

BRAND GUIDE + PLAYBOOK

Brand Identity, Assets and Template System



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CONTEXT

This brand guide has been built to support and amplify the communication and community engagement efforts of Family Centres in London by ensuring a consistent and compelling visual presentation of materials.

The brand has been built using the existing Family Centre logotype and the guide provides insight on the use of both brand assets and templates.

ABOUT

About Family Centres

Family Centres provide a single door to many opportunities available throughout the city that support all children, youth, and families in achieving their full potential.

Through Family Centres and their on-site Community Connectors, families can access information, a range of free or low-cost activities, events, and programs, and also get connected to local resources and services that can help make their lives easier.

Families can get connected with information, programs, and services related to:

- parenting and early learning
- education, early childhood education and child care
- public health and wellness
- recreation, sports, and leisure

If specific programs or services are not offered on-site, Community Connectors and the team within Family Centres will make referrals and connections to meet a family's interests or needs.

OUR AUDIENCE

Families + Caregivers

Summary

- Constantly subject to pace, busyness and "noise" of life
- Rely on social networks to amplify understanding and connection [real-time, currency, trends are expected (not nice-to-haves)]
- Can be dealing with exceptional circumstances
- As diverse of an audience as we can imagine

Parent & Caregiver Personas Include:

- Traditional Families
- Newcomer Families
- Under Pressure Families
- Single Parent Families

OUR AUDIENCE

Families + Caregivers

How they interact with Family Centre materials

- At Family Centres to collect information about upcoming programs, visiting for programs, etc.
- In the community (through events, local school, etc.)
- Online through social media or email

What they need from Family Centre materials

- Clean and consistent visual presentation that is easily identifiable as the Family Centre brand
- Timely, relevant, clear and correct information
- Easy-to-understand language
- Provided in a format that aligns with their habits/needs (ie. social media, email vs. print)

DESIGN ELEMENTS

The Family Centres' core brand elements are the foundation for this new visual direction

The design elements presented here have a playful, lighthearted approach driven by simple shapes, lively imagery and vibrant colours. The art direction and key elements build on the Family Centres' logotype, utilizing circular shapes and joyful illustrations that convey the positive and supportive experience of visiting a Family Centre. Headlines speak to the target audiences in a friendly and conversational tone.

These elements have been designed for flexibility, fluidity and ease of implementation - allowing them to be refined based on the intended tactical execution. However, it is important to note that while there is flexibility, all assets should be developed based on the guidelines set out below. *This will ensure consistency in the Family Centres' brand presence.*

COLOUR PALETTE

The Family Centres colour palette reinforces the ideas of fun, exploration, trust and joy.



CMYK C O M 87 Y 100 K O **RGB** R 241 G 73 B 35 **HEX** #F04923



CMYK C O M 36 Y 100 K O RGB R 251 G 173 B 24 HEX #FBAD18



CMYK C 34 M 0 Y 100 K 0 RGB R 181 G 211 B 52 HEX #B5D334



CMYK C 57 M O Y 6 K O RGB R 88 G 201 B 232 HEX #58C9E8

Primary Palette



Family Centres Logo



CMYK C 67 M 71 Y 48 K 38 RGB R 76 G 63 B 78 HEX #4C3F4E



CMYK C 91 M 58 Y 1 K 0 RGB R 0 G 106 B 179 HEX #006AB3



CMYK C 48 M 2 Y 100 K 2 RGB R 143 G 191 B 60 HEX #8FBF3C



CMYK C 0 M 0 Y 0 K 10 RGB R 230 G 231 B 232 HEX #E6E7E8

Secondary Palette

TYPE FACES

The typefaces selected for the Family Centres brand are bold, modern and friendly. Both typefaces are available in multiple formats for ease of use across different platforms, as well as a high level of readability.

