

02

MACQUARIE UNIVERSITY SIGNAGE AND WAYFINDING GUIDELINES

Part Two / Issue Three
Wayfinding Principles

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SIGN IDENTIFICATION

The signage and wayfinding system at Macquarie University needs the same level of protection and nurturing as other brand assets such as the University logo. As such the appointment of a Signage Manager/Custodian is critical. This single check-point will ensure consistency and accuracy in the use of the scheme. A master database should be kept of all signs, including their content and maintenance history, which will allow for the efficient tracking, maintenance and quality control of signs.

Sign Type Code

Signs have been categorised by Exterior and Interior. This is indicated by the first letter of the sign code.

E = Exterior signs

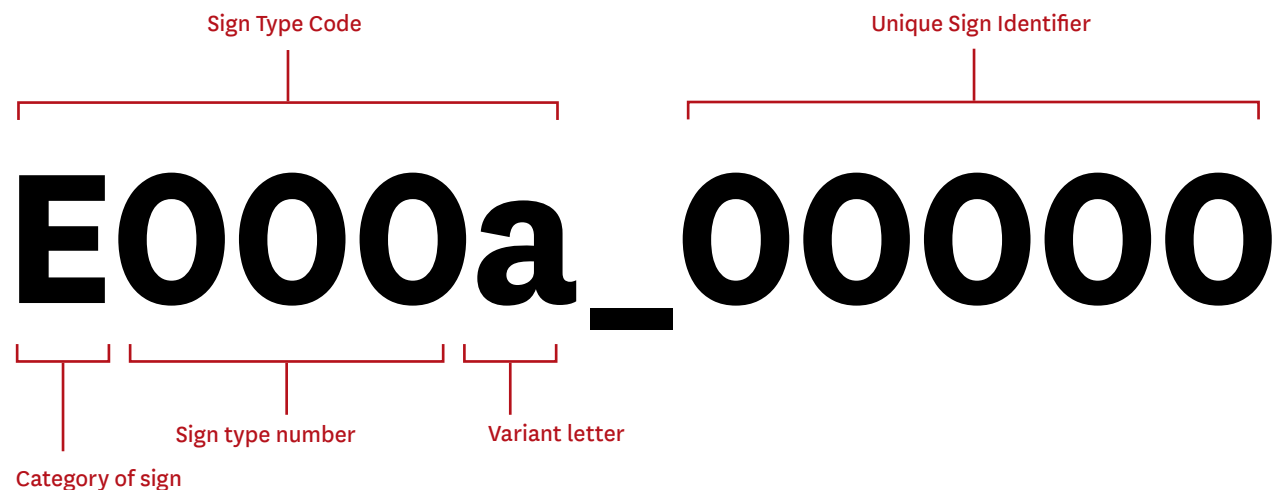
I = Interior signs

Different sign types are used in different situations based on factors such as purpose, physical context or significance. Each sign type is identified by a number following the sign category letters (e.g. E001 is a different identification sign to I001)

In some instances minor differences exist within a sign type and they are identified by an alphabetical suffix (e.g. E001a, E001b, etc).

Unique Sign Identifiers

Each and every sign will feature a Unique Sign Identifier (USI). This number allows for the tracking and maintenance of individual signs. The USI is an extension to the Sign Type Code. Whilst not shown in construction drawings it is recommended that all signs feature identification on them in a very subtle way. Areas recommended for application of this identification are along the ground plane of free-standing signs or in the case of wall-mounted signs, on the under side edge.



USING THIS MANUAL

The Macquarie University signage and wayfinding scheme uses a limited range of signage forms that are then re-interpreted to hold a wide variety of content. This has been done for two reasons. Firstly, it offers a strong visual and aesthetic element to the University campus with proportion and consistency making for a thoughtful environment. Secondly, it offers production efficiency.

The primary component of this guideline is the documentation of each sign type within both the external and internal signage families. Sign numbers should always be used when communicating and specifying signs for production.

Issue status Macquarie University Signage and Wayfinding
Guideline Issue 3 - DRAFT
Prepared by Generation Alliance

Section name **SIGN TYPES IN DETAIL**
EXTERNAL SIGNS
PARKING SERIES

Sign type number **E049 CARPARK DIRECTIONAL**
Sheet 2 of 3

Page title
(may include topic
or sub-section)

Number of sheets relating to this topic **GRAPHIC DETAILS**
Scale 1:10

Graphic Details specific to this sign type **GRAPHIC DETAILS**
PICTOGRAM PANEL
Typeface: Replica Bold
Cap 'X' height: 300mm
Colour: MQ White
IDENTIFICATION
Typeface: Replica Bold
Cap 'X' height: 180mm
Colour: MQ White
ARROW
Box height: 200mm
Colour: MQ White
PANEL BACKGROUND
Colour: MQ Charcoal
CONSTRUCTION DETAILS
For an example of typical
construction method refer to
Section F, drawings SK-002 and
SK101

Document page number **139**

CAMPUS OVERVIEW

The following core principles will assist when developing wayfinding user journeys for the Macquarie University Campus. For diagrammatic representation of the following principles please refer to Macquarie University Signage and Wayfinding Research and Investigation Report (Stage 01, Issue B 28 July 2011).

Boundaries

The University boundary is the starting point for the users journey and the threshold between local community destinations of interest. Wayfinding signage should consider clear links between the surrounding community services and how they connect with University address protocols, parking protocols, building entry thresholds and key campus destinations of interest. This will assist in the development of principles for the system of gateways throughout the University and inform the wayfinding of the site for both vehicular and pedestrian users.

It is important to provide messaging that integrates the University into the wider precinct and community, destinations such as Trafalgar Place, localised State Rail, Macquarie Shopping Centre and relative bus interchange. While the University will provide directional messaging to both Robert Menzies and Dunmore Lang College the signage system would not be implemented within the boundaries of these destinations. The system should not provide signage or messaging to the Willandra Retirement Village, the Shell service station or other locations outside the campus.

Gateways

University gateways are the users' first points of reference when arriving at the campus. The definition of gateways and their use/types assist in defining site boundaries and ultimately, the extent of the Campus offering to the broader community. The definition of these gateways is the starting point for all wayfinding for the campus.

The signage system developed considers one vehicular entry marker. Herring/Waterloo and Balaclava/Epping Road entrances support the site as the primary vehicular gateways of the University with Culloden/Gymnasium and Talavera Roads as the secondary entrance. All entrances will use the same sign form.

Pedestrian gateways require identification through the wayfinding processes. The application of signage should consider major pedestrian gateways linking major destinations outside the campus. These may include links to the Macquarie Shopping Centre on Herring Road, Dunmore Lang and Robert Menzies College off University Avenue and the link to Macquarie University Village on Culloden Road.

Although it is accepted that the University requires a unique wayfinding and signage system of its own, there is an opportunity to also embrace principles that support the 'city approach' to signage. This approach recognises typical learned behaviours of how signage should work when moving around any town centre. The inclusion of these principles in the new signage and wayfinding system will provide tenants with greater confidence in describing their location for first time visitors.

For naming of key gateways to the University refer to Part 3 of the Macquarie University Signage and Wayfinding guidelines.

CAMPUS OVERVIEW

Users

The current Macquarie University population is close to 50,000 with approximately 25% of this number made up of international students. The proposed new master plan considers future expansion of the site capacity up to a potential 150,000 people.

