# Brand Identity Guidelines



Brand Guidelines

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# 1. Introduction



Volunteers' Week is an annual celebration of the contribution millions of people make across the UK through volunteering in their communities.



Brand Guidelines February 2024

# What are brand guidelines?

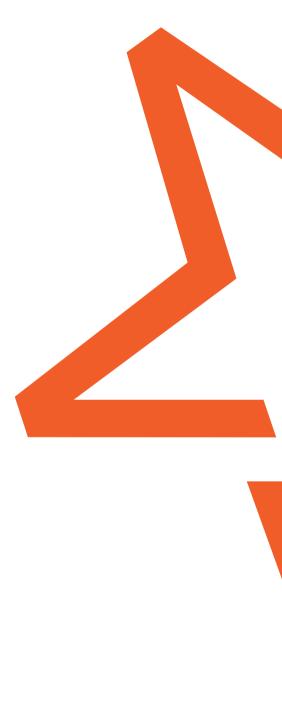
Brand guidelines are a set of rules and standards that govern how a brand presents itself to the world. They encompass various elements such as logo usage, colour palette, typography, imagery style, tone of voice, and more.

These guidelines ensure consistency and coherence across all brand communications, both internally and externally.

Brand guidelines serve as a blueprint for effectively communicating a brand's identity, values, and promise to its audience. They are essential for building and maintaining a strong, memorable brand presence in the marketplace.



# 1. The Logo



#### Volunteers' Week Logo

Any brand material, either print or digital, produced by the organisation must always include the logo.

A star to emphasise the importance of volunteers A V shape to represent volunteers week when used as an icon as well as replacing the V in the wordmark.



# Volunteers' Week Welsh Logo

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# The Favicon and Social Media Icon

A favicon, is a small icon linked with a website. It typically appears next to the website's title in browser tabs, bookmark menus, and sometimes in the address bar or toolbar.

Favicons help users quickly identify and differentiate between open tabs or bookmarks in their browser, serving as part of the website's branding strategy.

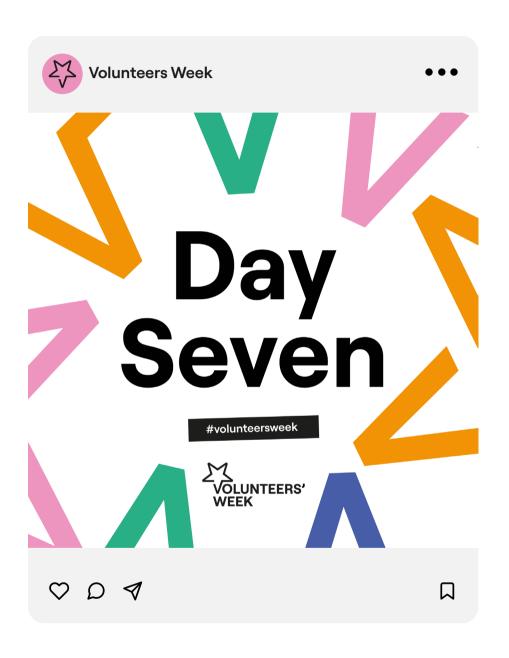
Favicons ensure visual consistency across different platforms and devices, maintaining the brand's presence. Technically, they are small square images, usually 16x16 or 32x32 pixels, saved as ICO (Windows icon) or PNG files in the website's root directory.



16x16







#### **Minimum Size**

When it comes to displaying a logo in various contexts, it's essential to ensure that it remains visually clear and legible.
The minimum size of the logo, specifies the smallest dimensions at which the logo should be reproduced while still maintaining its integrity and recognisability.

However, there are situations where space constraints pose a challenge, such as in social media posts or profile pictures, where the available space for the logo may be limited. In such cases, shrinking the main logo down to fit within these confines can often result in it becoming illegible or losing its impact.







# Logo Misuse and Guidance

The logo is a crucial element of the brand identity. To maintain consistency and integrity, it is important to adhere to the following guidelines to prevent any misuse or alteration of our logo:



**Proportions:** Do not distort or stretch the logo. Always use the original proportions provided in the official brand guidelines.



**Colour:** Use the logo in the approved colours specified in the brand guidelines. Do not alter the colours or apply additional effects that deviate from the approved palette.



**Background:** Use the logo on a clean, uncluttered background that does not interfere with its visibility or legibility. Avoid placing the logo on busy or distracting backgrounds.



**Manipulation:** Do not manipulate or modify the logo in any way that alters its original design. This includes adding effects, overlays, or alterations to individual elements of the logo.



