

BRAND GUIDELINES



MISSION

BU empowers students for immediate and sustained success in their personal and professional endeavors by combining professional preparation, liberal arts and sciences, and co-curricular experiences. Alongside our dedication to students, we embrace the generation, application, and interpretation of knowledge.

VISION

We deliver an engaging education that transcends traditional boundaries through scholarly and practical experiences in a diverse, caring, and inclusive environment to prepare purpose-driven leaders who achieve success and build a better world. BU is an investment in the life you want.

VALUES

At the heart of BU is a community built upon the valued relationships we find in each other as students, staff, faculty, administrators and alumni. The core of these relationships are driven by the values of student success, knowledge and discovery, and community and connectivity.



Bradley University was founded in 1897 by Lydia Moss Bradley. A visionary in her own right, she brushed off convention to create a school the world needed. Today, Bradley University continues to evolve and embrace progress, leading through innovation and excellence.



“[An education at Bradley University will] furnish its students with the means of living an independent, industrious and useful life by the aid of a practical knowledge of the useful arts and sciences.”

*- Lydia Moss Bradley,
Founder*



BRAND FOUNDATIONS



Success and Excellence

BU ensures students receive a personalized learning experience by providing opportunities to combine their passions and skills through innovative academic programming and exceptional engagement with peers, staff, and faculty. These experiences translate to leadership and problem-solving skills employers seek.



Knowledge and Discovery

We prioritize academic excellence by nurturing critical thinking, research, creativity and technical skills development. We engage learners in high-impact practices in scholarship and leadership development opportunities which include internships, cross-disciplinary courses, and study abroad experiences.



Community and Connectivity

We are a community that strives to contribute meaningfully to understand the world around us. By embracing civil discourse and celebrating personal identity, we understand our differences are our strengths.

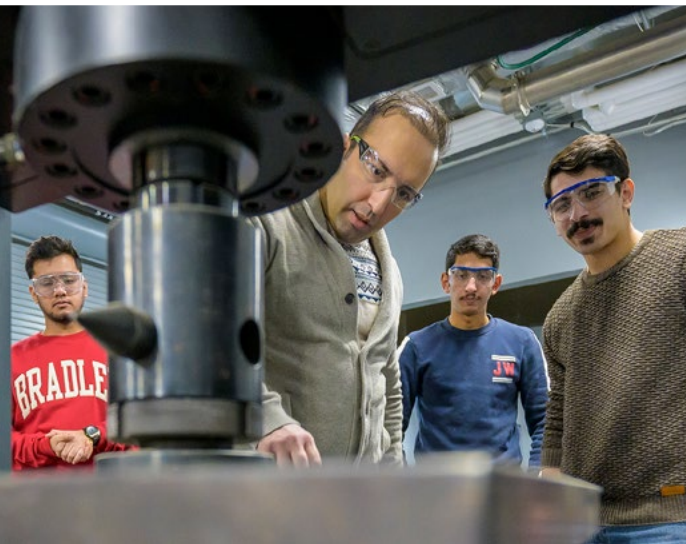


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Office of Marketing and Communications

[Brand Resources](#) | bjedd@bradley.edu

VOICE & TONE

Together, these convey the personality of a brand and are applied to all forms of communication.

Voice is how we talk about ourselves and the groups we serve. We set the tone by the type of language we use and the way we use it. It's important to use language that is friendly and personal.

While tone will depend upon the audience, it should always feature language that is:

EMPOWERING

honors each student's inherent dignity

COMMUNITY-FOCUSED

values the unique talents and possibility each student brings to campus

AUTHENTIC

welcomes courageous self expression

Word Choice

Use the following words to inspire or influence tone.

GROWTH EXPLORE INSIGHT EMPATHY
CONFIDENCE GLOBAL EXPRESS ACHIEVE

Editorial Guidelines

Refer to the [BU editorial guidelines](#) to ensure all communications are consistent in voice and tone, and adhere to our preferred style for grammar and punctuation.

University Name

In most cases, the full name should be used in first reference:
Bradley University.

On second reference it is acceptable to use **Bradley** or **BU**.

AUDIENCES

	Voice	Tone	Examples
Students & Families	Bradley's voice is student-centered, empowering, and confident. Students are always the focus of the story, with Bradley positioned as the partner that helps them turn ambition into action. Our language reflects trust in students' potential and highlights a premier, personalized experience where they learn by doing, build connections, and shape their future.	Bradley's tone is welcoming, encouraging, and supportive. It reflects a community that believes in students and champions their success academically and personally. The personality feels like a trusted mentor: approachable, optimistic, and invested in each student's journey creating an environment where students feel confident, supported, and excited about their opportunities.	CURRENT STUDENTS: Make the most of your Bradley experience. Lead, learn, and make your mark. STUDENT PROSPECTS: Embrace the next chapter. Imagine what you can achieve.
Faculty & Staff	The subject should always be the staff/faculty, not BU, and the language should convey an equality across campus, regardless of position. Avoid hierarchical language or words that convey rank or seniority. Language should feel collaborative and encourage open and honest communication.	The tone should feel collaborative, like a conversation between colleagues who are working side by side to achieve shared goals. Language should demonstrate BU sees employees as partners and values their role in making decisions and setting priorities.	You are making a difference. BU wants to hear your voice.
Alumni	The subject should always be the alum, not BU, and the language should convey a respect for the real impact that these stakeholders currently have on the BU experience. Language should acknowledge alumni as creators and changemakers of a better university and a better world.	Establish BU as the grateful recipient of the wisdom and resources these stakeholders entrust to the university. Language conveys an understanding of the responsibility to use that gift wisely to empower and encourage a new generation of Bradley alums.	Your legacy makes BU better. Your story is our story.
Local Community	The subject should always be the community and the language should be in the service of partnership and how we support each other. We need to convey that we are accessible and we want to help build a better future for our community.	Establish BU as a friendly advocate and partner in Peoria with the shared legacy of our founder Lydia Moss Bradley. We are here to support the community and share resources. We want local residents to see that an education at Bradley is attainable to all.	We are stronger when we work together. BU's legacy is our legacy.

