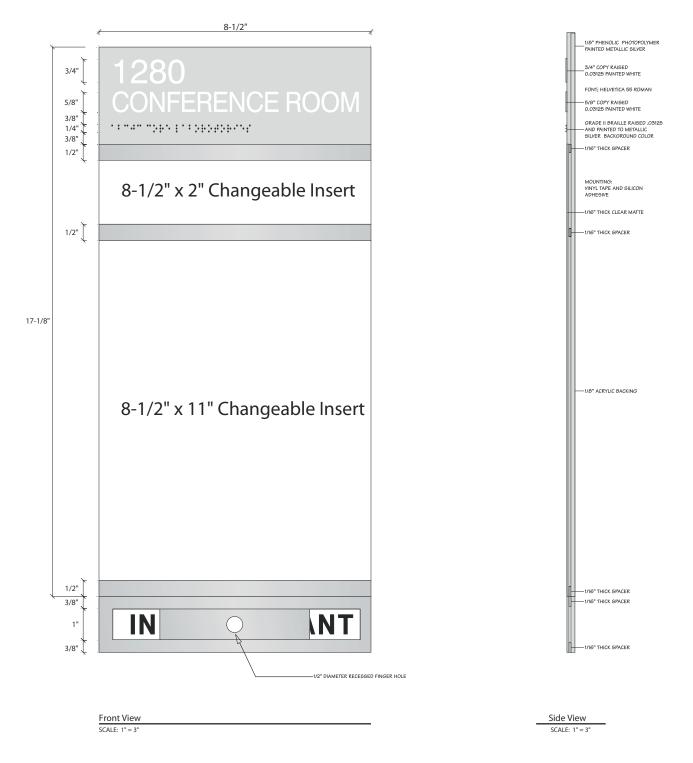
ST.4 : Department Identification / Alternate 1

This sign identifies prominent laboratories within the facility that also requires an 11" x 17" insert. It is typically used in hallways and areas where the sign will be viewed from a short distance.



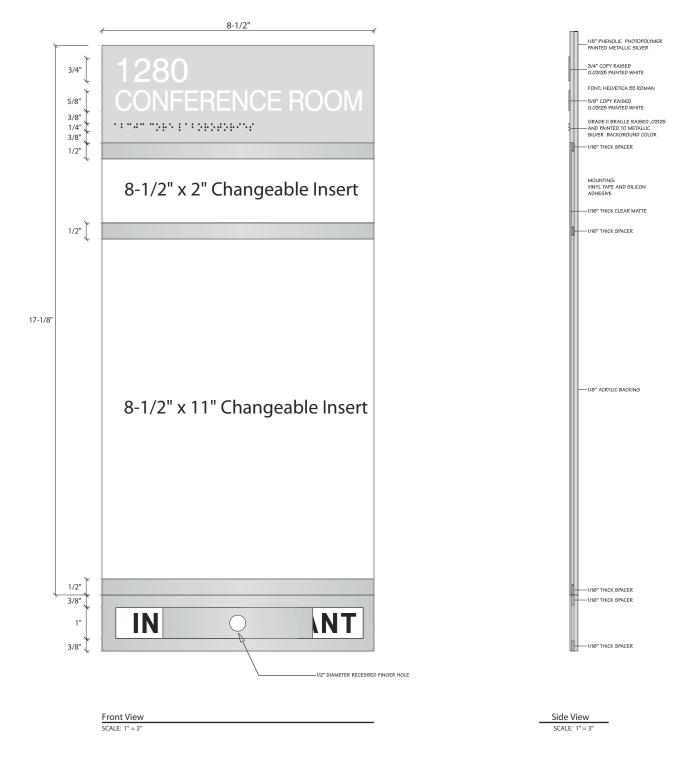
ST.5/6 : Conference Room Identification

This sign identifies conference rooms that also requires an 8-1/2" x 11" insert. It is typically used in hallways and areas where the sign will be viewed from a short distance.



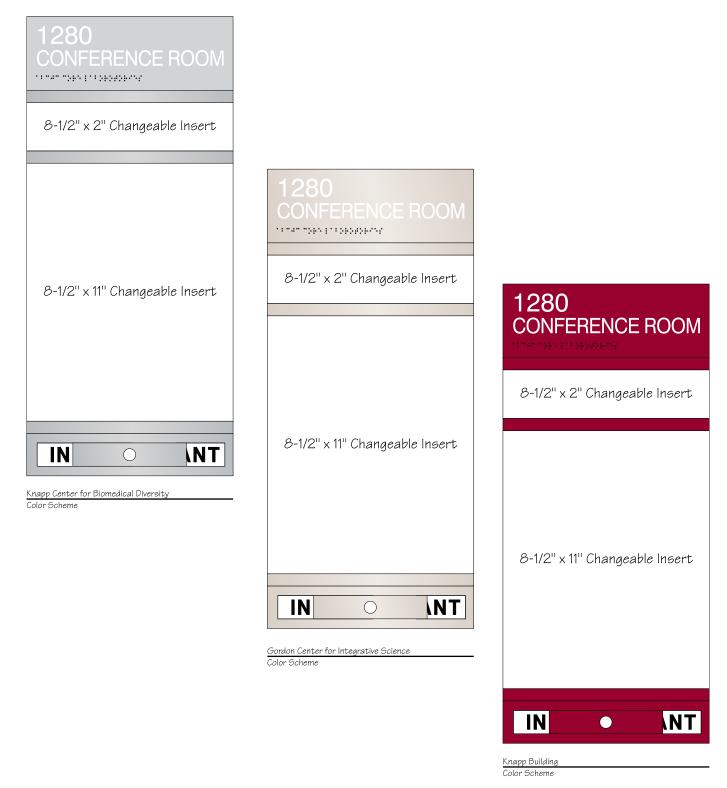
ST.5/6 : Conference Room Identification

This sign identifies conference rooms that also requires an 8-1/2" x 11" insert. It is typically used in hallways and areas where the sign will be viewed from a short distance.