The current user population can be broken down as:

University

- Students (undergraduate and postgraduate)
- Academic staff
- Professional staff with University administration roles

Non-University

- Professional/commercial staff
- Professional research staff

Community

- Local and international visitors

Service

- Emergency: fire/ambulance
- Couriers and delivery
- Service and maintenance

While the University has a significant international population, it is agreed that multilingual signage is not the desired approach and that English language only will be used in all future way-finding signage. The signage system should support and help solidify the Campus as being a total 'Australian experience', not withstanding universally known symbols that will help overcome language barriers.

Site breakdown

This guideline has been designed to be accessible to academic and non-academic tenants within the campus. However the signs developed as part of this guideline are aimed at the academic core and unique campus experiences that fall within this area.

This guideline does not include benefactor naming rights. However all negotiations regarding naming should include this guideline to reference maximum number of characters permissible on signs, such as street signs. Existing examples such as Sir Christopher Ondaatje Avenue are not supported by this guideline.

Our signage system is relevant for commercial tenants up to the front door of buildings. Although commercial tenants are not permitted to use the University aesthetics and brand within their buildings or on sky signage they should still comply with principles such as legibility, viewing distances and quality of materials.

This guideline does not include building naming rights, however the guidelines allow for tenants names and logos on specific signs only.

Approach to site definition:

1. Academic

Those places heavily or solely related to education or the administration of the University academia, most frequented by students or University administration staff.

2. Unique campus places

Those unique destinations that make University and commercial life on campus memorable, these may include:

- Sporting fields
- Student housing
- Observatory
- Child care
- Macquarie Theatre
- Art gallery (E11A)
- Lighthouse Theatre
- Sports and Aquatic Centre
- Library

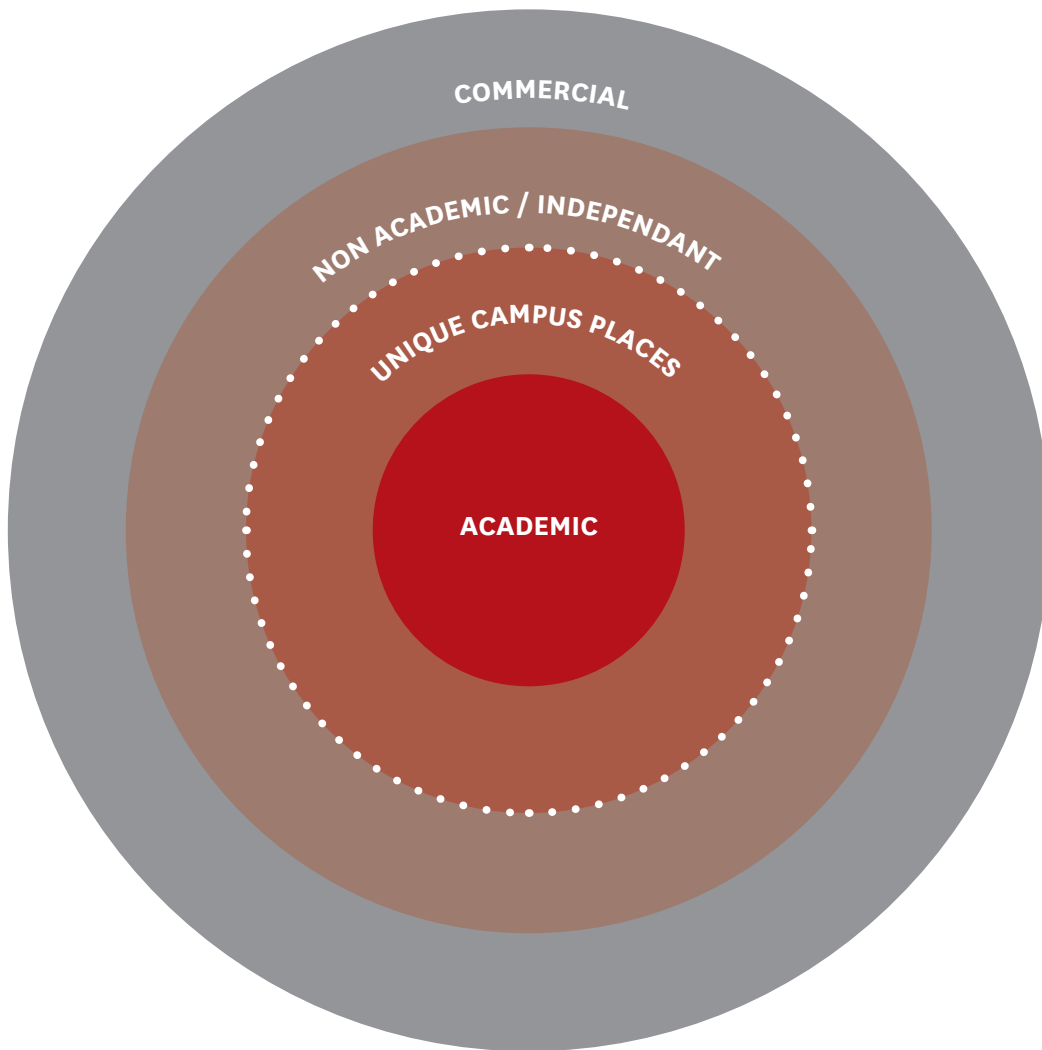
3. Non-academic or independent

These places include buildings or businesses that have an inherent link to the academic program, though function independently or are not exclusively educational facilities.

4. Commercial

These places include commercial tenants with no connection to the University, operating in complete independence. A current example of this is the Travelodge Hotel.

CAMPUS OVERVIEW



An academic core

SIGN PLACEMENT & ORIENTATION MAPPING

When completing wayfinding exercises, the following key sign placement principles should be considered and documented prior to approval of installation and manufacture.

Sign placement principles:

- Always face core wayfinding messages towards main thoroughfares;
- Signage should not interfere with core access paths.
- Signage should be installed according to best practise principles in relation to tactile and Braille legibility and within the garden beds where possible;
- Ensure signs are installed in a clearly visible and easily recognisable location;
- Ensure signage is legible. Consider approach distances and line of site;
- Ensure signage is installed in locations that will not cause service and maintenance difficulties of either the sign itself or the surrounding infrastructure;
- Ensure coherence of messaging across all signage; and
- Ensure signage that integrates with both tactile messaging and ground surface indicators are installed in locations suited to accessible users. Please refer to AS1428.4.1 (2009) for appropriate standards.

Orientation mapping:

Sign faces with a map should be orientated to match geographical bearings. Simply, destinations to the left are 'left' on the map, destinations to the right are 'right' on the map.

OVERVIEW

The original naming and wayfinding strategy for Macquarie University was conceived as part of the master plan by Wally Abraham in the mid 1960s. It utilised the compass and the divisions of north, south, east and west to plan land usage and name buildings. Whilst the scheme had weakened over the years it did present a strong opportunity to re-instate the compass system as it not only had heritage value for the site, but presented a globally understood language for a university with a significant international student population. Hence the references of 'N', 'S', 'E' and 'W' become strong design features within the scheme.

Signage Forms

The signage and wayfinding system for Macquarie University is inspired by the campus, its materials and natural elements. The scheme juxtaposes man-made materials with natural influences, taking concrete to the wider campus and timber (referencing trees) into buildings.

The scheme is intentionally neutral in its colour palette and utilises elements of the university brand in a subtle manner on some external signage. This was a strategic decision to create a system that was not predominately linked to any particular visual expression of the Macquarie University identity and hence would have a longer life span. It responds primarily to the campus environment, which whilst it too will naturally evolve and grow, has a greater sense of permanence with key Brutalist architectural examples in the academic core being retained. The University will also maintain its strong natural influences and desire for trees on campus as this is a positive point of differentiation for them against other universities.