HEADINGS

Nunito Sans

ABCDEFGHIJKLMN OPQRSTUVWXYZ

abcdefghijklmnopgrstuvwxyz #!&*@() 1234567890

BODY COPY

Open Sans Regular

ABCDEFGHIJKLMN OPQRSTUVWXYZ

abcdefghijklmnopgrstuvwxyz #!&*@() 1234567890

PLAY, LEARN. **HAVE FUN**

Nunito Sans ExtraBold

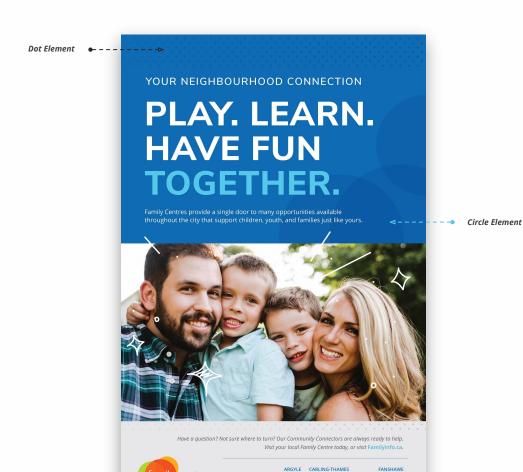
TOGETHER.

Family Centres provide a single door to many opportunities available throughout the city that support children, youth, and families just like yours. Open Sans Regular

^{*}Both typefaces are available for download on fonts.google.com.

GRAPHIC DEVICES

The circle and dot elements are are easily threaded through different materials, making the brand playful and flexible, while also giving it a sense of consistency.



1800 Cedarhollow Blvd.

Graphic Devices

The circle and dot elements are graphic devices utilized throughout the Family Centres assets. These elements are subtly applied to backgrounds to add texture and depth.

Please note that these graphic devices have already been applied to the Family Centre templates and assets. Do not add additional graphic devices to these pieces.

LINE ELEMENTS

The white line elements are a playful addition to the Family Centres brand. Much like the circle and dot elements, these line elements are easily threaded through different materials..



Line Element

The white line drawings add a playful and energetic quality to Family Centre assets. These elements can be overlaid on top of an image or applied directly to a coloured background.

There are a variety of line elements available to choose from *(pages 17-21)*. Generally, these line elements should be applied to negative space surrounding a focal point or area of interest. The line elements serve to enhance and interact with an image or text, adding playfulness and movement.

It is important to note that the line elements are intended to be decorative and should be used carefully. Adding too many line elements to an asset may create clutter or confusion.







SINGLE HEART DOT



KISSES



LIGHTENING BOLTS



SQUIGGLY LINES



3 EXCLAMATIONS



101



HAPPY FACE



BEAMS



STRAIGHT DIRECTIONAL LINES 1



NATURE + WEATHER Line Elements









. 3 STARS + DOTS



RAIN DROPS



HAPPY CLOUD

















1

TULIP









ROSE







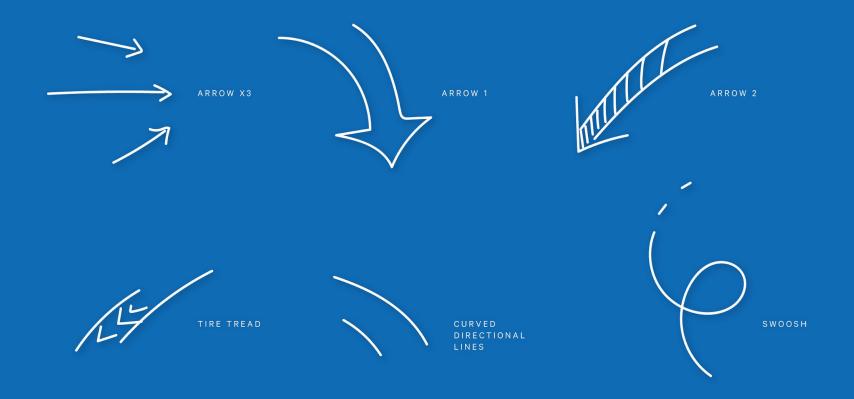






LEAVES





PHOTOGRAPHIC STYLE

The photographic style focuses on the positive relationships and joyful moments that Family Centres foster. Vibrant colours and happy scenes create a playful and energetic aesthetic.





