N.B. Cóipeáil agus greamaigh na lógónna thíos, le do thoil, seachas iad a ghearradh is a ghreamú, sa dóigh is go mbeidh teacht ag cách orthu.

Please note: Please copy and paste the logos below, not cut and paste, so they are available to all users

Míle buíochas!
Thank you!

……………………………………………………………………………………………………

Fórmáidiú ábhair

— Baintear úsáid as cló sans serif.
— Baintear úsáid as cló trom d'ainm an duine
— Baintear úsáid as méid normalach don chlóchur.

Content formating

— The font is set to sans serif.
— Person's name is in bold
— All type set to size normal

Ainm Sloinne
First Name Last Name
Teideal do Phoist | Do Roinn | Ollscoil Chathair Bhaile Átha Cliath
Your Job Title | Your Department | Dublin City University

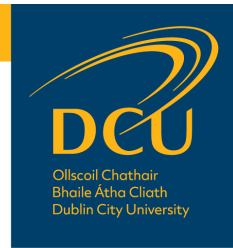ainm.sloinne@dcu.ie
firstname.surname@dcu.ie | + 353 1 700 0000

Roinn | Uimhir Seomra | Foirgneamh | DCU | Roghnaigh Campas | BÁC 9
Department | Room Number | Building | Dublin City University | Choose Campus Name
prefaced by "DCU" | Dublin 9

Chun lógó DCU a chur isteach cliceáil ar an íomhá sa bhosca shíniú ríomhphoist agus cuir an nasc thíos isteach

To insert the DCU logo, click on the image icon in the email signature box and insert the link below.

https://www.dcu.ie/sites/default/files/2020-11/dcu_logo_150_78.png

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Chun lógó Ollscoil na Bliana a chur isteach, déan mar thuas agus cuir an nasc thíos isteach

To insert the University of the Year logo, follow the procedures above and insert the link below

https://www.dcu.ie/sites/default/files/2020-11/university-of-the-year.png

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Chun lógó Athena Swan a chur isteach déan mar thuas agus cuir an nasc thíos isteach

To insert the Athena swan logo, follow the procedures above and insert the link below
https://www.dcu.ie/sites/default/files/2020-11/athena-swan-bronze-award-sm.png

……

Chun lógó Barretstown a chur isteach, déan mar thuas agus cuir an nasc thíos isteach

To insert the Barretstown logo, follow the procedures above and insert the link below
https://www.dcu.ie/sites/default/files/2020-11/barretstown_sm.png

……

Is féidir aon lógó eile atá le cur leis an síniú a shuí i ndiaidh lógó Athena Swan.
Ní mór an lógó a uaslódáil chuig an fhreastalaí chun nasc cuí a ghineadh.Chun nasc a fháil, gabh i dteagmháil le marie.leahy@dcu.ie nó katy.halpin@dcu.ie agus an íomhá táite sa ríomhphost agat.

Any other logos that need to be added to the signature can be added after the Athena swan logo. Any such logo first needs to be uploaded to the server to obtain a similar link as above.
Please email marie.leahy@dcu.ie or katy.halpin@dcu.ie with the image file to obtain the necessary link.

……

Más mian leat na sonraí Gaeilge a dheimhniú linn, gabh i dteagmháil le oifigeach.gaeilge@dcu.ie

For help with a translation of your email signoff details (department, office location etc.) please contact oifigeach.gaeilge@dcu.ie

Síniú Ríomhphoist Samplach
Sample Email Signature

New Message

To   Cc Bcc

Subject

--
Marie Leahy
Dearadh Grafach | Rannóg Margaíochta | Ollscoil Chathair Bhaile Átha Cliath
Graphic Design | Marketing Department | Dublin City University

marie.leahy@dcu.ie | + 353 1 700 8516

Rannóg Margaíochta | A247 | Coláiste Albert | Ollscoil Chathair Bhaile Átha Cliath | Campas Ghlas Naíon | BAC 9
Marketing Department | A247 | Albert College Building | Dublin City University | DCU Glasnevin Campus | Dublin 9

Sans Serif   B I U A   Send