

Toronto Metropolitan University

Signage Standards Manual

Toronto Metropolitan University

350 Victoria Street, Toronto, ON M5B 2K3

Revised: November 2022

Sign Type 1.0/Interior Identification

Sign Type 2.0/Interior Directory

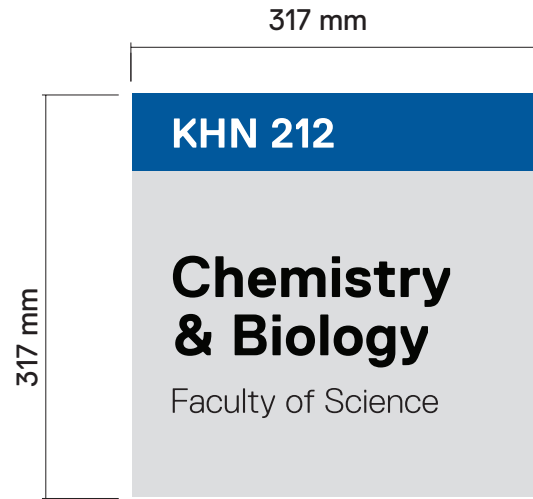
Sign Type 3.0/Interior Directional

Sign Type 4.0/Amenities

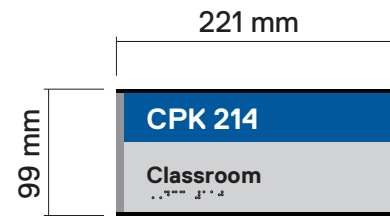
Sign Type 10.0/Exterior Identification

Sign Type 11.0/Exterior Directory

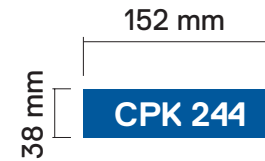
Sign Type 1.0/Interior Identification



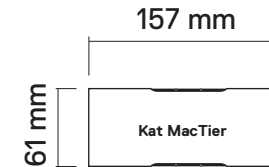
ST 1.1.1: Wallmount
Department ID - Regular



ST 1.2.1: Wallmount
Room ID - Regular



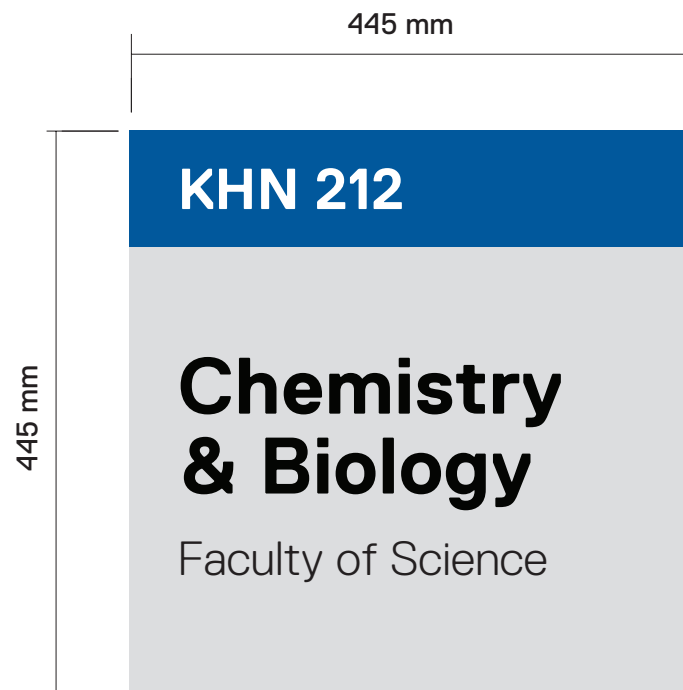
ST 1.3: Room
ID Tag



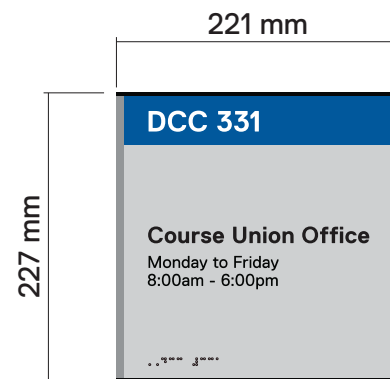
ST 1.4:
Workstation ID



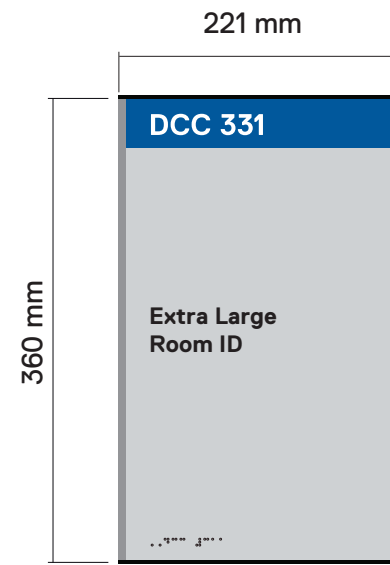
ST 1.5: Dimensional Cut
Lettering (Not to Scale)



