



# WELCOME TO THE QUICK REFERENCE GUIDE FOR THE FINANCIAL ALLIANCE FOR WOMEN

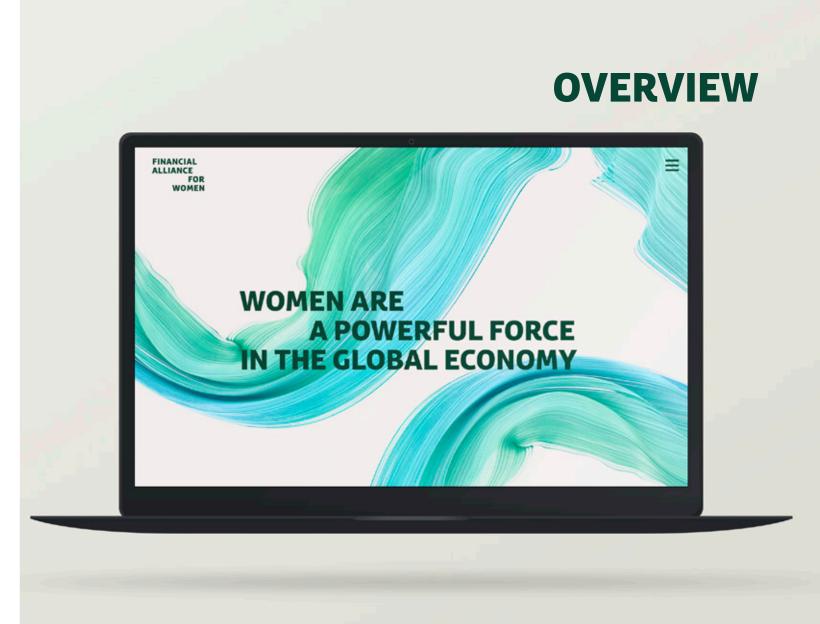
As our organization continues to evolve, it is up to each of us to ensure that we communicate this essence with clarity and consistency at every level.

We've tried to keep this style guide short and to the essential elements, so you know what's important.

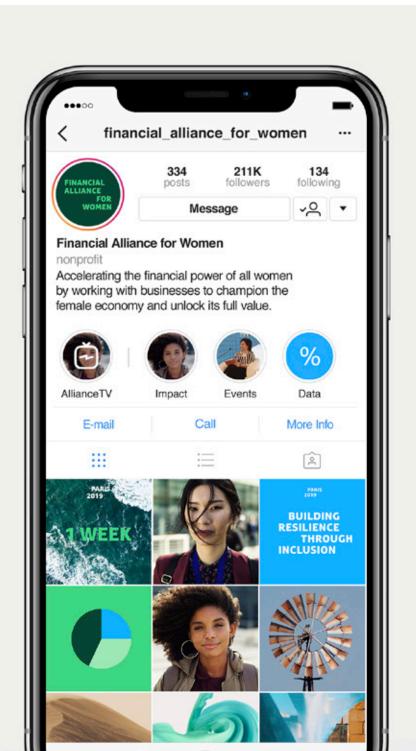
Let's get started!

