

## Make It OK Brand Guidelines

Brand & Creative September 2018

### Table of contents

Overview
BRAND IDENTITY5
Mission statement
Tag lines
History
WRITE         7           Voice and tone.         8           Word choice.         8
LOGO
Logos
Affiliated logos 11
Usage rules
Co-branding

DESIGN
Color palette
Typography16
Illustrations/graphics17
Photography
EXAMPLES20
Digital2
Brochure

### Overview

The objective of the Make It OK brand guidelines is to empower our partners to create and use content provided, while still maintaining the brand appropriately. We provide the elements and tools for anyone to access and spread the word through their own Make It OK campaign.

Strong brands require coordination – especially with words and design. Every piece of communication contributes to the overall impression people have of us. We know it can be challenging to follow the rules all the time. But style guides work when they're followed consistently. Do your part to give the user a good, consistent experience.

#### How to use this guide

A diverse team of marketing and communication experts developed these brand guidelines. Each request to update it undergoes many considerations, including:

- Google analytics (search engine results)
- Associated Press (AP) Style
- Industry standards (functional and aesthetic)
- Ability and cost of updating materials and signage

As our presence in the print and digital world changes, our brand guidelines will also evolve. We promise to keep this resource updated with our current best practices.

#### Don't see what you're looking for?

Email us at <a href="mailto:mail

## Brand identity

Our brand identity is who we are. It conveys the value we offer to our partners and communities. Our brand identity is how we show up for those who need our resources. When we're consistent across all of our channels, we tell a story people connect with and build a brand they can trust.

Learn the history and background behind the Make It OK campaign.

### Mission statement

An estimated one in five Americans experience a mental illness. Make It OK encourages people to seek care and helps family members and friends offer support.

### Tag lines

Together, we can Make It OK. Stomp the stigma. Stop mental illness stigma. Join the conversation.

Stop the silence.

### History

The Make It OK campaign was launched in 2013 by HealthPartners<sup>®</sup>, Regions Hospital<sup>®</sup> Foundation, the National Alliance on Mental Illness – Minnesota, and local ad agency Preston Kelly. It is an awareness campaign to reduce the stigma of mental illness by partnering with local communities to empower and inspire conversations and actions.

The <u>makeitok.org</u> website features free tools for communities and organizations including:

- · Stories, quizzes, information videos and resources that can be downloaded
- · An advertising campaign with print, tv, online and radio commercials
- A series of five documentaries on Twin Cities Public Television that tell the personal stories of people living with mental illnesses
- A tool kit for Make It OK presenters that includes posters, articles for newsletters and information on how to lead a meeting

In 2016, HealthPartners took the campaign to a broader national audience by sponsoring a podcast – "The Hilarious World of Depression" – on Minnesota Public Radio. The podcast series, created by radio personality John Moe, features comedians talking about their personal experiences with depression and other mental illnesses.

## Write

The Make It OK brand voice is the attitude conveyed by our written and spoken communication. Simply put, our voice is our personality. It's what people hear when we speak to them or envision when they read our copy. Consistently using our voice and dialing in the right tone will help us be the kind of brand that people in the community want to have a lasting relationship with.

### Voice and tone

Make It OK uses positive voice and appropriate terminology. While we will address the statistics, symptoms or outcomes related to mental illnesses, it is not our focus. Rather, we redirect the conversation, to treatment, help, resources and encouraging conversations. All of which help people get better and reduce stigma.

### Word choice

Crazy. Unhinged. Psychotic. These are all insults that are unfairly used when describing someone living with a mental illness. And they are clearly inappropriate. But there are also many other terms that could be offensive.

While some people may or may not mind some of these words, it's good practice to always be considerate. The more we work toward being thoughtful and showing respect, the closer we get to ending stigma that surrounds mental illnesses.

Something as simple as swapping a word or two can make a big difference when it comes to addressing mental illnesses. Here are a few examples:

INSTEAD OF	TRY
Mental illness	Mental illnesses/A mental illness
Afflicted by mental illness Suffers from mental illness A victim of mental illness	Living with a mental illness
Mentally ill person Person who is mentally ill	Person with a mental illness Person living with a mental health issue
Schizophrenic Psychotic/disturbed/crazy	Person living with schizophrenia Person experiencing psychosis, disorientation or hallucination
Normal behavior	Usual behavior/Typical behavior
Substance abuse	Substance use disorder
Committed suicide	Died by suicide/Lost by suicide

Visit <u>healthpartners.com/hp/healthy-living/healthy-living-blog/mental-illnesses-terms-to-use-terms-to-avoid.html</u> for more information.