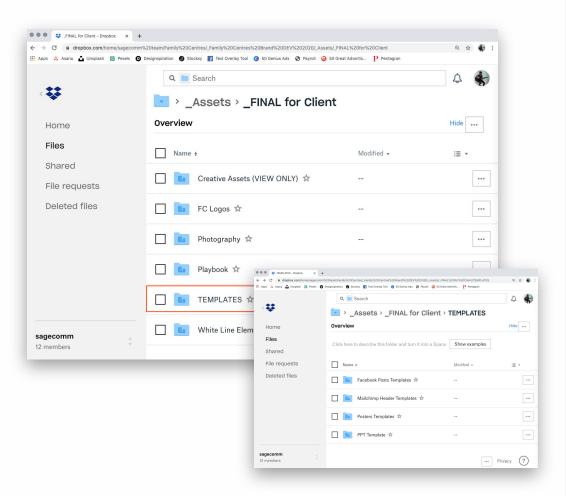
^{*} When choosing photography, be sure to select photos that align with the same style, tone and vibrancy as the photos shown above.

CUSTOM TEMPLATES

Various templates developed for consistent usage of the Family Centres brand

WHAT IS AVAILABLE

All templates and supporting files are available for download through dropbox.com.



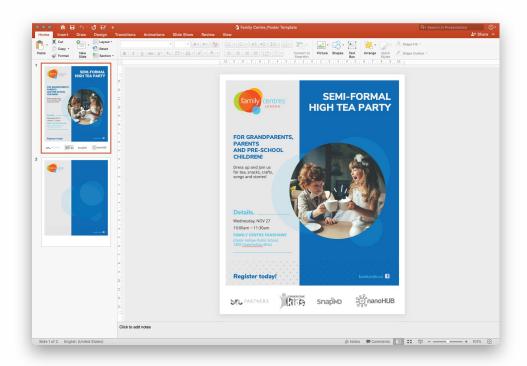
What is Available

Outlined below is a list of what is available for download from <u>dropbox</u>.

- PPT templates
- All Existing Family Centre Logos
- Library of Approved Photography
- White Line Elements + Reference Guide PDF
- Brand Guide + Playbook PDF

PLEASE ENSURE that you download this content to your personal computer before working with any of the templates. The materials available on dropbox.com should remain in their original template form for shared access.

TEMPLATE HOW-TO'S



Poster template created in PowerPoint

Using the Templates

The Family Centre templates have been created using Microsoft PowerPoint. These templates are designed with flexibility and variety in mind. Using these templates, you can easily create beautiful and distinct assets while consistently following the Family Centre brand guidelines.

In order to maintain a consistent look and feel across all Family Centres assets, please follow the instructions set out in this guide.

Template **Do's**

Reference the example slide when creating a new asset.

* the first slide in every template

Choose a different background colour by selecting 'New Slide' from the layout options.

* Facebook Images and Powerpoint Presentation templates only

Add in new images that align with the Family Centre's photographic style.

* Photos that appear in all templates and creative assets are provide for your use

Add white line elements on top of an image or coloured background.

Template **Don'ts**

Change the preset fonts or colours.

Noticeably alter font sizes to accommodate more or less copy.

*Font size can be tweaked slightly, +/- 2 points. Take care with legibility and accessibility.

Resize text boxes or elements within the template.

Rearrange template elements.

Add additional text boxes, images, graphics, or other design elements to the template.

Where + When

ASSET	USAGE
Posters	Print Not for digital or social media use
Facebook Posts	Digital / Social Media
PowerPoint Slides	Digital / Presentations
Email Banners	Digital / E-Blasts

^{*}Print pieces should be printed at 8.5 x 11 (intended size) in full colour, where possible.

^{*}Please DO NOT use print templates for digital/social media purposes and vice versa.







(horizontal image poster template)

familyinfo.ca []

Line drawings can be added as an additional layer on top of the image.

FOR INFANTS AGED 0-12 MONTHS

INFANT PLAYGROUP

Use the editable text boxes to change the copy.

Add in a full colour image.

Join us for an hour of fun & interactive songs and music for you and your baby.

- Childminding available for families with children older than 12 months.
- In partnership with La Rimbambelle, every 3rd Monday of the month enjoy playgroup in French!