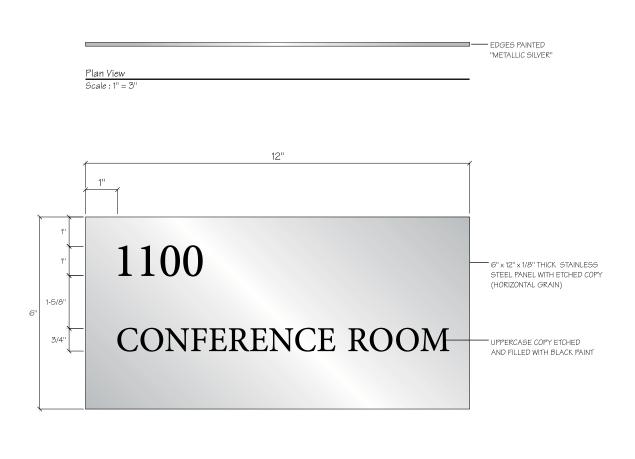
ST.5/6 : Conference Room Identification / Alternate 1

This sign identifies conference rooms that also requires an 11" x 8-1/2" insert. It is typically used in hallways and areas where the sign will be viewed from a short distance.



ST.5/6 : Conference Room Identification / Alternate 1

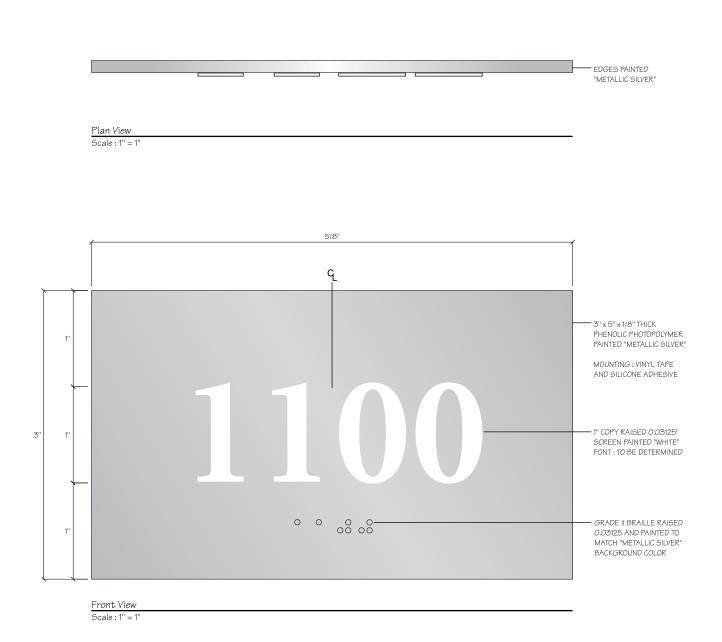
This sign identifies conference rooms that also requires an 11" x 8-1/2" insert. It is typically used in hallways and areas where the sign will be viewed from a short distance.



Front View Scale : 1" = 3"

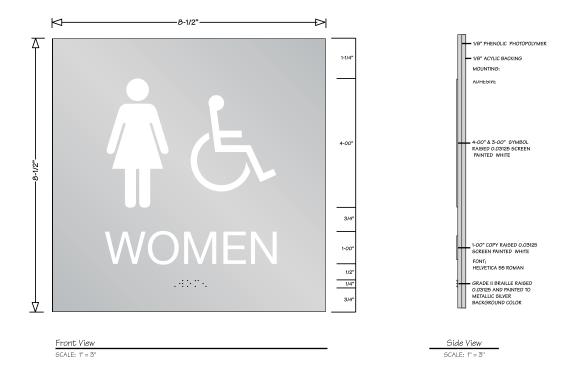
ST.5/6 : Conference Room Identification / Alternate 2

This sign identifies conference rooms on the 1st Floor of the Knapp Center for Biomedical Diversity. It is typically used in hallways and areas where the sign will be viewed from a short distance.



ST.5/6 : Conference Room Identification / Alternate 3

This sign identifies conference rooms on the 1st Floor of the Knapp Center for Biomedical Diversity. It is typically used in hallways and areas where the sign will be viewed from a short distance.

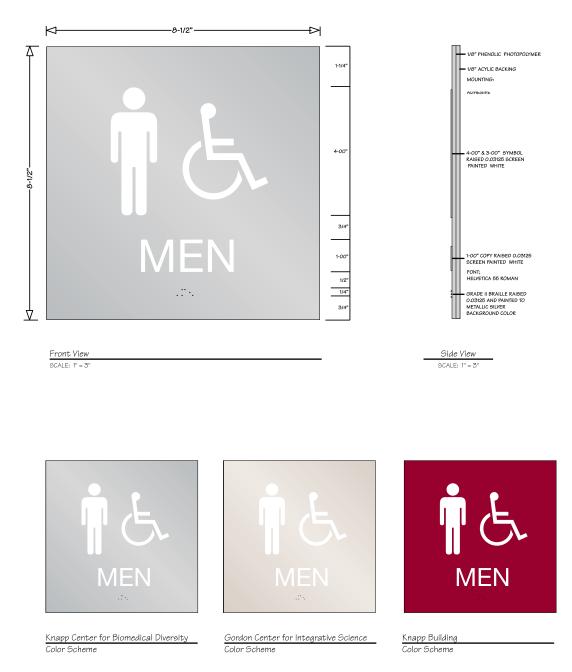




ST.7A : Restroom Identification

This sign identifies accessible public restrooms.