BOILERPLATE

At Bradley University, our standard boilerplate provides fundamental details about our institution and ethos, appended to official documents and press releases. Occasionally, news writers may modify it based on their intended audience.

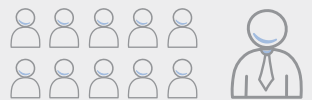
Bradley University is a top-ranked, private university in Peoria, Ill., offering students a personalized, transformative experience to prepare them for future success. With more than 100 programs, a student-faculty ratio of 10:1, and guaranteed experiential learning opportunities for 100% of students, Bradley provides an individualized hands-on education with nationally recognized faculty. Bradley offers comprehensive undergraduate and graduate academic programs including business, communication, education, engineering, fine arts, health sciences, liberal arts and sciences, and technology.




200+
STUDENT
ORGANIZATIONS



10:1 STUDENT
FACULTY RATIO



EXPERIENTIAL
LEARNING FOR
100%
of students

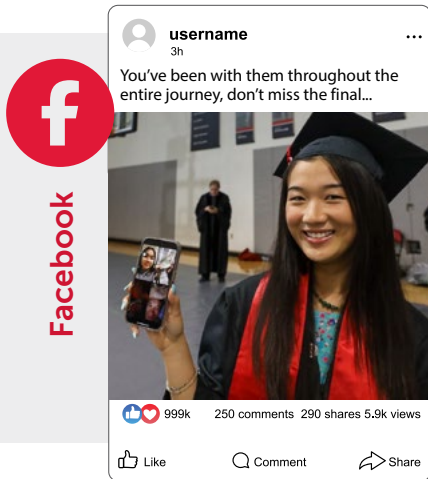


HOME
OF
D1
ATHLETICS



SOCIAL MEDIA

Bradley's social media platforms serve several audiences providing an insider perspective on campus life.



TARGET AUDIENCE

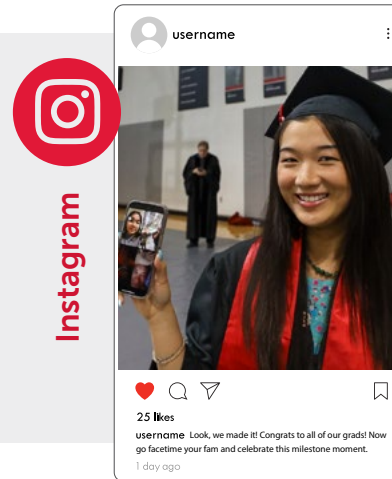
Parents of Potential or Current Students and Older Alumni

EXAMPLE POST:

"You've been with them throughout their journey, don't miss the final steps across that commencement stage! Watch graduation live this weekend or join the stream at Bradley.edu to catch your students capping off their education."

TIPS:

- Include photo(s)/video with content to capture the audience's attention.
- Size photo(s)/video(s) with mobile in mind.
- Share content related to student success, educational excellence, or topics that resonate with the target audience.



TARGET AUDIENCE

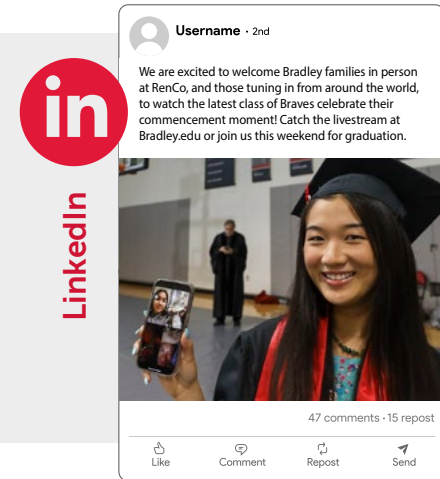
Potential and Current Students and Young Alumni

EXAMPLE POST:

"Look, you made it! Congrats to all of our grads! Now go facetime your fam and celebrate this milestone moment."

TIPS:

- Size photo(s)/video(s) explicitly for mobile.
- Write brief and concise captions. Messaging is not always read by users.
- Content can be featured in *Stories* for 24 hours and offers direct links for users.
- Links shared in captions or comments are not clickable.
- Avoid sharing QR codes.
- Share high quality and clear content.



TARGET AUDIENCE

Alumni, Community Members, and Current Students

EXAMPLE POST:

"We are excited to welcome Bradley families in person at RenCo and those tuning in from around the world to watch the latest class of Braves celebrate their commencement moment! Catch the livestream at Bradley.edu or join us this weekend for graduation."

TIPS:

- Include photo(s)/video with content to capture the audience's attention.
- Write captions providing full context along with the photo(s)/video shared.
- Share content related to campus updates, university development, student success, or educational excellence.

Accessibility

Social media platforms have some automatic tools to bridge accessibility gaps, but it is always best to take this into consideration when creating your content.

Video Captions: While many platforms will attempt to auto-generate captions for video content, it is always better to create them yourself to avoid mistakes and inaccurate information.

Alt Text: Most platforms will auto-generate alternative text for images that are shared, which allows for screen readers tools to read the content out loud. Alt text is also used if an image fails to load for a user. Creating your own alt text ensures the proper description is applied to the photo.

Additional General Considerations:

Emojis are read out loud by screen readers. Consecutive and excessive emoji use creates a jumble of verbal messaging that is confusing to those using screen readers. Take this into consideration when building your content and limit the use of emojis or place them at the end of sentences and captions.

Text in images will not be read by screen readers automatically and are often processed incorrectly by automatic tools. For example, sharing a digital version of a print flyer to social media may be a quick way to get more use out of the flyer, but it is not optimized for social media. Instead, share the details from the flyer in a caption and use a different visual without text to accompany the message.

Posts vs. Stories

Traditional posts should include polished content, evergreen messaging, and high-quality brand representation.

Stories are temporary, often posted for only 24 hours. Use them as a strategic tool to show timely and authentic content reaching an engaged audience base. They are perfect for event coverage and student “takeovers,” or for immediate action on things like registration, voting, RSVP, etc.

Other Best Practices

All social media accounts officially representing Bradley University must adhere to the following.