## Logo

In this section, you'll learn about our logo, its graphic design standards and attribution requirements. We created these standards by considering functional and aesthetic factors. Use them for continuity, quality, and a clear, consistent identity for Make It OK. For more guidance or for specific logo files, contact your Make It OK partner or email us at <u>makeitok@healthpartners.com</u>.

### Logos

#### Standard horizontal logos with " .org"

Whenever possible, use the two-color version of the Make It OK logo with "...org" and place it on a white or very light background.





Two color – preferred

One color

#### Standard horizontal logos without " .org"



Two color – preferred



One color

#### Stacked vertical logos



Two color - preferred

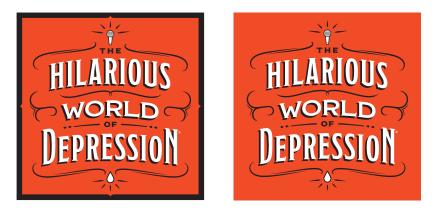


Black background

### Affiliated logos

#### The Hilarious World of Depression

The border is optional – up to the designer's discretion. The registration mark after the "N" should be used whenever it can appear legibly.



NAMI-MN









#### HealthPartners





### Usage rules

#### **Clear space**

To ensure readability and visibility, the Make It OK logo should be kept clear of competing text, images and graphics. It should be surrounded on all sides by a clear space defined by the cap height of the "M" in "Make" as indicated below. When determining the clear space above and below the logo, place the defining box above and below "OK," and not at the edge of the green circle. This will yield a more narrow clear space vertically than horizontally.



#### Minimum size

The copy in the logo should never appear smaller than 0.125 inches or 9 pixels.



#### Incorrect use

Protecting the integrity of the Make It OK logo is important. Correct use of the logo ensures brand consistency. The logo art should be use as provided and not altered in any way, such as shown in the incorrect examples below.



Do not distort or stretch



Do not change the colors



Make It OK.org

Do not reposition elements



Do not make it transparent



Do not apply any special effects



Do not change the size relationship of elements



Do not change the typeface



Do not add a border

### Co-branding

Presenting organizations can add their own logos to Make It OK materials, along with the HealthPartners logo with or without the words "Made possible by" (set in Lato Regular, all caps, and tracked at 75). HealthPartners only requires accreditation if another health organization is presenting or sponsoring the Make It OK materials. Otherwise, it is preferred if space allows.

Logos should always be placed on white or a light background. Either the vertical or horizontal HealthPartners logo may be used – whichever pairs well with the organization's logo. The clear space of all logos should be respected. Separate the logos with a thin 50% opacity black rule.





#### **Attribution requirements**

If modifications are made to co-branded Make It OK materials, the following statement must be included in your modification: "The Make It OK campaign is made possible by HealthPartners, Inc."

## Design

You'll find info about our visual components, including colors, typography, illustrations/graphics and photography.

### Color palette

#### Logomark colors



120, 190, 32



#### Secondary colors



#f99713

249, 151, 19

DARK ORANGE

LIGHT ORANGE #ff5f3d 255, 63, 61



LIGHT BLUE #0099e6 0,153,230



DARK BLUE #01679b 1,103,155



GRAY BACKGROUND #f9f9f9 249, 249, 249

GRAY **TEXT BOX** #f2f2f2 242, 242, 242

### Typography

#### Lato

Free Google font, available at: latofonts.com/lato-free-fonts

Lato – Light ABCDEFGHIJKLMNOPQRSTUVWYXZ abcdefghijklmnopqrstuvwyxz 1234567890

Lato – Light Italic ABCDEFGHIJKLMNOPQRSTUVWYXZ abcdefghijklmnopqrstuvwyxz 1234567890

Lato – Regular ABCDEFGHIJKLMNOPQRSTUVWYXZ abcdefghijklmnopqrstuvwyxz 1234567890

Lato – Bold ABCDEFGHIJKLMNOPQRSTUVWYXZ abcdefghijklmnopqrstuvwyxz 1234567890

Lato – Black ABCDEFGHIJKLMNOPQRSTUVWYXZ abcdefghijklmnopqrstuvwyxz 1234567890

#### Arial

If Lato cannot be obtained or uploaded to your computer, please use:

#### Arial – Regular

ABCDEFGHIJKLMNOPQRSTUVWYXZ abcdefghijklmnopqrstuvwyxz 1234567890

#### Arial – Regular

ABCDEFGHIJKLMNOPQRSTUVWYXZ abcdefghijklmnopqrstuvwyxz 1234567890

### Illustrations/graphics

#### Background

Use in layouts that feature photography. See <u>Photography</u> for examples.