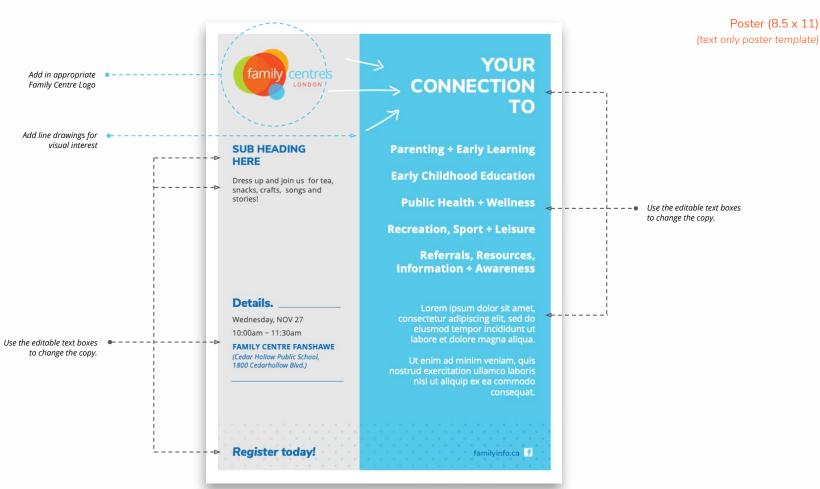
family centres

Details.

Wednesday, NOV 27 10:00am - 11:30am

FAMILY CENTRE FANSHAWE (Cedar Hollow Public School, 1800 Cedarhollow Blvd.) Use the editable text boxes to change the copy.

Add in appropriate Family Centre Logo



family centres Add in appropriate Family Centre Logo Add in a full colour image. **INFANT PLAYGROUP** Join us for an hour of fun & interactive songs and music for you and your baby. For Infants Aged 0-12 Months Details. Every Monday Use the editable text boxes 1:30pm - 2:30pm to change the copy. **FAMILY CENTRE WESTMINSTER** (St. Francis Catholic School. 690 Osgoode Drive) Line drawings can be added as an additional layer on top of the image. Childminding available for families with children older than 12 months. In partnership with La Rimbambelle, every 3rd Monday of the month enjoy playgroup in French! f familyinfo.ca

FACEBOOK POSTS

Background Colour: Available in blue, light blue, green or orange.

> Line drawings can be added as an additional layer on top of the image.

Add in a full colour image, cropped to a circle shape.



(image only - square)

There are five templates for Facebook posts. Three templates are square (1080×1080 pixels) and two are rectangular (1200×628 pixels).

Each of the five template layouts has a distinct design and a specific set of editable elements. All templates are set up with multiple coloured backgrounds to choose from.



(basic - square)



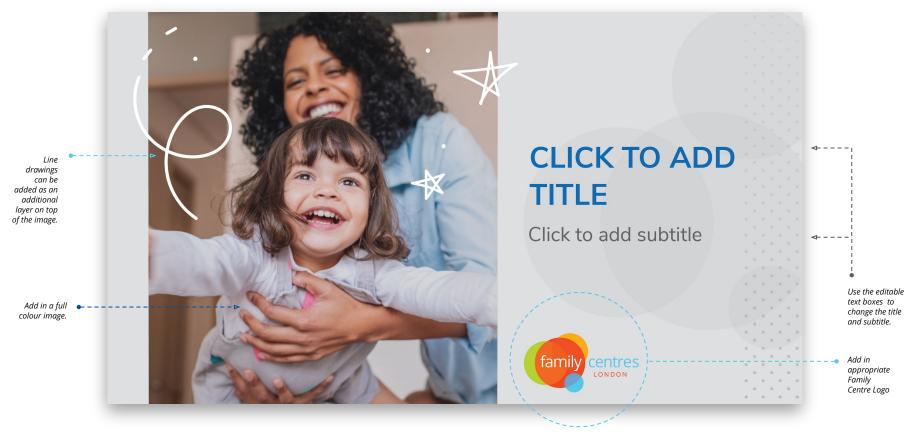
(colour banner - rectangular)