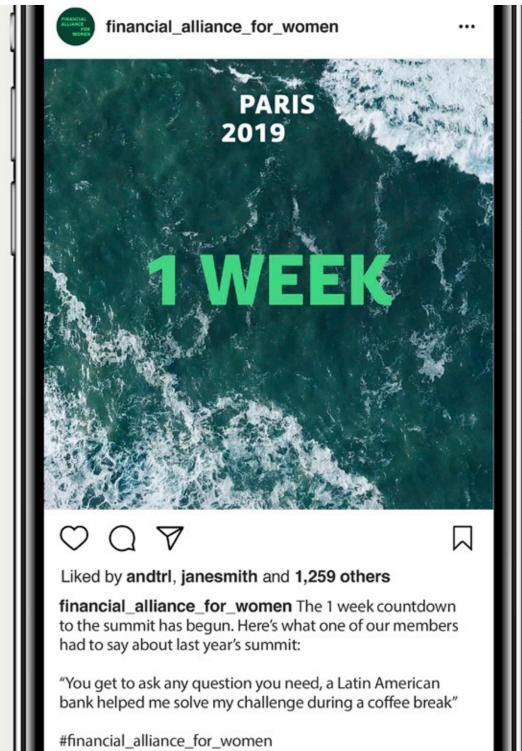








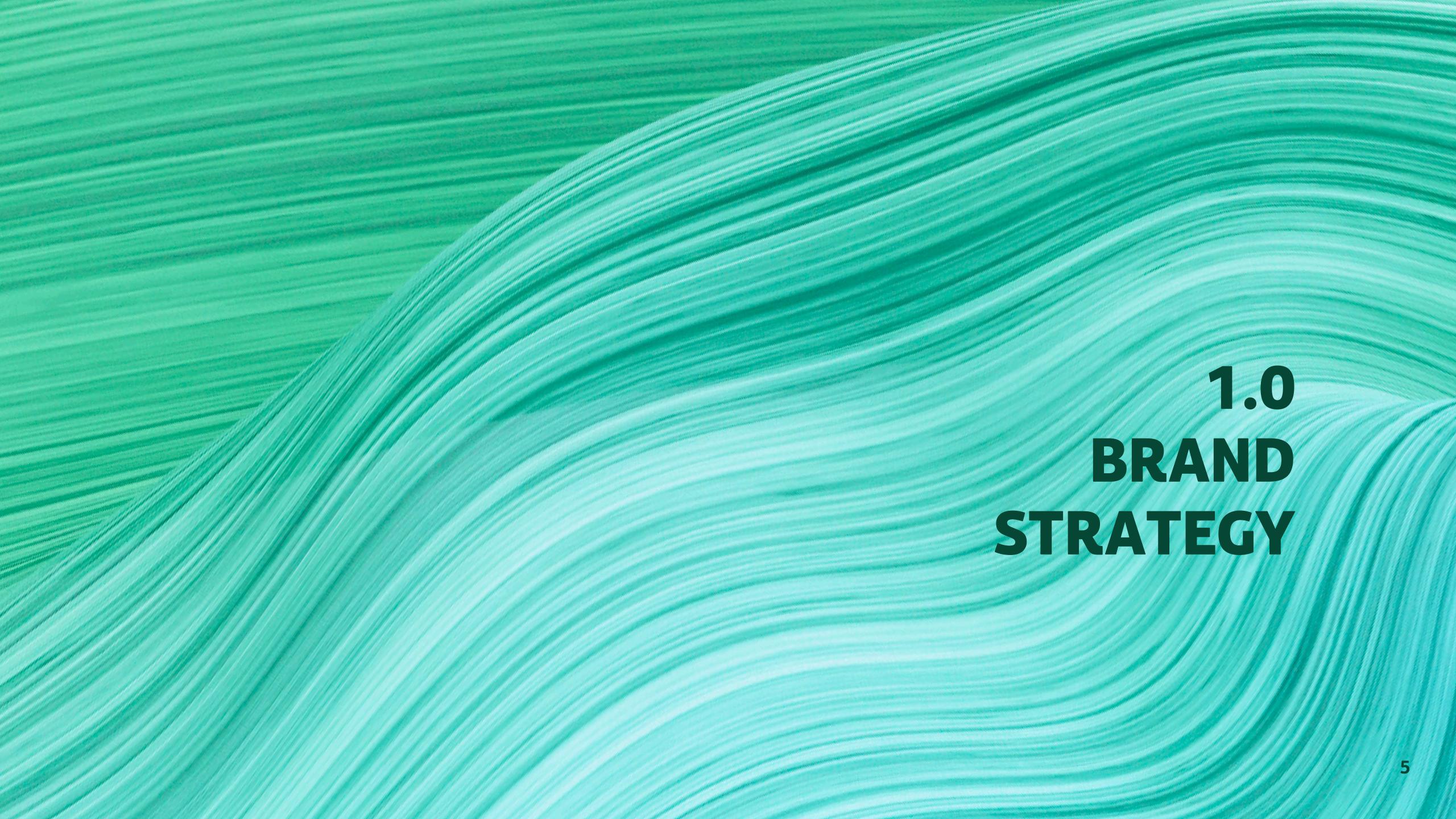






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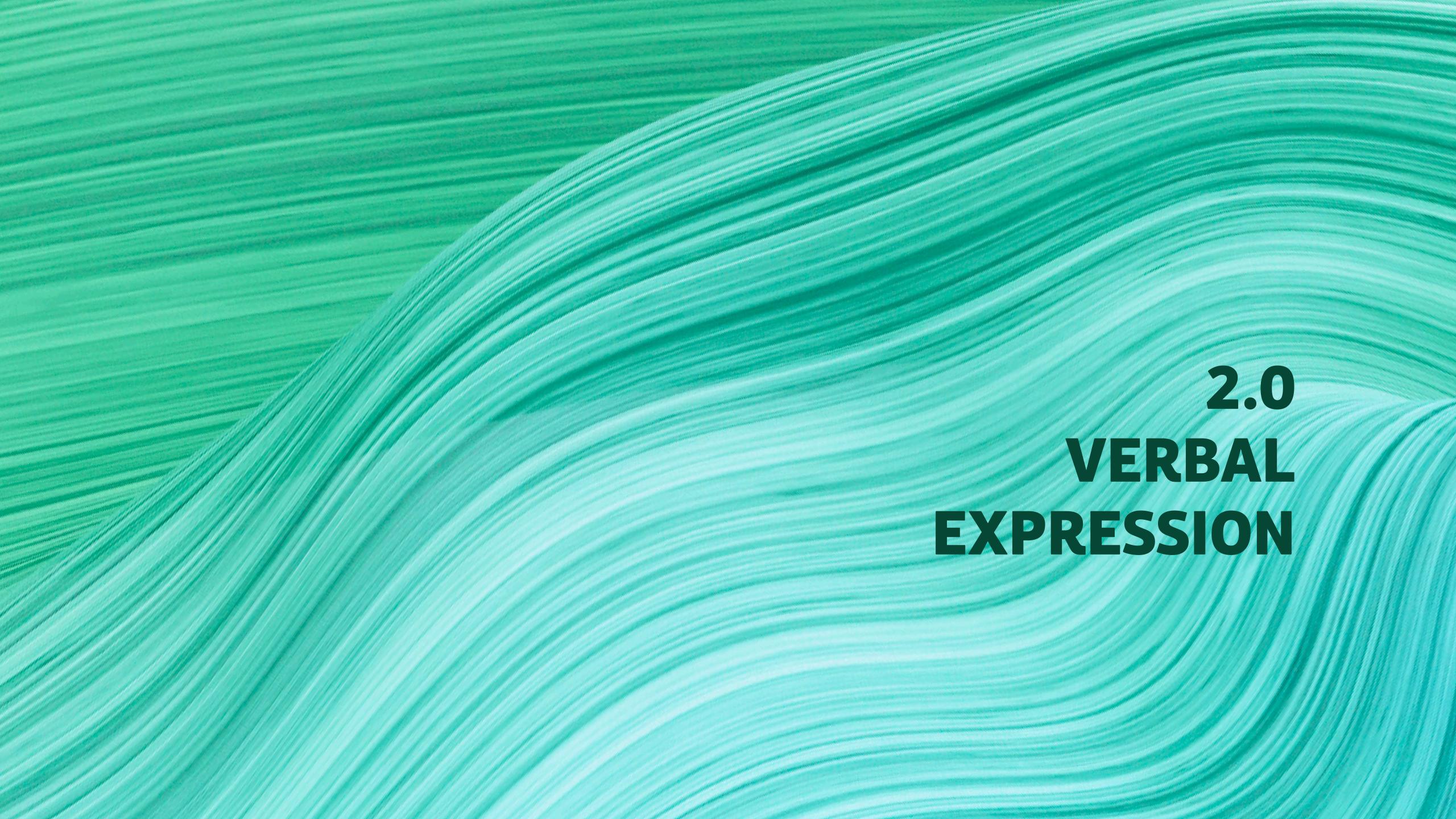
#### **OUR MISSION**

Accelerating the financial power of all women by working with organizations to champion the female economy and unlock its full value.

#### **OUR PERSONALITY**

# CATALYSTS FOR TRANSFORMATION

Communicating the leadership role we take in sparking and fueling transformation, helping financial leaders convert vision into action



# VOICE + MESSAGING = OUR VERBAL EXPRESSION

Voice is how we sound, messaging is what we say. Together, they bring our brand to life through language.

#### **Voice: the HOW**

How you sound. Your manner, style and tone.

The words you choose and the way you express yourselves.

#### **Messaging: the WHAT**

What you say. Your content. The actual information you convey.

The most important things to tell the world about the Financial Alliance for Women.

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#### **VERBAL CHARACTERISTICS**

#### **DRIVEN**

What we write and say should build trust that we're experts in action

#### **APPROACHABLE**

What we write and say should make everyone feel part of the journey

#### **CHARISMATIC**

What we write and say should inspire people to join us

IS
Assertive
Insightful
Contemporary

#### ISN'T

Domineering Academic Colloquial

#### IS

Empathetic Helpful Straightforward

#### ISN'T

Intimate Meek Simplistic

#### IS

Optimistic
Vibrant
Compelling

#### ISN'T

Rose-tinted Pushy Insincere

#### **DRIVEN**

# What we write and say should build trust that we're experts in action

IS	ISN'T
Assertive Insightful	Domineering Academic
Contemporary	Colloquial

#### **PRINCIPLES IN PRACTICE**

#### **STRUCTURE**

- Always switch passive sentences to active ones, which are more direct and impactful e.g. education affects women's success, not women's success is affected by education
- Show the decisive action we're taking today by using the –ing form of the verb e.g. accelerating not to accelerate, championing not to champion
- Command gravitas by focusing only on 1 or 2 powerful stats / facts, and fully explaining their relevance and implications

#### **LANGUAGE**

- Express opinions confidently and avoid words that weaken them, e.g. just, maybe, possible, perhaps, could
- Reflect modern linguistic preferences, which feel fresher and less formal e.g. while not whilst and contractions, isn't not is not, we'll not we will (unless used deliberately for emphasis)
- Incorporate relevant new terms to demonstrate cutting edge cultural insight e.g. emotional labor

#### **APPROACHABLE**

# What we write and say should make everyone feel part of the journey

IS	ISN'T
Empathetic	Intimate
Helpful Straightforward	Meek Simplistic

#### PRINCIPLES IN PRACTICE

#### **STRUCTURE**

- Write clear, concise sentences that get to the point quickly and can be easily scanned e.g. here are their stories not these are some of their stories
- Break up blocks of dense text with subheadings, bullet points, figures and personal quotes from individuals

#### LANGUAGE

- Be globally understood by substituting jargon and complex words for common ones e.g. use not utilize, start not commence. If technical or unfamiliar language must be used, consider a glossary
- Avoid acronyms but if required, always use the full phrase with the acronym in brackets for the first use to ensure comprehension
- Remove unnecessary linguistic filler to shorten phrases e.g. to make impact not in order to make impact
- Only use our name (3rd person) a few times per piece, then switch to the more relatable we (1st person)

#### **CHARISMATIC**

# What we write and say should inspire people to join us

IS	ISN'T
Optimistic Vibrant Compelling	Rose-tinted Pushy Insincere

#### PRINCIPLES IN PRACTICE

#### **STRUCTURE**

- Start sentences positively with the vision, impact, or opportunity rather than the problem. When describing a problem, limit negative phrases
- Crystallize actions, ideas and goals into pithy soundbites e.g. championing the female economy
- Use punctuation to create rhythm: commas create pauses, and a dash can create pace, but avoid exclamation marks and ellipsis (...)
- Pose engaging rhetorical questions to capture attention, and always follow with a solution or approach to demonstrate expertise

#### LANGUAGE

- Choose uplifting, emotive adjectives, e.g. more prosperous futures and strong verbs e.g. drive growth not contribute to growth
- Start sentences punchily with and, so, because, but

## FLEXING OUR VOICE: CONTENT PURPOSE

We're always a combination of all of our verbal characteristics but sometimes we might dial one or two characteristics up to convey our message more effectively. These suggestions are guidance, rather than unbreakable rules.

#### **DRIVEN**

What we write and say should build trust that we're experts in action

#### **APPROACHABLE**

What we write and say should make everyone feel part of the journey

#### **CHARISMATIC**

What we write and say should inspire people to join us



Most appropriate for content that exposes the problem and connects insights to firm action.



Most appropriate for content focuses on our Alliance aspect, the impact we make together, and the strength of the business case in a "no-brainer" way.



Most appropriate for content that sets a vision for the world, as a call to action, and the balance to more hard-hitting facts and problem-setting.

# FLEXING OUR VOICE: CHANNELS

We're always a combination of all of our verbal characteristics but sometimes we might dial one or two characteristics up to convey our message more effectively. The bars below are guidance, rather unbreakable rules.

#### **SOCIAL MEDIA**



- As the least formal medium, this is where APPROACHABLE and CHARISMATIC can really shine
- DRIVEN still has a role consider how effective this characteristic can be when conveying hard-hitting stats
- Since social media works best with shorter content, pick one pithy sound bite from the master narratives, you can always link to a longer form [link in bio]





- Press releases act as official announcements.
   Prioritize DRIVEN and APPROACHABLE to convey information and simply
- Start with relevant copy from the master narratives to frame the announcement, or simply state the mission of the organization.

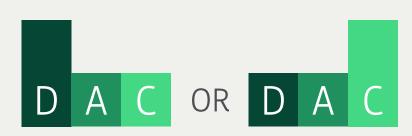




- Speeches are a more formal medium and rely on the speaker connecting with the audience.
   Play to the speaker's strengths and comfort level
- More serious, business-minded audiences prioritize DRIVEN
- For more impact-minded audiences, consider how CHARISMATIC might inspire and motivate







## FLEXING OUR VOICE: SPECIAL CHANNEL CASES

#### **SOCIAL**

- As the least formal medium, we can relax our tone and become more conversational, but we never stray into being unprofessional or overfamiliar
- Use emojis sparingly to reinforce or celebrate a positive message. We recommend hands (always yellow to avoid singling out any particular skin color) and flags only, e.g.



#### **PRESS RELEASES**

• Press releases often appear out of context, so always use the third person instead of first person (Financial Alliance for Women, or the Alliance, instead of we or us)

#### **SPEECHES**

- Speeches are a more formal medium, so consider whether contractions still feel appropriate
- Speeches are special because they're read aloud, creating a more direct human connection. When writing a speech, always think about how the words will sound: how fast does the speaker speak? What language would feel natural in their voice? Would longer sentences sound better? This doesn't mean ignoring our tone of voice, it just means 'flexing' so that the speech sounds authentic to the speaker and to us

# VOICE + MESSAGING = OUR VERBAL EXPRESSION

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Voice: the HOW

How you sound. Your manner, style and tone.

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#### **Messaging: the WHAT**

What you say. Your content. The actual information you convey.

The most important things to tell the world about the Financial Alliance for Women.