ST 1.1.2: Wallmount
Department ID - Large

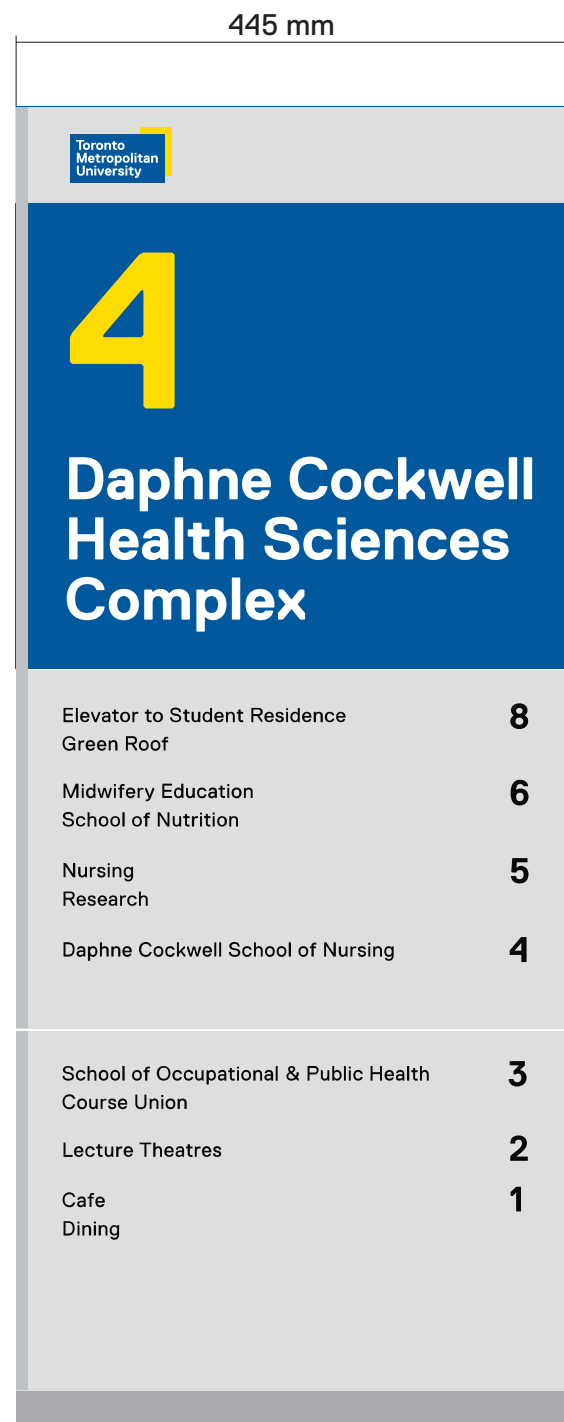


ST 1.2.2: Wallmount
Room ID - Large

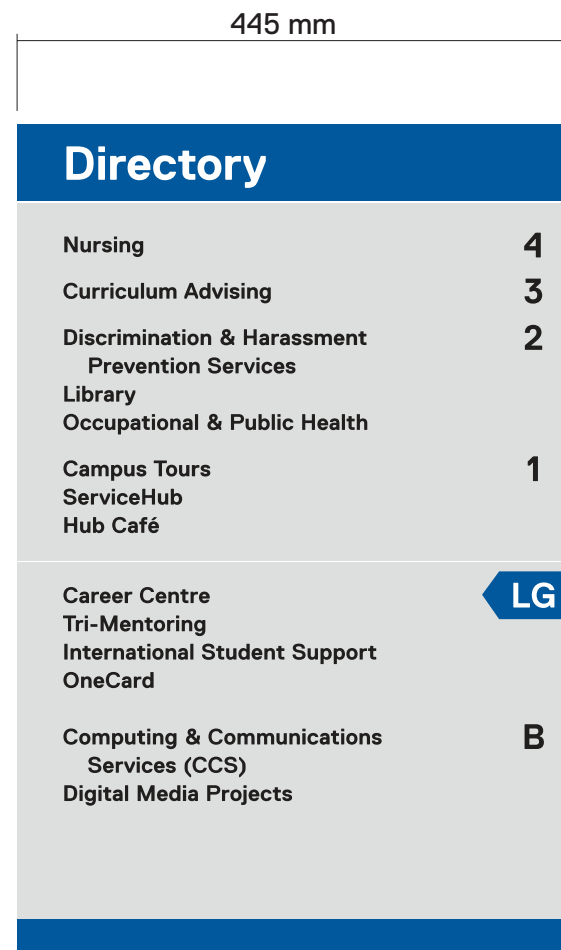


ST 1.2.3: Wallmount
Room ID - Extra Large - Lab

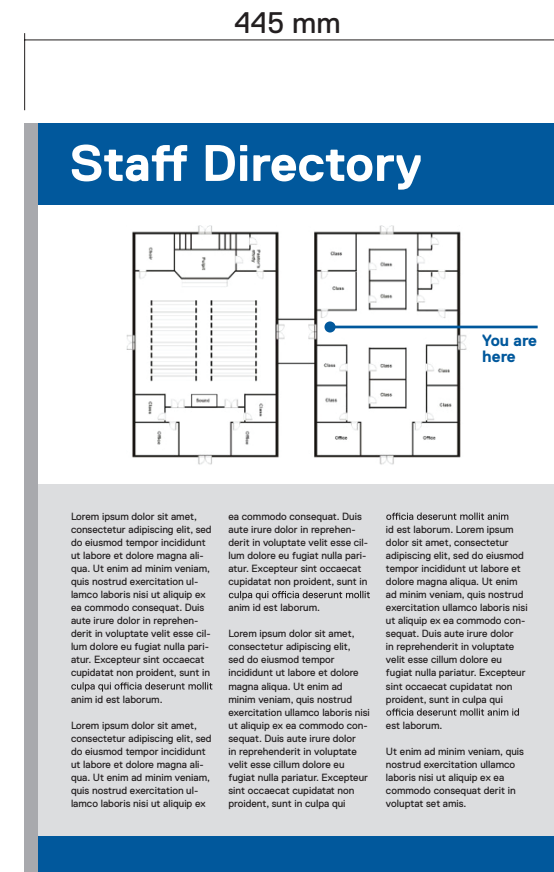
Sign Type 2.0/Interior Directory



ST 2.1: Wallmount Building Directory - Large - Header/Panel/Sign/Trailer



ST 2.2: Wallmount Building Directory - Regular - Header/Sign/Trailer

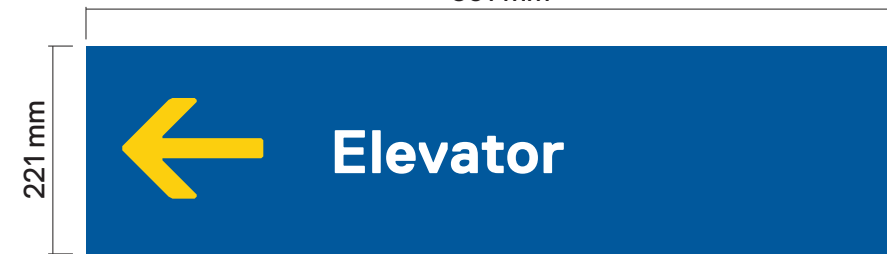


ST 2.3: Wallmount Staff Directory - Header/Sign/Trailer

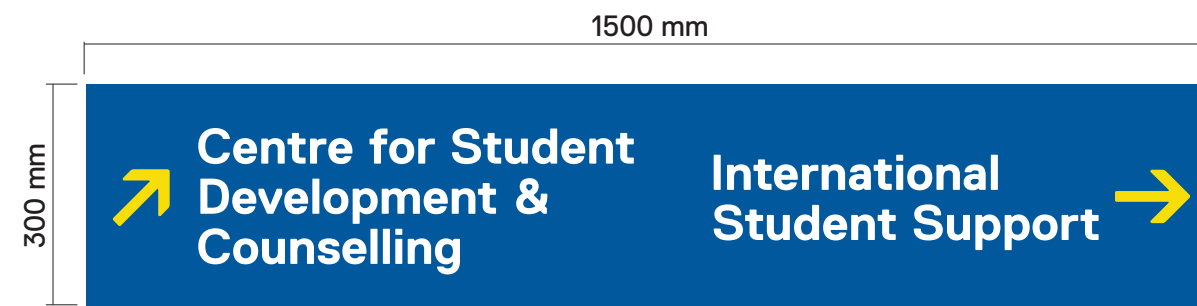
Sign Type 3.0/Interior Directional



ST 3.1.1: Suspended Directional - Small
861 mm



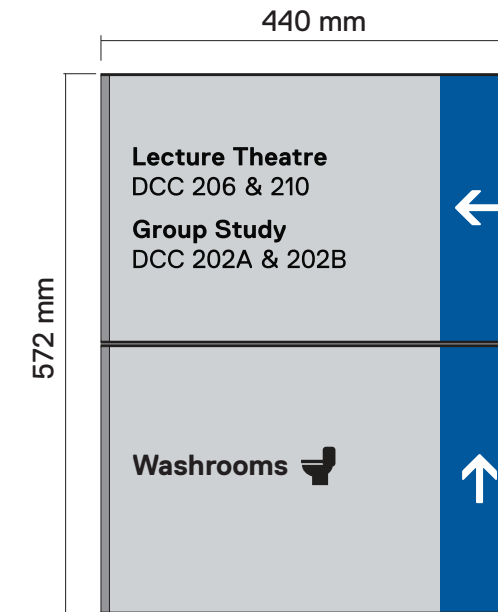
ST 3.1.2: Suspended Directional - Medium



ST 3.1.3: Suspended Directional - Large



ST 3.1.4: Suspended Directional - Extra Large



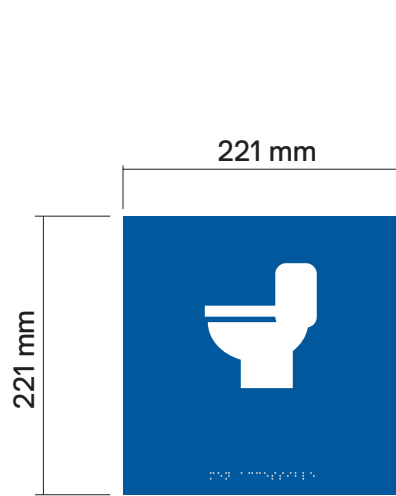
ST 3.2: Wallmount Directional



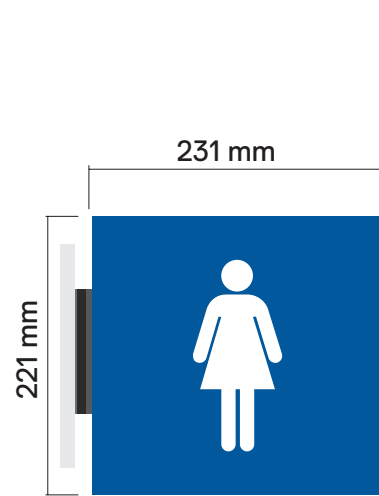
ST 3.3: Vinyl Directional
(Not to Scale)

CLIENT	PROJECT			COMMENT VARIATIONS IN TEXT/PICTOGRAM DEPENDING ON SITE SPECIFIC REQUIREMENTS.	
PROJECT NUMBER	Signage Standards Manual	CREATED / MODIFIED DATE	DRAWN / CHECKED		SCALE
		2022.11.05		1:8 UNLESS OTHERWISE NOTED	PAGE 4

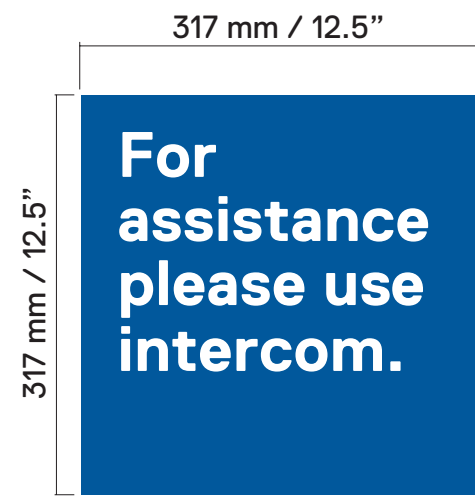
Sign Type 4.0/Amenities



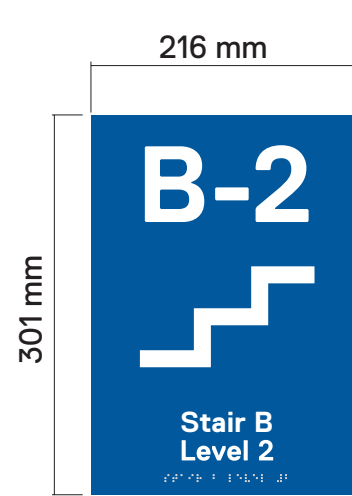
ST 4.1: Wallmount Amenity ID



ST 4.2: Wall Projecting Amenity ID



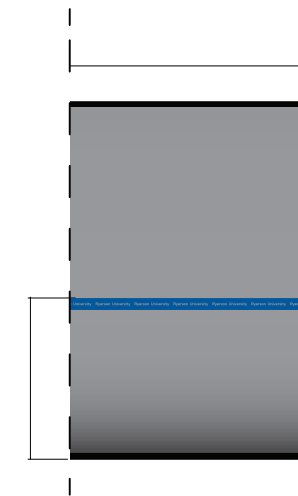
ST 4.3.1: Wallmount Amenity Information



ST 4.4: Stairwell ID



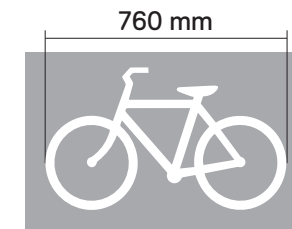
ST 4.5: Stairwell ID - Vinyl Lettering (Not to Scale)




ST 4.6: Glazing Decal (Not to Scale)



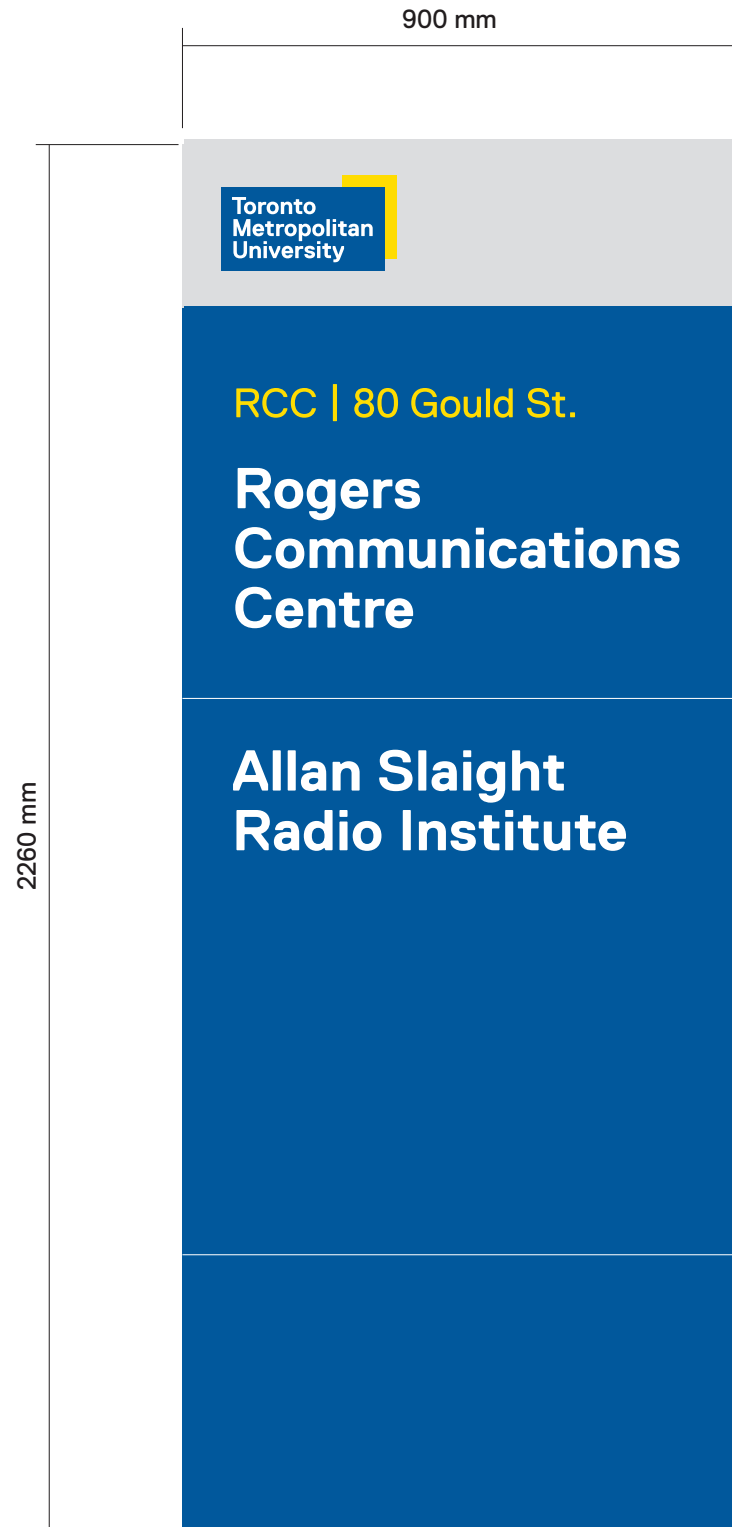
ST 4.3.2: Educational Washroom Sign (EWS)



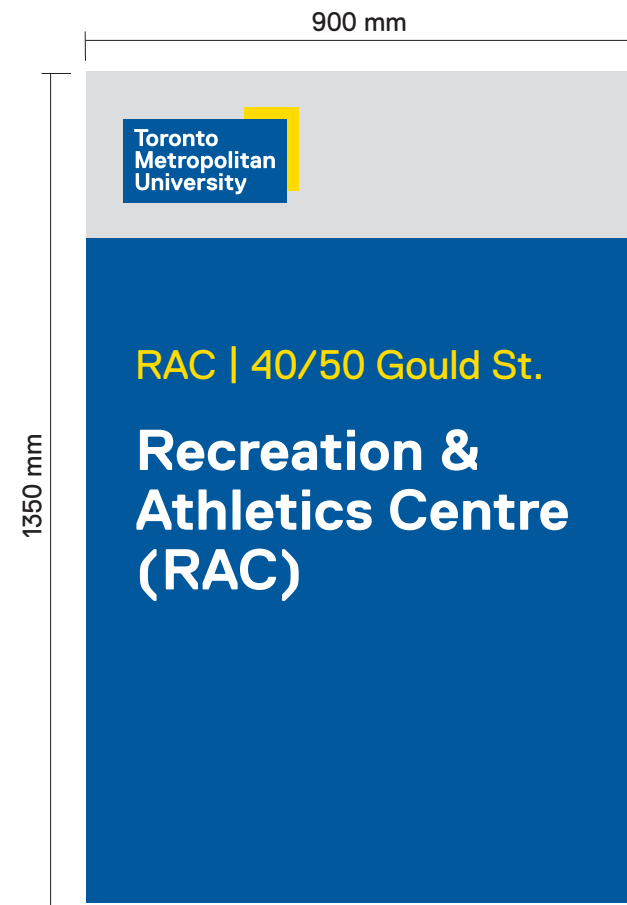
ST 4.3.3: Ground Amenity Information (Not to Scale)

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	PROJECT NUMBER	CREATED / MODIFIED DATE 2022.11.05	DRAWN / CHECKED	SCALE 1:6 UNLESS OTHERWISE NOTED	PAGE 5

Sign Type 10.0/Exterior Identification



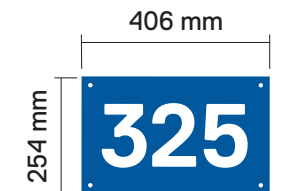
ST 10.1: Monolith Building ID - Sign/Panel/Trailer



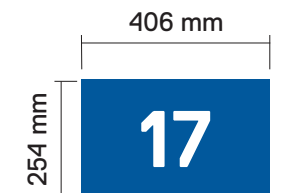
ST 10.2: Post & Panel Building ID




ST 10.3: Wallmount Building ID



ST 10.4.1: Wallmount Building Number



ST 10.4.2: Wallmount Building Number - Vinyl

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Sign Type 11.0/Exterior Directional



ST 11.1: Campus Map



Toronto Metropolitan University
350 Victoria Street
Toronto, ON M5B 2K3
t: 416.979.5000
www.ryerson.ca

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Colours

The primary palette consists of Ryerson Blue, Ryerson Gold, Light Grey, Black and White.