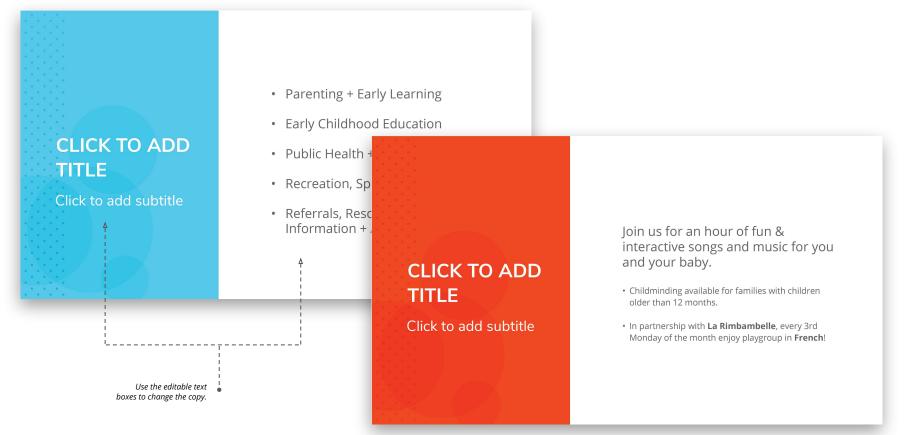




POWERPOINT SLIDES







Add in three full colour images.







PICTURES UP TOP

Childminding available for families with children older than 12 months.

In partnership with **La Rimbambelle**, every 3rd Monday of the month enjoy playgroup in **French**!

Use the editable text boxes to change the copy.



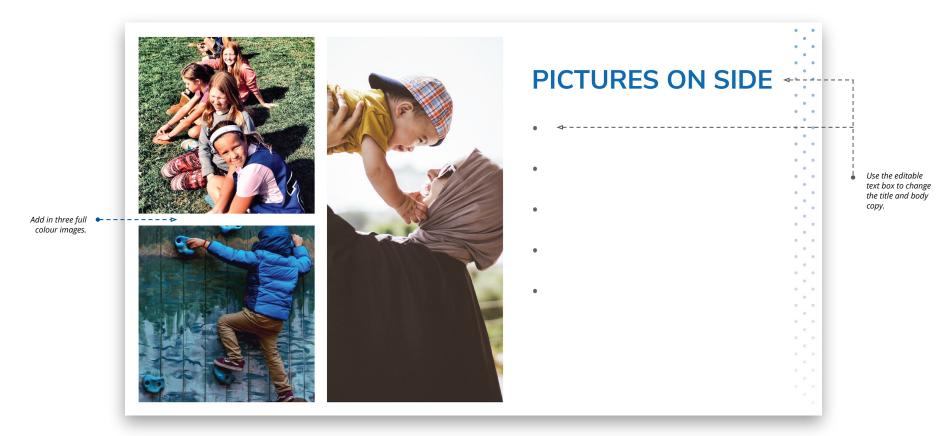
Add in a full colour image.

TITLE HERE

Join us for an hour of fun & interactive songs and music for you and your baby.

- Childminding available for families with children older than 12 months.
- In partnership with La Rimbambelle, every 3rd Monday of the month enjoy playgroup in French!
- Childminding available for families with children older than 12 months.
- In partnership with La Rimbambelle, every 3rd Monday of the month enjoy playgroup in French!

Use the editable text boxes to change the copy.



CLICK TO ADD TITLE

- Parenting + Early Learning
- Early Childhood Education
- Public Health + Wellness
- Recreation, Sport + Leisure
- Referrals, Resources, Information + Awar

to change the copy.

Use the editable text boxes

CLICK TO ADD TITLE

- Parenting + Early Learning
- Early Childhood Education
- Public Health + Wellness
- Recreation, Sport + Leisure
- Referrals, Resources, Information + Awareness

EMAIL BANNERS



Line drawings can be added as an additional layer on top of the image.





Line drawings can be added as an additional layer on top of the image.



CREATIVE ASSETS

Standard, Non-Editable Creative Assets developed for Family Centre communication



Please DO NOT print these asset files at your individual Family Centre.

Creative Assets

A number of non-editable assets have been developed for standard use for ALL Family Centres of London, including: both Family and Partner Brochures, an individual Poster and Postcard, as well as Facebook Cover Photos.

These are available to <u>view</u> in dropbox.com however, if you would like printed versions of the creative assets (apart from the Facebook Cover Photos), please contact Jennifer Smith at *jesmith@London.ca* with your request and she will coordinate printing.

ALL creative asset files are provided with crop marks in place for professional printing capabilities.

Please **DO NOT** print these assets at your individual Family Centre.