Economy of Form

The Macquarie University signage and wayfinding family of signs is extensive incorporating vehicular directional, parking, pedestrian directional, building identification, internal directional, rooms, events, interpretive and selected place-making opportunities.

Despite the scale of the family the system is designed around a limited number of forms to provide connection throughout the family and positively impact production through a reduced number of concrete casts.

Exterior Signage

The exterior signage for Macquarie University takes its primary influence from the buildings of the academic core. Here robust concrete forms create a signature for the University. Trees populate the central courtyard and draw an interesting point of tension between the natural and man-made worlds. Whilst the concrete of the academic core is fashioned as was the style of the era of Brutalist architecture, the concrete of the Macquarie University signage scheme is modern and contemporary using class 1 cast and coloured pigments. This refinement of the concrete allows the signage system to transition from the academic core to comfortably sit outside the more recent commercial developments. The base structure integrates removeable components, creating an overall seamless form which has a sense of permanence and is easily updated. This includes changeable slat messaging or more importantly the ability to update technology components.

Interior Signage

The interior signage scheme for Macquarie uses forms that present a bright white face supported by the appearance of a timber mounting block. The illusion of the timber block is achieved through edge detailing and the reveal of timber through the laser cut outs. This effect provides a natural element to the signage family and softens the scheme in its internal application. Please refer to Section C: Design Elements, Materials for appropriate contrast considerations.

EVENTS

Events play a large role in activating the campus and occur year round. The signs have been designed to incorporate a changeable system into the permanent sign forms.

The integration of major event signage with permanent signs aims to:

- Provide greater visual control to the execution of temporary signage;
- Provide a sense of permanence/importance for event signage; and
- Reduce clutter on the ground plane, thus not obstructing pedestrian pathways.

It has been predicted that even in best efforts to combine permanent sign and event/temporary signage into the one form that some events or direction may be located at places where there is no permanent sign. Whilst a free-standing unit has been designed within this guideline it is noted that this sign type (E303) is still a bulky heavy item requiring professional placement. This encompasses the aesthetic and proportion of the permanent sign forms. It is envisaged that this should be used sparingly. For further information about a lightweight temporary solution contact the property office.

ACCESSIBILITY

At the time of writing it was the University's direction to ensure that all signage implemented complies with Australian accessibility standards, codes and best practise principles. When using this guideline, you should do so with consideration to the University's current policy and relevant current issues of Australian accessibility standards and codes.

This guideline specifies the use of tactile and Braille messaging, and the application of hearing augmentation locators (as determined by the University).

Design Standards

It is a mandatory requirement that all signage complies with the appropriate accessibility provisions of the following codes:

- Part D4 of the DDA Premises Standards and Specification D3.6 of the BCA 2015 (which are identical).
- DDA Transport Standard and Part H2 of the BCA 2011
- AS1428.1 (2009) – Design for Access and Mobility: General Requirements
- AS1428.2 (1992) – Design for Access and Mobility: Enhanced Requirements
- AS1428.4.1 (2009) – Tactile Ground Surface Indicators
- AS2890.1 (1993 and 2004) – Off-Street Parking
- AS2890.6 (2009) – Off-Street Parking for people with disabilities
- Luminance contrast of at least 80%

While the above-mentioned standards clearly define the accessibility requirements for identification signage, they are not as clear when explaining the requirements for directional signage.

When considering directional signage please consider the following 'best practice' principles.

Best Practice Accessibility Wayfinding

The information outlined in the BCA includes reference to "accessible wayfinding". This reasonably means the inclusion of accessible signage from the campus entrance to all accessible building entrances, unisex accessible sanitary facilities and rooms providing hearing augmentation systems.

As a minimum, the 'best practice' extent of the wayfinding system should consider:

- Wayfinding messages at campus entrances;
- Wayfinding messages at decision-making points on accessible paths of travel to accessible building entrances, which bypass stairways;
- Directory boards within buildings that identify rooms and sanitary facilities;
- Wayfinding messages at decision-making points on accessible paths of travel within buildings; and
- Wayfinding to access parking.

With respect to "best practice" signage that enables people with disabilities to navigate the built environment and access services and facilities, the Disability Discrimination Act (DDA) provides the overarching objectives and should be used as a guide when applying the system.

Technology and Accessibility

Part of the signage and wayfinding scheme includes information hubs to be installed in key locations throughout the campus, and within buildings, to assist the University community, including people with visual or auditory impairment. The system will provide visual information about the environment and the location of University facilities and staff.

Hearing Loop

The University uses both Inductive and Infrared Hearing Loop systems within key learning spaces across the campus. AVTS loans kits out for events upon request and Disability Services assists hearing impaired students and academic staff via a loan system. Signage, as per AS, identify the location and type of system in use.

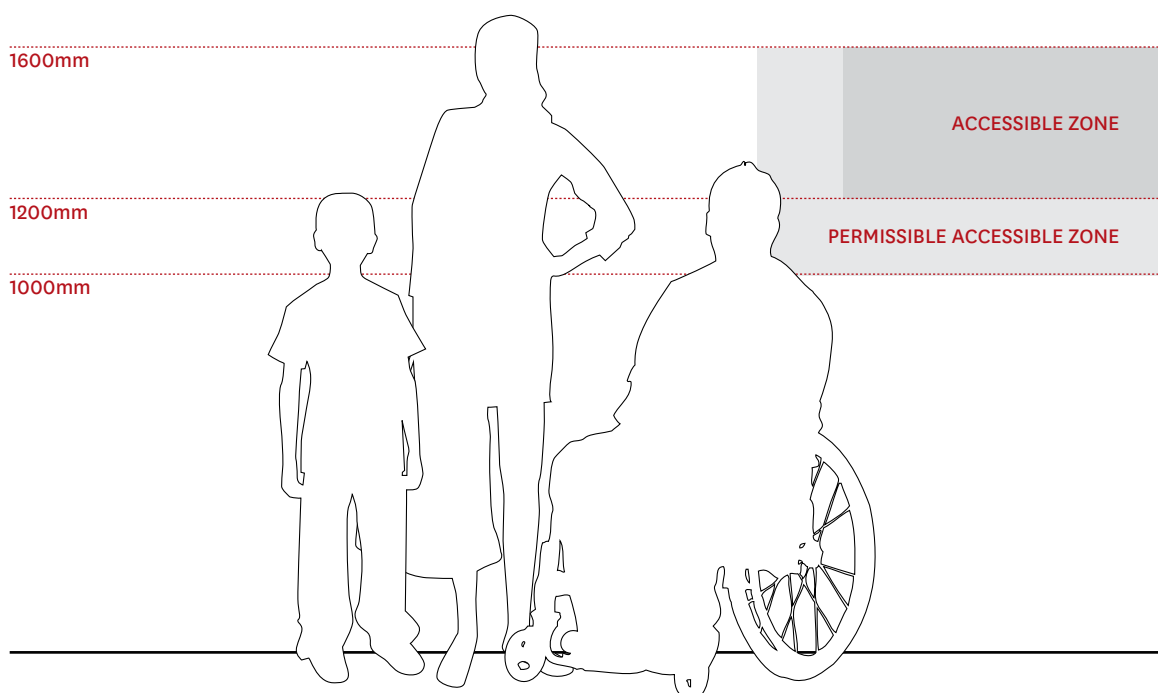
ACCESSIBILITY

For future touch screen displays, the onscreen information requires a consistent screen design that enables the screen edges to incorporate “tactile features” similar to the principle of a Braille locator on a static sign. The touch components of any screen should fall within the accessible zone.