Signage needs to be of contrast and scale such that visitors with visual impairments can identify and read the text on signage.

Print letters and numerals on signage needs to have a tonal contrast of at least 70% with their background and be finished with a matte or glare-free surface. This allows visitors with limited visual capacity to still determine signage even if they cannot read the copy and may need to physically adjust their distance.

Signage Colours



Blue

PMS 2945c
C100 M60 Y0 K15
R0 G76 B155
Vinyl: 3M Vivid Blue (220-17)



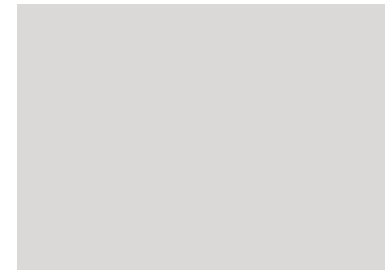
Gold

PMS 109c
C0 M10 Y100 K0
R255 G220 B0
Vinyl: 3M Bright Yellow (220-15)



Dark Grey

C0 M0 Y0 K40
R153 G153 B153
Vinyl: 3M Medium Grey (220-31)



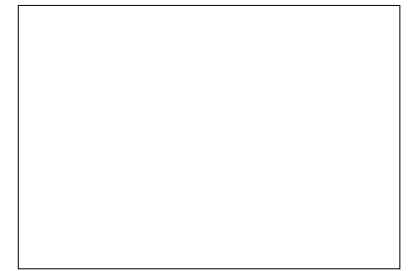
Light Grey

PMS 427c
C0 M0 Y0 K15
R217 G217 B217
Vinyl: 3M Pearl Grey Vinyl (220-11)



Black

C0 M0 Y0 K100
R0 G0 B0
Vinyl: 3M Matte Black (220-12)



White

C0 M0 Y0 K0
R255 G255 B255
Vinyl: 3M Matte White (220-20)

Regulatory Colours



Green

Safety
ie. Eye wash station

PMS 341c
C95 M5 Y82 K24
R0 G122 B83
Vinyl: Avery Bright Green
(SC 900-722-0)



Red

Regulatory
ie. No Smoking

PMS 485c
C0 M95 Y100 K0
R218 G41 B28
Vinyl: 3M Atomic Red (220-293)



Blue

Accessibility
ie. Automatic door

PMS 2935c
C100 M52 Y0 K0
R0 G87 B184
Vinyl: 3M Intense Blue (220-47)

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Typography

Replica Std is the primary typeface of Toronto Metropolitan University and it is used for all interior and exterior signage.

Replica Std Bold, Light and Regular are used to differentiate levels of information through contrasting weights.

Formatting

Text should be left-justified in in mixed case (upper and lower case letters) with the exception of acronyms. All upper case (all-caps) may be used when required by building code or other regulatory statute, or if used as part of a larger graphic element.

Where the sign is a single, short message consisting of two or three lines, the text may be centred, however this should generally be avoided for ease of eye tracking.

Justified text with varying spaces between characters is not accessible and should not be used.

Underlining should be reserved for text that indicates email addresses or website links.

ABCDEFGHIJKLMNOPQRSTUVWXYZ
QRSTUVWXYZ
abcdefghijklmnop
qrstuvwxyz
1234567890

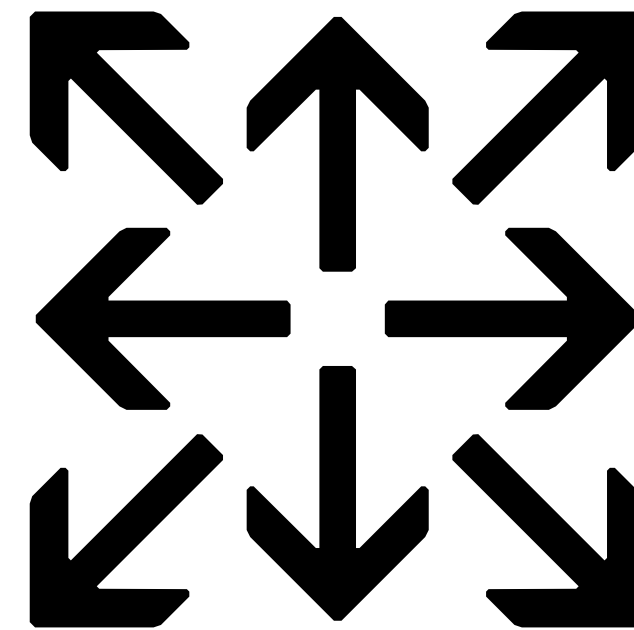
Replica Std Bold

ABCDEFGHIJKLMNOPQRSTUVWXYZ
QRSTUVWXYZ
abcdefghijklmnop
qrstuvwxyz
1234567890


Replica Std Regular

ABCDEFGHIJKLMNOPQRSTUVWXYZ
QRSTUVWXYZ
abcdefghijklmnop
qrstuvwxyz
1234567890

Replica Std Light



Arrows

























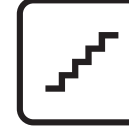



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Pictograms











Pictograms serve as a form of universal communication regardless of one's language. They incorporate a combination of text, numbers, symbols, graphic imagery to create easily identifiable symbols. These symbols are known as pictograms and have proven to be very effective, easy to understand and simple to implement into a wayfinding system.

Due to the cultural diversity at Ryerson University, the use of pictograms is essential in providing information to students and visitors as they are universally recognizable across all language barriers.











Amenity Symbols

				
Men	Women	Accessible Men	Accessible Women	Shower
				
Accessible Shower	Accessible Shower	Men's Shower	Women's Shower	Men's Changeroom
				
Women's Changeroom	All Gender Changeroom	Accessible Changeroom	Laundry Room	All Gender Washroom
				
All Gender Accessible	All Gender w Shower	All Gender Accessible Shower	All Gender Accessible w Adult Change Station & Adult Harness	All Gender Accessible w Baby Change Station
				
ATM	Auditorium/Theatre	Cafeteria	Elevator	Stairs
				
Information	Telephone	Emergency Telephone		

WHMIS Symbols

				
Explosive	Flammables	Oxidizing	Carcinogenicity etc.	Acute toxicity (Fatal or toxic)
				
Biohazardous Infectious Materials	Corrosive	Hazardous to the aquatic environment	Acute Toxicity	Gas under pressure

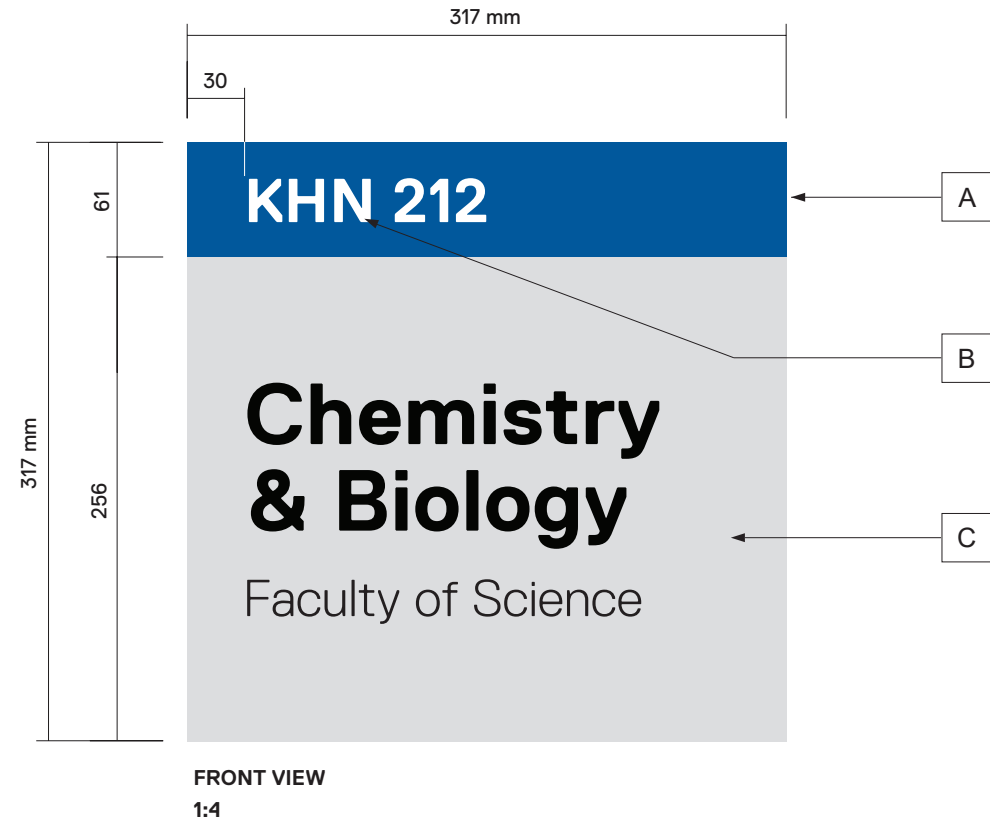
Regulatory Symbols

					
Do Not Enter	No Cameras	No Food or Drink	No Cell Phones	No Parking	No Smoking
					
Accessible	Eyewash w Shower	Eyewash	First Aid		

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Interior Identification

Sign Type 1.1.1 Wallmount Department ID - Regular



Description

- A** Acrylic panel sign painted to match PMS 427C
- B** **Header:**
61mm high vinyl band wrap in Vivid Blue

Room Number :
Replica Std Bold 93pt
Optical Kerning, +30 Tracking
CL=31mm on Blue
Matte White vinyl
- C** **Text I:**
Replica Std Bold 130 pt
Optical Kerning, +30 tracking

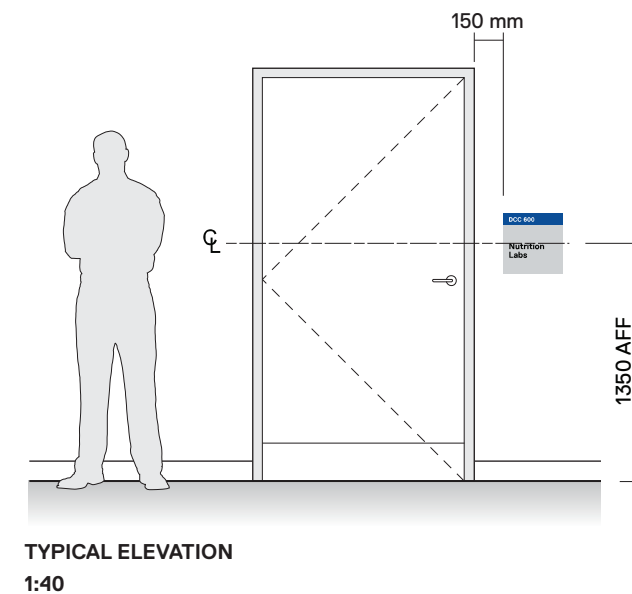
Text II:
Replica Std Light 80 pt
Optical Kerning, +30 tracking
Leading between Message A & B is 128pt, CL=31mm on bottom Grey Panel
Matte Black vinyl type


Graphic Colours

- Blue
PMS 2945C
3M Vivid Blue Vinyl (220-17)
- Grey
PMS 427C
- Black
3m Matte Black Vinyl (220-20)
- White
3M Matte White (220-20)