80pt / 32mm **Minimum Size** 

**Scale:** Maintain the legibility of the logo by ensuring it is scaled appropriately for the intended application. Avoid scaling the logo to a size where it becomes illegible or loses its impact.



**Consistency:** Use the logo consistently across all brand communications, ensuring it remains recognisable and reinforces our brand identity.

Brand Guidelines The Logo 40th Logo February 2024

### Volunteers' Week 40th Anniversary Logo

The assets for this year's campaign also feature a 40th Anniversary logo, which serves as a special addition to commemorate this milestone.

This logo can be incorporated across various materials and platforms throughout the campaign.

Utilising the 40th Anniversary invites audiences to join the celebration and reflection of this significant milestone.





The Logo

Minimum Space

February 2024

# Minimum Space for The Logo

The logo should have a minimum clearance space around it in order to showcase it clearly.

The minimum clearance space is measured by the letter height of the logo.









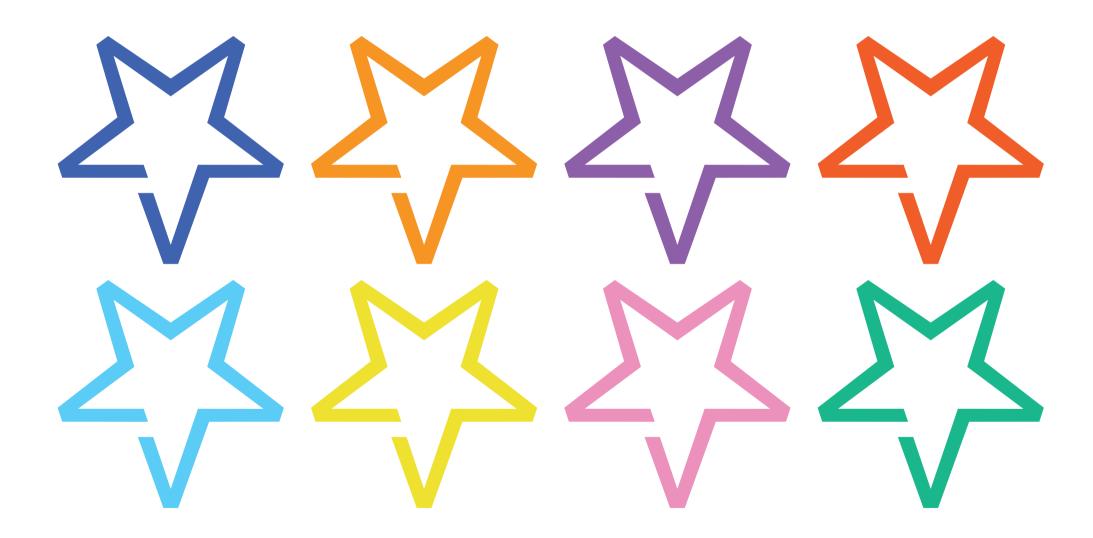


#### **Stars**

The Volunteers' Week brand incorporates a distinctive custom star element, which serves as a key visual component throughout its branding.

The star element is a powerful symbol that reinforces the values and spirit of Volunteers' Week. Its inclusion across various brand assets creates a cohesive and recognisable identity that resonates with stakeholders and participants.

This custom star graphic is versatile and adaptable, designed to be integrated into a range of printed materials, digital assets, and internal documents, the star element adds visual interest and reinforces the brand's messaging consistently across all touchpoints.



#### **Stars**

Here you can see this star element in action on the Volunteers' Week website.

In print materials, such as posters and brochures, the star element takes centre stage, complementing vibrant imagery and engaging copy.

Additionally, across social media platforms, the star graphic is used in posts, cover photos, and profile pictures, creating a cohesive visual identity that resonates with followers and encourages sharing and engagement.





# 4. Imagery

#### **Correct Imagery**

It is important that each visual element reflects the essence of the brand. This means selecting images that capture the diversity and positivity of Volunteers' Week.

Embracing diversity ensures that the campaign resonates with a wide range of audiences, fostering inclusivity and representation

Furthermore, the use of positive imagery evokes emotions of joy, empowerment, and inspiration, reinforcing the campaign's uplifting message.

Equally important is the requirement for high-resolution images, which guarantee clarity and professionalism across all promotional materials, whether they're viewed online, in print, or on various digital platforms.







Brand Guidelines Imagery Incorrect Imagery February 2024

#### **Incorrect Imagery**

Incorrect imagery for the Volunteers'
Week campaign include visuals that do
not accurately represent diversity, portray
negative or inappropriate themes, lack
clarity, or fail to align with the uplifting
nature of the campaign.