#### Primary talk bubbles

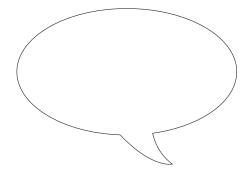




This blinking dots bubble represents digital texting and should be used to communicate that context.

#### Secondary talk bubble

This bubble will continue to be used in photography, but is being phased out in non-photo materials.



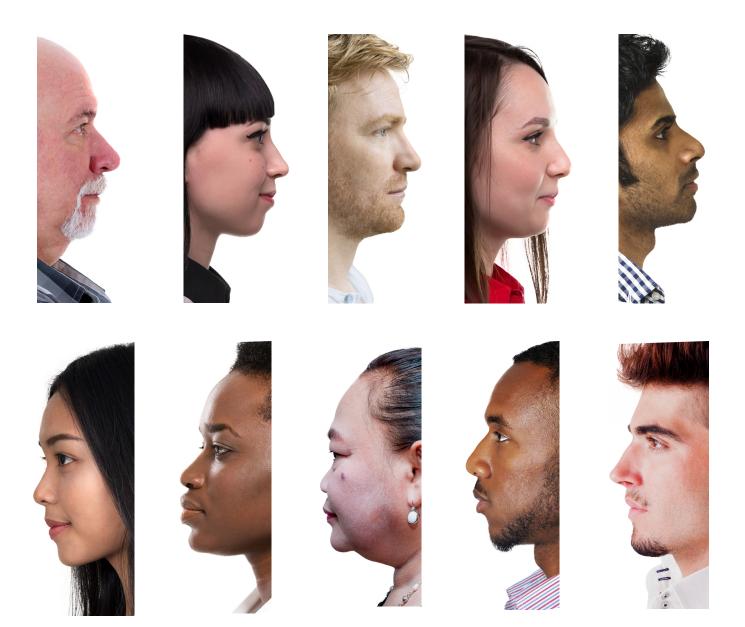
## Photography

### Scenes



#### **Profile heads**

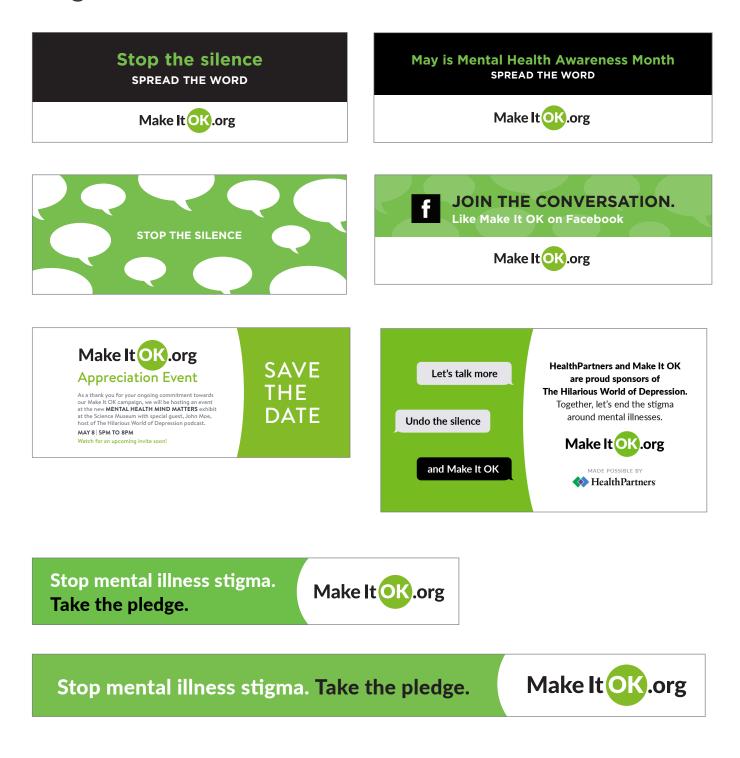
Use full on profile (no angles), eyes open, looking straight ahead, no shadow and no background.