General Notes

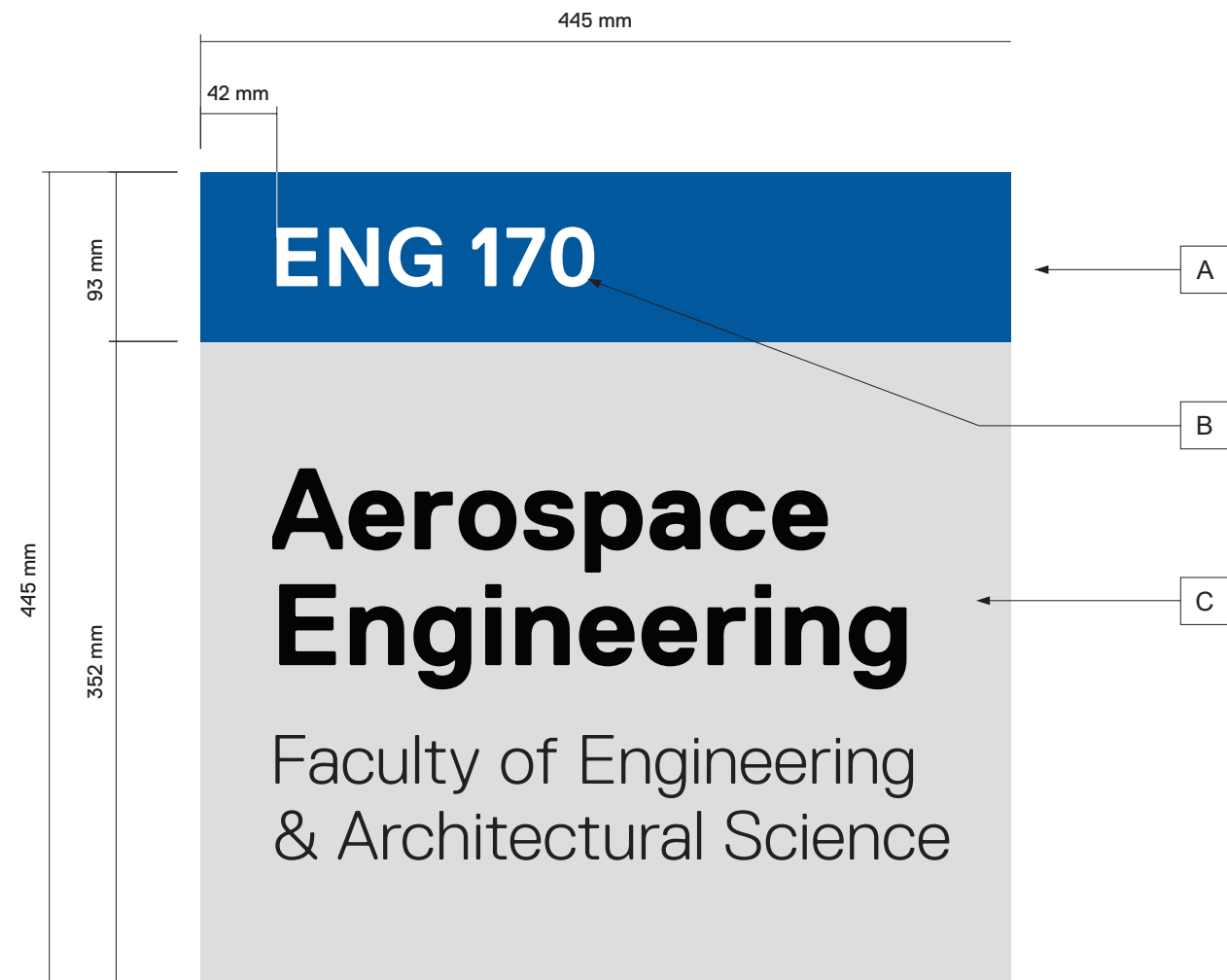
1. Signs shall be installed on the wall adjacent to the latch side of the door, mounted at a height of 1350mm from finish floor level to center line of sign.
2. Where there is no wall space to the latch side of the door, including double leaf doors, signs shall be placed at the nearest adjacent wall.
3. For mounting, double-sided tape to be used on smooth surfaces such as drywall, glass and tile. Mounting on other surfaces such as brick, rough concrete etc. is to be decided on project specific basis.
4. Grey (PMS 427C) vinyl backer sized to match sign required when installed on glass surfaces.



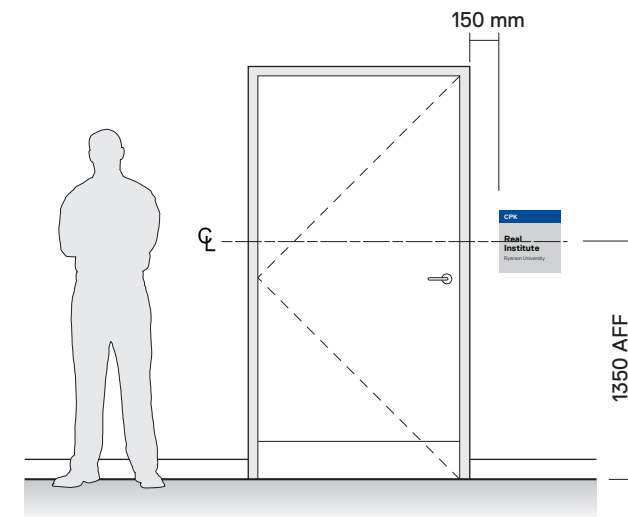
	Toronto Metropolitan University 350 Victoria Street Toronto, ON M5B 2K3 t: 416.979.5000 www.ryerson.ca	CLIENT PROJECT	Signage Standards Manual			COMMENT
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Interior Identification

Sign Type 1.1.2 Wallmount Department ID - Large



FRONT VIEW
1:4



TYPICAL ELEVATION
1:40

Description

- A** Acrylic panel sign painted to match PMS 427C
- B** **Header:**
93mm high vinyl band wrap in Vivid Blue
Room Number :
Replica Std Bold 130pt
Optical Kerning, +10 Tracking
CL=42mm on Blue Matte White vinyl
- C** **Text I:**
Replica Std Bold 180/180 pt
Optical Kerning, +10 tracking
Text II:
Replica Std Light 108/108 pt
Optical Kerning, +10 tracking
Leading between Message A & B is 180pt.
CL=42mm on bottom Grey Panel

Graphic Colours

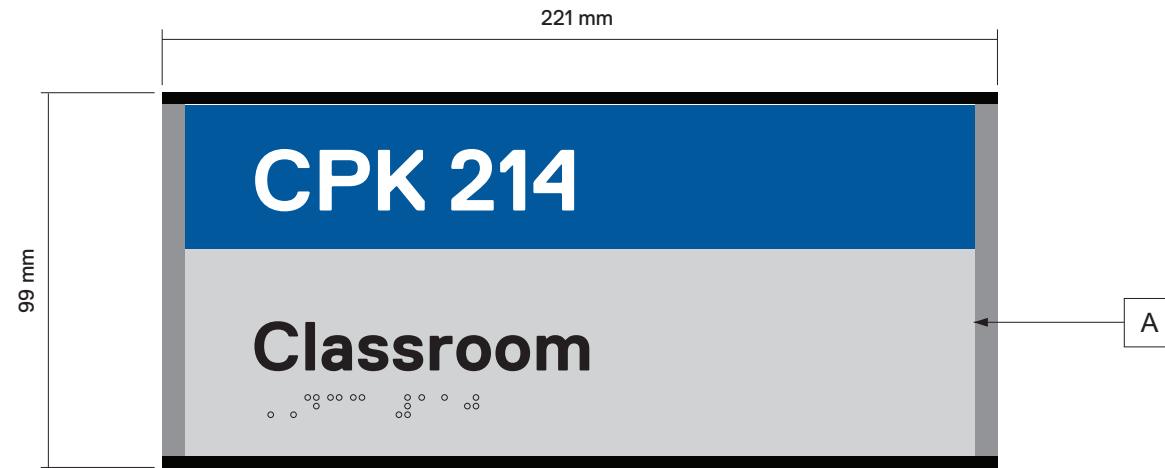
- Blue
PMS 2945C
- Grey
PMS 427C
- Black
3m Matte Black Vinyl (220-20)
- White
3M Matte White (220-20)

General Notes

1. Signs shall be installed on the wall adjacent to the latch side of the door, mounted at a height of 1350mm from finish floor level to center line of sign.
2. Where there is no wall space to the latch side of the door, including double leaf doors, signs shall be placed at the nearest adjacent wall.
3. For mounting, double-sided tape to be used on smooth surfaces such as drywall, glass and tile. Mounting on other surfaces such as brick, rough concrete etc. is to be decided on project specific basis.
4. Grey (3M Pearl Grey (220-11)) vinyl backer, sized to match sign, required when installed on glass surfaces.

Interior Identification

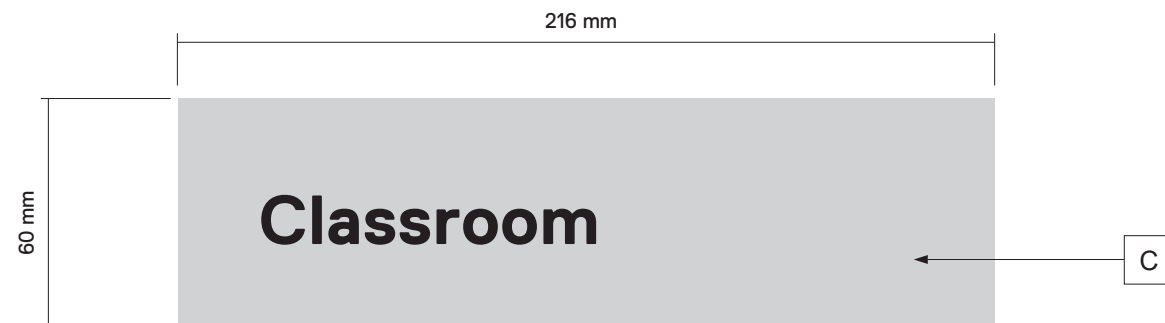
Sign Type 1.2.1 Wallmount Room ID - Regular



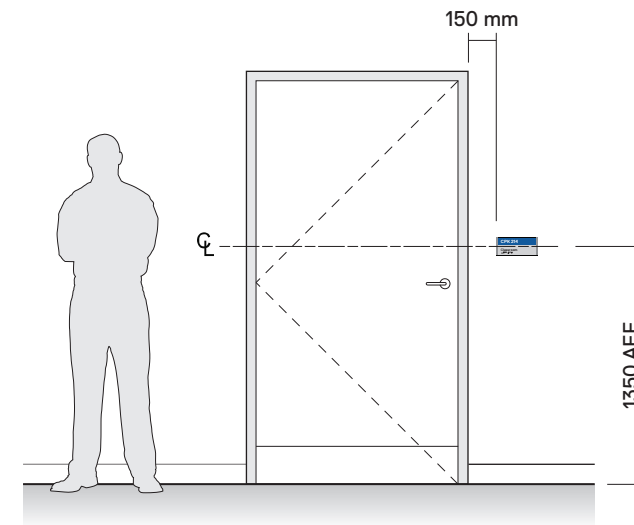
FRONT VIEW
1:2



TACTILE LENS
1:2



DIGITAL PRINT INSERT
1:2



TYPICAL ELEVATION
1:40

Description

- A** **Sign:**
Aluminum sign holder extrusion, clear anodized finish w/ black end-caps
- B** **Tactile Lens:**
16mm Thick Clear Acrylic with custom applied copy in White, max profile of 0.8mm.
Reverse applied Blue vinyl 28mm height
- Room Number:**
Replica Std Bold 65pt
Optical Kerning, 0 Tracking
L=18mm & T=11mm
- Braille:** Translates room number
Uncontracted (Grade 1) braille
Raised 0.8mm (1/32")
Clear raster braille beads
L=18mm & B=10mm
- Signage provider to ensure correct braille translation.
- C** **Digital Print Insert:**
Text I:
Replica Std Bold 52/48 pt
Optical Kerning, 0 Tracking
- Text II:**
Replica Std Light 38/40 pt
Optical Kerning, 0 Tracking
Leading between Message A & B is 40pt,
L=18mm & B=20mm
Digital printed on satin photo paper.
Black text on Grey (PMS 427c) background