This could include images that depict stereotypes, exclusion, or controversial subjects, as well as low-resolution or pixelated graphics that diminish the professionalism of the campaign's materials.

Additionally, imagery that contradicts the values and messaging of Volunteers' Week or fails to resonate with its target audience would also be considered incorrect for the campaign.



Imagery that looks overly 'stocky' and lacks any clarity relating to helping others.





Lacks diversity and positive emotion

# 5. Typography

## Headline Typeface

The typeface of the brand is Roobert. It must be used on all marketing material as well as on the website and social media.

The typeface has a variety of weights that can be used simultaneously to create contrast and hierarchy.

Roobert is a mono-linear, geometric sans-serif typeface characterized by its clean, horizontal and vertical terminals, and smooth connections on the stems.

Originally crafted as a custom typeface for Moogfest 2017, Roobert draws its foundational inspiration from the Moog logotype, notably its unique single-story "g" with a rounded bottom corner and a streamlined finish.

**Typography** 

Headline Typeface

#### Headline **Typeface**

The typeface has a variety of weights that can be used simultaneously to create contrast and hierarchy.

# eclulaiar 3emloo Roobert

P.22

#### Language Support

Beyond its aesthetic allure, Roobert is linguistically versatile, supporting not just Latin and Central European languages but also offering revised versions for Greek and Cyrillic scripts. The collection has recently expanded to include SemiMono and Mono versions, broadening its applicability and appeal.

# Using Typography

This type scale is designed to be a reference point when designing digital and print documents. Using these sizes ensures good hierarchy in passages of text.

In some instances these sizes may not be appropriate. When changing the sizes used for text, ensure styles are consistent across the entire document, Big headline

# Volunteers' Week is an annual celebration of volunteers across the UK.

Small headline

Join us as we celebrate 40 years of Volunteers' Week and look to inspire more people to make a difference.

Subheading

Volunteers' Week celebrates the amazing contributions volunteers make to communities across the UK.

Body copy

The week-long event starts on the first Monday in June every year. It's a chance to recognise, celebrate and thank the UK's incredible volunteers for all they contribute to our local communities, the voluntary sector, and society as a whole.

Printed body copy

This year Volunteers' Week will culminate in The Big Help Out, from Friday 7 to Sunday 9 June, where people across the UK will get the chance to experience a range of volunteer taster sessions.

Brand Guidelines Typography Effective Typography February 2024

# **Examples of Effective Typography**



# What is Volunteers' Week?

Join us as we celebrate 40 years of Volunteers' Week and look to inspire more people to make a difference.

The week-long event starts on the first Monday in June every year. It's a chance to recognise, celebrate and thank the UK's incredible volunteers for all they contribute to our local communities, the voluntary sector, and society as a whole.





# What Happens During Volunteers' Week?

From open days to celebration events, every year hundreds of online and in-person activities take place across the UK to mark Volunteers' Week and celebrate volunteers.

This year Volunteers' Week will culminate in The Big Help Out, from Friday 7 to Sunday 9 June, where people across the UK will get the chance to experience a range of volunteer taster sessions.