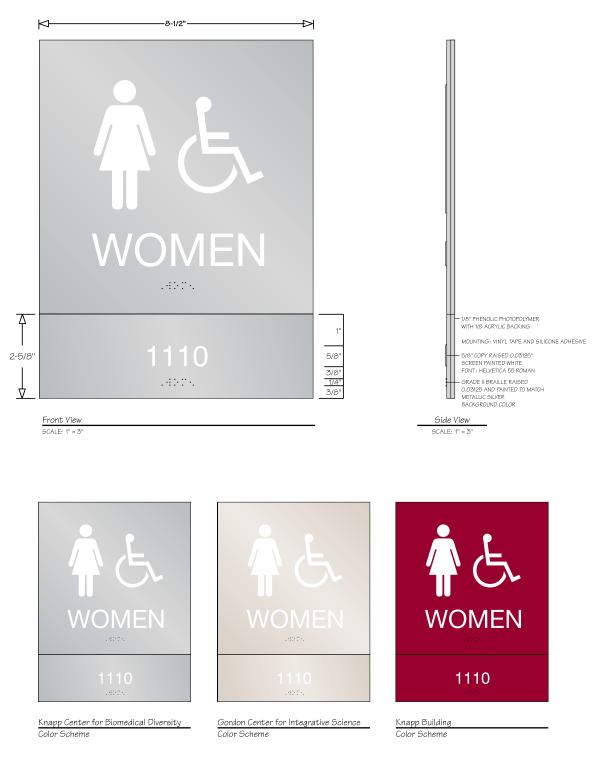
It is typically used in hallways and areas where the sign will be viewed from a short distance.



ST.7B : Restroom Identification

This sign identifies accessible public restrooms.

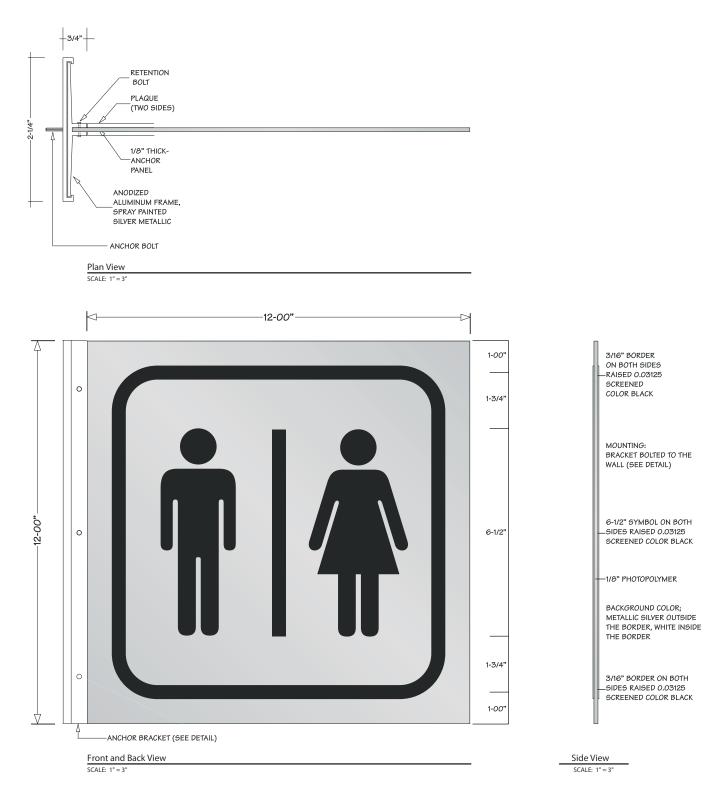
It is typically used in hallways and areas where the sign will be viewed from a short distance.



ST.7 : Restroom Identification / Alternate 1

This sign identifies accessible public restrooms.

It is typically used in hallways and areas where the sign will be viewed from a short distance.



ST.8 : Restroom Blade

This sign identifies accessible public restrooms.

It is typically used in hallways and areas where the sign will be viewed from a long distance.



Knapp Center for Biomedical Diversity Color Scheme



Gordon Center for Integrative Science Color Scheme

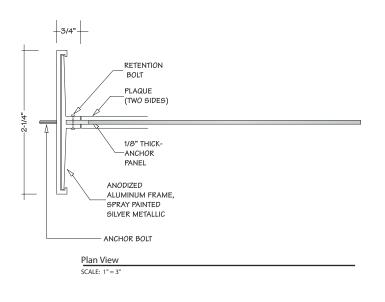


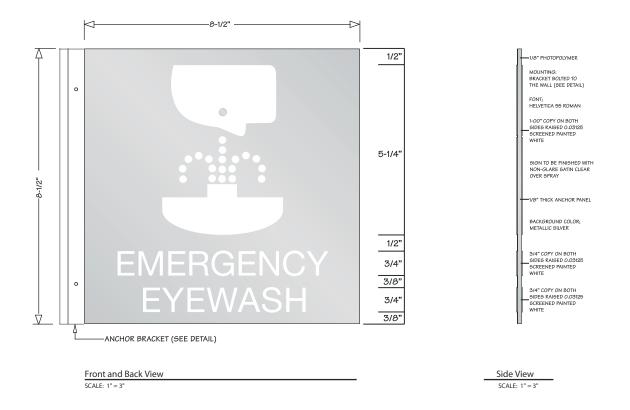
Knapp Building Color Scheme

ST.8 : Restroom Identification Blade

This sign identifies accessible public restrooms.