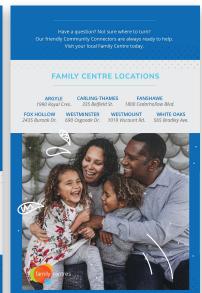
Following these guidelines will help ensure a consistent look and feel across all Family Centres assets, and help us reach more London families.





CONNECTION.

Play. Learn. Have Fun Together.



Family Centres provide a single door to many opportunities available throughout the city that support children, youth, and families just like yours.

Through Family Centres your family can access information, a range of free or low-cost activities, events and programs, and be connected with local resources and services that help make life a little easier.

Families can get connected with information, programs, and services related to:

- parenting and early learning
- education, early childhood education and child care
- · public health and wellness
- · recreation, sports, and leisure

Plus, visiting your local Family Centre is a great way to meet and connect with other parents and families.







YOUR **NEIGHBOURHOOD**

> CONNECTION. Information for Partners



ARGYLE CARLING-THAMES

FANSHAWE 1990 Royal Cres. 335 Belfield St. 1800 Cedarhollow Blvd.

FOX HOLLOW WESTMINSTER WESTMOUNT WHITE OAKS 2435 Buroak Dr. 690 Osgoode Dr. 1019 Viscount Rd. 565 Bradley Ave.



Family Centres provide a single door to many opportunities available throughout the city that support all children, youth, and families in achieving their full potential.

ABOUT FAMILY CENTRES

Through Family Centres and their on-site Community Connectors, families can access information, a range of free or low-cost activities, events, and programs, and also get connected to local resources and services that can help make their lives easier.

Families can get connected with information, programs, and services related to:

- · parenting and early learning
- · education, early childhood education and child care
- · public health and wellness
- · recreation, sports, and leisure

If specific programs or services are not offered on-site, Community Connectors and the team within Family Centres will make referrals and connections to meet a family's interests or needs.

A FAMILY-CENTRED APPROACH

Family Centres were developed by the Family-Centred Service System (a priority of the Child and Youth Network) to make it easier for London's children, youth, and families to participate fully in their community, and to find and receive the services they want and need.

Family-Centred Service System partners join over 170 organizations and benefit from information and resource sharing as well as opportunities for collaboration around this shared vision.

MAKING A REFERRAL

Simply visit or call any Family Centre. For more information, visit Familyinfo.ca.



POSTCARD



YOUR NEIGHBOURHOOD CONNECTION.

Family Centres provide a single door to many opportunities available throughout the city that support children, youth, and families just like **yours**.

For hours, contact and program information, visit Familyinfo.ca.

ARGYLE

1990 Royal Cres.

CARLING-THAMES 335 Belfield St.

FANSHAWE 1800 Cedarhollow Blvd.

FOX HOLLOW

2435 Buroak Dr.

WESTMINSTER

690 Osgoode Dr.

WESTMOUNT

1019 Viscount Rd.

WHITE OAKS 565 Bradley Ave.

POSTER



FACEBOOK COVER PHOTOS











FAMILYINFO.CA













CMYK C 57 M 0 Y 6 K 0 RGB R 88 G 201 B 232 HEX #58C9E8

y Palette FamilyIn



CMYK C 67 M 71 Y 48 K 38 RGB R 76 G 63 B 78 HEX #4C3F4E

CMYK C 91 M 58 Y1 K 0 RGB R 0 G 106 B 179 HEX #006AB3

CMYK C 48 M 2 Y 100 K 2 RGB R 143 G 191 B 60 HEX #8FBF3C

CMYK C 0 M 0 Y 0 K 10 RGB R 230 G 231 B 232 HEX #E6E7E8

Secondary Palette





Icons play an important supporting role on the FamilyInfo.ca website. Icons are a simple tool that can be used to highlight essential content while providing visual interest. They should be playful and minimalistic, utilizing simple, clean lines and a duo-tone colour palette.

Our icon style uses a bright accent colour, paired with a neutral secondary colour and complemented with a subtle offset shadow layer.

These icons make use of simplistic outlined shapes with rounded corners and a consistent line weight. In order to maintain a light and playful feel, these icons should be displayed at a small or medium size and surrounded by plenty of negative space.

It is important to refer to the icons depicted in this Brand Guide when creating additional icons. This will ensure and maintain consistency.