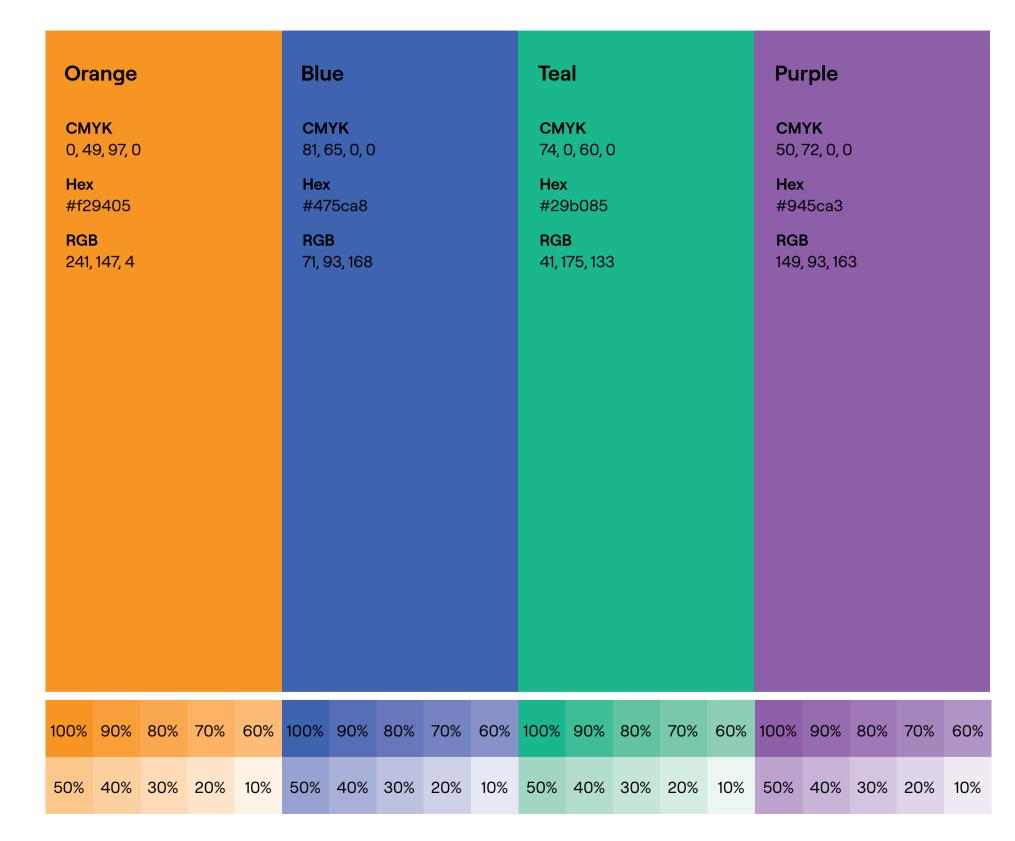


# 6. Colour

#### **Primary Colours**

The primary brand colours are shown on this page, they should not be altered or changed.

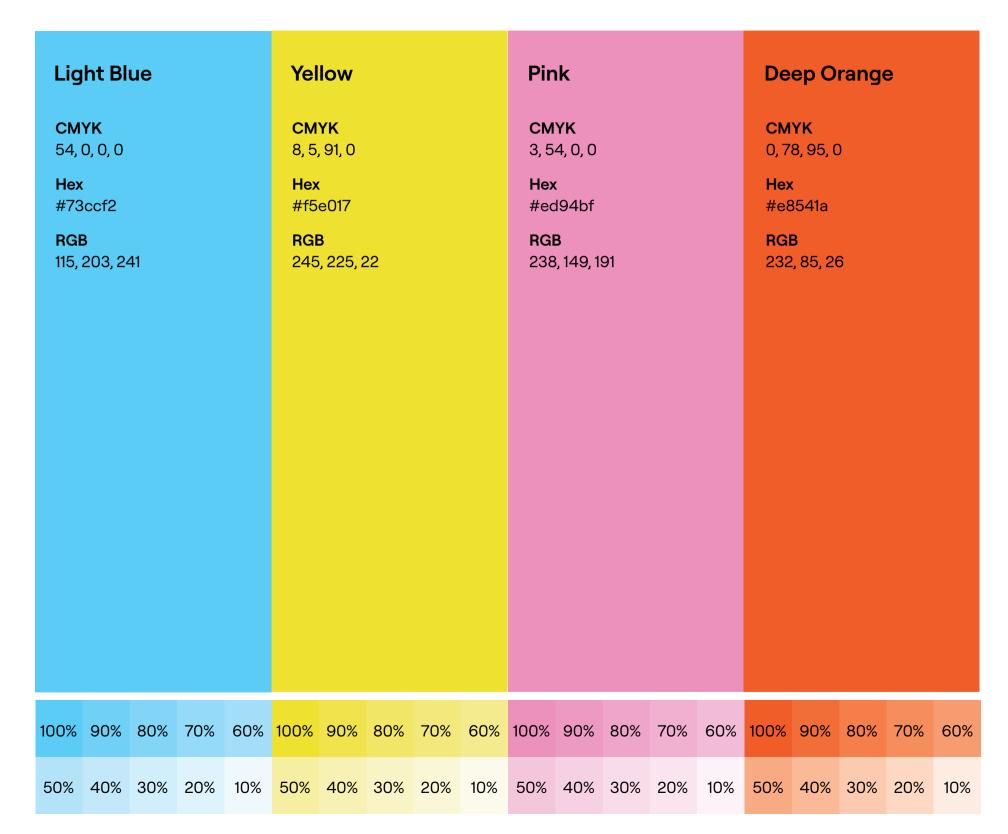
Sticking to the primary colours ensures that the brand looks consistent and familiar across all its materials, whether online or offline.



## **Secondary Colours**

The secondary brand colours are shown on this page, they should not be altered or changed.

Sticking to the secondary colours ensures that the brand looks consistent and familiar across all its materials, whether online or offline.



#### **Using Colour**

Brand colours should always be paired in a complementary way.