- Profile pictures must be created using an [approved template](#).
- Do not use acronyms or shorthand for page names/titles. Spell things out, clearly identifying what the page represents. For example, instead of BU OMC, use Bradley University Office of Marketing and Communications.
- Images used for cover photos or posts should adhere to [photography guidelines](#).
- Use of brand logos, colors, and other visual assets must be in accordance with brand guidelines.

For more info, view our complete [social media policy](#).

Accessibility Resources

[Accessible Social](#) (general)

[NVDA](#) (screen reader)

[Kapwing](#) (caption creator)

[YouTube Studio](#) (caption creator)

Official Accounts

Facebook

@BradleyUniversity

Instagram

@bradleyuniversity
@BradleyUniversityPresident

LinkedIn

@bradleyuniversity

TikTok

@bradleyuniversity

X/Twitter

@bradleyu

Hashtags

Using hashtags helps bring our content together. Capitalize proper nouns.

#BradleyUniversity

Used most widely for BU content

#BradleyUniversityAlumni

Used for alumni or graduation

#BradleyBound

Used for admissions or admitted students

#BradleyBraves

Used for athletics or general campus life

#BradleyU

Used mainly by external audiences

LOGO

Bradley University operates as a branded house with the identity of the parent brand informing the look and feel of all subsidiaries.

Variations

The logo is available centered, horizontal, left-justified, or as a word mark. Use the option that best fits the space provided.

Color

The logo is red and white for print and digital. The black and white version is used when printing only in black.

The one-color version is for apparel or promotional items. Imprints can be in red, white, or black.

Usage

- The logo should not be produced with the shield smaller than 0.25 inches.
- **DO NOT:** Alter the composition, proportions, color placement, or typography.
- **DO NOT:** Stretch, rotate or distort dimensions, change the color, rotate, or add stylized effects.
- Maintain maximum contrast.
- The BU logo must adhere to all copyright and licensing requirements.

Centered



Two Color



Horizontal



Two Color Reversed



Left Justified



Black and White



Word Mark



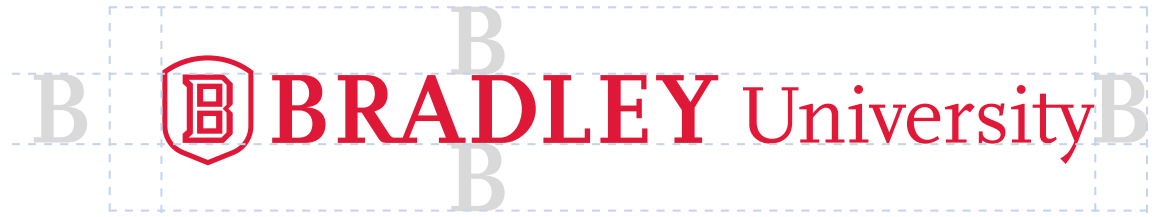
One Color



Clear Zone

The area around the logo must be kept free of all elements. This helps maximize brand visibility and visual impact.

The clear zone is the same for all logos. It extends the height of the capital letter *B* on top and bottom of Bradley. It extends the width of the capital letter *B* on the left and right sides.



Unit Logos

Unit logos represent colleges, departments, offices, and organizations. They are extensions of the university brand and cannot be altered.

One- to four-word identifiers for units are placed over the name of the primary college/office.

The stacked version has a minimum imprint size of 1.5" w x 0.9" h. The horizontal version has a minimum imprint size of 2.4" w x 0.6" h.

Reach out to OMC to request unit logo sets.



Promotional Items

For small imprints like pens and keychains, there is only room for the BU logo. As the imprint size increases, there is room for a unit logo. Larger imprints, like t-shirts, can be customized with artwork and a logo.

Exceptions are made for embroidery items. Please reach out to branding@bradley.edu.



COLOR

Color evokes emotion and impacts brand perception.
It helps convey personality and support awareness.



Bradley Red

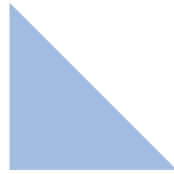
CMYK 0/100/80/5
RGB 225/24/55
Hex #CE1432
PMS 186
Madiera 1637

Primary

Bradley Red

is our signature color representing the legacy and strength of the university.

It provides emphasis for headlines and call to action type. It is also used for background fills, graphics, and gradient overlays.



Sky Blue

CMYK 35/18/1/0
RGB 162/189/224
Hex #A2BDE0
Madiera 1953

Accent

Sky Blue is only used for 10-20% of an overall composition.

It is commonly used for graphics, icons, and rule lines. Do not use it for type.

It does not provide good contrast with white.



Light Gray

CMYK 0/0/0/20
RGB 210/211/212
Hex #D2D3D4
Madiera 1918

Neutral

Black, shades of gray, and white are used to create space, maintain balance, and provide contrast within a composition.

Gray is commonly used for call out boxes, graphics, icons, typography and rule lines.



Gray

CMYK 0/0/0/50
RGB 147/149/152
Hex #939598



Dark Gray

CMYK 0/0/0/80
RGB 90/90/92
Hex #5A5A5C

TYPOGRAPHY

Typefaces provide visual impact aligning the appearance of the message with the brand identity.

Kapra Neue

Impactful and bold. Used in headlines or call to action. Only use in all caps and set with tight leading.

Google, Microsoft or Canva substitute:
Bebas Neue

ABCDEFGHIJKLMNOPQRSTUVWXYZ
1234567890\$(&?!%.,:—)

KAPRA NEUE MEDIUM CONDENSED

KAPRA NEUE MEDIUM

KAPRA NEUE MEDIUM EXPANDED

Museo Sans

Balanced and clean. Used in secondary headlines, subheads, body copy, or call to action.

Google, Microsoft or Canva substitute:
Lato

ABCDEFGHIJKLMNOPQRSTUVWXYZ
abcdefghijklmnopqrstuvwxyz | 1234567890\$(&?!%.,:—)

Museo Sans 100

Museo Sans 300

Museo Sans 500

Museo Sans 700

Museo Sans 100 Italic

Museo Sans 300 Italic

Museo Sans 500 Italic

Museo Sans 700 Italic

Museo Sans 900

Museo Sans 900 Italic

Lora

Traditional and structured. Used in headlines, subheads, or body copy. Do not use in all caps.