### We want to start owning certain terms and avoiding others

AVOID	OWN	
EMPOWERING	CHAMPIONING; ACCELERATING; ADVANCING; SUPPORTING	Empowerment feels like an empty promise. What we do is robust and measurable, and builds on the power that women already have.
RISK-AVERSE	RISK-CONSCIOUS; RISK-AWARE	Women are not anti-risk, but they do generally require more information before making significant financial decisions.
WOMEN'S MARKET	FEMALE ECONOMY; THE WORLD'S LARGEST, FASTEST GROWING MARKET	Has more gravitas and feels explicitly financial. It's also the common shorthand within the space so it's important for SEO.
WOMEN'S MARKET PROGRAM	FINANCIAL EXPERIENCES [FOR WOMEN]	Offers a more holistic and aspirational way of talking about financial products and services. Can be preceded by an adjective, e.g. elevated, quality, innovative. Use "womencentered products / services / strategies" etc to add pragmatic detail when necessary.
THE RIGHT THING TO DO	WIN-WIN APPROACH	Important to always focus on the commercial and never stray into philanthropy-related language.

#### OWNABLE LANGUAGE

#### OWN

CREATE AND CONTROL MORE [OF THEIR OWN] WEALTH	Pithy way of summing up women's increasing financial power.
ECONOMIC INDEPENDENCE	Offers a way of talking about the personal and social benefits of financial power.
ACROSS THE FULL SPECTRUM OF WOMEN	Encompasses our differentiated perspective on full financial inclusion.
TRANSFORMATIONAL OPPORTUNITY	Strong, true to the female economy and points back to our personality and visual identity.

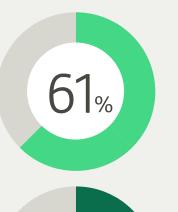
#### **WRITING WITH DATA**

Data is critical to the business case and the audiences we engage with. It needs to be woven throughout everything we write but not in a way that distracts from the story. Here are a few easy fixes to make our data work even harder for us.

#### 1

When using words and data together, separate them as much as possible so people can easily scan, and avoid repeating numbers - let the data vis do the talking

#### Before

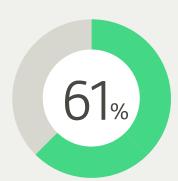


58%

61% of US women across all segments would rather talk about their own death than money <sup>22</sup>

58% of HNW women globally defer to their spouse on important financial decisions <sup>23</sup>

#### After



Would rather talk about their own death than money (US women)<sup>22</sup>



Defer to their spouse when it comes to important financial decisions (HNW globally)<sup>23</sup>

#### **WRITING WITH DATA**

Data is critical to the business case and the audiences we engage with. It needs to be woven throughout everything we write but not in a way that distracts from the story. Here are a few easy fixes to make our data work even harder for us.

#### 2

Use as few words as possible to communicate the point, less is often more and allows people to focus on the impact of the numbers

#### **Before**



#### **CONSUMER BEHAVIO**

- Women control \$20T of consumer spending *(CTI)* This is expected to rise to \$28T by 2018 *(BCG)*
- women make upto 80% of consumer decisions



#### ENTREPRENEURSHIP

- 98 million total women around the world are running established businesses (GEM)
- Women entreptreneurs bring in 20% more revenue with 50% less money invested (HBR)



#### WEALTH

- Women in the US will inherit \$29 trillion in intergenerational wealth in the next 40 years (Boston College)
- In emerging markets, women's income is growing at 8.1% compared with 5.8% for men (Deloitte)

#### **After**



#### Women are in control...

- 80% of consumer decisions
- \$20T consumer spending today
- •\$28T by 2018



#### They're strong entrepreneurs...

- 98 million total
- 20% more revenue
- 50% less money invested



#### And smart wealth accumulators...

- 8.1% growth in emerging markets
- 5.8% growth for men, in comparison
- \$29T inherited in the next 40 years

#### WRITING WITH DATA

Data is critical to the business case and the audiences we engage with. It needs to be woven throughout everything we write but not in a way that distracts from the story. Here are a few easy fixes to make our data work even harder for us.

#### 3

When using word-driven insights, get to the point as quickly as possible and work to create a narrative if you can

#### **Before**

WOMEN ARE GREAT SAVERS

They're 16% more likely than men to save for the future expenses

WOMEN ARE PRUDENT BORROWERS

They're more likely to pay back loans

WOMEN ARE LOYAL CUSTOMERS

When satisfied
with a banking
experience a
woman will tell 9
other people about
the bank

WOMEN
PURCHASE MORE
PRODUCTS

They buy 21% more products per customer than men on average

#### After

WOMEN ARE GREAT SAVERS

They're 16% more likely to save for the future

WOMEN ARE
PRUDENT
BORROWERS

They're more likely to repay loans

WOMEN ARE LOYAL CUSTOMERS

They'll tell 9 other people when satisfied with a banking experience

WOMEN
PURCHASE MORE
PRODUCTS

They buy on average 21% more financial products

## BEFORE AND AFTER EXAMPLE

#### **BEFORE**

To achieve this, Westpac re-examined its approach to segmentation and positioning. Its research revealed that 70 percent of Australians who switched banks had a significant life event occur in the previous year. Taking a deep look into the customer journey and key life moments enabled the bank to discover what truly matters to Australians and how they experience critical events in their lives. Westpac looked at complaints, compliments and Net Promoter Score feedback to learn the pain points in people's lives, what the bank was doing well to help overcome them and where it needed to improve.

#### **AFTER**

After in-depth research revealed that 70% of Australians who switched banks had experienced a significant life event in the previous year, Westpac decided to overhaul its approach to segmentation and positioning. Understanding how critical events impact decision-making helped them see the customer journey in a completely new light. They examined complaints, compliments and Net Promoter Score feedback to fully appreciate the pain points in people's lives, where the bank was doing well, and where to improve.

#### **WHAT'S CHANGED?**

#### **DRIVEN**

- Eliminate passive voice
- Energetic, precise word choice

#### **APPROACHABLE**

- Demonstrate empathy
- Simple language

#### **CHARISMATIC**

- Pithy impact statements
- Confident, conversational asides

#### **BOILERPLATE**

- We're the leading members' network of financial organizations dedicated to championing the female economy—the world's largest, fastest growing market, and yet one that remains
- b untapped. As a unique network with members from over 135
- countries, we share the ambition of unlocking the full value of the female economy.
- Everything we do is based on a win-win approach where financial organizations grow their businesses by accelerating women's
- e financial power.
  - From creating real and digital platforms where members can
- learn from each other's on the ground experiences, to publishing
- g our own proprietary data and research, and advocating for global
- policy change, everything we do is intended to inspire and equip our members as they design and refine women-centered
- products, services and strategies to bring about a new paradigm in women's financial experiences.

- a Strong pithy intro to capture attention
- Address tension from the start
- Demonstrate global scale
- d Showcase the win-win business case for members and women
- e Echo language from our mission
- f Avoid corporate and passive phrasing
- g Drive clarity about our specific services
- b Embed passion and purpose
- Write about products and solutions in a more holistic and ownable way but add functional details where necessary "women-centered products / solutions / strategies" etc

- [title] The transformational opportunity of the female economy
- [1st subheading] The female economy is a bigger growth market than China and India combined, and yet the financial industry is
- still only beginning to unlock its full value. Why?
  - [body text] With women making up to 80% of consumer decisions, running over 98 million businesses, and set to inherit
- d trillions of dollars over the next few decades, the demand for
- elevated financial experiences designed for women has never been higher, and will only continue to grow.
- And yet, supply remains low. Globally and across the spectrum, most women are underserved by financial services if they're served at all.

- Optimistic and intriguing title
- b Argument broken down into 5 sections composed of subheading and body text
- Cut straight to the tension of the huge untapped opportunity of the female economy
- d Stack compelling stats to paint a "no-brainer" case
- e If more pragmatism is needed around financial experiences, add "womencentered products / solutions / strategies" etc
- f Introduce notion of full spectrum of women

- [2nd subheading] Myths hold the financial sector, and women, back.
  - [body text] Many products and solutions have been designed with an unintentional gender bias. Or designed under the assumption that men and women have the same financial
- needs. It's time to take a closer look.

- [3rd subheading] But the facts show that women are an exceptionally strong investment.
- [body text] Not only do women present less lending risk in general, they're more likely to reward companies who meet their expectations.

- a Persistent myths are a barrier
- Approach stats in a revelatory way so it doesn't feel like we're blaming anyone
- Set up tension between the myths and the facts that show that women are actually great customers

- [4th subheading] How we work together is as important as why we do.
- [body text] We're the leading members' network of financial organizations dedicated to championing the female economy.
- © Everything we do is based on a win-win approach where financial organizations grow their businesses by accelerating women's financial power.
- We work closely with our members, openly sharing our business case blueprint and proprietary data and research. And members also work closely with each other, learning from the invaluable on the ground experiences of other members across diverse markets.
- By combining these rich insight sources, our members are
- constantly designing and refining financial experiences that serve women across the full spectrum.

- a Position ourselves and our approach as more central to the solution
- Echo language from the new mission / boilerplate
- Introduce our win-win approach
- d Articulate the different ways that we're helping our members succeed
- e What our members actually doing
- If more pragmatism is needed around financial experiences, add "women-centered products / solutions / strategies" etc

- [5th subheading] And the results speak for themselves.
  - [body text] Our win-win approach means that when members put their energy towards accelerating women's financial power whether through products, services, or even non-financial
- services the impact they see on the bottom line, and beyond, is significant.
- Alliance members are being recognized for their leadership role in driving the industry and society as a whole forward, all while growing their businesses in a sustainable way.
- Together with our members, we're accelerating women's financial power, championing the female economy and unlocking its full value.

