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The lock-up is the only approved graphical element in email signatures,   
but is optional.

Basic signature:

**First Last**  
Title  
Department Name | 113 Building  
University of Nebraska at Omaha | unomaha.edu

402.554.1234  
email@unomaha.edu  
  
Media:UniversityCommunications:Graphic Design:Brand tools:Logos- UNO:Vector files:Lock-up:Lockup-color on white backgrnd.eps

Signature with social media, web information, and multiple contact information:

**First Last**  
Title  
Department Name | 113 Building  
unomaha.edu/department  
facebook.com/department  
twitter.com/department  
University of Nebraska at Omaha | unomaha.edu  
  
402.554.1234 ext. 5678  
402.554.4567 (fax)  
402.123.4567 (cell)  
email@unomaha.edu

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Signature with multiple titles:

**First Last**  
Title 1, Department Name  
Title 2, Department Name  
113 Building Name  
University of Nebraska at Omaha | unomaha.edu  
  
402.554.1234 ext. 5678  
402.554.4567 (fax)  
402.123.4567 (cell)  
email@unomaha.edu

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Signature with multiple titles and information:

**First Last**  
Title 1, Department Name  
Title 2, Department Name  
Title 3, Department Name  
113 Building  
unomaha.edu/department 1  
unomaha.edu/department 2  
facebook.com/department 1  
facebook.com/department 2  
twitter.com/department  
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