For people who are auditory impaired, an interactive HELP point communication device or a tactile link to enable the user to call for assistance ie. to security has been identified within the sign family.

Tactile Ground Surface

While not part of the signage system, tactile ground systems should be considered when developing a complete accessible solution. Ground surface indicators across pedestrian access ways should be considered to guide people to sign displays and a change of texture required to indicate the presence of tactile messaging. This should be looked at on a case-by-case basis.



DIGITAL KIOSKS – TOUCH SCREENS

Part of the signage and wayfinding scheme includes information hubs to be installed in key locations throughout the campus, and within buildings, to assist the University community, including people with visual or auditory impairment. The system will provide visual information about the environment and the location of University facilities and staff.

Where a digital kiosk includes a Help point, the system requires consideration to a hearing loop to aid emergency broadcast messaging.

All digital kiosk signage has been clearly identified in this document as being portrait in orientation to ensure the maximum impact for users. These screens would be predominantly used for wayfinding (map) navigation.

At the time of writing, the design intent drawings provided allow for common screen dimensions. The University understands that technology advancements may see less allowance required when fitting specific technology to any particular sign form. This document should be read in conjunction with the University's current technology requirements documentation.

Allowances

The following factors should be considered when completing shop drawings for sign forms that incorporate digital kiosk touch screens:

Physical Design

- Access to the screen and media player (ease of installation/serviceability);
- Secure internal mounting structure;
- Ventilation/thermal control;
- Compliance with Australian Standards for IP ratings and electrical certification;
- Security of enclosure and resistance to vandalism; and
- Design detailing to maximise efficiency of assembly, production, installation and cost.

Technical

- Allowance for power (double GPO) and data (2x data outlets) to and within the enclosure;
- Security, remote operation and diagnostics of the media player;
- Warranty conditions of components and certified operating hours;
- Allowance for a media player or interface device to serve the content and interaction. (At the time of writing, this has been specified as a 'Mac Mini' player); and
- A minimum clearance of 100mm on all sides of the media player should always be allowed. The player may be mounted vertically instead of horizontally if required.

Service & Maintenance

- Sign forms will provide access to the components; and
- The University will negotiate vendor support, service level agreements, maintenance plans, upgrade allowances etc.

Outdoors use

More detailed consideration will be required for outdoor screens, requiring construction and orientation details that consider:

- IP Ratings for outdoor use (weather);
- Position and screen angles for glare/visibility;
- Additional security of enclosure and resistance to vandalism; and
- Security of internal network connections.

STAND ALONE INFORMATIONAL SCREENS

Stand-alone information screens have not been considered as part of the signage scheme, however if the University chooses to consider them at a later date, the following key principles should be adhered to when installing within buildings:

- Viewing distances: Always install in a location where the viewing distance is suitable to the size of the screen. For example, a 32” screen may be viewed no closer than 1.5 metres and no further than 4 metres (dependant on scale of message on screen).
- Users: Screens are predominantly used for advertising and marketing content. Unlike digital kiosk touch screens, information screens are a multi-user device. Consider the impact of multiple users viewing the screens in high traffic areas.
- Installation height: As a minimum, install screens no lower than 1600mm above the nearest RL.
- Positioning: Install in a prominent position where the information will be relevant to users.
- Clutter: Never install one screen within viewing distance of another.
- Fixing: Install on existing walls. Never install on ceiling, columns, balustrades, signage or other existing built forms.

SUSTAINABILITY

Macquarie University is committed to embedding sustainability into its policies, processes and practices. Not only through operational improvements, but also through learning and teaching, to become a model community which will inspire University students, staff and the wider community to change their way of thinking in favour of a more sustainable society.

The University's vision for sustainability is that "Macquarie University is ecologically sound, socially just and economically viable in all of its activities".

The University requires all signage to be manufactured and installed with consideration to sustainable principles including, but not limited to, durability, maintenance, recyclable and renewable materials.

Mandatories – Sustainable objectives

The University is committed to applying sustainable principles when developing all aspects of the Campus, including signage.

Promotion and support of the University's Sustainability Vision and Policy are considered as mandatories and part of the scope. This is not limited to manufacture, and may include things like:

- Support the establishment a comprehensive landscaped open space network;
- Encourage the use of public transport and alternative transport sources (other than private vehicle) through the establishment of cycle and pedestrian networks, greater provision of transport information and concentration of high density uses in proximity to the Station;
- Ensure new University buildings are sited and developed in accordance with ESD principles including a minimum "4 star" and a target 5 star Greenstar rating;
- Implement sustainable strategies in relation to water management and existing flora and fauna; and
- Minimise impacts of climate change by adhering to sustainable practices.

For further information regarding the University's sustainable policies please refer to:
<http://mq.edu.au/policy/docs/sustainability/policy.html>

To further understand the University's vision for the future in terms of sustainability please refer to:
http://www.mq.edu.au/about_us/strategy_and_initiatives/sustainability/about/our_vision

As part of the development of the signage family, Generation Alliance had sort the advice for Cundell Sustainability Consultant to understand the total embodied energy within the concrete sign forms. A copy of this can be referenced in the Appendix to this document.

Concrete and the use of recycled content

The use of concrete is prominent in the exterior signage system. Careful consideration needs to be given during manufacture to ensure all concrete signs fulfil the sustainable objective outlined in above. For detailed technical specifications of the required recycled content, refer to the signage specifications provided.