It is typically used in hallways and areas where the sign will be viewed from a long distance.





ST.9A : Safety Identification

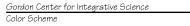
This sign identifies emergency eyewash stations.

It is typically used in hallways and areas where the sign will be viewed from a long distance.



Knapp Center for Biomedical Diversity Color Scheme



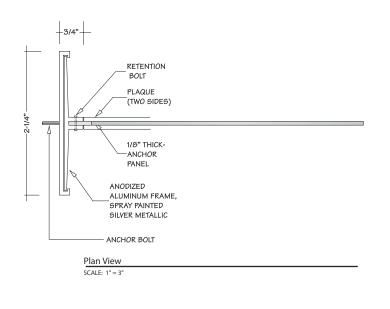




Knapp Building Color Scheme

ST.9A : Safety Identification

This sign identifies emergency eyewash stations. It is typically used in hallways and areas where the sign will be viewed from a long distance.





ST.9B : Safety Identification

This sign identifies safety showers.

It is typically used in hallways and areas where the sign will be viewed from a long distance.



Knapp Center for Biomedical Diversity Color Scheme



Gordon Center for Integrative Science Color Scheme

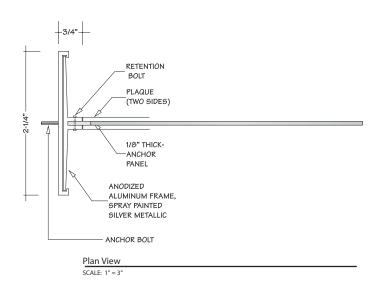


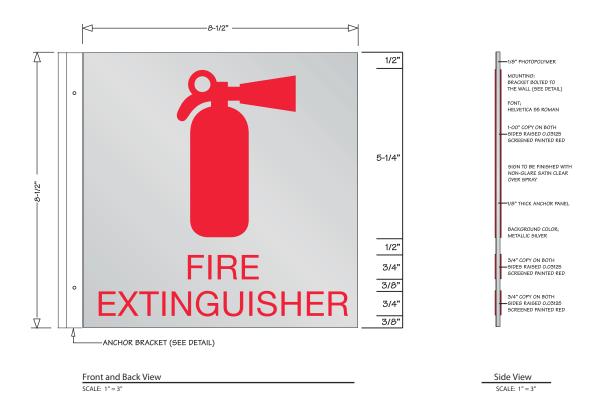
Knapp Building Color Scheme

ST.9B : Safety Identification

This sign identifies safety showers.

It is typically used in hallways and areas where the sign will be viewed from a long distance.





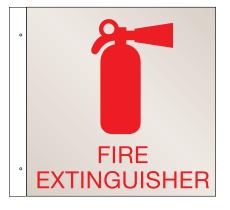
ST.9C : Safety Identification

This sign identifies fire extinguishers.

It is typically used in hallways and areas where the sign will be viewed from a long distance.



Knapp Center for Biomedical Diversity Color Scheme



Gordon Center for Integrative Science Color Scheme

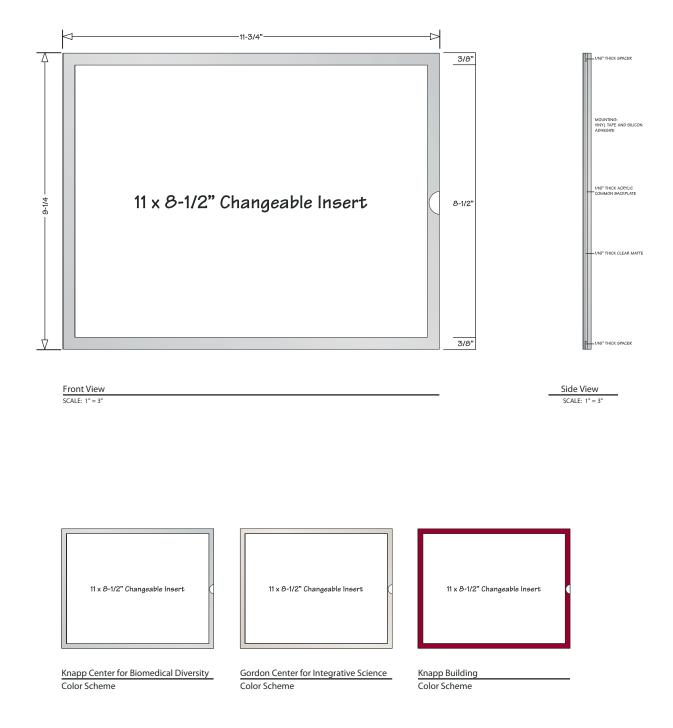


Knapp Building Color Scheme

ST.9C : Safety Identification

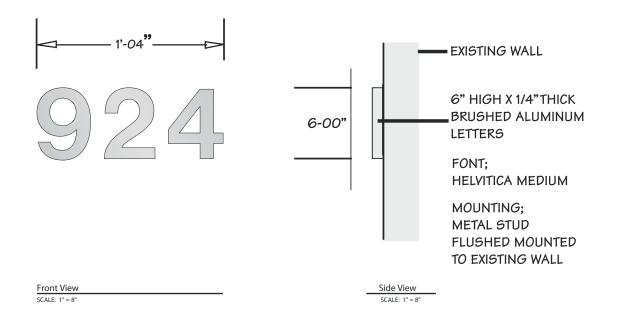
This sign identifies fire extinguishers.