Graphic Colours

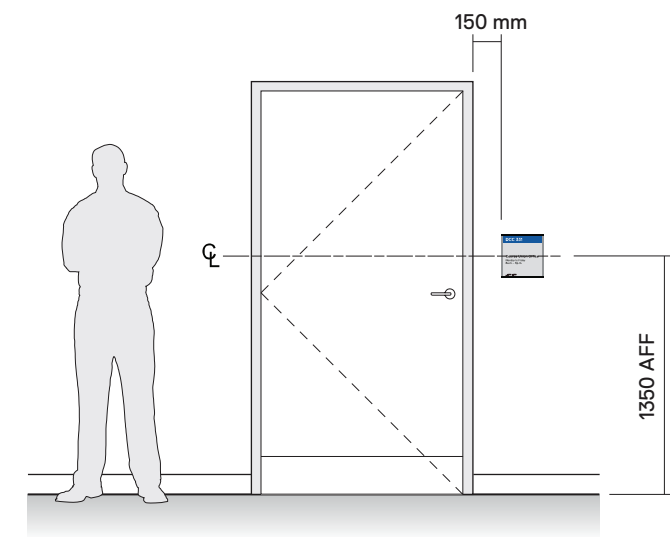
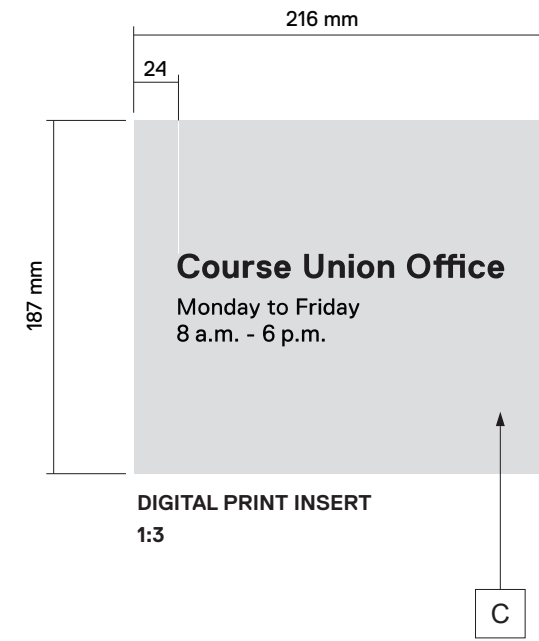
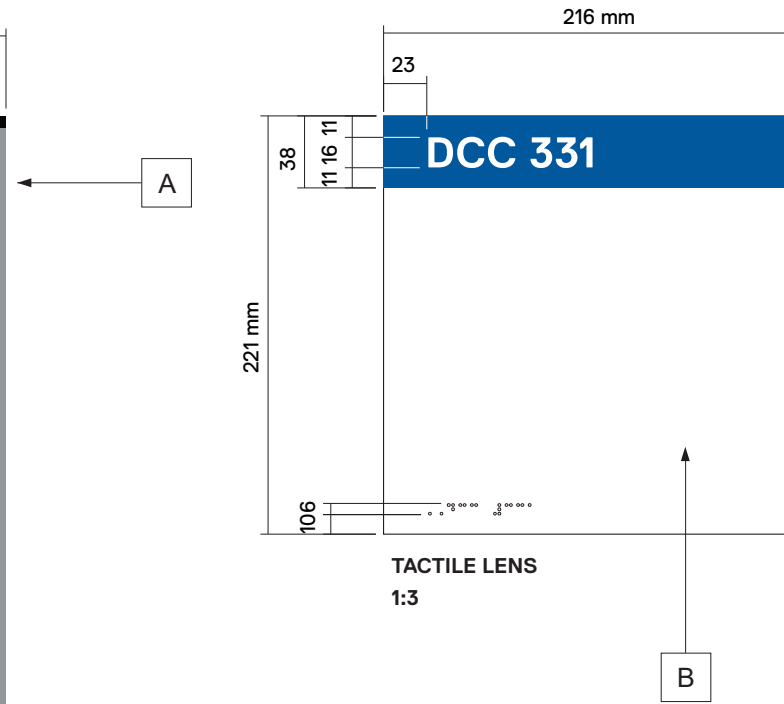
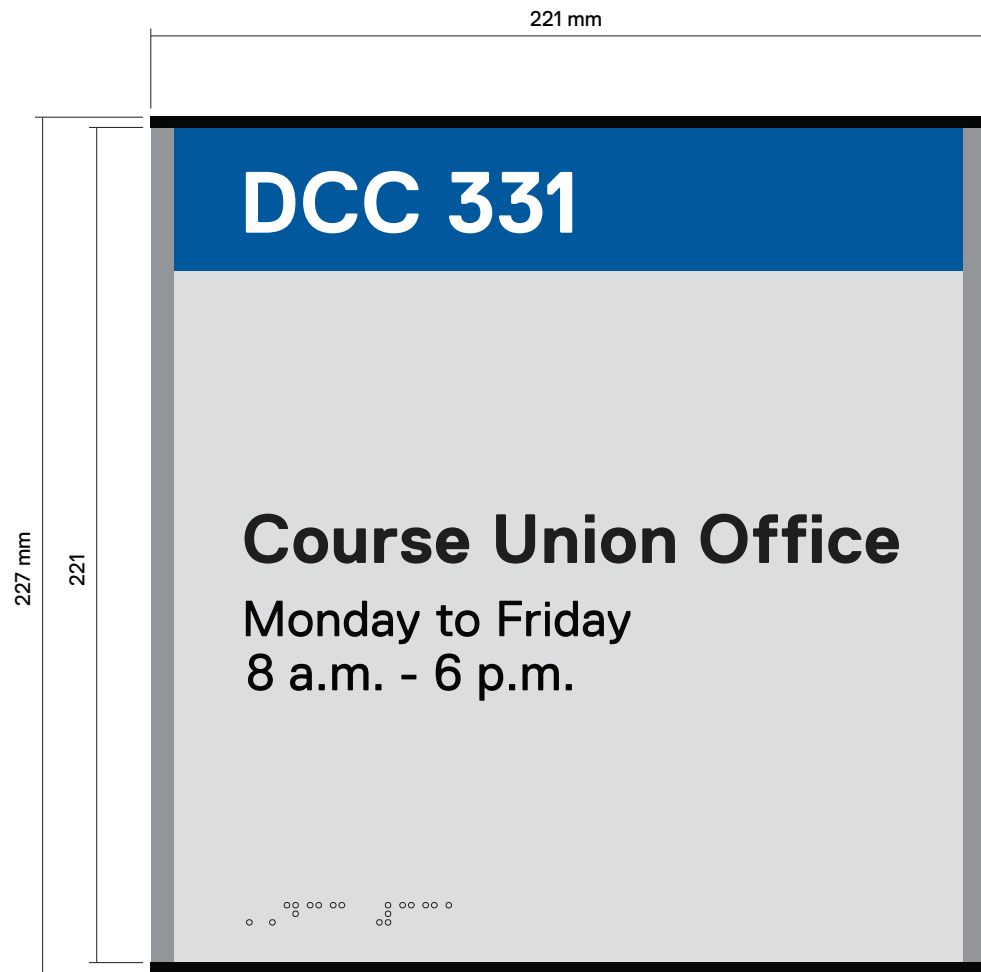
- Blue
3M Vivid Blue Vinyl (220-17)
- Grey
PMS 427C
- Black
3m Matte Black Vinyl (220-20)
- White
3M Matte White (220-20)

General Notes

1. Tactile lens to be removable to allow for digital print insert to be changed.
2. Signs shall be installed on the wall adjacent to the latch side of the door, mounted at a height of 1350mm from finish floor level to center line of sign.
3. For mounting, double-sided tape to be used on smooth surfaces such as drywall, glass and tile. Mounting on other surfaces such as brick, rough concrete etc. to be decided on project specific basis.
4. Grey (3M Pearl Grey (220-11)) vinyl backer, sized to match sign required when installed on glass surfaces.

Interior Identification

Sign Type 1.2.2 Wallmount Room ID - Large



Description


- A** **Sign:**
Aluminum sign holder extrusion, clear anodized finish w/ black end-caps
- B** **Tactile Lens:**
16mm Thick Clear Acrylic with custom applied copy in White, max profile of 0.8mm.
Reverse applied Blue vinyl 28mm height
- Room Number:**
Replica Std Bold 65pt
Optical Kerning, 0 Tracking
L=18mm & T=11mm
- Braille:** Translates room number.
Uncontracted (Grade 1) braille
Raised 0.8mm (1/32")
Clear raster braille beads
L=18mm & B=10mm
- Signage provider to ensure correct braille translation.
- C** **Digital Print Insert:**
Text I:
Replica Std Bold 52/48 pt
Optical Kerning, 0 Tracking
- Text II:**
Replica Std Light 38/40 pt
Optical Kerning, 0 Tracking
Leading between Message A & B is 40pt,
L=18mm & B=20mm
Digital printed on satin photo paper.
Black text on Grey (PMS 427c) background

Graphic Colours

- Blue
3M Vivid Blue Vinyl (220-17)
- Grey
PMS 427C
- Black
3m Matte Black Vinyl (220-20)
- White
3M Matte White (220-20)

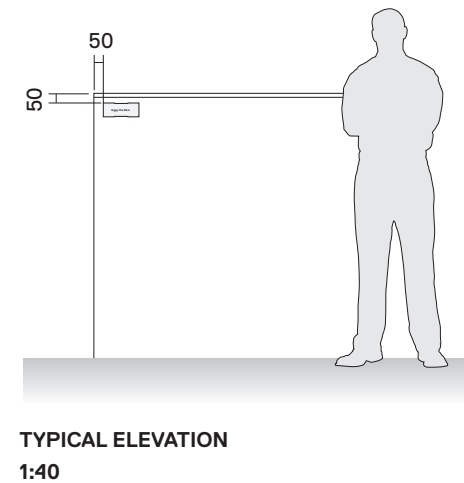
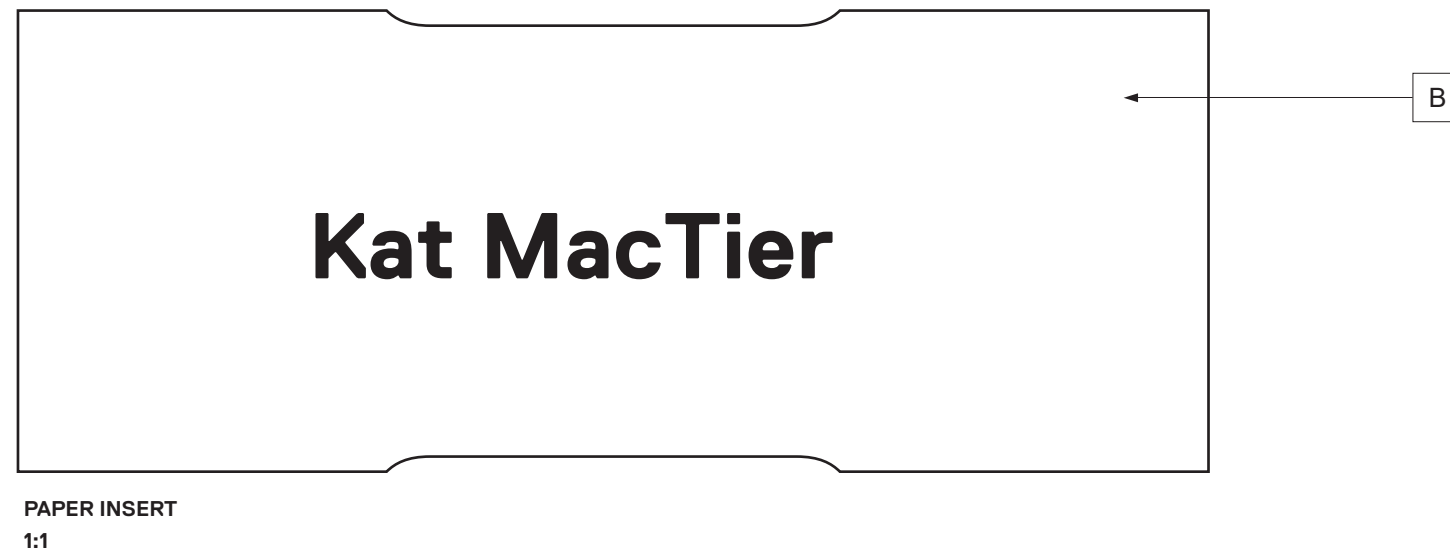
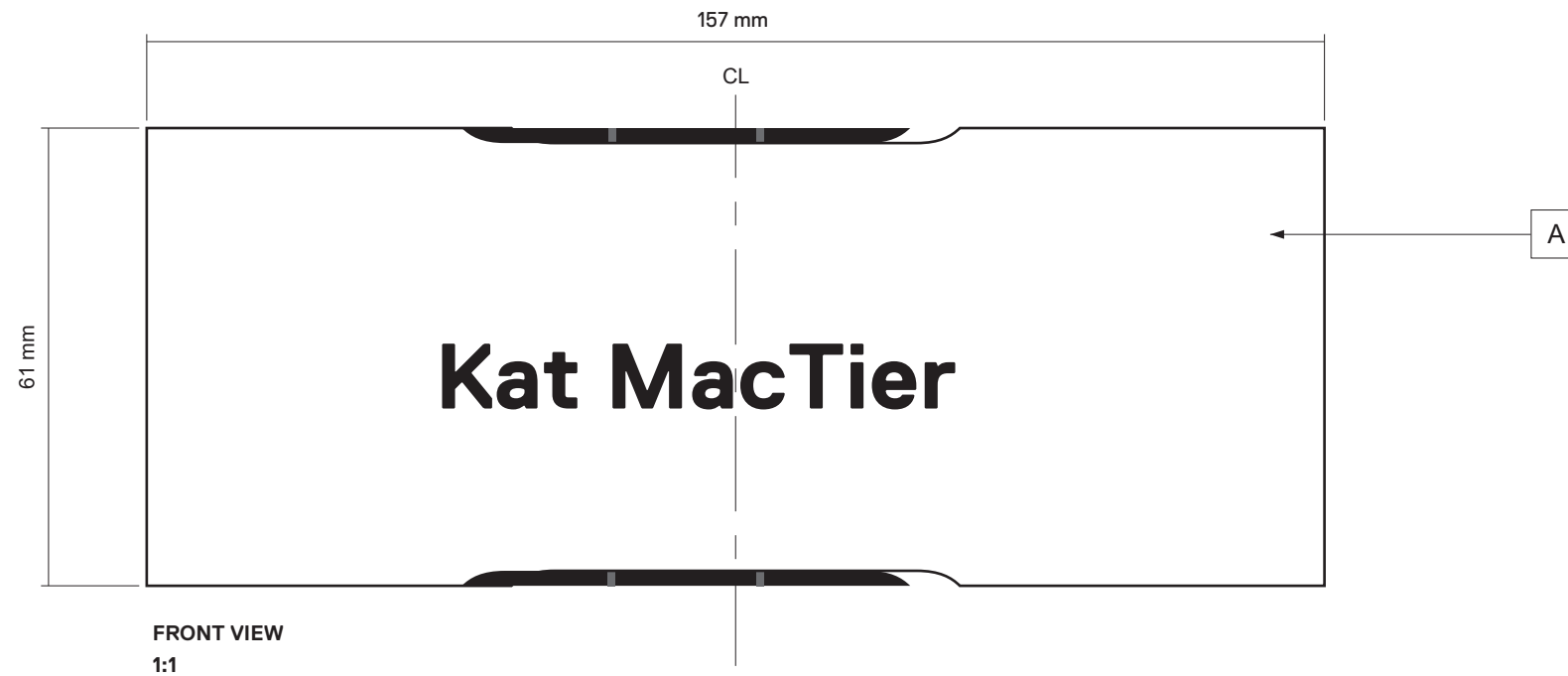
General Notes