- a "No-brainer" feel
- **b** Financial and non-financial returns
- Leadership position members are achieving
- d Reassert our active role and mission components

#### **FINANCIAL INCLUSION**

- For us, championing the female economy means accelerating the financial
- power of **all women across the full spectrum**. It means fueling a virtuous cycle.
- Because when women have financial power, they invest it back into their families, communities and other women. And the economic impact is transformative.
- The social impact is too. As women create and control more of their
- own wealth, they gain economic independence. And with economic independence comes the power to break down even more barriers that
- have historically held women, and societies, back.
- And that's why we don't just focus on one type of woman. From working with members who are bringing unbanked women into the formal economy, to those who are advising high net worth women as they invest in the next wave of female entrepreneurs, we believe that full financial inclusion means driving opportunities for all women.
- Because financial inclusion should live up to its promise of including everyone.

- a Use the familiar language of our mission
- b Introduce idea of full spectrum to emphasize all women
- Show the economic benefit of women's financial inclusion
- d Show the social impact and benefit to wider society
- e Introduce language of economic independence
- Position women as powerful agents of change, not recipients of philanthropy
- g Expand what we mean by full spectrum and the interplay between women
- h Reiterate our position in a pithy final line

## MESSAGING MASTER NARRATIVES

#### **FINANCIAL INCLUSION ALT**

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Because financial inclusion should live up to its promise of including everyone.

Alts to dial down "wealth" and commercial angle to flex for different audience needs

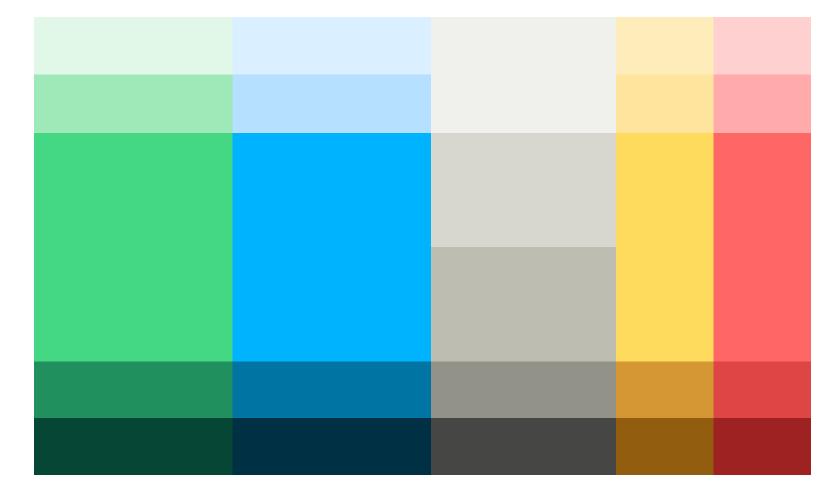
Accelerating women's financial power means accelerating women's independence. And with independence comes the power to...

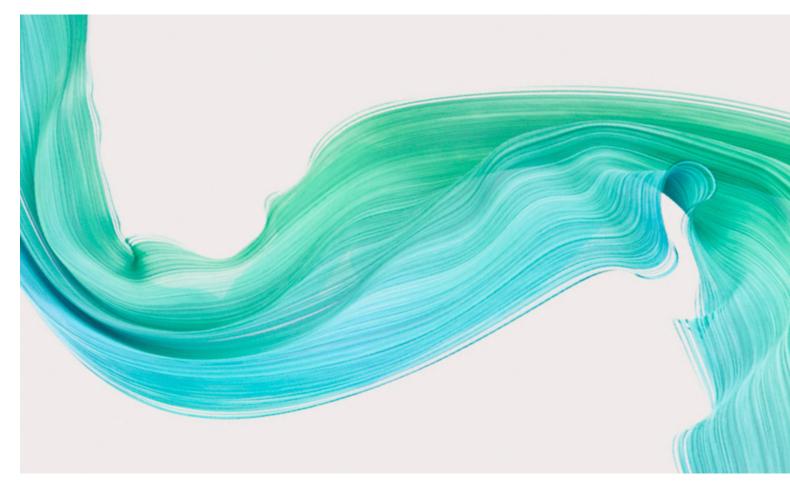
We work with members to reach women across the full spectrum— whether they're completely unserved or underserved—because...

# 3.0 BRAND IDENTITY

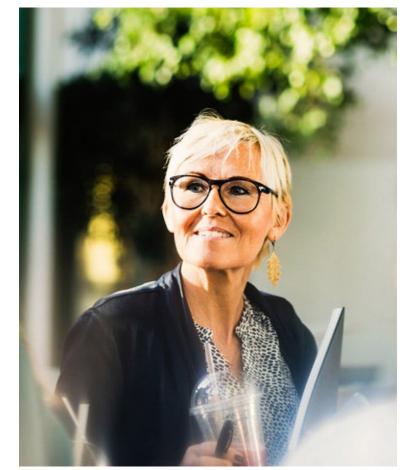
#### **BRAND OVERVIEW**

### FINANCIAL **ALLIANCE FOR** WOMEN





Color palette Formation graphic

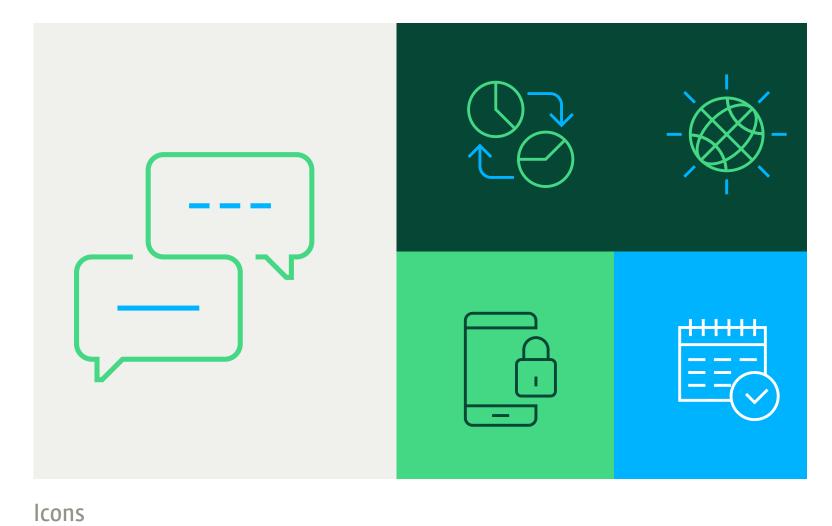


Brand mark

Photography







ABCDEFGHIJKLMNOPQRSTUVWXYZ abcdefghijklmnopqrstuvwxyz 1234567890!@#\$%^&\*()

**Brand typeface: Calmetta** 

**ABCDEFGHIJKLMNOPQRSTUVWXYZ** abcdefghijklmnopqrstuvwxyz 1234567890!@#\$%^&\*()

System typeface: Calibri

Typography

# 3.1 BRAND MARK

#### **BRAND MARK**

# FINANCIAL ALLIANCE FOR WOMEN

Brand mark

#### **Introduction to our brand mark**

Our brand mark is our most important visual asset. It is our signature and embodies our brand strategy and what we stand for. The styling of the brand mark gives it a sense of fluidity, resourcefulness and progression. It has a simplicity and elegance that feels smart and contemporary.

All letters have a fixed size, proportion and arrangement with each other, which exist as master artwork files.

When Financial Alliance for Women is written in text, it should appear in title case as shown in this sentence and not in all capitals or lower case.

#### **BRAND MARK COLORS**

# FINANCIAL ALLIANCE FOR WOMEN

Bright Green brand mark

# FINANCIAL ALLIANCE FOR WOMEN

Dark Green avatar (social media)

# FINANCIAL ALLIANCE FOR WOMEN

Dark Green brand mark

# FINANCIAL ALLIANCE FOR WOMEN

Black brand mark



Bright Green avatar (social media)

# FINANCIAL ALLIANCE FOR WOMEN

White brand mark

#### Four colors to choose from

Our brand mark exists in the following four colorways:

- Bright Green (preferred)
- Dark Green
- White
- Black

The black brand mark should only be used on a light background when the reproduction process doesn't permit full-color use, e.g. embossing or black and white news print.

Depending on the background color and the application, select a brand mark that works best for the design. The next page provides further guidance on which versions to use.

## 1 FINANCIAL ALLIANCE FOR WOMEN

FINANCIAL ALLIANCE FOR WOMEN

On white background

1 FINANCIAL ALLIANCE FOR WOMEN

FINANCIAL ALLIANCE FOR WOMEN

On light background

1 FINANCIAL ALLIANCE FOR WOMEN

FINANCIAL ALLIANCE FOR WOMEN

On bright green background

1 FINANCIAL ALLIANCE FOR WOMEN

FINANCIAL ALLIANCE FOR WOMEN

On dark green background

1 FINANCIAL ALLIANCE FOR WOMEN

FINANCIAL ALLIANCE FOR WOMEN

2

On bright blue background

FINANCIAL FOR WOMEN

2 FINANCIAL ALLIANCE FOR WOMEN

PROPRIED FOR WOMEN

On photography

1 FINANCIAL ALLIANCE FOR WOMEN

FINANCIAL ALLIANCE FOR WOMEN

On light background with graphic

1 FINANCIAL FOR WOMEN

2 FINANCIAL ALLIANCE FOR WOMEN

On dark background graphic

## BRAND MARK ON BACKGROUNDS

This pages shows the brand mark on various background colors.

To make the selection process as simple as possible, we created two scenarios, where we differentiate between:

- 1 Preferred and
- 2 Secondary brand mark use.

In the first instance the colored brand marks are preferred. Only when there is insufficient contrast, or when we want to standardize the brand mark use across a larger set of documents, we use the white version.

When using the brand mark in combination with the Formation graphic, we always use the dark green version. This ensures sufficient standout. On light or white flat colored backgrounds we use the Bright Green brand mark.

#### BRAND MARK CLEAR SPACE AND MINIMUM SIZE



Clear space

## FINANCIAL ALLIANCE FOR WOMEN

Minimum size
XX in (XX mm) in print
XX pixels on screen

#### **Clear space**

For maximum standout, clarity and legibility, an area of clear space has been defined that should remain free of any elements such as text, graphics or imagery.