Google, Microsoft or Canva:
Lora

ABCDEFGHIJKLMNOPQRSTUVWXYZ
abcdefghijklmnopqrstuvwxyz | 1234567890\$(&?!%.,:—)

Lora Regular

Lora Medium

Lora Semibold

Lora Bold

Lora Regular Italic

Lora Medium Italic

Lora Semibold Italic

Lora Bold Italic

Headline or Title

- **Kapra Neue** in all caps, can be stylized for headlines, sometimes with a second color used to place emphasis on certain words
- **Lora** in title case

Secondary Headlines

- **Museo Sans** in title case or all caps
- **Lora** in title case or lower case

Subheads

- **Museo Sans** in title case or all caps
- **Lora** in title case

Body Copy

- **Lora** in sentence case with leading 3-4 points greater than font size
- **Museo Sans** in sentence case with leading 3-4 points greater than font size

Call to Action

- Any brand typeface may be used alone or in combination with one other brand font.
- Apply red to draw attention.

Museo Sans Secondary Headline

HEADLINE IN KAPRA

HEADLINE IN KAPRA
lora secondary headline

Subhead in Museo Sans

Body copy in Lora parum nus eiciame nobitem harit enda voluptae et apid quiam.

Que voluptae. Ipsam invelit ullectatur magnati ssimusa eceptae prae.

Subhead in Lora

Body copy in Lora parum nus eiciame nobitem harit enda voluptae et apid quiam.

Que voluptae. Ipsam invelit ullectatur magnati ssimusa eceptae prae.

SCAN HERE
for more details

Scan Here
FOR MORE DETAILS

Scan here
for more details

Headline in Lora

MUSEO SANS SECONDARY HEADLINE

Headline in Lora

Museo Sans Secondary Headline

SUBHEAD IN MUSEO SANS

Body copy in Museo Sans dolorae is ulluptate imendi id ex et qui blandant ommolut assi.

Ullita tectur? Qui sam quassin ullaci num voluptatem dis dolorepro est, que aut omniet.

Subhead in Lora

Body copy in Museo Sans dolorae is ulluptate imendi id ex et qui blandant ommolut assi.

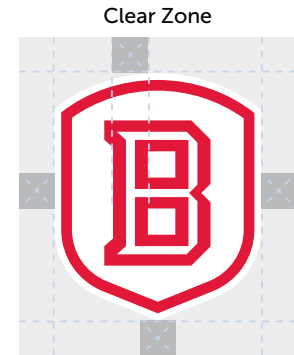
Ullita tectur? Qui sam quassin ullaci num voluptatem dis dolorepro est, que aut omniet.

ASSETS

Elements that build brand recognition and define personality in composition.

Stand-Alone Shield

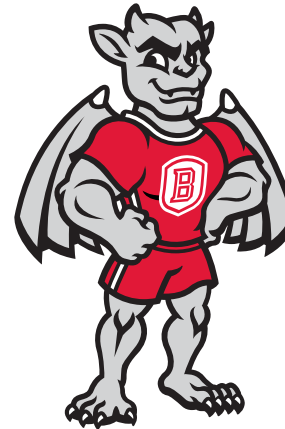
- The stand-alone shield does not replace use of an entire logo.
- The Bradley shield always has a white outline.
- The white area inside the shield should always be filled in.
- When produced in one color, the red is knocked out and will show the background color behind it.
- The clear zone is equal to the width of the stem of the B inside the shield.



Kaboom!

The mascot graphics are used on athletic materials or to evoke excitement. Altering the composition is not allowed:

- Do not rotate, stretch, or distort dimensions.
- Do not change colors, add graphics or stylized effects.
- Do not reposition the stance or change the clothes.
- Color variations exist for dark and light backgrounds. Be sure maximum contrast is maintained.



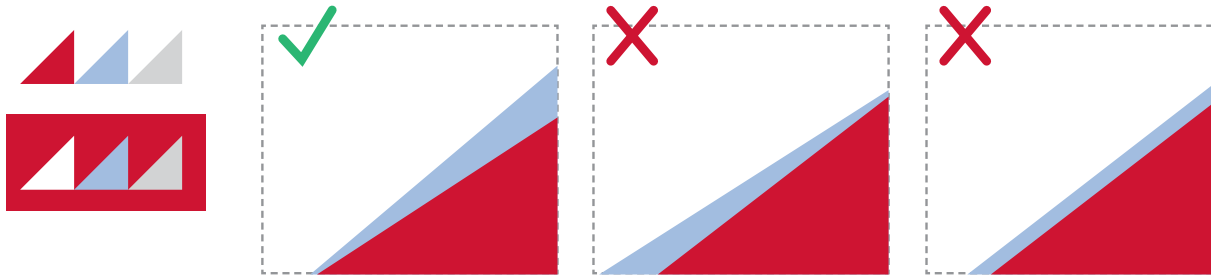
Use of other variations of Kaboom! is only permissible by Marketing or Athletics.

Triangles

A symbol of strength and stability, triangles can be used in any corner of a layout or as a set of three. They are not intended for use as photo frames.

The **triad of triangles** lead with Bradley red for light backgrounds and white for dark backgrounds, then sky blue and light gray. Use them to draw attention, break up large areas of text, or add visual presence.

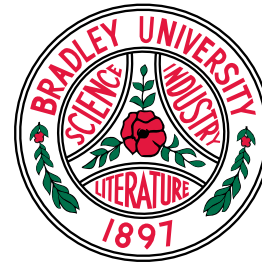
The **corner triangles** can interact with cut-out photos or be used as a container for a logo or shield. The sky blue triangle is offset like a ray always shining upward. It should not look like a stripe.



University Seal

The University Seal was designed in 1903 by art and design professor Adelaide Mickel. It features a rose in the center, emblematic of Lydia Moss Bradley's fondness for the flower, having grown them in her garden. The rose has since become the official flower of the University.

Standing apart from other brand elements, the seal is intended for use on ceremonial documentation, signifying prestige, esteem, and accomplishment. For use, please consult the Office of Marketing and Communications.