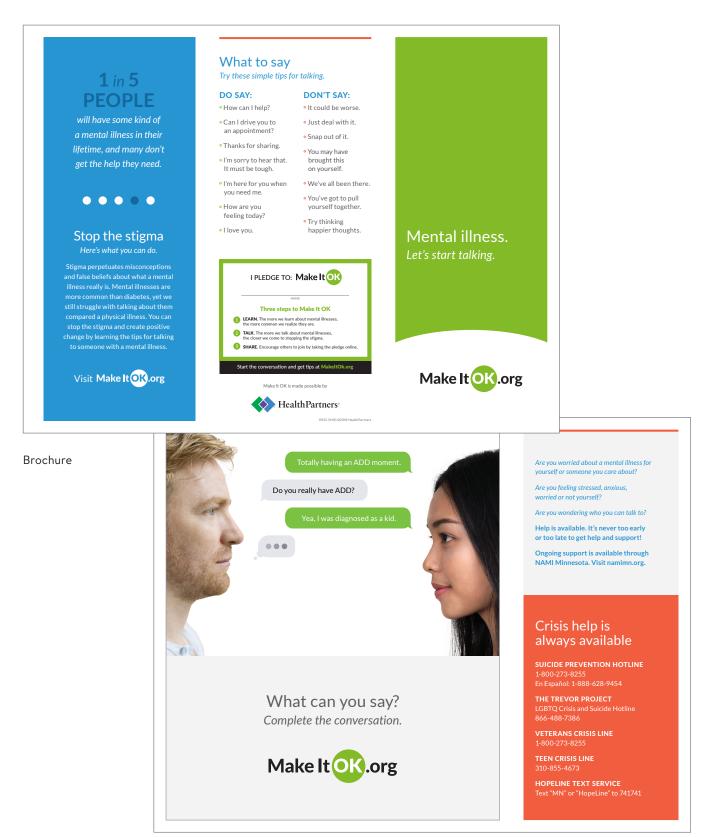
# Examples

Application of the brand in many forms.