It is typically used in hallways and areas where the sign will be viewed from a long distance.



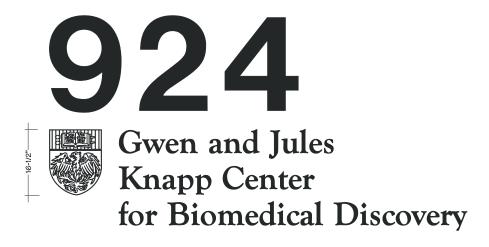
ST.10 : Paper Holder

This sign displays necessary information for public knowledge. It is typically used in hallways and areas where the sign will be viewed from a short distance.

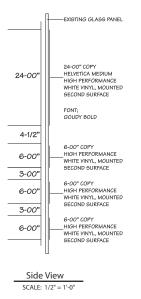


ST.14 : Address Letters

This sign identifies street number for the facility It is typically placed in a prominent exterior location so that it may be easily identified from the street.

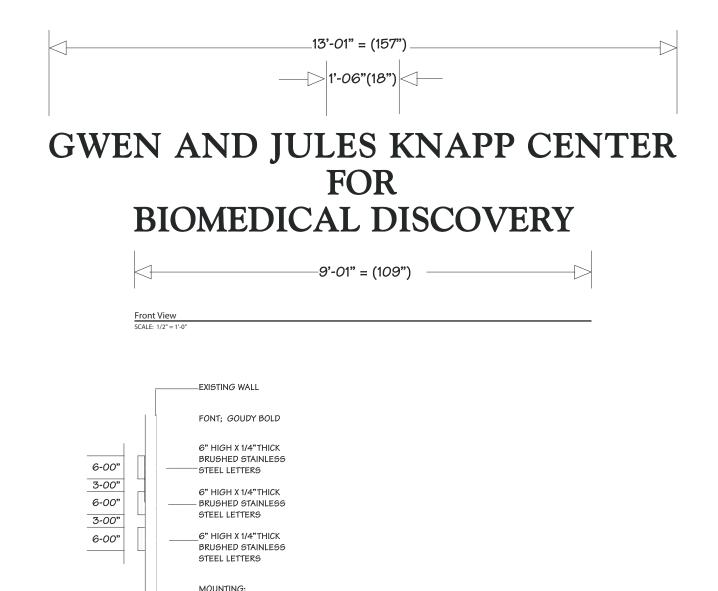


Front View SCALE: 1/2" = 1'-0'



ST.15 : Vinyl Graphics

This sign identifies the building name and campus logo. It is typically used at entrances/exits where the sign will be viewed from a short distance.

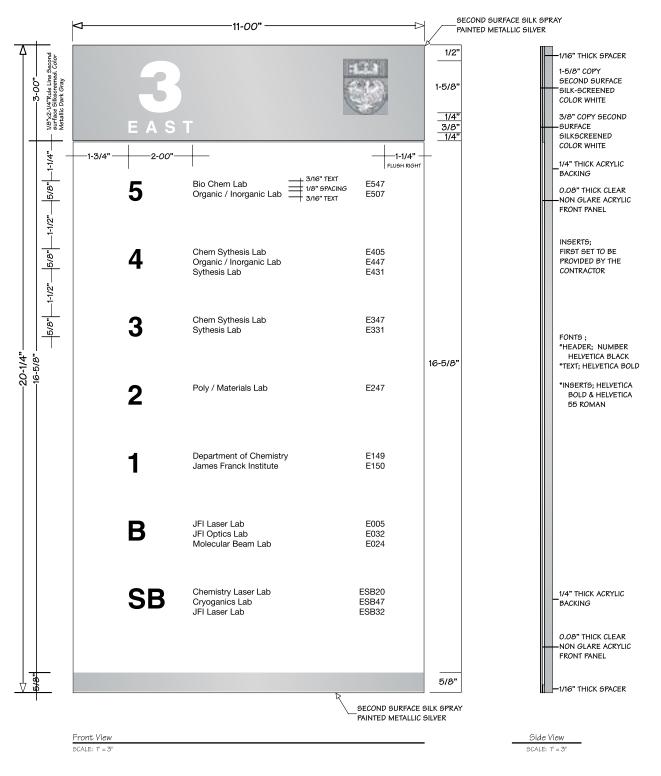


ST.16 : Donor Letters

Scale: 1/2" = 1'-0"

This sign identifies large spaces that have been made possible by a generous donation. It is typically used to identify waiting areas, conference rooms or the cafeteria. Please reference the Medical Center Development for donor signage/plaques.

METAL STUD FLUSHED MOUNTED TO EXISTING WALL



ST.B : Elevator Directory

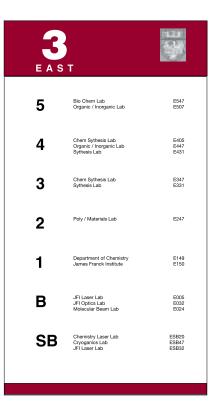
This sign identifies departments on each level of the facility for a particular set of elevators. It is typically installed near the elevators where the sign will be viewed from a short distance.