QR Codes

Centered in a slightly rounded corner box with a white margin and thick light gray stroke. If artwork is featured in the center, use the stand-alone B. Include the URL small in italics underneath or in close proximity.



bradley.edu

Iconography

Created in a sketch style, icons should be used purposefully and sparingly to highlight areas of content. Set in medium gray and sky blue on light backgrounds and light gray and sky blue on dark backgrounds.



SAMPLES

CONGRATS!
YOU'VE BEEN ACCEPTED TO BRADLEY UNIVERSITY

BRADLEY University
BRADLEY UNIVERSITY IS VISITING YOUR SCHOOL
COME MEET AN ADMISSIONS COUNSELOR TO FIND OUT MORE ABOUT BUI

LEARN MORE
bradley.edu

FAFSA QUESTIONS?
Get help filling out your 2026-27 FAFSA

Nov. 17, 6 - 7:30 p.m. | BECC 1150

Don't forget your laptop or iPad!

BRADLEY University

BU VISIT DAY
DO MORE THAN TOUR

Jan. 19 | 1 - 4 p.m. | Renaissance Coliseum

See dorms, dining halls, classrooms and study spaces, and other campus highlights.

Hear directly from students and meet faculty in your academic program of interest.

Come see what you need to see, and take a picture to prove your future at Bradley.

BRADLEY University

Diabetes and Advanced Resource for Testing (DART) for Uganda
A team of Bradley's computer science CS students worked with University of Illinois College of Medicine at Urbana (UCM) to bring diabetes care to rural villages in Uganda to equip village health teams directly with resources and technology. Bradley CS students developed the DART (Diabetes Accessible and Resourceful Testing) application to enable health workers to record and receive glucose readings for patients within their care.

Bradley Brings TEDx to Peoria
Over 80 Bradley students and Peoria community members attended the two-part TEDx Bradley University event in September 2024. The program theme was "Discovery and Future Creation." Speakers for the event included entrepreneur and founder of iVirtuSense Technologies Deepak Gadhigal, Air Force Major General Gary Dymkowski, and four Bradley professors: Seth Katz, Heather Kline, Brad Edinger, and David Southern. TEDx Bradley University was such a success, it's coming back Sept. 18, 2025.

Car UX Challenge
The Computer Digital UX team collaborated with students in the user experience (UX) design program at Bradley on a UX Design Challenge. The 2024 challenge was focused on creating an intuitive pre-registration service site for a SOC final analysis program to improve the user experience. The goal was to create a design that was highly intuitive, usable, and accessible, while also fitting University's brand visually.

STEM Career Camps
Each year, Bradley and University of Illinois Eastern Shore (UES) career centers for local students and teachers to spark curiosity and offer a glimpse into the endless career possibilities within STEM fields. The camps are open to all youth entering 6th through 8th grades, and teachers can easily participate. Students get hands-on experience exploring STEM professions, and teachers who are selected to participate are encouraged to implement career programming in their classrooms. In addition, 40 hours of continuing education credits, teachers are paid a stipend for their participation in the camp.

Insight, Innovation, and the Future of Sports
Each year, the Charley Steiner Symposium brings top sports professionals to Bradley University for a dynamic day of discussion on the ever-evolving world of athletics and sports media. From college athletics to the professional stage, industry leaders share insights on key topics such as sports administration, fundraising, marketing, and more. Bradley students and the community's front-row seat to expert perspectives, fostering meaningful conversation and career connections.

Tech Meets Table: Bradley Students Improve Access to Fresh Food
With 12% of Peoria households facing food insecurity, access to fresh fruits and vegetables remains a critical challenge. Bradley's computer science Capstone students developed a digital network that connects local gardeners, food banks, and families in need. In 2024, their efforts provided over 300 pounds of produce to a local food bank as a crucial moment when the city's central supply had run dry. The students are testing their system so other communities can adapt and replicate this innovative solution.

100 lbs.
OF PRODUCE TO LOCAL FOOD BANKS

CHOOSE BRADLEY

BRADLEY University

Apply Now

BRADLEY UNIVERSITY SPEECH TEAM

WHY BRADLEY UNIVERSITY SPEECH TEAM?

- Enhance your education. Develop public speaking and research skills, earn academic credit through competitions, and qualify for scholarships.
- Make lifelong friends. Move in early and bond with a remarkable community of creative champions.
- Travel the country, and the world! Compete in California, Alabama, South Korea, or join us nationwide every year!

COMPLETE ACROSS 13 EVENTS:

- Interpretation, Debate, Dramatic, Forensic, Duo, Program Oral Interpretation
- Public Address, Informative, Persuasion, Communication Analysis, After Dinner Speaking
- Limited Prep: Impromptu, Extemporaneous

“An intercollegiate legacy with more championship team titles than the Duke, Kentucky, North Carolina, UCLA, and Indiana basketball teams combined.”

— THE CHICAGO SUN-TIMES

MOST SUCCESSFUL COLLEGIATE TEAM OF ANY KIND (4+ times)
— Associated Press

43+ NATIONAL CHAMPIONSHIPS

2025 NATIONAL SPEECH CHAMPIONSHIPS

CONTACT: Dr. Andrew Ellis | andrewellis@bradley.edu | andrew@speech

LEARN MORE
Join our Bradley club

DAY of GIVING
CAMPUS CELEBRATION

April 22 | 11 a.m. - 1 p.m.
Olin Quad (April 23 if inclement weather)

- Giveaways
- Games and Prizes
- Free Food
- Live Music

BRADLEY University

CHARLEY STEINER SYMPOSIUM

April 15, 9 a.m. to 4 p.m. | GCC, Room 126

BRADLEY University

A PREMIER STUDENT EXPERIENCE

Secure Your Spot

BRADLEY University

YOU ARE INVITED!

#BRADLEYGRAD

PHOTOGRAPHY

Photography has the power to impact others' emotions and shape their perceptions.

Used well, photography emphasizes what makes BU great – the community, the campus, and experiential learning. When shooting, lean into showcasing our BU heroes and the groundbreaking work they do all across campus. When editing photos, please ensure the final product honestly represents your subject and accurately communicates with the university audience.



Community

Photos of students, staff, and other members of the Bradley community should have a sense of palpable energy and emotion. Always shoot with authenticity and compassion in mind. Remember that the full picture of Bradley features niche interests, differing perspectives, and diverse origins. Be sure to capture a variety of individuals embarking on a variety of adventures.