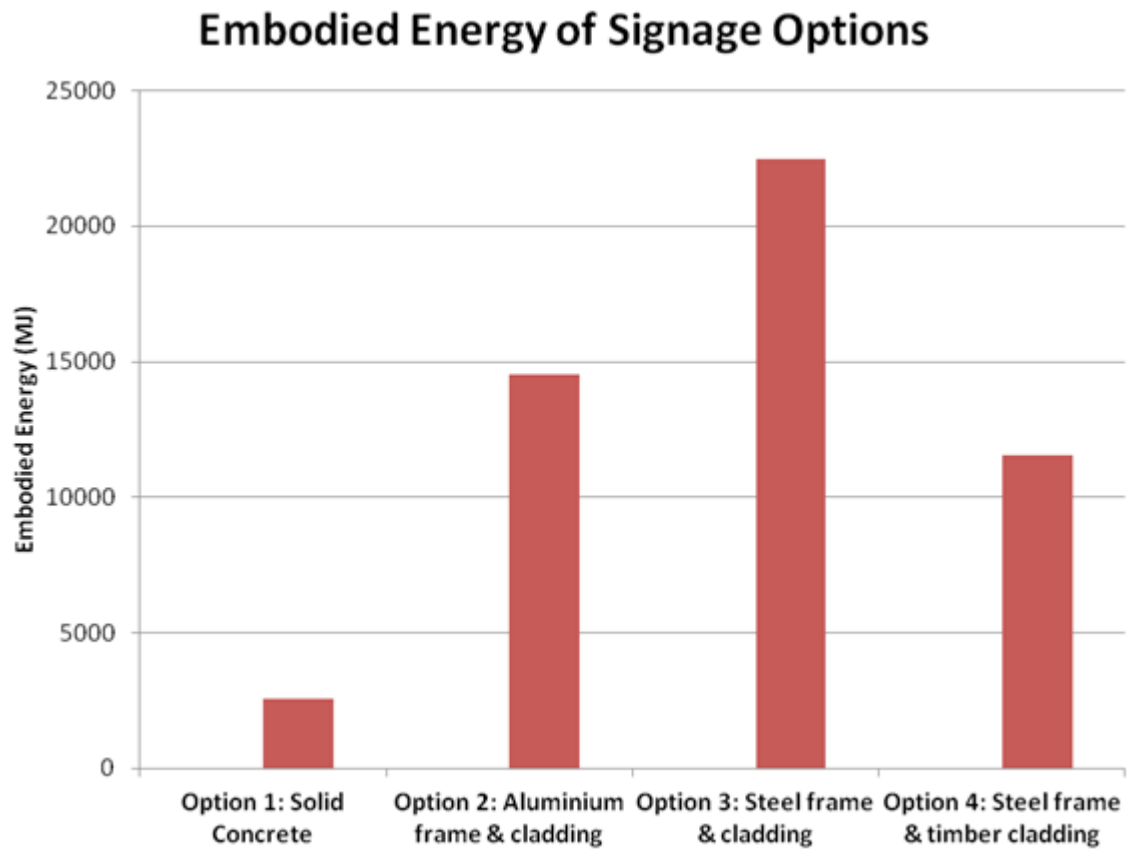
Materials

Within the boundaries of the design guideline, materials should be selected according to the following principles:

- Avoidance of ecologically sensitive products (such as scarce minerals and old-growth forest);
- Locally sourced materials, reducing the energy required to transport great distances;
- Selection of materials with a low embodied energy and high recycled content;
- Low toxicity material selection;
- Low impact on the indoor environment;
- Durability, flexibility and recyclable;
- Low level emissions in manufacture and composition, including greenhouse gases and ozone depleting substances;
- Waste reduction – utilising prefabricated construction can minimise construction work and waste on site; and
- Lowest possible embodied energy.

In June 2011, a detailed study of appropriate signage materials was undertaken in conjunction with Cundell. The following table outlines the embodied energy for four construction techniques based on a similar sign form. The following table is a reference only and should be used as a guide.

SUSTAINABILITY



For further sustainability recommendations please refer to specification provided.

OVERVIEW

The signage family was designed to provide a range of sign types to accommodate the many different vehicular and pedestrian messages partnered with the balance of academic and commercial precinct requirements. As such each sign form has an intended use and preferred interaction methodology between each sign form in the family.

In some instances signs with similar purpose are provided with two options for construction. For example the vehicular directional signs E010 and E011 have the same messaging purpose but the form varies. In this instance a concrete form is provided to be in-keeping with the aesthetic of the total signage family, but a flag sign format is also included to provide both an economical alternative and to allow for greater flexibility of activity at the ground plane, for example footpaths or garden beds that run parallel to the road.

This principle is also applied to the single-level car park bay identification signs E060 and E061.

There are instances within the family where scale is the deciding sign selection factor. For example car park building identification E032 and E033 provide a 'long-hand' and 'short-hand' version of the same sign. The first preference is for E032 (long-hand version) to be used at main entrance to car park. The short-hand version (E033) can then be used on other sides of the building where sight lines are possible from both road and pedestrian paths. Another consideration is the scale of the entrance. If the architecture of the car park entrance does not allow for the long-hand version but sight lines still demand long distance reading then the short-hand version should be used in order to keep the message large and legible.





In some instances the form will be the same but the content and graphic layout will determine where and when the sign is utilised. Within the signage family the pedestrian flag sign, E130, has two different purposes and preferred locations. At key pedestrian junctions and decision making points a descriptive message provides directions to buildings and key destinations. Using a simple pictogram and distance message the form can also be used to provide directions to key public transport nodes/interchanges.

The overall goal of sign selection is to recognise the connected role individual signs play in the larger communication and understanding of the campus.


ENTRY SERIES

Sign type	Sign use	Typical content	Location
E001 Placemaking Entry	- To mark the main entrances to Macquarie University grounds	- Macquarie logo - Gate entrance	- Corner, set back from road - Herring/Waterloo Road - Epping/Balaclava Road - Culloden/Gymnasium Road - Talavera Road
E003 Secondary Entry	- To mark the entrance to a research park or precinct	- Macquarie logo - Entrance name - Street/road name - Research logo	- Road side - Research park/ Zone entrance

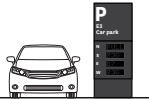

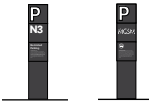
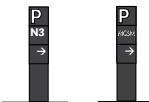

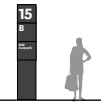

VEHICULAR DIRECTIONAL SERIES

E010 Vehicular Directional	- Directs traffic to entrance and main destinations	- Street/ road name - Nearby streets - Parking compass - Zone (ie MGSM) - Major destinations	- Road side - At major vehicle decision points	
E011 Vehicular Directional	- Directs traffic to entrance and main destinations	- Street/road name - Nearby streets - Parking compass - Zone (ie MGSM) - Major destinations	- Road side - At major vehicle decision points	
E012 Street Sign	- Identifies street/road name	- Street/road name	- Road side at junctions - All roads in the Macquarie boundaries	
E013 Street Sign/Banner	- Identifies street/road name - Holds event banners	- Street/road name - Event messages	- Road side at junctions - Along roadside where street lamps are located	


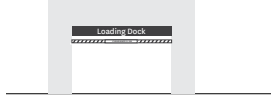

PUBLIC TRANSPORT SERIES

E021 Bus Stop	- Identifies bus stop	- Bus icon & name/number - Screen timetable - Printed information panel - Help point - Braille and tactile type	- Road side - Next to bus shelter	
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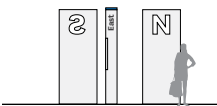
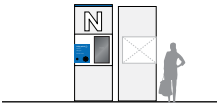
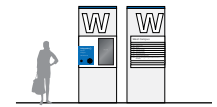



PARKING SERIES

	Sign type	Sign use	Typical content	Location
	E031 Car park Entry	<ul style="list-style-type: none"> - To identify car park name - To identify number of spaces available - To identify alternative parking availability 	<ul style="list-style-type: none"> - 'P' icon - Car park name - LED park assist 	<ul style="list-style-type: none"> - Major car park entrance
P E3 Car Park	E032 Building Identification (Long hand)	<ul style="list-style-type: none"> - To identify parking & car park name from a distance 	<ul style="list-style-type: none"> - 'P' icon - Car park name 	<ul style="list-style-type: none"> - Concealed pin-fixed messaging to building surface
P N	E033 Building Identification (Short hand)	<ul style="list-style-type: none"> - To identify parking & car park name from a distance 	<ul style="list-style-type: none"> - 'P' icon - Car park name 	<ul style="list-style-type: none"> - Concealed pin-fixed messaging to building surface
	E034 Directional	<ul style="list-style-type: none"> - To identify parking - To direct traffic 	<ul style="list-style-type: none"> - 'P' icon - Directional arrow 	<ul style="list-style-type: none"> - Hanging from building surface
	E040/E041 Totem Series Car park Destination	<ul style="list-style-type: none"> - To identify car park name 	<ul style="list-style-type: none"> - 'P' icon - Car park name or commercial logo - Conditions of entry 	<ul style="list-style-type: none"> - Freestanding totem at car park entrances - Entrance side only - Parallel to building/perpendicular to road
	E042/E043 Totem Series Car park Directional	<ul style="list-style-type: none"> - To identify car park name - To direct traffic 	<ul style="list-style-type: none"> - 'P' icon - Car park name or commercial logo - Directional arrow 	<ul style="list-style-type: none"> - Freestanding totem at major vehicle decision points
	E044 Car park Directional Flag Pole	<ul style="list-style-type: none"> - To identify car park name - To direct traffic 	<ul style="list-style-type: none"> - 'P' icon - Car park name or commercial logo - Directional arrow 	<ul style="list-style-type: none"> - Freestanding flag pole at major vehicle decision points
	E060 Single-level Car park Bay Identification	<ul style="list-style-type: none"> - To identify parking bay 	<ul style="list-style-type: none"> - Parking bay row - Parking bay letter - Car park name 	<ul style="list-style-type: none"> - Freestanding totem at each parking bay
	E061 Single-level Car park Bay Identification	<ul style="list-style-type: none"> - To identify parking bay 	<ul style="list-style-type: none"> - Parking bay row - Parking bay letter - Car park name 	<ul style="list-style-type: none"> - Flag pole at each parking bay