) T	
5	Bio Chem Lab Organic / Inorganic Lab	E547 E507
4	Chem Sythesis Lab Organic / Inorganic Lab Sythesis Lab	E405 E447 E431
3	Chem Sythesis Lab Sythesis Lab	E347 E331
2	Poly / Materials Lab	E247
1	Department of Chemistry James Franck Institute	E149 E150
В	JFI Laser Lab JFI Optics Lab Molecular Beam Lab	E005 E032 E024
SB	Chemistry Laser Lab Cryoganics Lab JFI Laser Lab	ESB20 ESB47 ESB32

Knapp Center for Biomedical Diversity Color Scheme

	т				
5	Bio Chem Lab Organic / Inorganic Lab	E547 E507			
4	Chem Sythesis Lab Organic / Inorganic Lab Sythesis Lab	E405 E447 E431			
3	Chem Sythesis Lab Sythesis Lab	E347 E331			
2	Poly / Materials Lab	E247			
1	Department of Chemistry James Franck Institute	E149 E150			
В	JFI Laser Lab JFI Optics Lab Molecular Beam Lab	E005 E032 E024			
SB	Chemistry Laser Lab Cryoganics Lab JFI Laser Lab	ESB20 ESB47 ESB32			
Gordon Center for Integrative Science					

Color Scheme

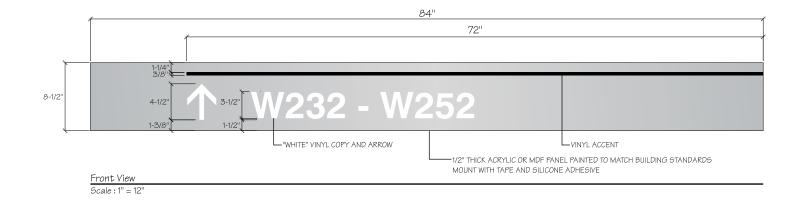


Knapp Building

Color Scheme

ST.B : Elevator Directory

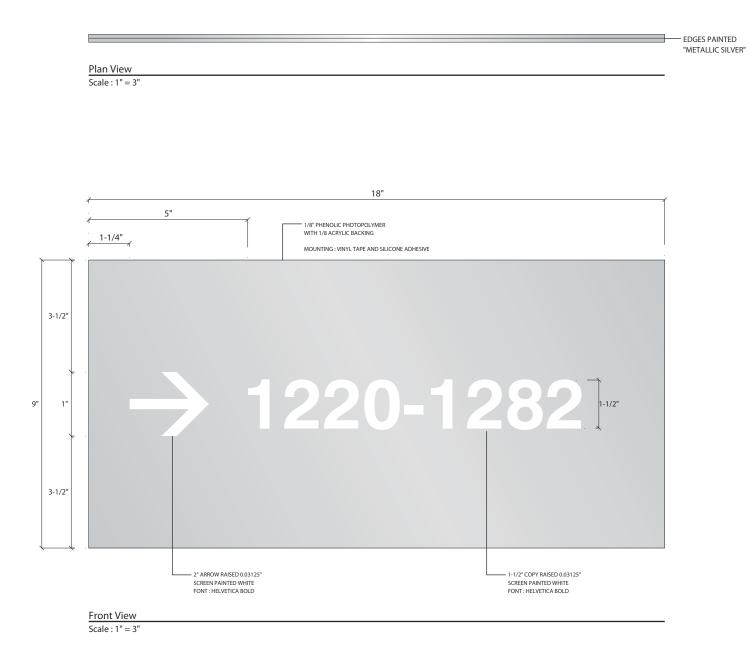
This sign identifies departments on each level of the facility for a particular set of elevators. It is typically installed near the elevators where the sign will be viewed from a short distance.



		W232 - W252	
Center for E cheme	3iomedical Diversity	<u>.</u>	
	\uparrow	W232 - W252	
Center for cheme	Integrative Science	3	
		W232 - W252	

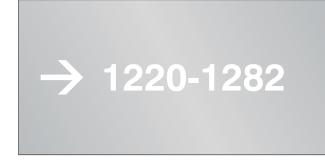
ST.? : Wall-Mounted Overhead Directional

This sign identifies and shows direction to main areas or departments within a building or links when entering from one building into another building. It is typically installed on available soffits.



ST.? : Wall Directional

This is a wall mounted directional sign. It is ideal for listing 1-3 destinations. It is typically used at corridor intersections or other decision-making points of travel.

