



CALIFORNIA COMMUNITY COLLEGES

**Doing What MATTERS™**

FOR JOBS AND THE ECONOMY

## WEDD Grantee Onboarding Email Signature Protocol

Following are suggested formats for your email signature. You have the option of including or not including the Doing What MATTERS for Jobs and the Economy logo which you can download here:

[http://www.doingwhatmatters.cccco.edu/Portals/6/images/Logos/DWM\\_Color\\_HiRes.jpg](http://www.doingwhatmatters.cccco.edu/Portals/6/images/Logos/DWM_Color_HiRes.jpg)

**Please do not use acronyms (other than in your street address) or the CCCCO logo.**

You can select your own font, font color and font size.

Signature example:

**Margo Turner**

Director & Technical Assistance Provider, Communications

Doing What MATTERS for Jobs and the Economy, California Community Colleges

858.945.8895, [margo@FullCapacityMarketing.net](mailto:margo@FullCapacityMarketing.net), 3525 Del Mar Heights Rd. #296, SD, CA 92130

[doingwhatmatters.cccco.edu](http://doingwhatmatters.cccco.edu)



Sr. Marketing Consultant (optional)

Full Capacity Marketing, Inc. (optional)

[www.FullCapacityMarketing.com](http://www.FullCapacityMarketing.com) (optional)

### Regional Consortia Chairs:

- Your Name
- Director & Regional Consortia Chair, Region Name
- Doing What MATTERS for Jobs and the Economy, California Community Colleges
- Phone, Email, Address, Twitter handle (optional)
- [doingwhatmatters.cccco.edu](http://doingwhatmatters.cccco.edu)
- DWM logo (optional)
- Your RC website (optional)
- Your other affiliations as in the example provided above by Margo (optional)

### Sector Navigators:

- Your Name
- Director & Sector Navigator, Sector Name
- 
- Doing What MATTERS for Jobs and the Economy, California Community Colleges
- Phone, Email, Address, Twitter handle (optional)
- [doingwhatmatters.cccco.edu](http://doingwhatmatters.cccco.edu)
- DWM logo (optional)
- Your sector branded initiative if you have one that you'd like to take forth. Spell out HWI or CACT or CITD or ATTE or SBDC, etc. (optional)
- Your sector branded initiative website (optional)
- Your sector branded initiative logo (optional)

**Deputy Sector Navigators:**

- Your Name
- Deputy Sector Navigator
- Sector Name, Region(s)
- Doing What MATTERS for Jobs and the Economy, California Community Colleges
- Phone, Email, Address, Twitter handle (optional)
- doingwhatmatters.cccco.edu
- DWM logo (optional)
- Your sector branded initiative if you have one that you'd like to take forth. Spell out HWI or CACT or CITD or ATTE or SBDC, etc. (optional)
- Your sector branded initiative website (optional)
- Your sector branded initiative logo (optional)

**Technical Assistance Providers:**

- Your Name
- Director & Technical Assistance Provider, Domain
- Doing What MATTERS for Jobs and the Economy, California Community Colleges
- Phone, Email, Address, Twitter handle (optional)
- doingwhatmatters.cccco.edu
- DWM logo (optional)
- Your other affiliations as in the example provided above by Margo (optional)