1. Tactile lens to be removable to allow for digital print insert to be changed.
2. Signs shall be installed on the wall adjacent to the latch side of the door, mounted at a height of 1350mm from finish floor level to center line of sign.
3. For mounting, double-sided tape to be used on smooth surfaces such as drywall, glass and tile. Mounting on other surfaces such as brick, rough concrete etc. to be decided on project specific basis.
4. Grey (3M Pearl Grey (220-11)) vinyl backer, sized to match sign required when installed on glass surfaces.

	CLIENT Toronto Metropolitan University 350 Victoria Street Toronto, ON M5B 2K3 t: 416.979.5000 www.ryerson.ca	PROJECT Signage Standards Manual			COMMENT
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Interior Identification

Sign Type 1.4 Workstation ID



Description

- A** Acrylic sign holder with clear front, secured to partition with double sided tape
- B** **Paper Insert:**
Pre-perforated paper stock
Replica Std Bold 35, CC
Optical Kerning, +10 Tracking

Graphic Colours

- Black

General Notes

1. Acrylic front to allow for paper insert to be replaced.
2. Workstation ID requires a stand when no mounting surface is available.
3. For mounting, double-sided tape to be used on smooth surfaces such as drywall, glass and tile. Mounting on other surfaces such as brick, rough concrete etc. to be decided on project specific basis.
4. Grey (3M Pearl Grey (220-11)) vinyl backer required when installed on glass surfaces.

Interior Identification

Sign Type 1.5 Lettering - Dimensional Cut

Sally Horsfall Eaton
Centre for Studies
in Community Health

A

The Toronto Star Newspapers Centre for Journalism Production

9741 mm

221 mm

The To

1/4" Aluminum Dimensional Lettering
with 1/8" studs for mounting
Field: SC 905 Black (Satin Finish)

Description

A Replica font in 1/4" brushed aluminum, white, or black to complement wall colour

Letter sizing and colour will vary based on the space and the content.

Graphic Colours

-  Blue
3M Vivid Blue Vinyl (220-17)
-  White
3M Matte White (220-20)
-  Silver
MX15 Silver

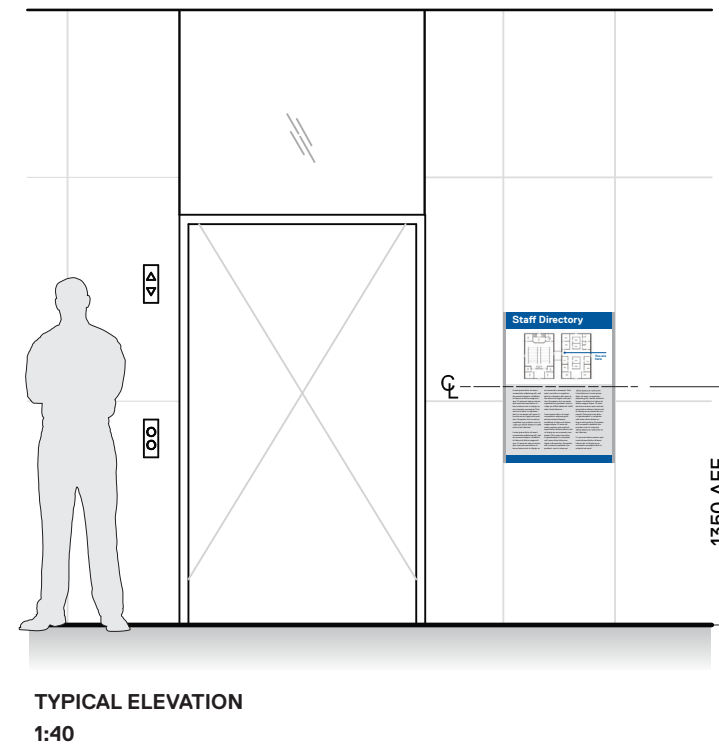
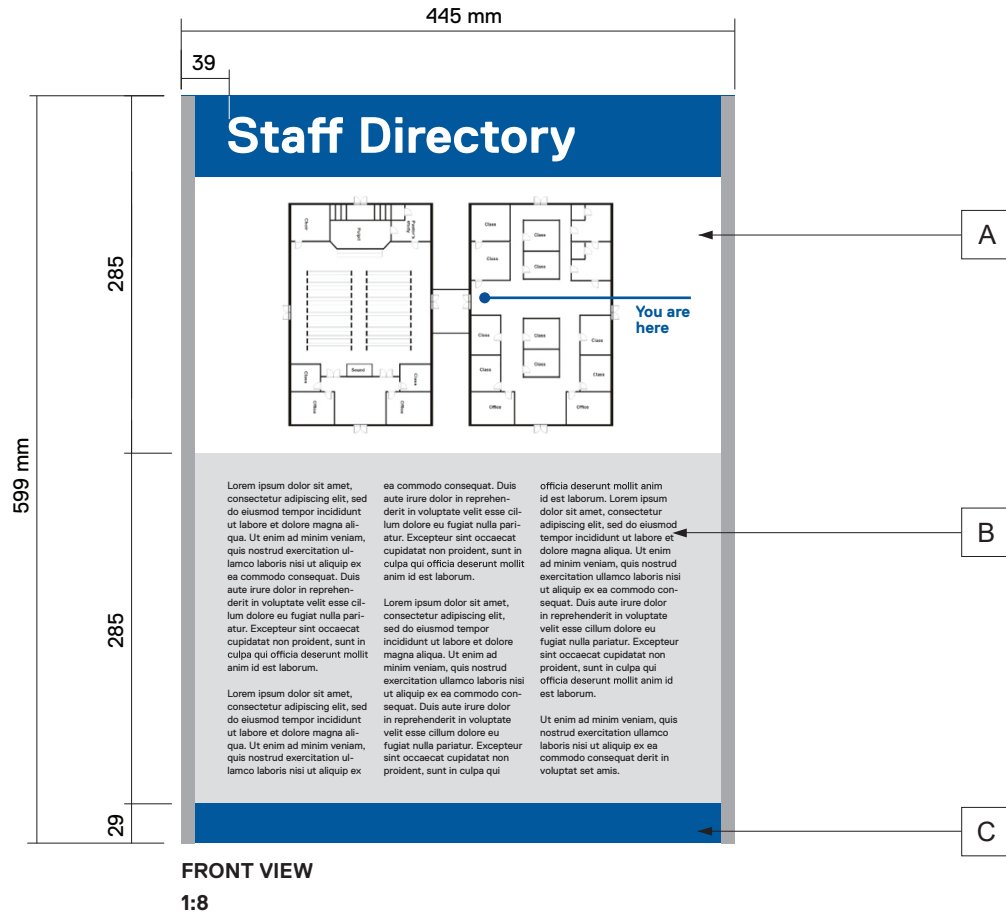
General Notes

1. Mounting of text will vary project to project.
In general, these signs will require concealed mechanical fasteners.

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Interior Directory

Sign Type 2.3 Wallmount Staff Directory



Description

- A** **Header:**
Interior Acrylic Graphic Panel w/ surface applied vinyl graphic
Sign Name:
Replica Std Bold 154pt
L=39
Map:
Interior Graphic Panel with map surface applied
- B** **Panel:**
Interior Wallmounted Sign c/w side extrusions and back plate painted MX15 Satin Aluminum.
Digital print insert with Emboss laminate finish anchored to back plate with two strips of double-sided tape on edges.
Destination/Text:
Replica Std Regular 32pt
CL=39mm
Optical Kerning, +10 Tracking
- C** **Trailer:**
Interior Graphic Panel

Graphic Colours

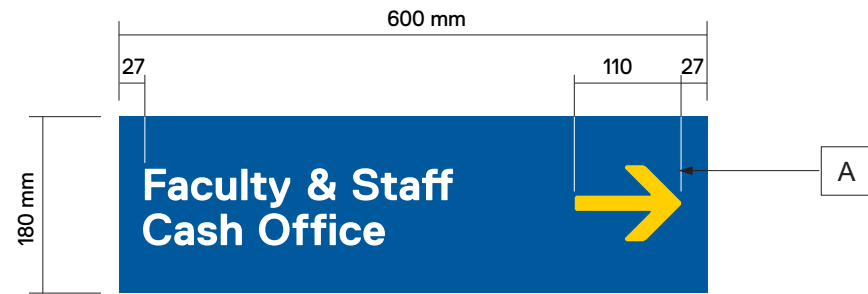
- Blue
3M Vivid Blue Vinyl (220-17)
- White
3M Matte White (220-20)
- Black
- Grey
PMS 427C

General Notes

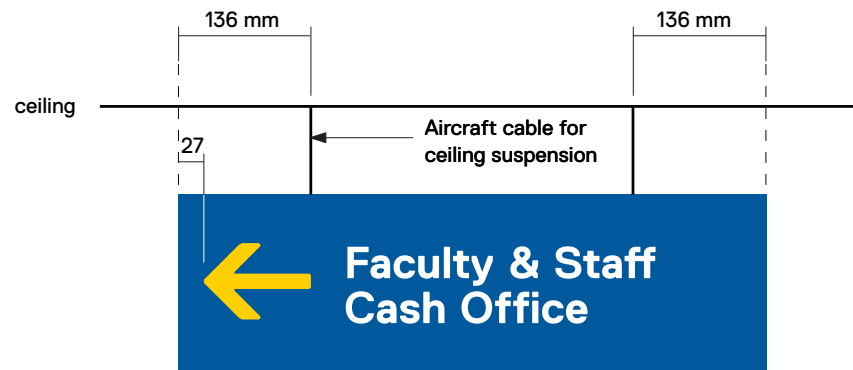
1. Signs shall be installed on the wall adjacent to the latch side of the door, mounted at a height of 1350mm from finish floor level to center line of sign.
2. Where there is no wall space to the latch side of the door, including double leaf doors, signs shall be placed at the nearest adjacent wall.
3. Sign to be mounted using concealed mechanical fasteners.
4. The location of the fasteners should be restricted to joints whenever possible.