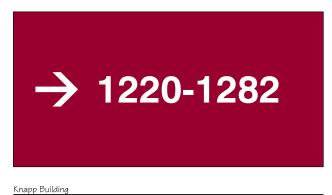


Knapp Center for Biomedical Diversity Color Scheme



Gordon Center for Integrative Science

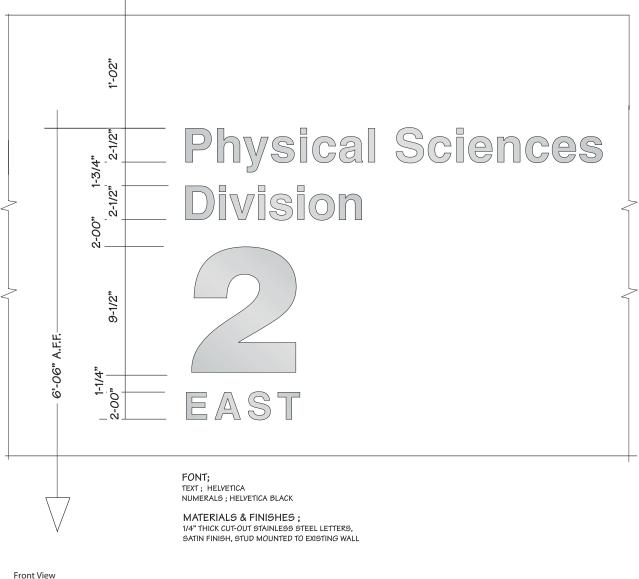
Color Scheme



Color Scheme

ST.? : Wall Directional

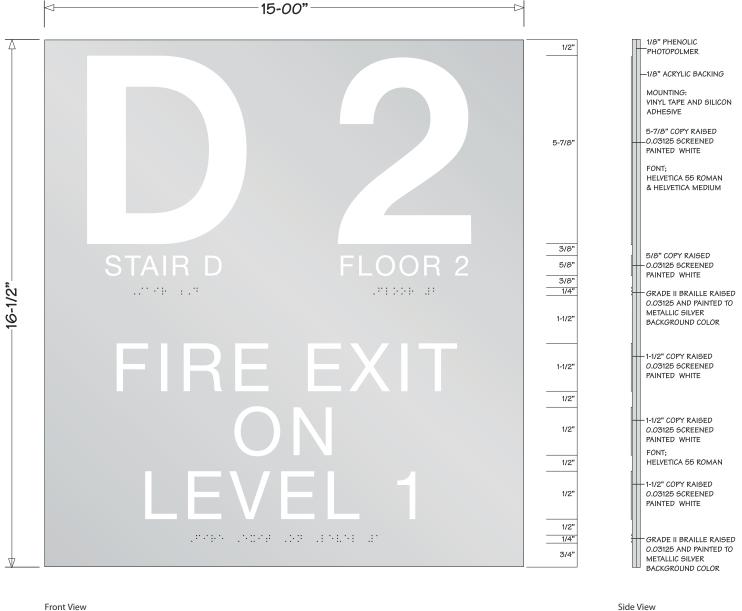
This is a wall mounted directional sign. It is ideal for listing 1-3 destinations. It is typically used at corridor intersections or other decision-making points of travel.



SCALE: 1" = 12"

ST.C : Division Identity Letters

This sign identifies divisions/wings with in the facility. It is typically installed at or near elevators or when moving from one wing to another.



SCALE: 1" = 3"

Side View SCALE: 1" = 3"

ST.D/F : Stair Identification

This sign is required inside stairwells in all buildings with three or more floors. It contains life safety information for firefighters, emergency personnel and building occupants. It is installed at the landing for each floor within the stairwell.



Knapp Center for Biomedical Diversity Color Scheme



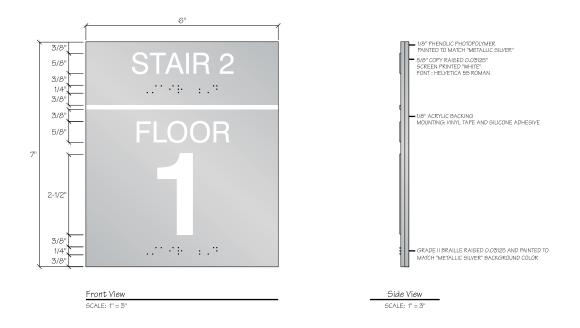
Gordon Center for Integrative Science

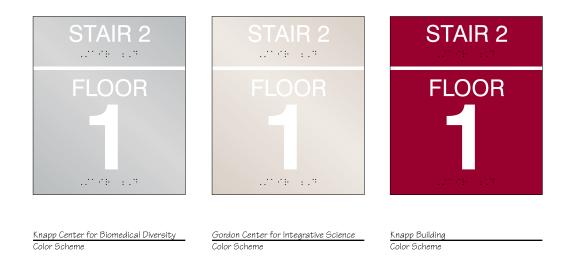


Knapp Building Color Scheme

ST.D/F : Stair Identification

This sign is required inside stairwells in all buildings with three or more floors. It contains life safety information for firefighters, emergency personnel and building occupants. It is installed at the landing for each floor within the stairwell.

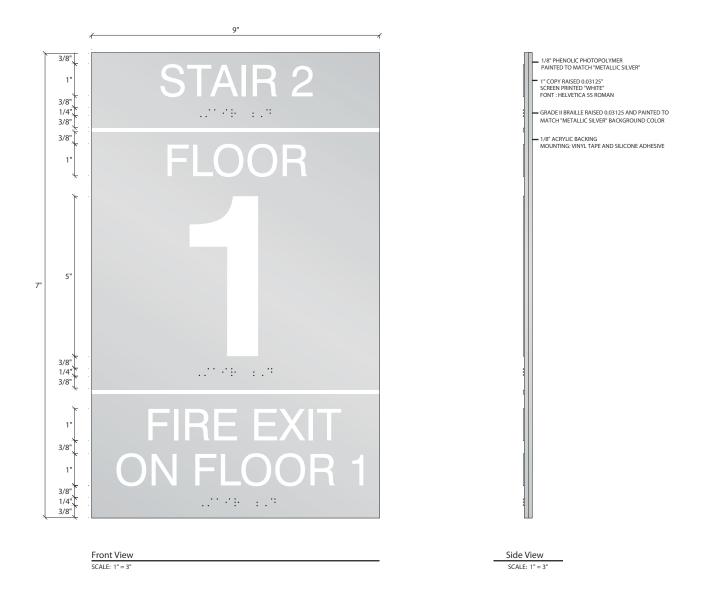




ST.D/F : Stair Identification / Alternate 1

This sign identifies the stairs.

It is typically used in hallways and areas where the sign will be viewed from a short distance.



ST.D/F : Stair Identification / Alternate 2

This sign identifies the exit stair.