When applying coloured text to a coloured background, accessibility must be taken into consideration. Text must be legible at all sizes.

This page shows some correct examples of colour pairing for good text accessibility.











# 7. Brand in Use

#### **Social Media**

Here are some examples of the brand in use.

These do not represent real assets. Any assets to be created will require a specific brief.



# Thank You, Volunteers

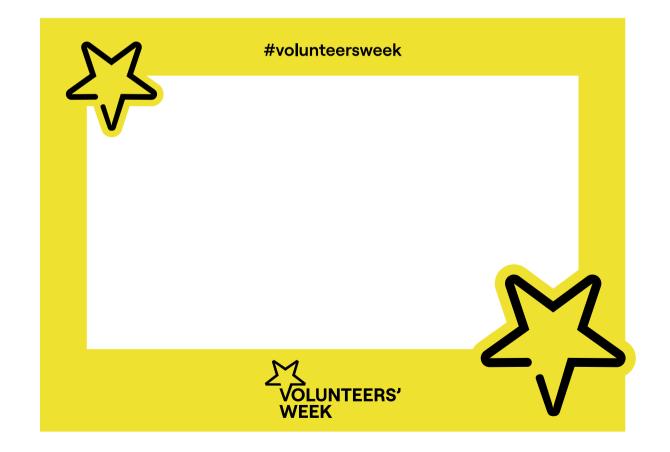
#VolunteersWeekScot

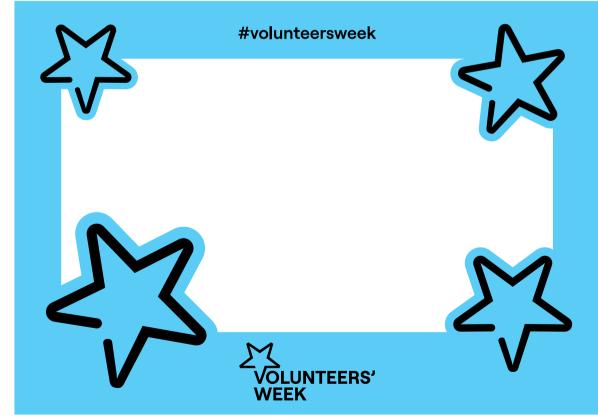




#### **Selfie Frame**

Here are some examples of the brand in use. These do not represent real assets. Any assets to be created will require a specific brief.





#### **Photo Props**

Here are some examples of the brand in use. These do not represent real assets. Any assets to be created will require a specific brief.



VOLUNTEERS'



Brand Guidelines Brand in Use Thank You Card February 2024

#### **Thank You Card**

Here are some examples of the brand in use. These do not represent real assets. Any assets to be created will require a specific brief.





Brand Guidelines Brand in Use Volunteer Certificate February 2024

#### **Volunteer Certificate**

Here are some examples of the brand in use.

These do not represent real assets. Any assets to be created will require a specific brief.



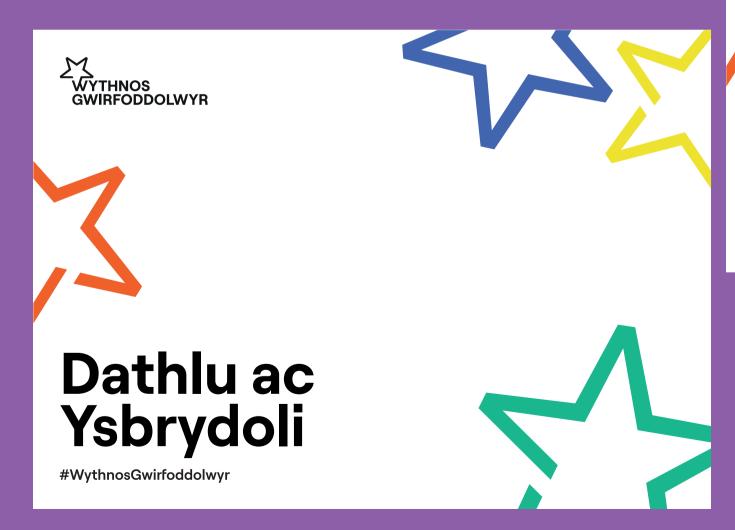


#WythnosGwirfoddolwyr

#### **Photo Message Card**

Here are some examples of the brand in use.

These do not represent real assets. Any assets to be created will require a specific brief.





Brand Guidelines Brand in Use Banners February 2024

#### **Banners**

Here are some examples of the brand in use.

These do not represent real assets. Any assets to be created will require a specific brief.





# Thankyou