### Digital



### Brochure



### Other printed pieces

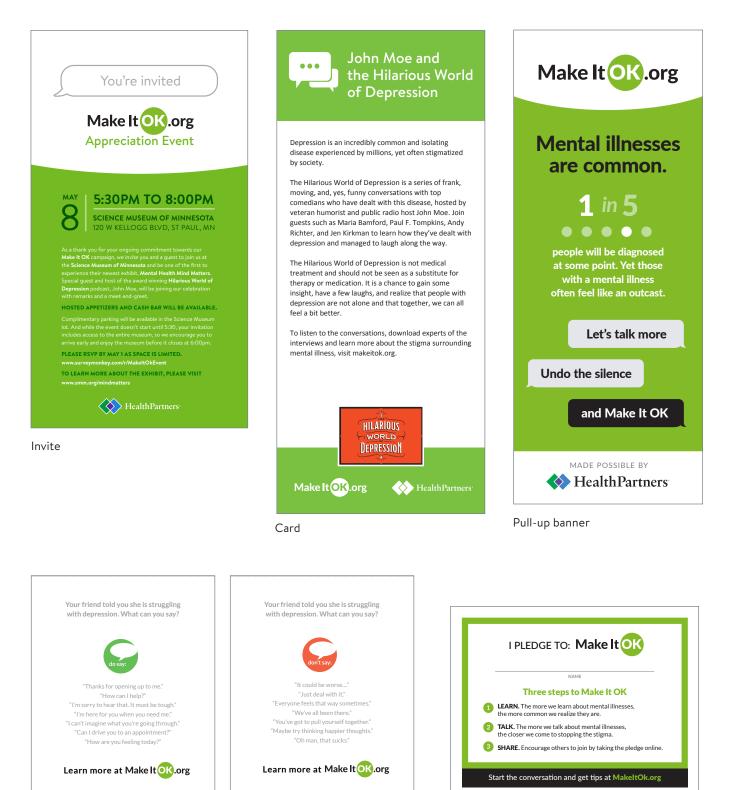


Table tent - front

Table tent – back

Card

### Examples with photography



## Still giving mental illness the silent treatment?

### Make It OK.org

MADE <u>POSSIBLE BY</u> <u>Public Health</u> HealthPartners

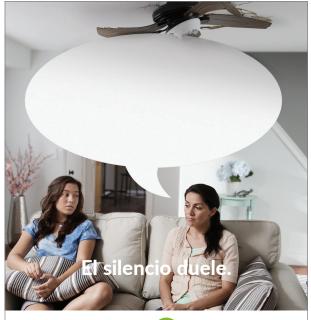
Billboard



Bus side



Monitor





#### DIGA

"Gracias por abrirte conmigo." "¿Puedo hacer algo para ayudar?" "¿Cómo puedo ayudar?" "Gracias por compartirio." "Lamento escucharlo. Debe ser difícil." "Estoy aquí para cuando me necesites." "No puedo imaginar por lo que estás pasando." "Uno puede mejorar." "¿Puedo llevarte a una cita?" "¿Cómo te sientes hoy?" "Te quiero mucho."





#### WHAT TO SAY

"Thanks for opening up to me." "Is there anything I can do to help?" "How can I help?" "Thanks for sharing." "I'm sorry to hear that. It must be tough." "I'm here for you when you need me." "I can't imagine what you're going through." "People do get better." "Oh man, that sucks." "Can I drive you to an appointment?" "How are you feeling today?" "I love you."

#### Poster



Card

Make It OK.org

#### WHAT TO SAY

Thanks for sharing. How can I help? I'm sorry to hear that. It must be tough. Can I drive you to an appointment?

Things will get better.

How are you feeling today?

I'm here for you when you need me.

Poster

### Promotional items



Pens

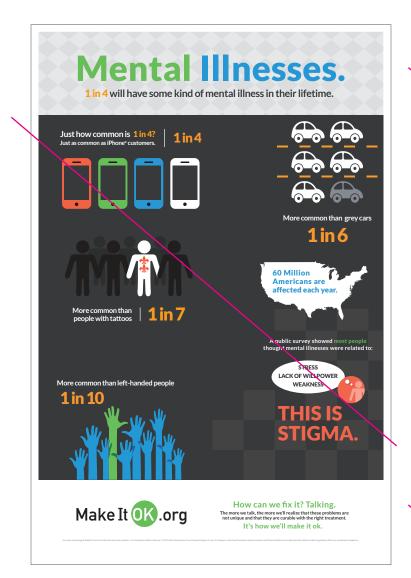


Frisbee

See cut	fold
tips for talking	more tips for talking
<ul> <li>Stop the silence</li> <li>If someone discloses that they have a mental illness, they are opening up to you in a big way. Ask questions, show concern, but keep the awkward silence at bay.</li> <li>Be nice</li> <li>It sounds simple enough, but try to say the right things with openness, warmth and caring.</li> </ul>	<b>Don't ignore it.</b> Don't be afraid to ask about the well- being of another if you think they might be hurting. Trust your senses. <b>Offer help</b> Everyone is different. They may want very specific help or no help at all. Either way, you can always ask and be open to the answer.
Listen The fact that you are there can make a world of difference, so in your conversation, try to err more on the side of listening.	Keep the conversation moving It's ok to talk about other things to keep silent lulls out of conversation; as long as they know you're completely open to revisiting the topic later.
Keep in contact Offer availability by phone, text, email, or time to meet up. Just be there.	Tell your friends about Make ItoK.org

Card

### Inappropriate examples



#### Poster

- · Diamond pattern is no longer a brand element
- · Clip art style is not consistent
- Includes old logo



#### Card

- Diamond pattern is no longer a brand element
- Includes old logo



#### Ad

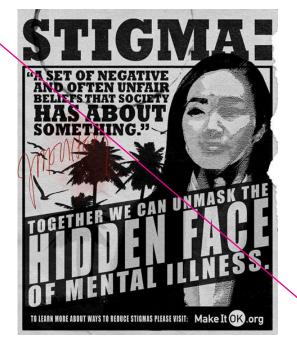
- Rounded corners are no longer a brand element
- Includes old logo





#### Brochure

- Font is not Lato
- Pink color is not in brand palette
- Margins are too tight
- The Hilarious World of Depression logo is too small
- Make It OK logo is used on a pink background
- Old logo



#### Poster

- Style does not match brand look
- Colors are not in brand palette
- Font is not Lato
- Graphics are not brand elements
- Make It OK logo is used on a black background
- Old logo