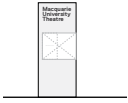



PARKING SERIES

Sign type	Sign use	Typical content	Location	
E070 Car park Entry Sign	<ul style="list-style-type: none"> - To identify entry - To identify car park name 	<ul style="list-style-type: none"> - Entry - Car park name 	- Wall mounted or suspended at car park entrance	
E073 Car park Exit Sign	<ul style="list-style-type: none"> - To identify exit 	<ul style="list-style-type: none"> - Exit only - No entry sign 	- Wall mounted or suspended at car park exit	
E075 Loading Dock	<ul style="list-style-type: none"> - To identify loading zone 	<ul style="list-style-type: none"> - Loading dock 	- Wall mounted or suspended at loading dock zone	
E080/E081/E082 Car park Internal Directional	<ul style="list-style-type: none"> - To direct traffic 	<ul style="list-style-type: none"> - Exit - Street name - Directional arrow - Accessible parking location - Accessible exit directory 	- Wall mounted or suspended at major decision points	
E090 Directional	<ul style="list-style-type: none"> - To direct traffic & pedestrian 	<ul style="list-style-type: none"> - Park & pay - Directional arrow - Accessible exits 	- Wall mounted at major decision points	
E091/E092 Regulation	<ul style="list-style-type: none"> - To identify emergency services or special parking bays 	<ul style="list-style-type: none"> - Emergency vehicles only - Disabled parking - Security notice 	- Wall mounted in zones	
E095 Multi-storey Car park Level Identification	<ul style="list-style-type: none"> - To identify level and parking bay 	<ul style="list-style-type: none"> - Level number - Bay letter - Car park name 	- Painted graphics to car park columns	


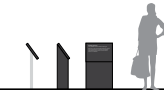


CAMPUS DIRECTIONAL SERIES

	Sign type	Sign use	Typical content	Location
	E098 Campus Marker	SIGNTYPE DELETED		
	E099 Central Point	<ul style="list-style-type: none"> - To identify the campus centre - Direct North, East, South, West - Placemaking 	<ul style="list-style-type: none"> - Compass marker - Interactive campus map - Help point - Static map - Braille and tactile type 	- Campus central point
	E100 Information Hub	<ul style="list-style-type: none"> - To identify the compass points - To create an information hub and land mark 	<ul style="list-style-type: none"> - Compass marker - Interactive campus map - Help point & light - Static map/poster case - Sustainability message - Braille and tactile type - Hearing loop 	- Zone central point
	E101 Map/Directional	<ul style="list-style-type: none"> - Directs to main destinations 	<ul style="list-style-type: none"> - Compass marker/posters - Interactive campus map - Building address/names - Faculties - Major places/destinations - Braille and tactile type 	- At major decision points where many messages are required
	E115 Help Point	<ul style="list-style-type: none"> - Help and assistance 	<ul style="list-style-type: none"> - Help button/intercom - Help/Information telephone number - Braille and tactile type 	- To replace existing help points on campus
	E120 Perimeter Directional	<ul style="list-style-type: none"> - Directs to building entrance - Accessible routes 	<ul style="list-style-type: none"> - Building address/disabled pictogram - Directional arrow - Braille and tactile type 	- Around the perimeter of a building
	E130 Pedestrian Flag Sign	<ul style="list-style-type: none"> - Identifies pathway - Directs to main destinations 	<ul style="list-style-type: none"> - Street/road name - Walkways/footpaths - Building address/names - Major places/destinations 	<ul style="list-style-type: none"> - At pedestrian junctions - At points where direction is required
	E131 Pedestrian Flag Sign	SIGNTYPE DELETED		

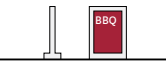


BUILDING DESTINATION SERIES

Sign type	Sign use	Typical content	Location	
E150 Building Identification	- To identify building	- Building address	- Building external wall, concealed pin-fixed to surface	University Avenue 
E152 Building Name	- To identify building	- Building name	- Concealed pin-fixed letters to building	Australian Hearing Hub 
E160 Building Entry	- To identify building entrance - To identify building contents - Academic mixed and commercial buildings.	- Building address/name - Faculties/research centres (National/MU) - Departments - Major places/destinations - Braille and tactile type	- Building main entrance external	
E170 Street Number Non-academic/ Independent	- To identify building street number - To reinforce street name - Braille and tactile text	- Street number - Street name - Building address	- Road side on main road to commercial building entrance - Road side on drive way to actual building	160 
E171 Building Entry Non-academic/ Independent	SIGNTYPE DELETED			
E180 Building/Place Identification Landmark	- To identify a major campus building - To display what's on poster/campus map	- To identify a major campus buildings - What's on poster/interactive screen/campus map	In the forecourt of: - Sports Centre - Macquarie Theatre - Library - Central Courtyard	
E200/E201 Bicycle Placemaking	- To identify bicycle hub	- Bicycle hub pictogram	- Bike rack wall	
E202 Bicycle Flag Sign	- To identify bicycle hub	- Bicycle hub - Pictogram	- Projecting from bicycle hub wall	
E205 Entry Marker	- To identify bicycle hub	- Bicycle hub - Pictogram - Conditions of entry	- Freestanding totem at bicycle hub	







INTERPRETATIVE SERIES

	Sign type	Sign use	Typical content	Location
	E250 Walk Marker	– To identify the start of the walk	– Walk name – Interpretative pictogram	– At the start and end of the walk
	E255 Information Panel	– To inform points of interest	– Plant information – Historical information – Points of interest	– Along walk pathways
	E260 Plant Species	– To identify plant species	– Plant name	– In the flower bed at base of plants – Around tree
	E270 Directional Block	– Direct walk route	– Interpretative pictogram – Directional arrow	– Along walk pathways



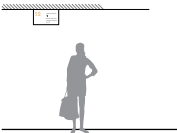
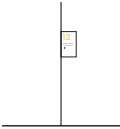

EVENT SERIES

	E303 Temporary Event Frame	– Advertise event	– Event messaging	– Where needed
	E304 Temporary Event System	– Advertise event	– Event messaging	– Attached to wayfinding signs around campus
	E013 Street Sign/Banner	– Advertise event	– Event messaging	– Along Wally's Walk – Talavera Road – Cullooden Road – Epping Road – Herring Road – University Avenue – Macquarie Drive