Interior Directional

Sign Type 3.1.1 Suspended Directional - Small



FRONT VIEW - SIDE A
1:8



FRONT VIEW - SIDE B
1:8



FRONT VIEW - SIDE A



FRONT VIEW - SIDE B

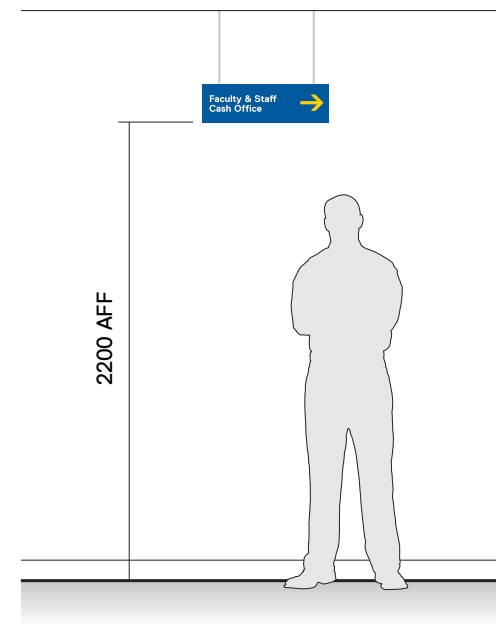


FRONT VIEW - SIDE A



FRONT VIEW - SIDE B

VARIATIONS
1:16



TYPICAL ELEVATION
1:40

Description

- A** **Sign:**
Interior Acrylic Graphic Panel w/ surface applied vinyl graphic
- Panel:**
Messaging:
Replica Std Bold 185/185p
Optical Kerning, +10 Track
CL=76mm from arrow/edge panel
- Arrow:**
110mm wide, CL/R-27mm

Graphic Colours

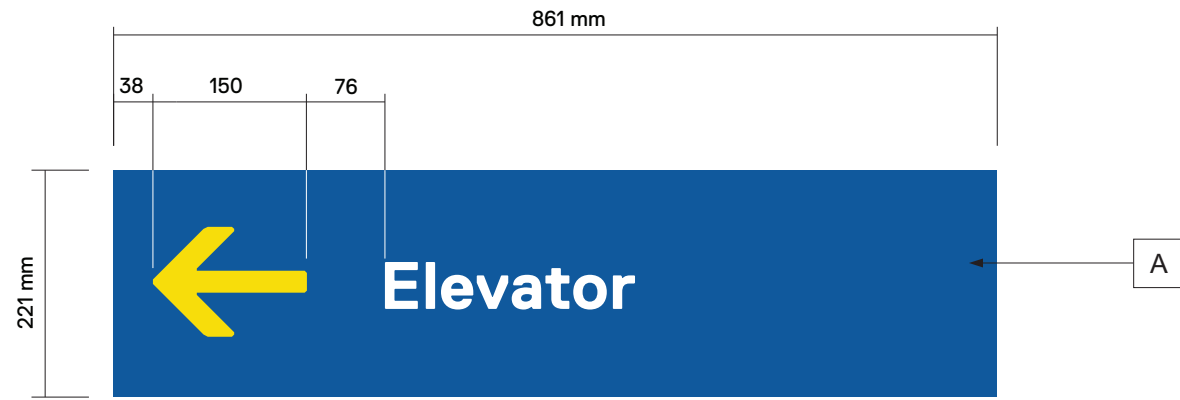
- Blue
3M Vivid Blue Vinyl (220-17)
- Yellow
3m Bright Yellow Vinyl (220-15)
- White
3M Matte White (220-20)

General Notes

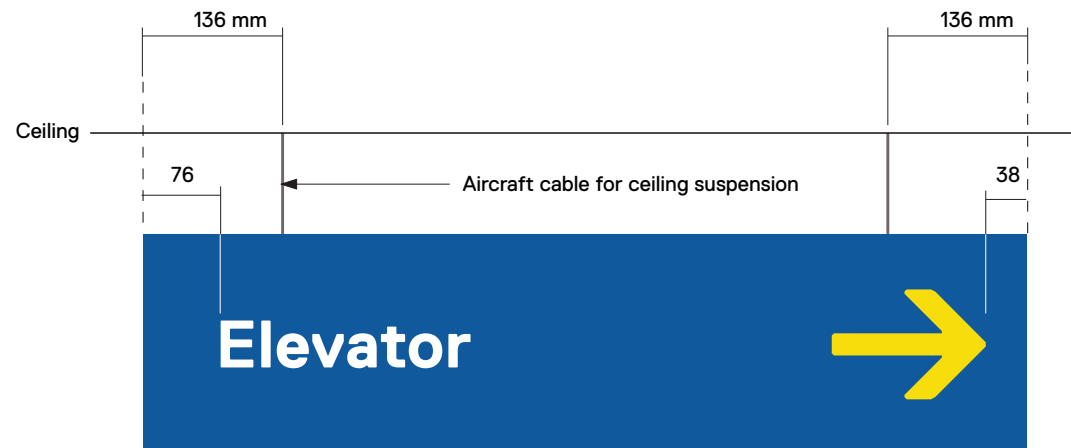
1. Sign construction should allow for easy dusting and cleaning.
2. Suspend sign using aircraft cabling securely fastened to ceiling material.

Interior Directional

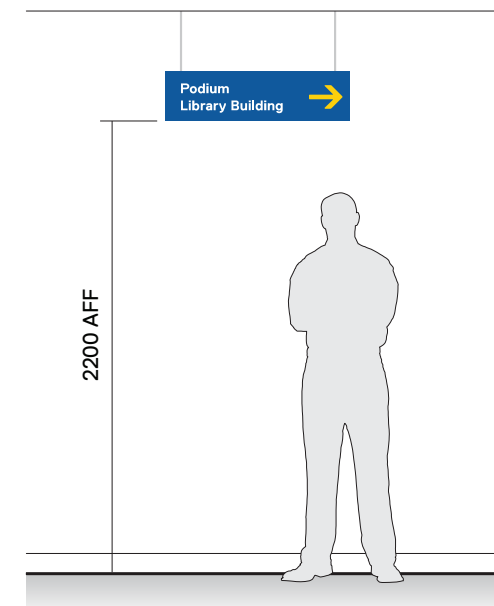
Sign Type 3.1.2 Suspended Directional - Medium



FRONT VIEW - SIDE A
1:8



FRONT VIEW - SIDE B
1:8



TYPICAL ELEVATION
1:40

Description

- A** **Sign:**
Interior Acrylic Graphic Panel w/ surface applied vinyl graphic
- Panel:**
Messaging:
Replica Std Bold 185/185p
Optical Kerning, +10 Track
CL=76mm from arrow/edge panel
- Arrow:**
110mm wide, CL/R-27mm

Graphic Colours

-  Blue
3M Vivid Blue Vinyl (220-17)
-  Yellow
3m Bright Yellow Vinyl (220-15)
-  White
3M Matte White (220-20)

General Notes

1. Sign construction should allow for easy dusting and cleaning.
2. Suspend sign using aircraft cabling securely fastened to ceiling material.

Interior Directional

Sign Type 3.1.3 Suspended Directional - Large

Description

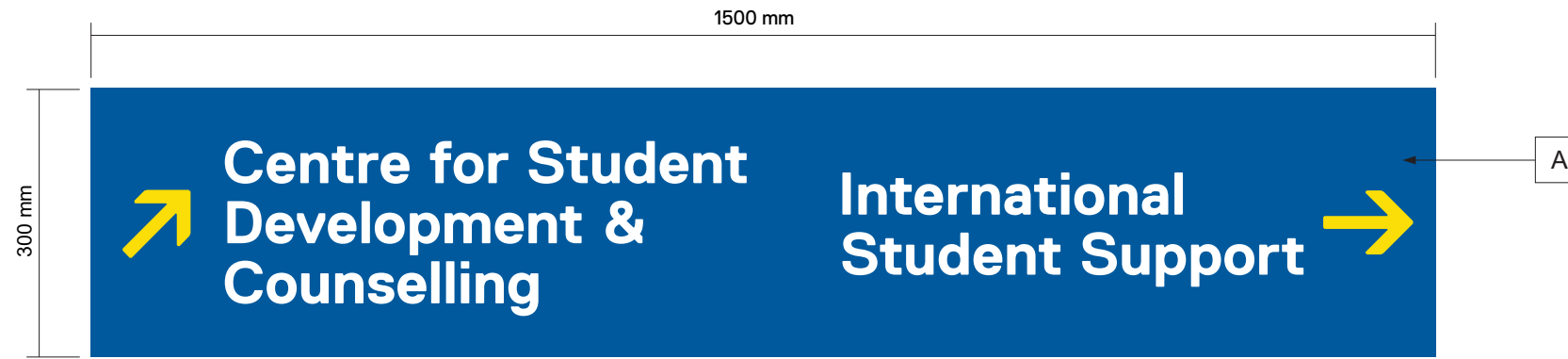
- A** **Sign:**
Interior Acrylic Graphic Panel w/ surface applied vinyl graphic
- Panel:**
Messaging:
Replica Std Bold 185/185p
Optical Kerning, +10 Track
CL=76mm from arrow/edge panel
- Arrow:**
110mm wide, CL/R-27mm

Graphic Colours

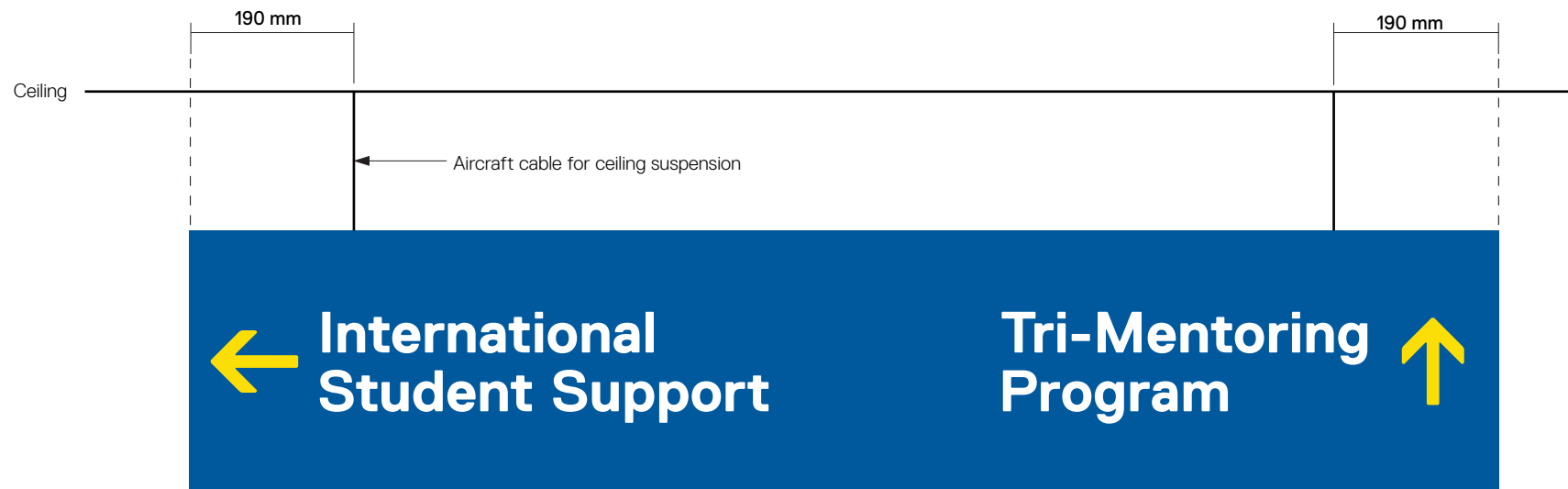
- Blue
3M Vivid Blue Vinyl (220-17)
- Yellow
3m Bright Yellow Vinyl (220-15)
- White
3M Matte White (220-20)

General Notes

1. Sign construction should allow for easy dusting and cleaning.
2. Suspend sign using aircraft cabling securely fastened to ceiling material.