It is typically used in hallways and areas where the sign will be viewed from a short distance.

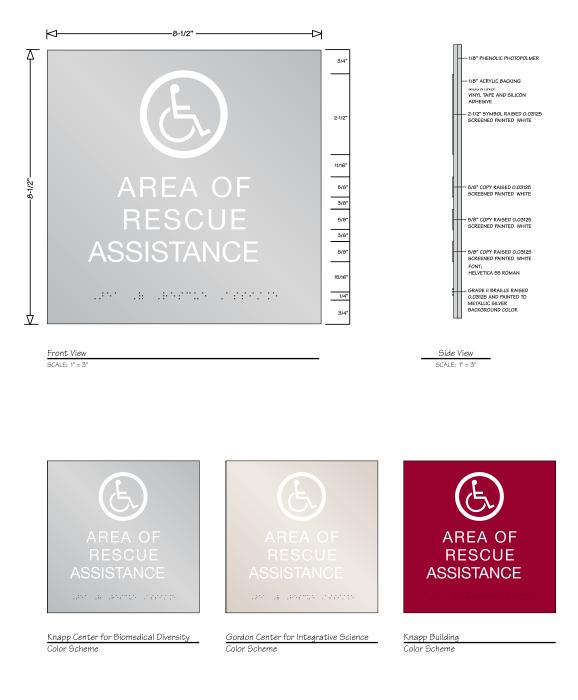


Color Scheme

ST.D/F : Stair Identification / Alternate 2

This sign identifies the exit stair.

It is typically used in hallways and areas where the sign will be viewed from a short distance.



ST.E : Area of Rescue Assitance

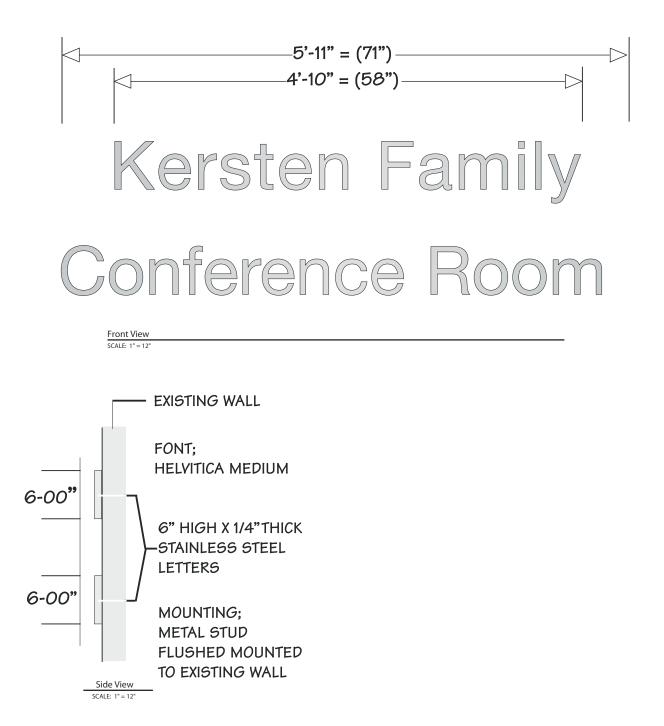
This sign identifies the area of rescue assistance.

It is typically used in hallways and areas where the sign will be viewed from a short distance.



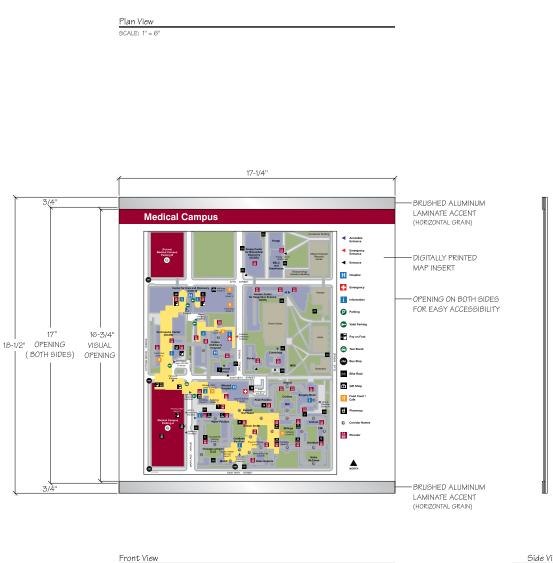
ST.G : Fire Exit Identification

This sign identifies doors that exit to the exterior from inside corridors, stairwells, classrooms, auditoriums, mechanical rooms or suite It is typically installed on doors that contain alarms and exit either to the exterior or to an interior hallway or stair. It is also used to identify doors to hallways, inside stairwells, on exit levels that provide floor level and exit information.



ST.J : Donor Letters

This sign identifies large spaces that have been made possible by a generous donation. It is typically used to identify waiting areas, conference rooms or the cafeteria. Please reference the Medical Center Development for donor signage/plaques.



SCALE: 1" = 6

Side View SCALE: 1" = 6"

ST 331M-1 : Wall Map (Small)

This sign is intended to help visitors find their current location on campus. It is typically installed at a prominent location in lobbies, waiting areas or near elevators.

Section A - Purpose, Procedures, Codes & Standards

Section B - Exterior Campus

Section C - Adult Hospital & Medical Center Complex Buildings

Section D - Comer Children's Hospital

Section E - Gordon Center for Integrative Science

- Knapp

- Knapp Center for Biomedical Discovery

Section F - University Standards (refer to 2014v)