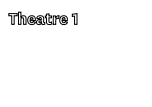
ENTRY SERIES

Sign type	Sign use	Typical content	Location	
I001 Building Entrance Door	- To identify building entrance	- Door number	- On door at building entrance only where there are multiple entries	
I002 Main Directory - Wall Mounted	- To identify the levels within the building - Detailed searches for individual names/offices etc	- Building address/name - Faculties/departments/ research centres (National/MU/Faculty) - Key rooms/lecture theatres/teaching spaces/ meeting rooms/Deans office/faculty executive - Interactive/Hard copy building/level map - Braille and tactile type - Level the user is on	- Main entrance foyer	
I003 Main Directory - Free Standing	- To identify the levels within the building - Detailed searches for individual names/offices etc	- Building address/name - Faculties/departments/ research centres (National/MU/Faculty) - Key rooms/lecture theatres/teaching spaces/ meeting rooms/Deans office/faculty executive - Interactive building/level map - Braille and tactile type - Level the user is on	- Main entrance foyer	
I004 Poster and Brochure Stand	- Poster and brochure display	- N/A	- At faculty discretion	
I005 Help Point Internal	- Help and assistance	- Building address - Help button/intercom - Help/information telephone number - Tactile information - Braille and tactile type - Light - Hearing loop	- At main entrance or location determined by campus security	
I006 Small Directory - Wall Mounted	- To identify the levels within the building	- Building address/name - Faculties/departments/ research centres (National/MU/Faculty) - Key rooms lecture theatres/teaching spaces/ meeting rooms - Deans office/faculty executive - Braille and tactile type	- At main entrance of small building - At busy secondary entrances to buildings.	


DIRECTIONAL SERIES

	Sign type	Sign use	Typical content	Location
	I009 Level Arrival Directional – Wall Mounted	– To direct users around the level they are on	– Level number – Key rooms such as lecture theatres/teaching spaces/meeting rooms/Deans office/faculty executive – General room number directional – Amenities	– On wall in level arrival area
	I010 Level Arrival Directional – Suspended	– To direct users around the level they are on	– Level number – Key rooms such as lecture theatres/teaching spaces/meeting rooms/Deans office/faculty executive – General room number directional – Amenities	– Suspended from ceiling in level arrival area
	I010a Level Arrival Directional – Suspended	– To direct users around the level they are on	– Level number – Key rooms such as lecture theatres/teaching spaces/meeting rooms/Deans office/faculty executive – General room number directional – Amenities	– Suspended from ceiling in level arrival area
	I011 Level Arrival Directional Small – Wall Mounted	– To direct users around the level they are on	– Level number – Key rooms such as lecture theatres/teaching spaces/meeting rooms/Deans office/faculty executive – General room number directional – Amenities	– On wall in level arrival area
	I013 Lift Internal Directory	– To identify the levels within the building	– Building address/name – Faculties/Departments/Research Centres (National/MU/Faculty) – Key rooms such as lecture theatres/teaching spaces/meeting rooms/Deans office/faculty executive	– On wall inside lift





VENUE/DESTINATION SERIES

	I014 Placemaking naming graphics – Internal	– To identify a research centre – To be used sparingly at discretion of property	– Centre name/institution name	– Alongside door to centre entrance
	I016 Major internal Destination/ Venue	– Identify a destination/venue	– Destination/venue name – Direction to venue entrance optional	– On wall near entrance to venue

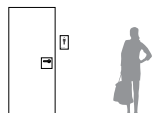

INFORMATION SERIES

Sign type	Sign use	Typical content	Location	
I018 Phone Directory	- Call individuals/offices	- International telephone icon - Telephone numbers of individuals/offices etc - Room/level number of individuals	- In the foyer of a building or reception area of a department or centre	
I019 Phone Directory - interactive	SIGNTYPE DELETED			

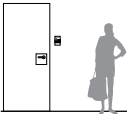



TEACHING ROOMS SERIES

I020 Theatre Room Identification	- To identify a theatre room - Optional LCD screen to display timetable and information	- Room number - Theatre name - Timetable or other room information	- Alongside the door to the room	
I021 Teaching Room Identification	- To identify a special room - Optional Display of static timetable and information	- Room number - Theatre name - Timetable or other room information	- Alongside the door to the room	
I022 Lecture Theatre Identification	- To identify a lecture theatre	- Room number - Theatre name	- Alongside the door to the room	
I024 Teaching Room Identification – Flag	- To identify a special room	- Room number	- Above the door to the room	

AMENITY SERIES

I026 Amenity Identification	- Identify an amenity	- International symbol (male/female/accessible) - Braille and tactile type - Left and right accessible	- Alongside the door to the amenity	
I030 Amenity Identification - Flag	- Identify an amenity	- International symbol (male/female/accessible)	- Above the door to the amenity	

ROOM SERIES

	Sign type	Sign use	Typical content	Location
	I032 Room Number Identification	– Identify the room and the individual	– Room number – Faculty/department/office – Individuals name – Braille and tactile type room number	– Alongside the door
	I033 Room number identification – Non-specific	SIGNTYPE DELETED		
	I034 Room Number Identification – With Status Sign	SIGNTYPE DELETED		
	I035 Hearing Loop Identification	– Identify the room has a hearing loop	– Information relevant to the use of the room	
	I036 Lab Room Number with Hazard Information	– Identify a lab room – Provide hazard and safety information	– Room number – Faculty/department/lab – Hazard/safety information – Emergency contact info – Braille and tactile type room number	– Alongside the door
	I039 Room Pin Board	– Provide an area for information to be displayed	– Information relevant to the use of the room	– Alongside the door and room number

PLACEMAKING SERIES

	I040 Pin Board	SIGNTYPE DELETED		
	I043 Wall Graphic	SIGNTYPE DELETED		

EXTERNAL - SIGN TYPE E070



EXTERNAL – SIGN TYPE E061



EXTERNAL - SIGN TYPE E095



EXTERNAL – SIGN TYPE E180



Note:

This sign must be integrated with tactile ground locators as specified in AS1428.4.1 Tactile Ground Surface Indicators.

EXTERNAL – SIGN TYPE E012 & E130



EXTERNAL – SIGN TYPE E099



NOTE:

This sign must be integrated with tactile ground locators as specified in AS1428.4.1 Tactile Ground Surface Indicators.

The photograph is shown for production technique only. Since this prototype picture was taken there have been design modifications to the graphic and text layout of internal signs.