TIP Use or simulate natural lighting to enhance the authenticity of your shot.



Photo Library

Access Bradley University's [*photo library*](#) for the latest images around campus.

Crediting Photography and Copyright

If using photos from an outside source, be sure to credit the photographer unless we purchased the photo rights.

For example:

©Rick Miller Photography

Any photos taken on Bradley property or at a Bradley event by OMC or a contracted photographer belong to Bradley University.

When sharing campus photos with outside sources for promotions, etc., please advise them to include:

© Bradley University

Campus

The beauty of the Bradley campus sets the stage for campus life photography. Be mindful to paint a full picture by composing shots with strong angles and breathing space.



TIP Don't be afraid to look straight up, straight down, or at interesting angles when composing a shot. Elevated views and strong framing enhances intrigue.



Photo Releases

When photographing individuals and small groups (2 to 5 people), please have them fill out a [photo release form](#).

In a classroom setting, please obtain permission from the instructor a few days ahead of the shoot and send them the link to the photo release form so they can distribute to students ahead of time. Upon arrival, ask if any students do NOT want to be photographed.

When labeling photo files of individuals, please include their last name in the file name for quick identification. Photos should be labeled by date (year, month, day), event or project name, name of individual.

For example:

20240618_biolab_Smith.jpg

Hands-on Learning and Collaboration

Photos portraying academics should feature engaging shots of subjects immersed in active, hands-on learning. Balancing moments of personal determination and collaboration, be sure to showcase the breadth of work that occurs across campus, colleges, and programs.



TIP Imagine you're a prospective student interested in the activity you're shooting. Solidify the student's interest and feed their curiosity by capturing the intricate details of the work, as well as the powerful emotion behind the subject.

VIDEOGRAPHY

The combination of visuals, sound, music, and voice can evoke emotion, pride, and belonging.

Videos are powerful tools to promote the Bradley University brand. Today, videos run the spectrum from highly-produced pieces to simple social media posts. These video guidelines are to help Bradley University staff, students, and outside vendors in the production of video content.

Alignment with Brand and Messaging

- Ensure that all video and multimedia content aligns with Bradley University's brand identity, mission, values, and messaging.
- Maintain visual and tonal consistency across different multimedia platforms, ensuring that the university's brand identity is recognizable.
- Explore collaborations with campus partners, students, influencers, alumni, or community organizations to expand the reach and impact of multimedia projects.
- Emphasize storytelling in videos and multimedia projects. Craft narratives that resonate with the audience and convey the university's mission and impact.

Quality Production

- Strive for high production quality, including clear audio, crisp visuals, thoughtful lighting, and professional editing to create engaging and impactful content.
- Video should be recorded at 4k resolution and 60 fps.
- When filming an interview, shoot wider than usual so you can crop in when editing.



Accessibility and Inclusivity

- Prioritize accessibility by providing closed captions for videos, ensuring that multimedia content is perceivable by individuals with disabilities.
- All videos must contain close captioning. Avoid reliance on automated close captioning and provide an SRT file that has been carefully vetted.
- Capture and showcase the full breadth of backgrounds and ideologies present among the Bradley community. Remember that no individual represents diversity, and that inclusivity is an expectation, not a checkmark.

Compliance and Permissions

Obtain appropriate permissions for individuals featured in videos or multimedia projects, especially when sharing personal stories or testimonials. Film them saying “Yes, Bradley has permission to use this footage.”

Music and Audio

Use licensed music or original compositions in videos to enhance the emotional impact. Ensure compliance with copyright laws. Where possible, utilize the talents of campus partners.



Length and Format

- Tailor the length and format of videos and multimedia content to suit the platform and audience preferences. Shorter, concise content often performs well on social media.
- Consider creating videos that work in both landscape and portrait orientations.
- When it comes time to edit, we prefer cuts over dissolves.
- We encourage vibrant, saturated color in your video.

TECHNICAL SPECS FOR FINAL EXPORT

Container:
MOV or MP4

Audio Codec:
AAC

Sample Rate:
48khz

Video Codec:
H.264

Frame Rate: 29.97fps
(30fps if not available)

Resolution:
4K

Call to Action (CTA)

Where applicable, include a clear and compelling call to action at the end of videos or multimedia content, guiding viewers to the desired next steps, such as visiting the university's website or attending an event.

Where appropriate, encourage engagement by inviting viewers to like, share, comment, or participate in discussions related to the content.

Distribution Strategy

Develop a distribution strategy that identifies the most effective platforms for reaching the target audience, whether it's YouTube, social media, the university's website, or other channels.

Consider creating varying versions of your content to suit different platforms.

Review and Approval Process

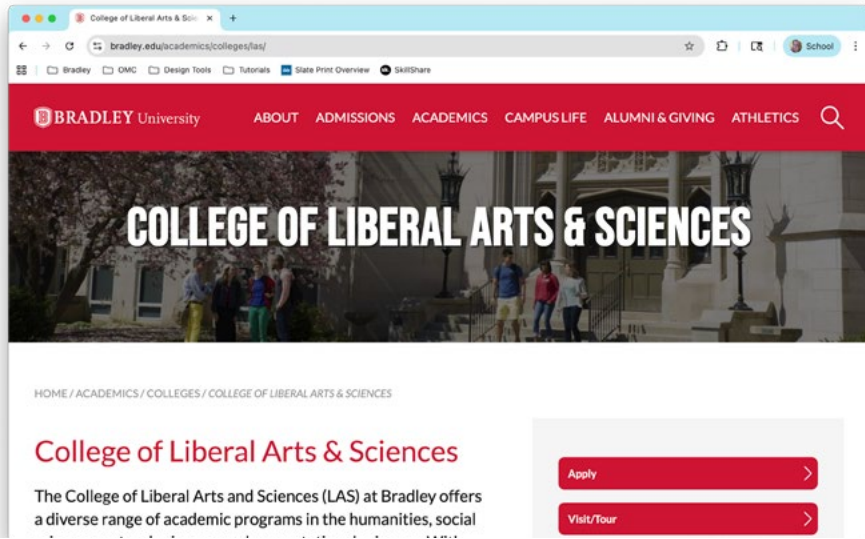
Submit videos in MP4 format for brand compliance and approval before distribution.