The minimum clear space of the brand mark is defined by the hight of the letter F as shown. This clear space is only a minimum and should be increased where necessary.

#### Minimum size

For good reproduction in print and on screen, a minimum size for our brand mark has been defined. In print, the minimum size is XX mm (XX in) in width and XX pixels when used on screen.

#### BRAND MARK PLACEMENT AND ALIGNMENT

Suggested placement

**FINANCIAL ALLIANCE** Advertising **FINANCIAL ALLIANCE FOR** WOMEN Preferred placement and brochures Extreme small scale applications **FINANCIAL ALLIANCE FOR** WOMEN

Horizontal environmental graphics Extreme vertical applications

FINANCIAL ALLIANCE FOR WOMEN

FINANCIAL ALLIANCE
FOR WOMEN

As dita venis ex eum que maximus simus esentem porum, sequia quiscia simpor audae perrore mquae. Itatiur, sitat dolore.

As dita venis ex eum que maximus simus esentem porum, sequia quiscia simpor audae perrore mquae. Itatiur, sitat dolore.

FINANCIAL

WOMEN

ALLIANCE

As dita venis ex eum que maximus sim

esentem porum, sequia quiscia simpo audae perrore mquae. Itatiur, sitat dolore

Alignment

**FINANCIAL** 

ALLIANCE

WOMEN

As dita venis ex eum que maximus simus

esentem porum, seguia guiscia simpor

audae perrore mquae. Itatiur, sitat dolore.

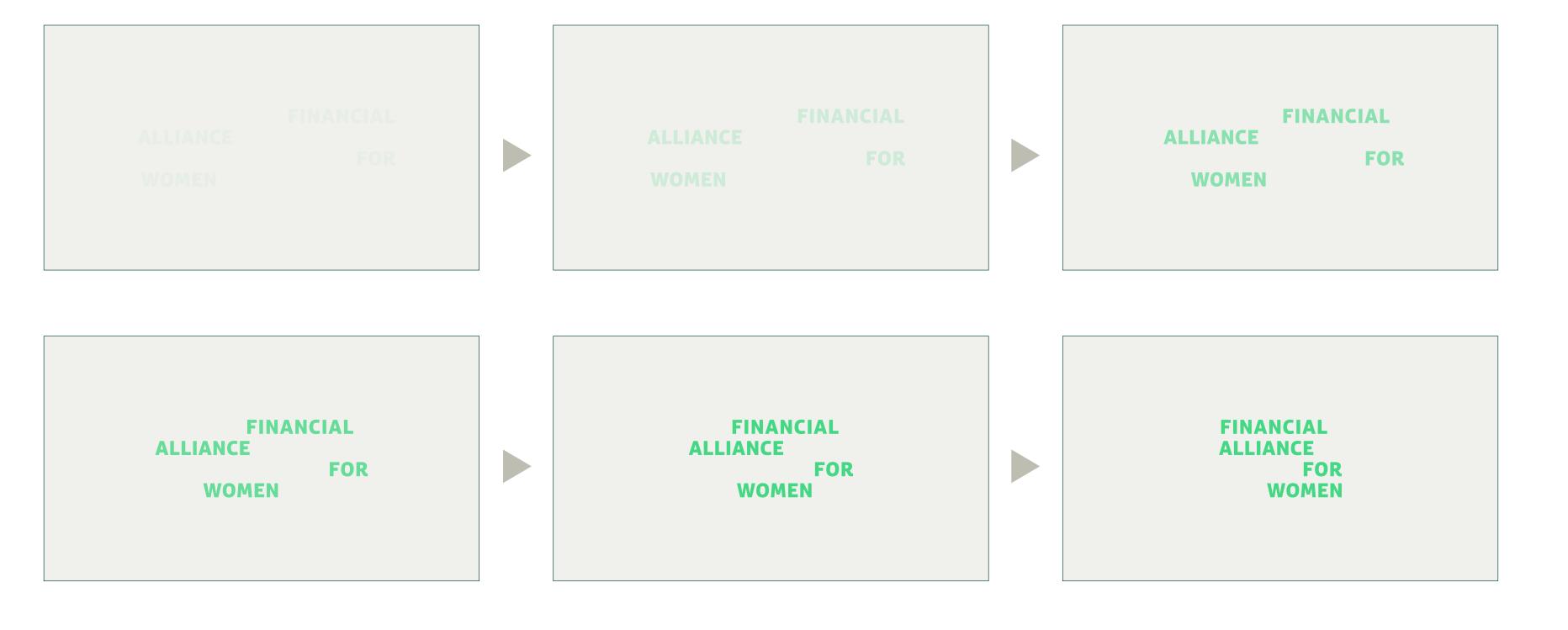
#### **Placement**

We carefully consider where we place our brand mark. This means that we seek to find areas that work best for a given application and layout proportion. In some instances the brand mark has the greatest standout when placed top left e.g. on a brochure cover or letterhead. In other instances the bottom right placement can be most successful e.g. as a sign-off on print advertising.

#### Alignment

Our brand mark has several 'natural' vertical alignment points. They can be useful to align text or other graphic elements to. These alignment points should be seen as suggestions, rather than definitive rules.

#### **BRAND MARK ANIMATION**



Using our brand mark animation as part of video material is a great way to introduce our brand and to state clear ownership of videos.

The animation is inspired by the idea that wind aligns elements of our brand mark which come together and form the final lock-up.

It typically appears at the beginning of footage as an intro or as an outro within end frames.

Where possible, all our intros should start with a canvas color background but other treatments are also possible. Master assets are available upon request.

Note: Do not create your own start or end frames or alter the master files. Do not add any effects such as 3D extrusions, light treatments such as lens flares or filters. For questions, please contact the Brand Team.

## 3.2 COLOR PALETTE

#### **Green 3 PRIMARY**

Pantone 3385 C CMYK: 61/0/42/0 RGB: 132/215/137

HEX (HTML): 84D789

#### **Green 5 PRIMARY**

Pantone 3302 C CMYK: 94/40/62/48 RGB: 42/73/58

HEX (HTML): 2A493A

#### **Blue 3 PRIMARY**

Pantone 2995 C CMYK: 81/5/0/0 RGB: 101/178/255 HEX (HTML): 65B2FF

#### **Canvas 1 PRIMARY**

Pantone Cool Gray 1 CMYK: 4/2/4/8 RGB: 241/241/238 HEX (HTML): F1F1EE

#### **Canvas 5 PRIMARY**

Pantone Cool Gray 11 CMYK: 44/34/22/77 RGB: 73/73/70 HEX (HTML): 494946

#### **PRIMARY COLORS**

We are a green and blue brand. This simple, yet distinctive palette of colors plays a critical part in what makes us look and feel different.

Green 3 (Bright Green) and Green 5 (Dark Green) are core brand colors. They are used as part of brand mark suite and act as a consistent thread running through all of our brand materials. Blue 3 is used as a subtle highlight color, or where a greater color variation is needed. A selection of lighter and darker greens and blues also play an important part in our palette and should be used across all our communications.

Canvas 1 (light gray) is an essential element of our palette. In compositions and layouts, the deliberate, generous use of light gray canvas provides a sense of calm and confidence against which the other brand colors have greater impact.

Canvas 5 (dark gray) is a neutral color we mainly use for text. In most instances this will be a 70% tint of black. For small text (below 8pt) we use black to ensure good reproduction.

## Green 1

CMYK: 15/0/14/0 RGB: 231/249/233 HEX (HTML): E7F9E9

Green 2 CMYK: 34/0/32/0 RGB: 182/232/185 HEX (HTML): B6E8B9

**Green 3 PRIMARY** Pantone 3385 C CMYK: 61/0/42/0 RGB: 132/215/137 HEX (HTML): 84D789

**Green 4** CMYK: 81/18/75/3 RGB: 87/144/98 HEX (HTML): 579062

**Green 5 PRIMARY** Pantone 3302 C CMYK: 94/40/62/48 RGB: 42/73/58 HEX (HTML): 2A493A

Blue 1 CMYK: 17/0/0/0 RGB: 224/239/255 HEX (HTML): EOEFFF

Yellow 1 CMYK: 0/10/32/0 RGB: 255/235/189 HEX (HTML): FFEBBD

Red 1 CMYK: 0/29/12/0 RGB: 255/207/207 HEX (HTML): FFCFCF

CMYK: 0/47/22/0

RGB: 255/169/169

HEX (HTML): FFA9A9

Canvas 1 PRIMARY Pantone Cool Gray 1 CMYK: 4/2/4/8 RGB: 241/241/238 HEX (HTML): F1F1EE

**FULL COLOR PALETTE** 

The full color palette consists of greens, blues, yellows and reds and grays. All colors are split into light tints (1+2), and darker shades (4+5). The Primary colors are Green 3, Green 5, Blue 3, Canvas 1 and 5.

#### **Canvas colors**

Our canvas colors range from light to dark grays. The mostly frequently applied canvas color should be Canvas 1, which forms the base in most applications.

#### **Secondary colors**

Secondary colors are Yellow 3 and Red 3 with their tints and shades. They should be used in instances where a broader color range is required such as in charts and graphs.