FRONT VIEW - SIDE A
1:8



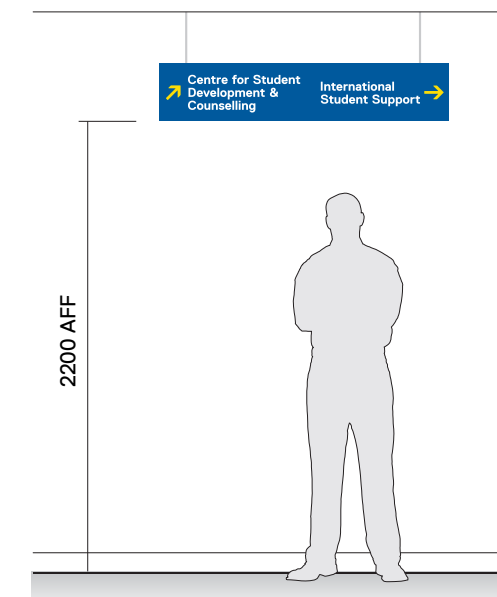
FRONT VIEW - SIDE B
1:8



FRONT VIEW - SIDE A
1:16



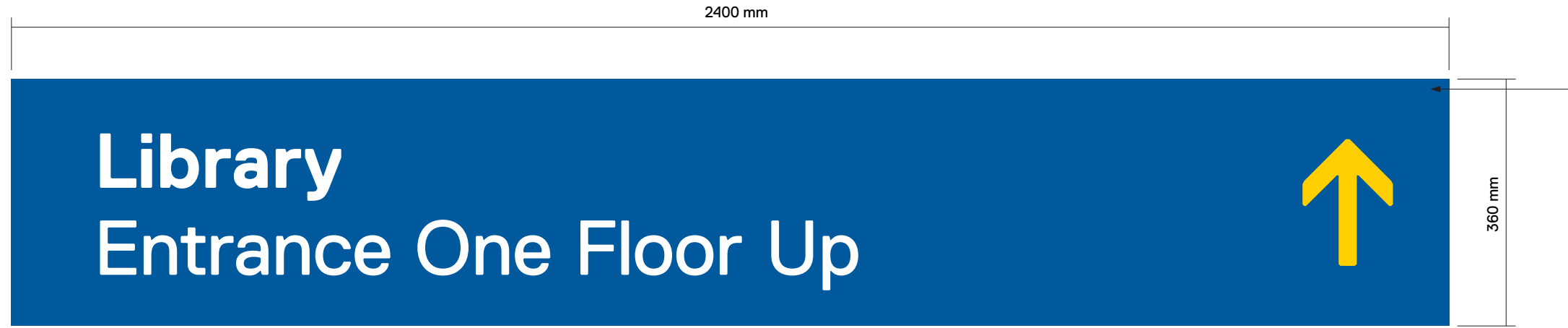
FRONT VIEW - SIDE B
1:16



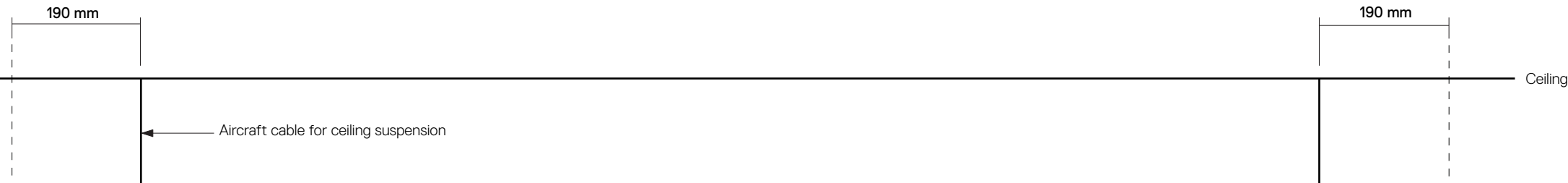
TYPICAL ELEVATION
1:40

Interior Directional

Sign Type 3.1.4 Suspended Directional - Extra Large



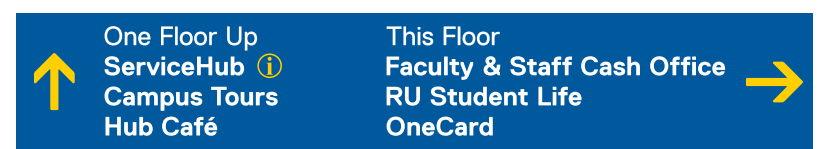
FRONT VIEW - SIDE A
1:8



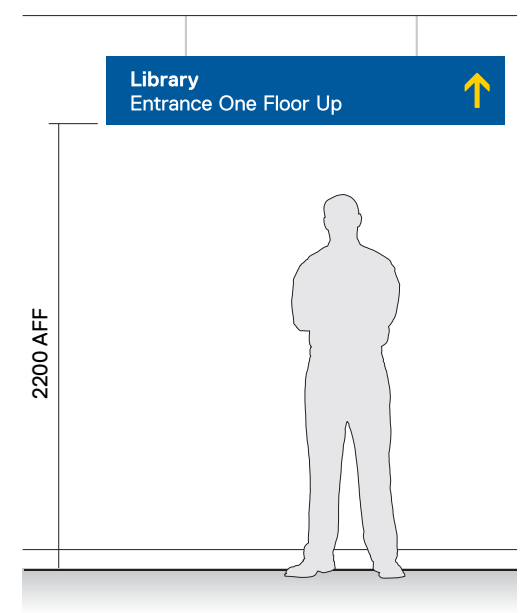
FRONT VIEW - SIDE B
1:8



FRONT VIEW - SIDE A
1:16



FRONT VIEW - SIDE B
1:16



TYPICAL ELEVATION
1:40

Description

- A** **Sign:**
Interior Acrylic Graphic Panel w/ surface applied vinyl graphic
- Panel:**
- Messaging:**
Replica Std Bold 185/185p
Optical Kerning, +10 Track
CL=76mm from arrow/edge panel
- Arrow:**
110mm wide, CL/R-27mm

Graphic Colours

- Blue
3M Vivid Blue Vinyl (220-17)
- Yellow
3m Bright Yellow Vinyl (220-15)
- White
3M Matte White (220-20)

General Notes

1. Sign construction should allow for easy dusting and cleaning.
2. Suspend sign using aircraft cabling securely fastened to ceiling material.

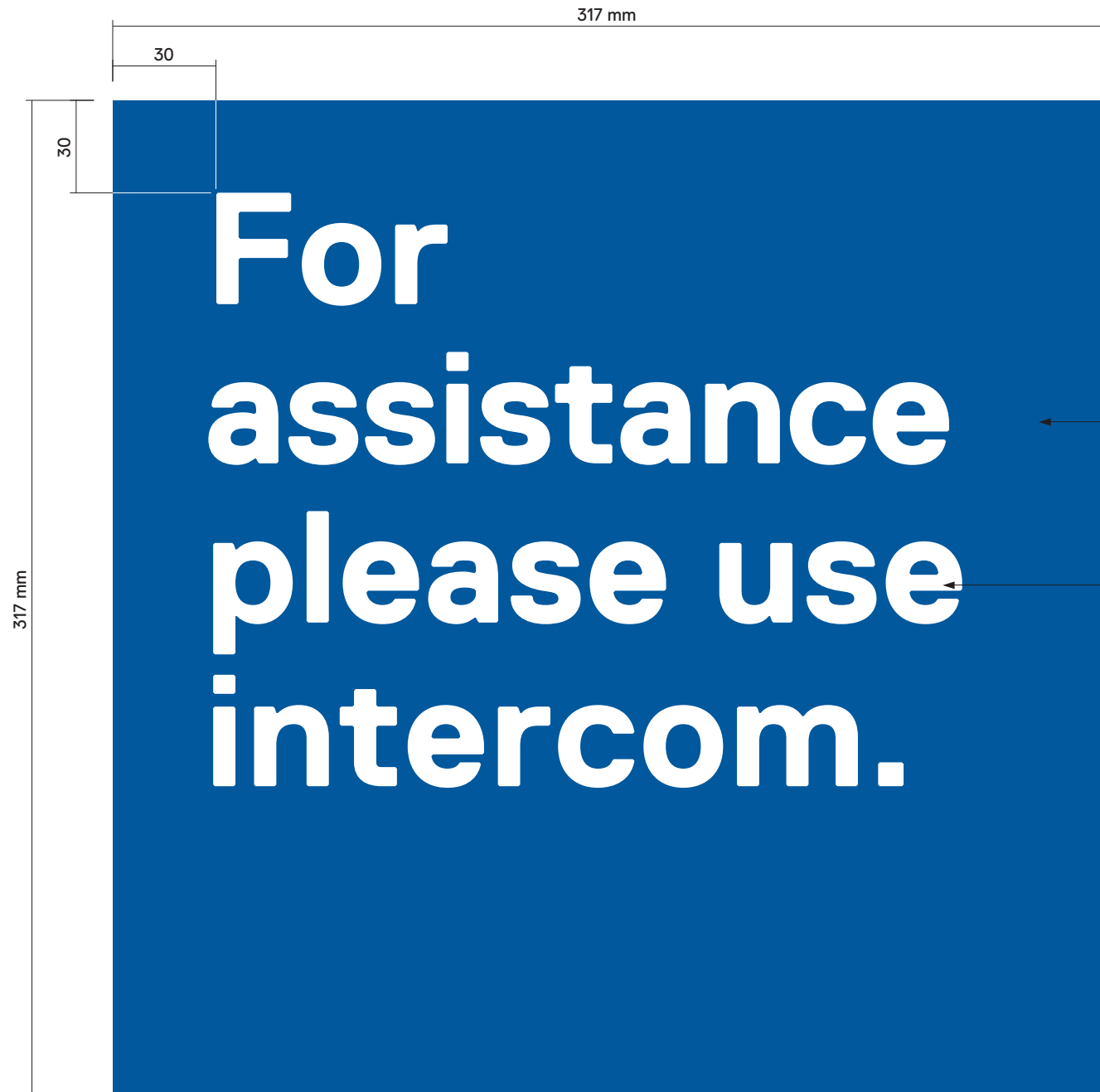


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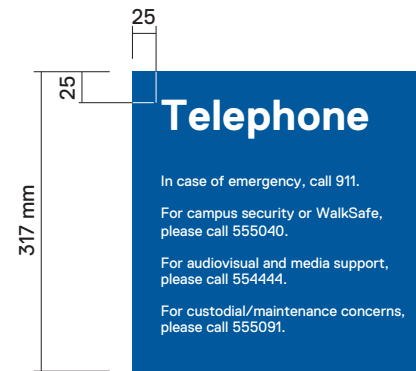
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Amenities

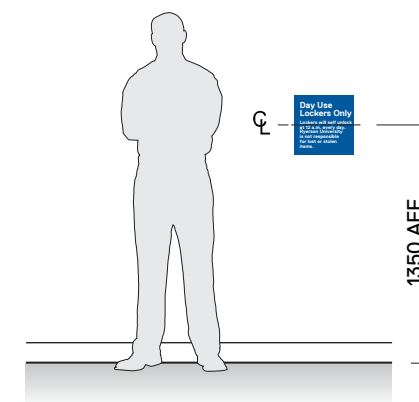
Sign Type 4.3.1 Wallmount Amenity Information



FRONT VIEW
1:2



VARIATIONS
1:8



TYPICAL ELEVATION
1:40

Description

A Sign:
.080" Acrylic
Replica Std Bold 144/144pt
Auto Kerning, +10 Tracking
TL = 30mm

B Sign:
.080" Acrylic
Replica Std Bold 144/144pt
Auto Kerning, +10 Tracking
TL = 30mm

Text I:
Replica Std Bold 72/72pt, Auto Kerning,
+10 Tracking IL=30mm

Graphic Colours

Blue
PMS 2945C

White

General Notes

- Signs shall be mounted at recommended height of 1350mm from finish floor level to center line of sign. Height may be project specific, dependent on location and purpose of sign.
- For mounting, double-sided tape to be used on smooth surfaces such as drywall, glass and tile. Mounting on other surfaces such as brick, rough concrete etc. is to be decided on project specific basis.
- Grey (3M Pearl Grey (220-11)) vinyl backer, sized to match sign required when installed on glass surfaces.



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Amenities

Sign Type 4.6 Glazing Decal



FRONT VIEW SECOND-SURFACE FROSTED BANDING
NOT TO SCALE

FRONT VIEW SECOND-SURFACE SOLID BANDING
CENTRED ON DOOR GLASS
NOT TO SCALE

FRONT VIEW SECOND-SURFACE SOLID BANDING
ON GLAZING THAT HAS ADDITIONAL PRIVACY FROSTING
NOT TO SCALE

Description

Second surface installation.
This glazing decal is available in white, blue and grey.
Colour can be chosen based on the space.

Graphic Colours

- Blue
PMS 2945C
C100 M60 Y0 K15
- Grey
PMS 427 C
C0 M0 Y0 K15
- White



General Notes

1. To be installed on interior face, unless otherwise indicated. Reverse print when installed to inside face of glass.



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