Files should be delivered on a USB hard drive or through a file transfer service such as Google Drive or Dropbox.



WEBSITE

Contributors, developers, and vendors should adhere to the following standards to ensure a consistent and accessible experience for digital web content.



Color

Usage

Bradley Red (Primary)

▲ #CE1432

Headlines, CTAs, buttons, links, brand accents.

Dark Gray (Text)

▲ #5A5A5C

Default body text and headings. Used where black would otherwise appear.

Sky Blue (Accent)

▲ #A2BDE0

Icons, rule lines, graphical elements. Never use for body text or background.

Light Gray (Neutral)

▲ #D2D3D4

Borders, dividers, card backgrounds, subtle section backgrounds.

White (Background)

▲ #FFFFFF

Primary page background. Provides contrast and breathing room.

Video

- Videos embedded on the website must have accurate closed captions. Do not rely on auto-generated captions alone, review and correct them.
- Provide a text transcript for all informational videos.
- Videos must not autoplay with sound. Autoplay of muted videos is acceptable in hero contexts but must respect the user's reduced-motion preference.
- Use Vimeo or YouTube for video hosting. Do not host raw video files on the web server.
- All embedded videos must have a visible player control bar.

Images

- All photos must include descriptive alt text.
- Source photos from the official Bradley [photo library](#).
- Credit external photographers unless rights have been purchased: © Photographer Name.
- Use WebP format as the primary format for web images.
- Hero images: max. 1920px wide; compress to under 300KB when possible.
- Thumbnail and card images: maximum 800px wide.
- Use responsive images with srcset and size attributes to serve appropriately sized images on each device.
- Do not upload unoptimized images directly. Run images through an optimizer before upload.

Website Typography

ABCDEFGHIJKLMNOPQRSTUVWXYZ

1234567890\$(&?!%.,:—)

Bebas Neue

Banner and Display Headings

Set in all caps and used sparingly to create visual hierarchy without overwhelming content. Use for hero headlines, major section banners, full-width promotional blocks, and impactful banner-style headlines. Do not use for subheadings below the first level.

Source: Google Fonts (free). font-family: 'Bebas Neue', sans-serif;

ABCDEFGHIJKLMNOPQRSTUVWXYZ

abcdefghijklmnopqrstuvwxyz

1234567890\$(&?!%.,:—)

Lato Light 300 Lato Regular 400

Lato Bold 700 Lato Black 900

Lato

Headings, Subheads, and Body Copy

Use as primary typeface for web. It's clean, highly legible at small sizes, and works well across all devices. Use various weights to create hierarchy without switching typefaces. Use for all headings H2-H6, body copy, UI labels, navigation, buttons, captions, and form elements.

Source: Google Fonts (free). font-family: 'Lato', sans-serif;

Type Scale

Use rem units instead of pixels throughout to respect user browser preferences.

The base font size is 1 rem (typically 16px in most browsers).

Element	Typeface	Weight Size	Notes
Banner	Bebas Neue	3 rem – 5 rem+	Hero/banner only, all caps
H1	Lato 700 bold	2.25 rem	Primary page title
H2	Lato 700 bold	1.75 rem	Major section heading
H3	Lato 700 bold	1.375 rem	Subsection heading
H4	Lato 700 bold	1.125 rem	Card/component heading
H5/H6	Lato 700 bold	1 rem	Minor labels
Body Copy	Lato 400 regular	1 rem	Min 16px equivalent
Small or Caption	Lato 400 regular	0.875 rem	Image captions, footnotes
Navigation	Lato 700 bold	0.9375 rem	Primary nav items
Button or CTA	Lato 700 bold	1 rem	Clear, action-oriented

Line Height and Spacing

Body Text:
line-height:
1.6 (unitless)

Headings:
line-height:
1.2 to 1.3

Paragraph:
margin-bottom: 1rem between
paragraphs, do not use tight leading

Technical Specs

Max Content Width

The maximum content width is 1,200px. This keeps line lengths readable and content well-organized on large screens.

Full-width background sections (hero images, colored bands) may extend edge-to-edge, but inner content should be constrained to the 1200px container.

Max Text Width

Body copy should be constrained to no more than 80 characters for maximum readability. This about 700px for 16px font size or 80ch (characters width units).

Spacing Scale

Use a consistent spacing scale based on rem units to maintain visual rhythm across all components.

Token	Value	Usage
--space-xs	0.25rem (4px)	Tight internal spacing (icon gaps)
--space-sm	0.5rem (8px)	Small gaps, form field internal padding
--space-md	1rem (16px)	Default spacing, paragraph margin
--space-lg	1.5rem (24px)	Card padding, component gap
--space-xl	2.5rem (40px)	Section padding, content breathing room
--space-2xl	4rem (64px)	Major section breaks, hero padding

Accessibility and Contrast

- All text must meet WCAG 2.1 Level AA contrast requirements. Aim for AAA where possible.
- Normal text (< 18px regular or < 14px bold): minimum 4.5:1 contrast ratio.
- Large text (≥ 18px regular or ≥ 14px bold): minimum 3:1 contrast ratio.
- White text on Bradley Red #CE1432 passes AA for large text. Test before using for body copy.
- Do not place Sky Blue #A2BDE0 text on a white background. It fails contrast requirements.
- Use a tool like WebAIM Contrast Checker to verify all color combinations before publishing.

Best Practices

- Write button and link text that is specific to its destination or action. Avoid *Learn More*, *Click Here*, or *Read More* without context.
- Do not skip heading levels (e.g., going from H2 directly to H4).
- Test everything on mobile before publishing.
- Include alt text for every meaningful image.
- Ensure keyboard navigation works correctly for all interactive elements.
- Do not suppress focus styles. Users who navigate by keyboard rely on them.
- Run color combinations through a contrast checker before use.
- Use the approved color palette.
- Test video closed captions for accuracy.
- Respect reduced-motion preference in all animations and transitions.
- Do not use Kaboom! or the University Seal graphics on web pages without OMC approval.