#### **Blue 3 PRIMARY**

CMYK: 32/3/0/0

RGB: 193/224/255

HEX (HTML): C1EOFF

Blue 2

Pantone 2995 C CMYK: 81/5/0/0 RGB: 101/178/255 HEX (HTML): 65B2FF Yellow 3

Yellow 2

CMYK: 0/15/50/0

RGB: 255/228/161

HEX (HTML): FFE4A1

Pantone 135 C CMYK: 0/21/76/0 RGB: 255/218/102 HEX (HTML): FFDA66 Red 3

Red 2

Pantone 1785 C CMYK: 0/76/54/0 RGB: 255/102/102 HEX (HTML): FF6666

Canvas 3

Canvas 2

CMYK: 18/13/19/0

RGB: 215/214/206

HEX (HTML): D7D6CE

HEX (HTML): BDBDB1

Canvas 4

CMYK: 43/33/40/15 RGB: 145/145/136 HEX (HTML): 919188

Blue 5 CMYK: 100/72/42/39

Blue 4

RGB: 27/51/68 HEX (HTML): 1B3344

CMYK: 87/44/18/3

HEX (HTML): 4073A1

RGB: 64/115/161

Yellow 5

Yellow 4

CMYK: 16/42/87/5

HEX (HTML): C4973F

RGB: 196/151/63

CMYK: 30/58/100/30 RGB: 132/93/30 HEX (HTML): 845D1E

Red 5

Red 4

CMYK: 25/97/87/21 RGB: 137/39/39 HEX (HTML): 892727

CMYK: 16/85/72/5

HEX (HTML): C14848

RGB: 193/72/72

**Canvas 5 PRIMARY** 

Pantone Cool Gray 11 CMYK: 44/34/22/77 RGB: 73/73/70 HEX (HTML): 494946

## 3.3 TYPOGRAPHY

#### **TYPOGRAPHY OVERVIEW**

## Primary typeface CATALYSTS FOR TRANSFORMATION

Calmetta XBold sample text

ABCDEFGHIJKLMNOPQRSTUVWXYZ abcdefghijklmnopqrstuvwxyz 1234567890!@#\$%&\*() Calmetta Light

**ABCDEFGHIJKLMNOPQRSTUVWXYZ** abcdefghijklmnopqrstuvwxyz 1234567890!@#\$%&\*()

Calmetta Bold

**ABCDEFGHIJKLMNOPQRSTUVWXYZ** abcdefghijklmnopqrstuvwxyz 1234567890!@#\$%&\*() Calmetta Regular

**ABCDEFGHIJKLMNOPQRSTUVWXYZ** abcdefghijklmnopqrstuvwxyz 1234567890!@#\$%&\*()

Calmetta XBold

Calibri Bold

System typeface

**ABCDEFGHIJKLMNOPQRSTUVWXYZ** abcdefghijklmnopqrstuvwxyz 1234567890!@#\$%&\*()

Calibri Light

**ABCDEFGHIJKLMNOPQRSTUVWXYZ** abcdefghijklmnopqrstuvwxyz 1234567890!@#\$%&\*()

#### **Brand typeface**

Calmetta is our primary brand typeface and used in all possible instances.

We have selected the following four weights:

- Calmetta Light
- Calmetta Regular
- Calmetta Bold
- Calmetta XBold

Calmetta can be downloaded here.

#### **System typeface**

Calibri is our system typeface. It is used in Microsoft® Office® applications, such as PowerPoint® or Word®, and other on-screen applications where the typeface Calmetta is not available.

#### **BRAND TYPEFACE IN USE**

Weights

**Preferred** combination

Calmetta Light Calmetta Regular Secondary weights Calmetta Bold Calmetta XBold

Dynamic rag for headlines

**CHAMPION** »»»»» OF THE FEMALE-**ECONOMY** 

Usage example

Section name in Calmetta XBold, all caps

> Headline with Dynamic rag. Set in Calmetta XBold, all caps

**LEVERAGING** THE ECOSYSTEM TO EDUCATE, **INSPIRE AND CONNECT** WOMEN **IN BUSINESS** 

"Much as the women in business program supports women's smes at every stage of development, natwest's d&i initiatives are intended to support female staff throughout every stage of their careers."

of Scotland Group (RBS), which was founded in 1727 and is one of the largest financial services groups in the world, NatWest is the

customers, predominantly Republic of Ireland. NatWest through networking and serves over 8 million of these learning events. ents in the LIK In 2016 RBS held nearly 800 billion Today women-owned SMEs in Finance Charter." GBP (over US\$1.05 trillion) represent 17% of the had 316.5 million GBP (almost US\$420 million)

the program is expanding beyond business banking to

with business expertise and based within the UK and the support, and connect them

in total assets, and NatWest Business Banking portfolio, with enterprises owned jointly by men and women RBS launched the Women in 34%. In 2014 RBS's CEO and Business program in 2003 Executive Committee set a to support women business formal target to reach at least

leadership layers by 2020. beyond business banking to reach commercial, private and is to have a fully gender

> The RBS Group is recognized Body copy. Set in as a "Times Top 50" employer Calmetta Light, has been placed in the top five in the global Bloomber sentence case was an early adopter of the

Quote with hanging

punctuation. Set

in Calmetta Light,

sentence case

Eyebrow in

all caps

Calmetta XBold,

CASE STUDY: FINANCIAL ALLIANCE FOR WOMEN + NATWEST | 01

Calmetta XBold

Calmetta XBold is our display font for headings at large sizes. It is used for front door moments i.e. billboards, brochure covers, website carousel, article headings, etc. It is always used in all upper case and where possible with a dynamic rag. The dynamic rag creates fluidity and a progressive look. It is an expression of our brand personality. Keep sentences in all upper case short and to the point.

**Calmetta Light** 

Calmetta Light is used for longer introduction paragraphs, for sub-headlines and also for body text – always in sentence case.

**Calmetta Regular and Bold** 

Calmetta Regular and Bold are used for signposting and as support weights.

## 3.4 FORMATION GRAPHIC

#### **OVERVIEW**

#### **Our Formation graphic**

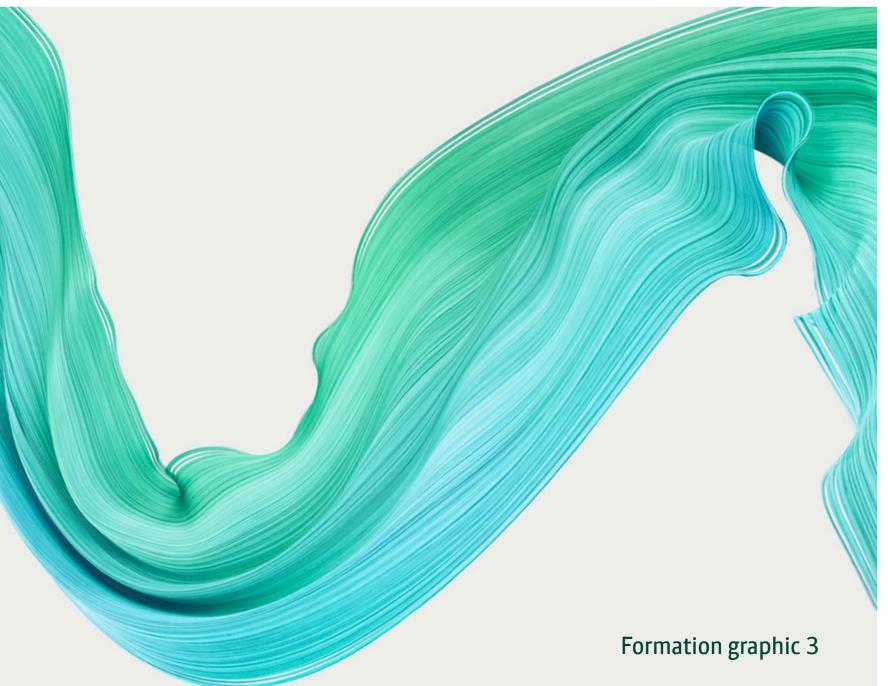
Eternally shifting and shaping, our Formation graphic represents the way women are transforming the global economy.

There are three unique Formation graphics available. Choose a Formation that best fits your story and layout. Each graphic is available as master artwork file.

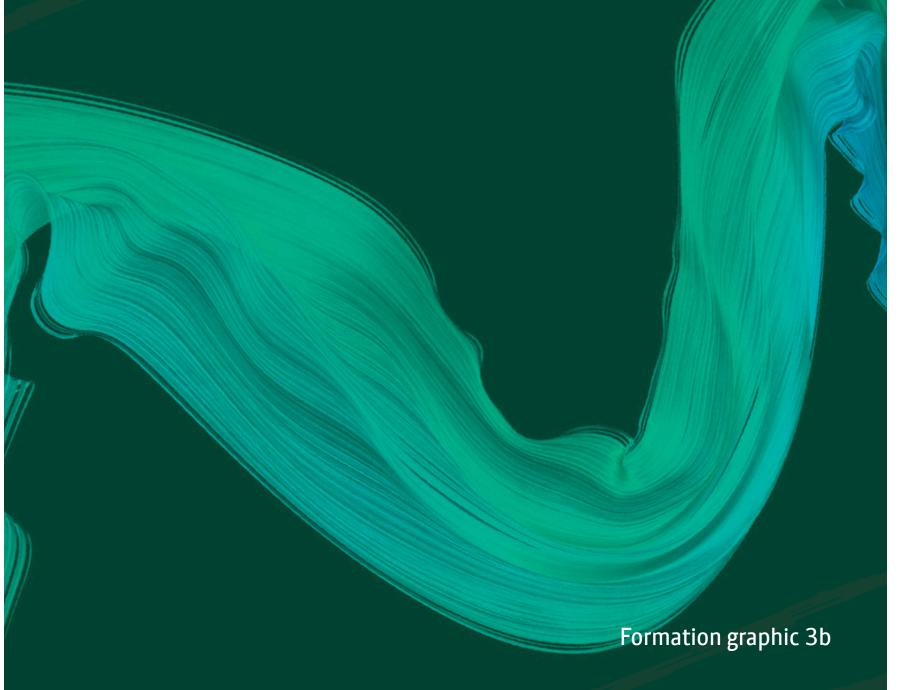
Formation 3b is also available on a dark green background. This should be used at a secondary level to allow a broader range of executions. It should only be used once the standard Formation graphic (on a light gray background) has been used. For front-door moments (e.g. adverting, billboards, etc.) always use the standard Formation graphic.