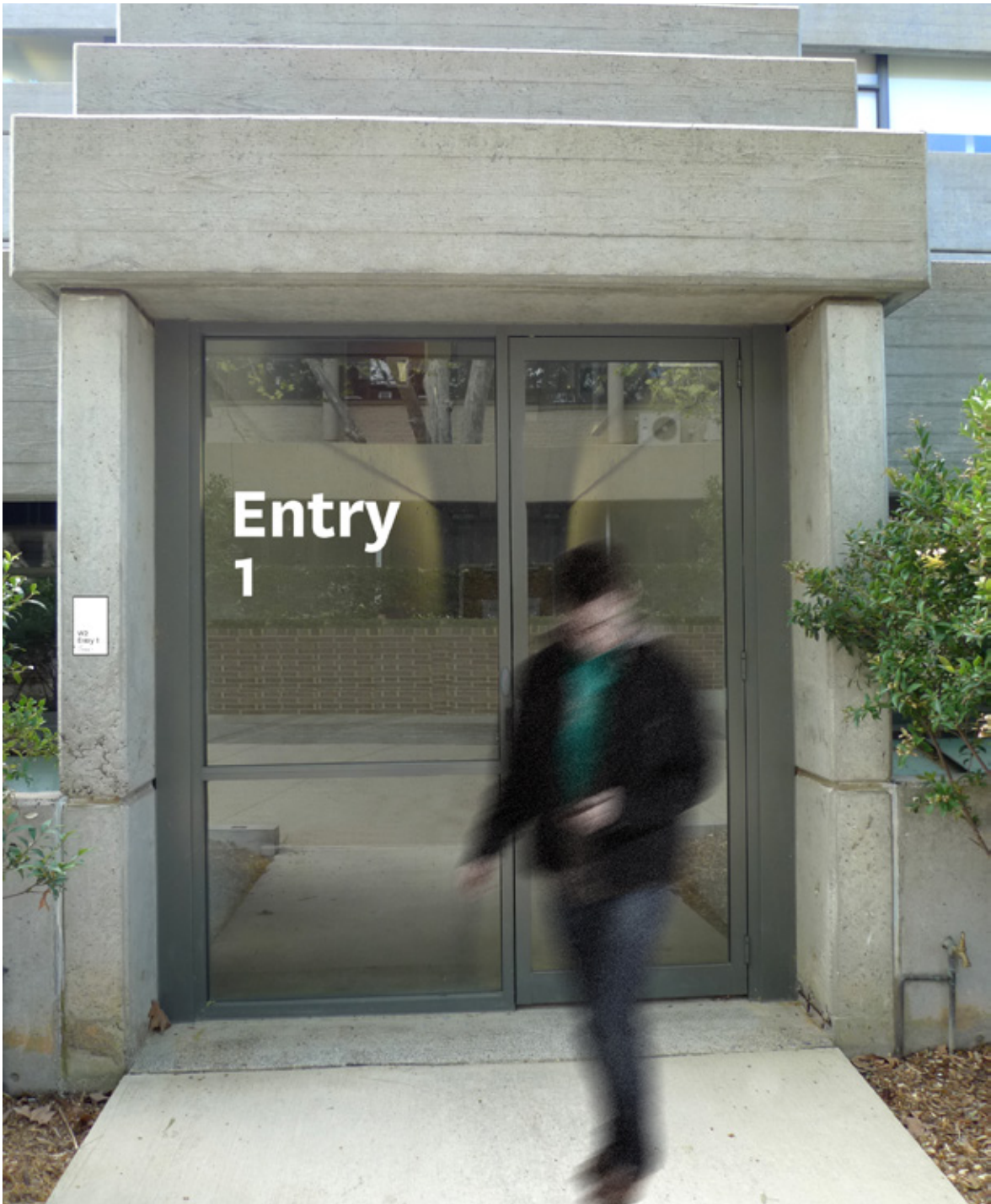
EXTERNAL – SIGN TYPE E100



NOTE:

This sign must be integrated with tactile ground locators as specified in AS1428.4.1 Tactile Ground Surface Indicators.

The photograph is shown for production technique only. Since this prototype picture was taken there have been design modifications to the graphic and text layout of internal signs.



INTERNAL – SIGN TYPE 1009/1024/1026



INTERNAL – SIGN TYPE I001a/I016/I021



INTERNAL – SIGN TYPE IO10/IO19



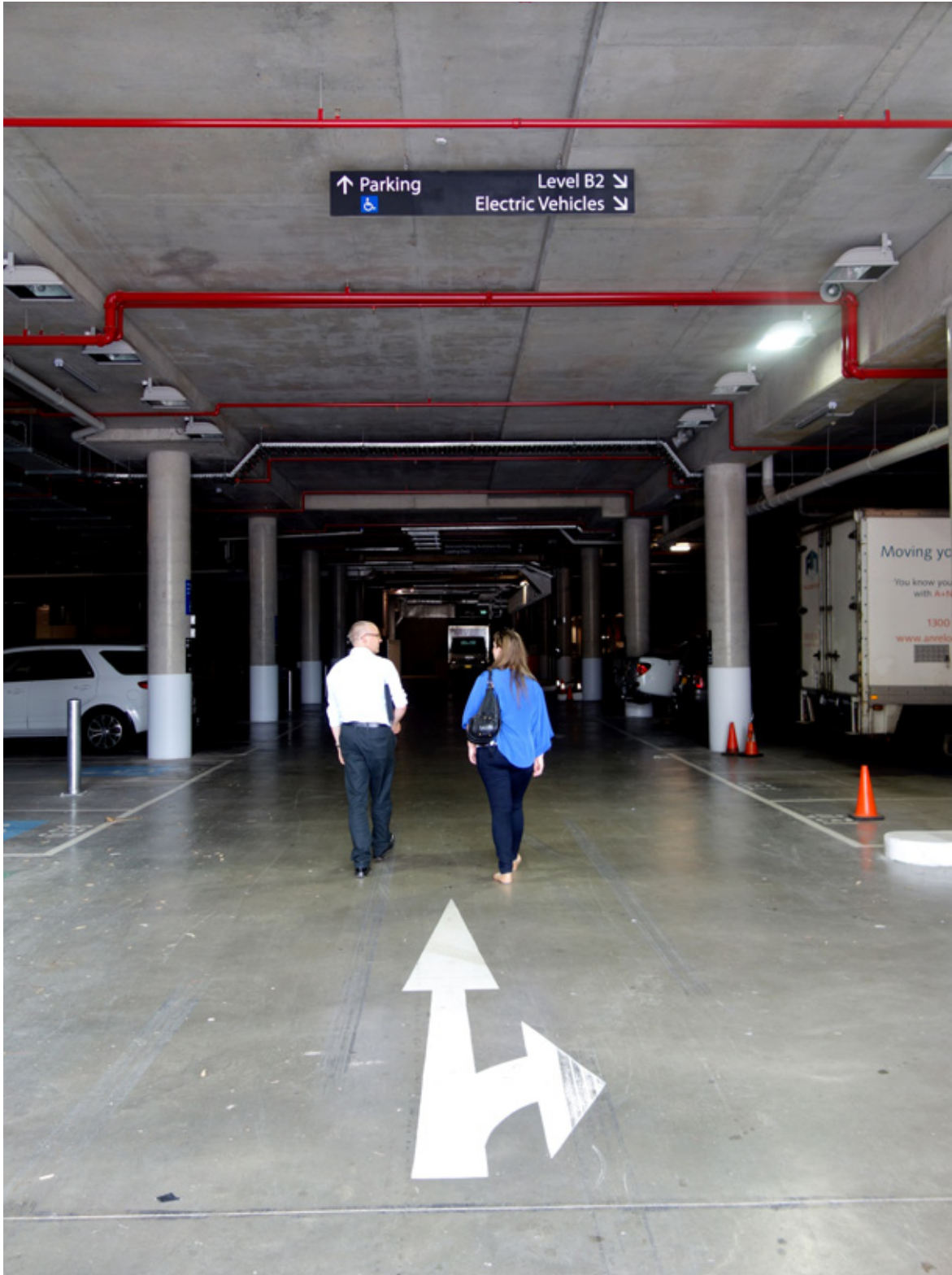
INTERNAL - SIGN TYPE IO14/IO33



NOTE:

The photograph is shown for production technique only. Since this prototype picture was taken there have been design modifications to the graphic and text layout of internal signs.

INTERNAL – SIGN TYPE I011/I043



FEBRUARY 2013



NOTE:

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