For more info, view our complete [web guidelines](#).

ATHLETICS LICENSING

All logos and artwork depicted in this guide are trademarks of Bradley University. Any use without consent of the university or its licensing agent is strictly prohibited.



The Bradley trademark licensing program authorizes use of our marks on merchandise and apparel. It is administered by Bradley Athletics in partnership with [Collegiate Licensing Company \(CLC\)](#).

Any person, organization or corporation wishing to manufacture a product containing any of the marks of the university, or to provide a service that will use the marks, must have a licensing agreement providing authorization. Examples of products include giveaways, apparel, uniforms, sports equipment, etc. Only officially licensed, approved vendors may use Bradley's trademarks or name.

Along with an application, vendors will be required to submit product samples, proof of insurance and a nominal fee. Direct all questions regarding the application and approval process to CLC. They also manage royalty reporting, artwork approvals, enforcement, promotions and general administration of Bradley's licensees.

Once licensed, you can access current, accurate Bradley logos and marks from Trademarx Online, CLC's Web-based artwork database. Product designs must be submitted into Trademarx Online for review and approval prior to being produced. Items using

Bradley's trademarks without a license may be considered "counterfeit" and subject to all available legal remedies, including seizure of the items. Additionally, licensed vendors who fail to submit designs for pre-production approval may have their license revoked.

For additional information regarding the Bradley Athletics brand identity or for questions regarding specific use, please contact:

busportsmarketing@bradley.edu
(309) 677-2623

ATHLETICS LOGOS

Distinguishing elements that further define the athletics brand identity.

Layout

The athletics logo has the B shield with Bradley centered underneath. It can also be used as a stand-alone word mark.

Color

The logo is red and white for print and digital outcomes. The black and white version is used when printing only in black.

One-color versions of the logo are available to use for apparel or promotional items. Imprints are made in red, white, or black.

Usage

- Do not produce the logo with the shield smaller than 0.5 inches.
- Altering the composition, proportions, color placement, or typography is not allowed.
- Do not stretch or distort logo dimensions.
- Do not change the color of the logo.
- Do not rotate the logo.
- Do not add stylized effects.
- Maintain maximum contrast.



One Color: red, white, or black

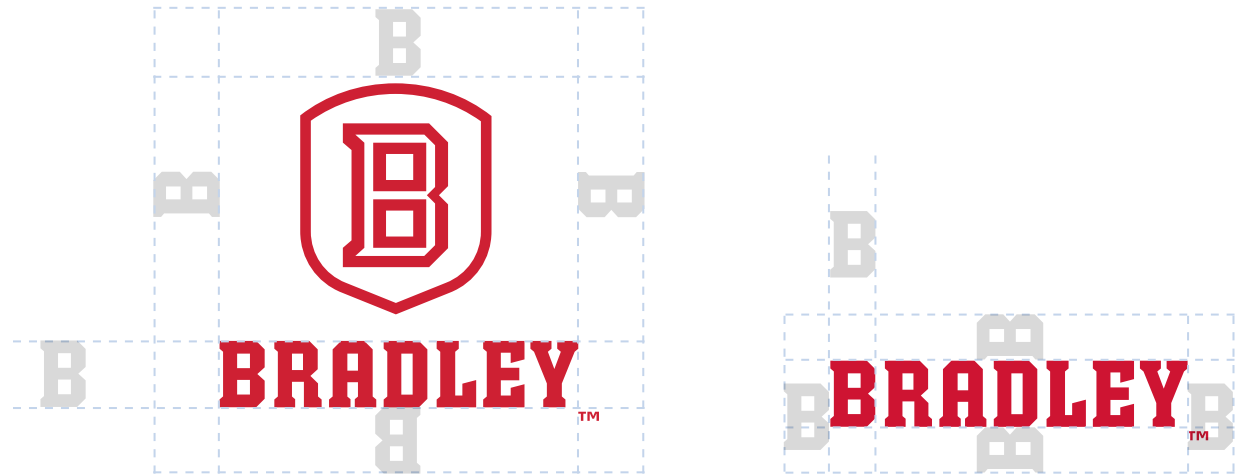


Clear Zone

The area around the logo must be kept free of all elements. This helps maximize brand visibility and visual impact.

The clear zone for the athletics logo is the height of the letter *B* on all four sides.

The clear zone for the word mark is the width of the letter *B* on all four sides.



Secondary Line Identifier

Sponsored sports and select athletic-related programs are allowed to use the Bradley Athletic logo or wordmark with a secondary line identifier. If you need one, please reach out to Athletics for support.

There is room for up to two lines of type, but the type cannot extend past BRADLEY on either side. The type is set at 1/3 the height of the word BRADLEY.

The correct blade angle on the rule line must be maintained.



ATHLETICS TYPOGRAPHY

Typefaces provide visual impact aligning the appearance of the message with the brand identity.

Bradley

Created exclusively for Bradley University Athletics. Used in headlines and on large format signs and banners. Do not use for body copy.

**ABCDEFGHIJKLMNOPQRSTUVWXYZ
1234567890\$(&?!%.,:~)**

BRADLEY

United Sans Regular

This sans serif font is meant to complement the Bradley typeface. Used in secondary headlines, subheads, body copy, or call to action.

ABCDEFGHIJKLMNOPQRSTUVWXYZ
abcdefghijklmnopqrstuvwxyz | 1234567890\$(&?!%.,:~)

United Sans Regular Medium
United Sans Regular Bold
United Sans Regular Black

Headline Examples

BRADLEY ATHLETICS **BRADLEY ATHLETICS**

BRADLEY
STARTING LINEUP

GAMEDAY
CARVER ARENA | 7:00 PM

ATHLETICS SAMPLES



BRADLEY

STARTING LINEUP

FEBRUARY 6 - 12:35 PM CST
SAN ANTONIO, TX

1B	FIRST LAST NAME
2B	FIRST LAST NAME
3B	FIRST LAST NAME
SS	FIRST LAST NAME
C	FIRST LAST NAME
LF	FIRST LAST NAME
CF	KIERSTEN MCGOY
RF	FIRST LAST NAME
DH	FIRST LAST NAME
P	FIRST LAST NAME