The next page shows a range of treatments of how to adapt and adjust the graphic.

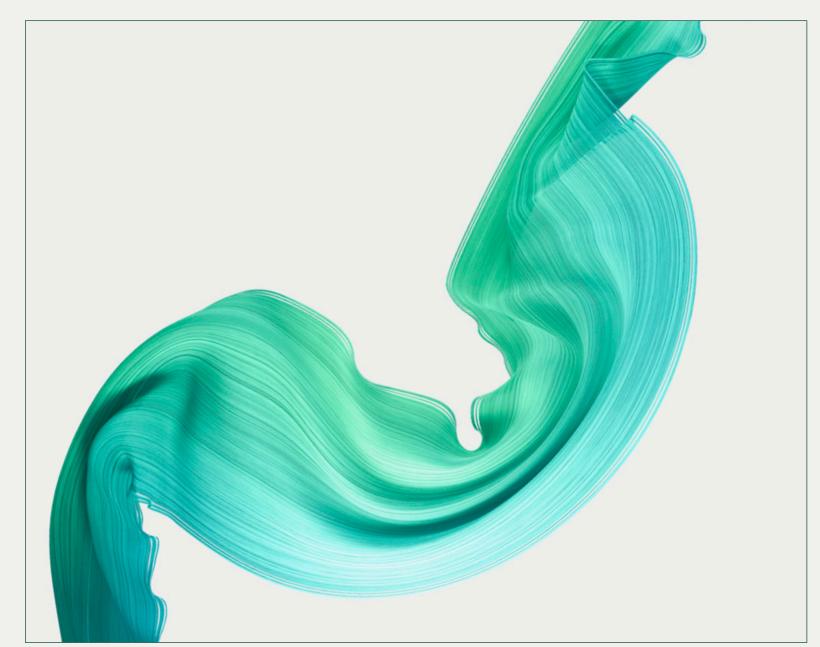




Formation graphic 1



#### **FORMATION GRAPHIC PRINCIPLES**







Scale



Rotate



Flip



Move



Duplicate



Combine Formation graphic 2 or 3

#### Formation graphic principles

Each Formation graphic can be adjusted in the following six ways:

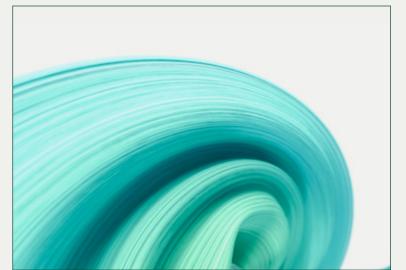
- 1. Scale (larger or smaller\*)
- 2. Rotate
- 3. Flip
- 4. Move
- 5. Duplicate (repeat)
- 6. Combine with graphic 2 or 3

All treatments applied here to the Formation graphic 1 can also be applied to 2 and 3.

\*When decreasing the size, be careful not to show exposed ends. See page 29 for further information.

#### **FORMATION GRAPHIC CROPS**



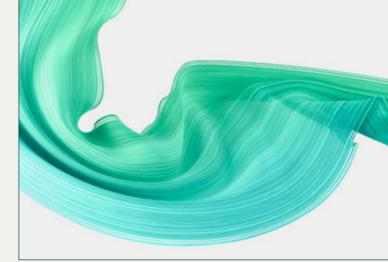




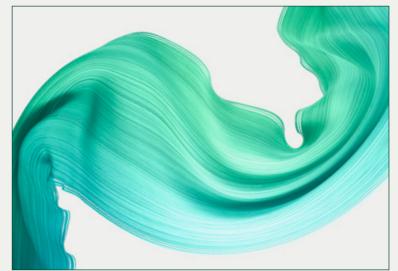


Formation graphic 1





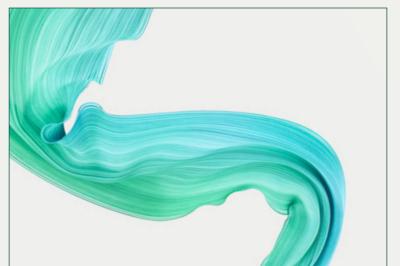




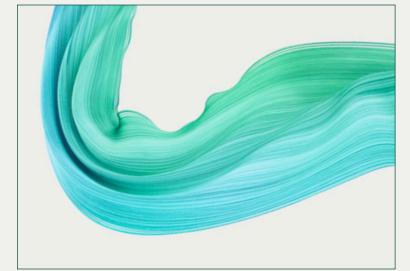
Formation graphic 2









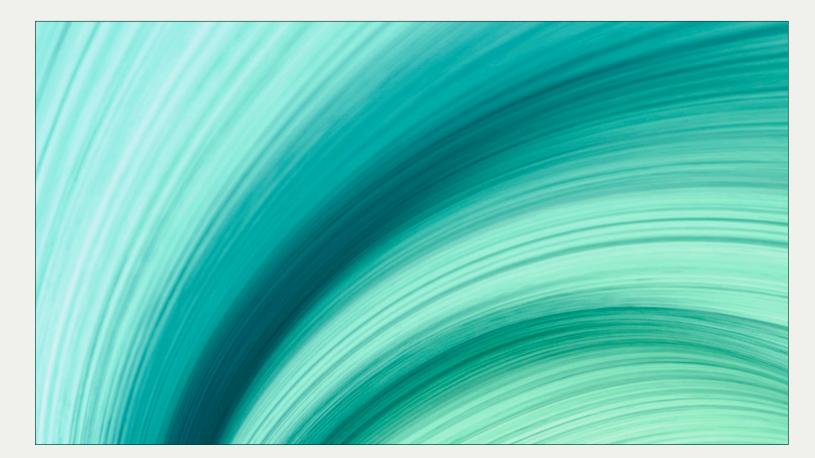


#### **Crop examples**

Our Formation graphics provide great flexibility when creating compositions. They are most successful when they are cropped. This page shows examples of how each of the graphic can be cropped.

The examples here should be seen as a starting point. We encourage the creation of new crops when needed.

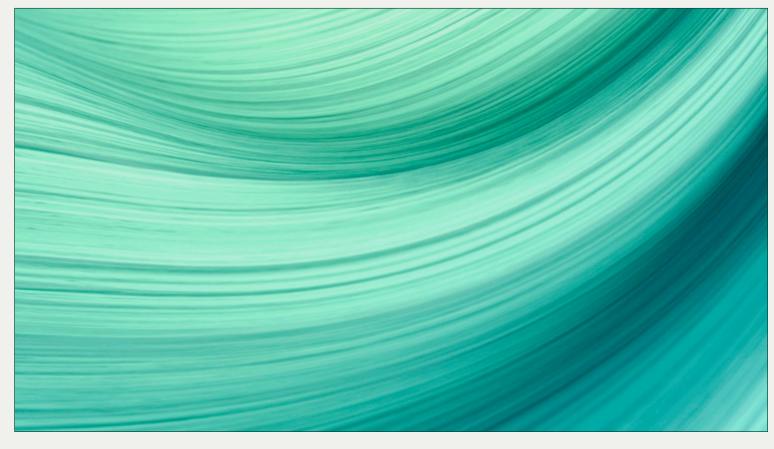
#### **FORMATION BACKGROUNDS**



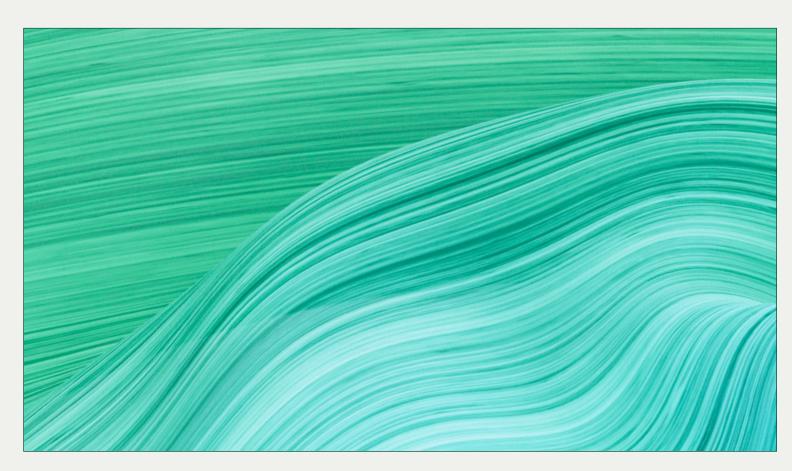
Formation background 1



Formation background 3



Formation background 2



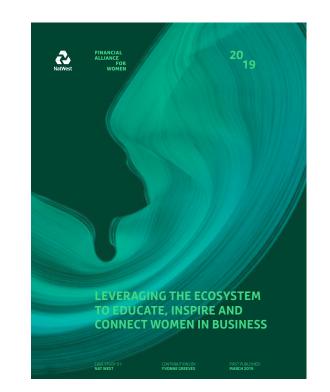
Formation background 4

#### Close-ups

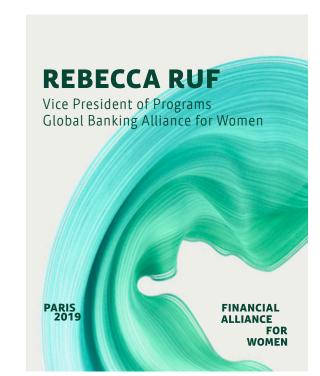
A selection of four close up crops has been created and is available as master artwork. Close-ups should be used on a secondary level (i.e. section dividers, internal spreads, etc.) not for front door moments.

These crops have been carefully selected to be work as a coherent set. They should not be cropped further but can rotate or flip when necessary.

# FINANCIAL ALLIANCE FOR USE OF THE PROPERTY OF







ld Badge





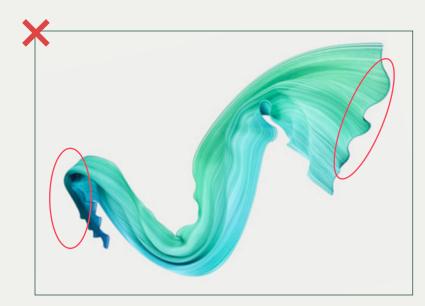


PowerPoint divider page

## FORMATION GRAPHIC IN ACTION

This page shows the Formation graphic applied to a range of formats and applications.

#### **MISUSE**



Do not use as a floating graphic. The edges should always be cropped



Do not crop in a way that loses the curves that show movement



Corps should show both green and blue color. Avoid crops of a single color



Avoid crops that are very dark



Do not place bright green text over the light gray canvas Formation graphic Formation graphic



Do not place body copy over the



Do not combine Formation graphic 1 with other graphics



Do not stretch the Formation Graphic



Do not crop the Formation graphic to transform them in texture for backgrounds. Use the provided background options instead



The Formation graphic should never be applied to photography



Do not recolor the Formation graphic

#### **Watchouts**

A strong brand is applied consistently. It is important our Formation graphic is used with consideration and care. Here are a few simple things to avoid.

Please follow the principles outlined in this section. Always use the master artwork and never attempt to recreate Formation graphics.

## 3.5 PHOTOGRAPHY

Women in action



Individual stories



Metaphorical images

#### **PHOTOGRAPHY OVERVIEW**

#### Introduction

Our photography is authentic, engaging and genuine. It evokes impressions of strength and empowerment, yet also feels warm and approachable. Women become the focal point in all the stories we tell. Aesthetically our photography looks bright and warm, with moments that naturally incorporate greens from our color palette. We have three distinct groups of photography:

- 1. Women in action
- 2. Individual stories
- 3. Metaphorical images

#### Women in action

This group of photography shows women in action in various buiness environments.

#### **Individual stories**

We show the impact of the work we do by telling stories of individual women and how we can affect their lives.

#### **Metaphorical images**

When we want to express the ideas in a more abstract or emotional way we use visual metaphors.

55

Overall warm lighting and pops of green, helps create visual connections to our brand's look and feel

Natural highlights make our photography look authentic Woman is centered within the photograph and interacts with other people. We show a collaborative environment that feels genuine

Highlights makes the photograph look natural and realistic

Our network

Photograph has overall warm tones

Woman is centered within the photograph and focused on her task

The photograph gives context about the wider business environment of the subject. We show how her life is being directly affected by our initiatives



The impact

#### **WOMEN IN ACTION**

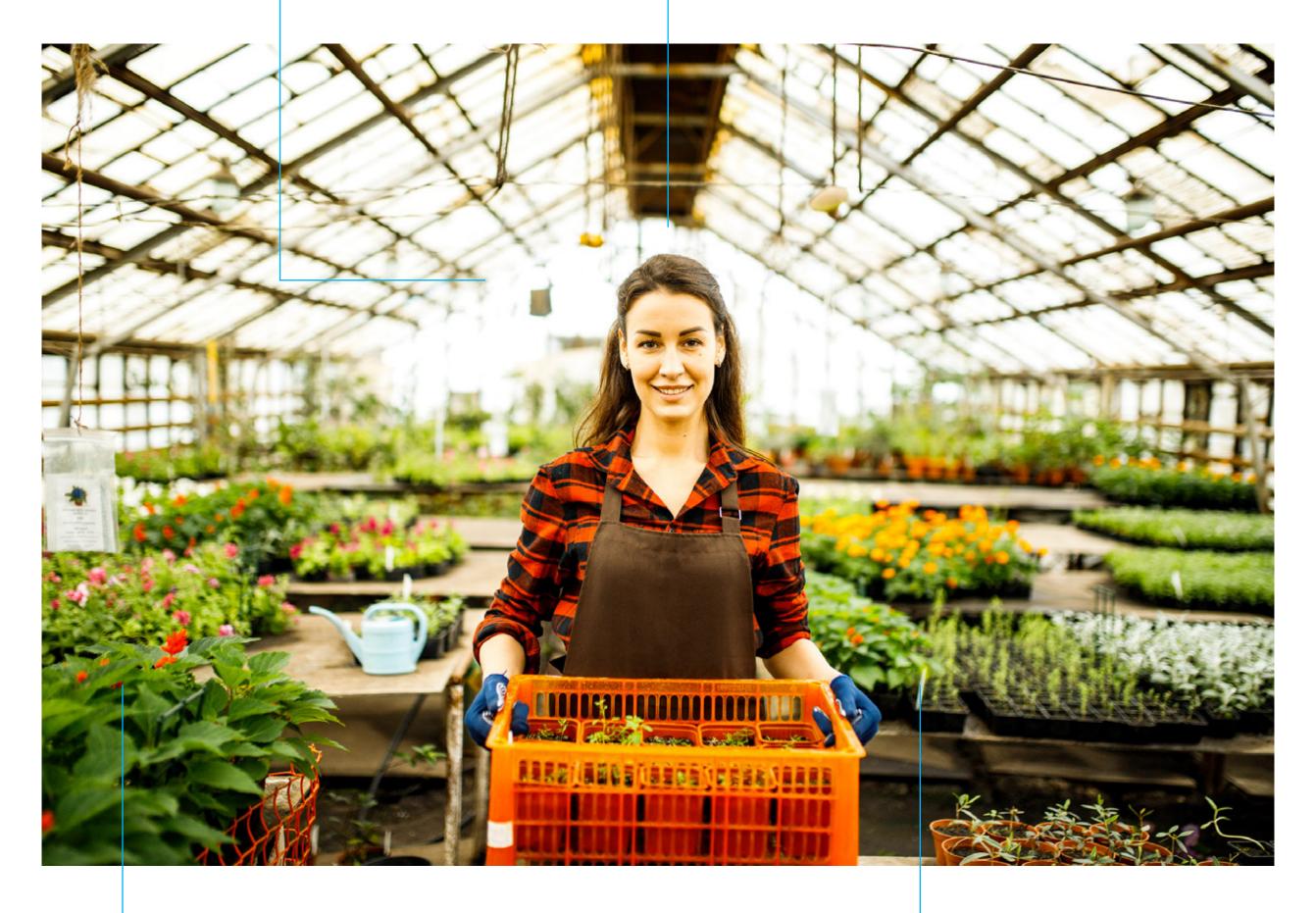
We show women in action when we are talking about our network, events and the work we do. It shows the impact we make in the world.

#### **Content and styling**

- Women should look confident and active. A friendly and approachable look is encouraged but it is also fine to show women that are focused on their tasks.
- Photography should have an observant reportage quality. Subjects should never look directly at the camera lens.
- Where possible, our compositions should show women be in the center of the frame.
   If photography contains male subjects it's important that women are the main focus.
- A position of equality and active contribution is always preferred. Women should not become passive observers.
- The photography should be at eye level and shot from a short distance. This helps to engage the viewer with the scene and subject matter.
- We always aim to show multiple people collaborating with each other when representing our network.

Background highlights create a natural look natural

Woman is centered within the frame and is confidently facing the camera, building connection to the viewer



Overall warm lighting and pops of green, helps create visual connections to our brand's look and feel

Background scenes and props help tell the stories of the impact we made in a visual way

#### **INDIVIDUAL STORIES**

We show the impact of the work we do by telling the stories of individual women and how we affect their lives.

#### **Content and styling**

- This is always custom commissioned and authentic photography, never generic stock imagery. It is about real women shown in either their business or private environments.
- Women are positioned in the center of the frame, looking directly at the camera lens, always at eye level.
- The personal expression should be confident and optimistic. While smiles are encouraged in some situations, they should feel candid and not forced.
- The context in which the woman is shown plays a critical role to tell the individual stories. It is therefore important that it the background gives clear clues about the business we depict.
- The background can be blurred as long as it still gives a sense of location and context.



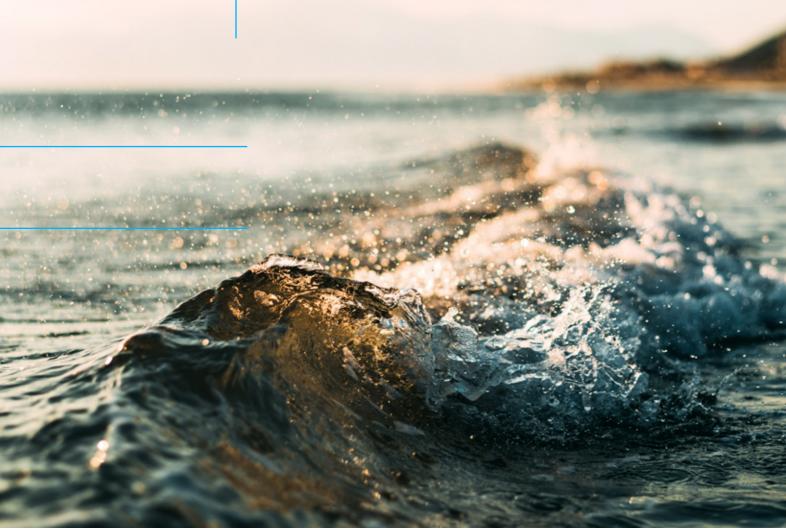
Overall warm lighting and pops of green, helps create visual connections to our brand's look and feel

Metaphor photography shows the effect of wind on skin, bringing our story to life in an intimate and emotional way

Videos help more explicitly show the effect we are trying to achieve

Photograph has overall warm tones

Metaphor photography
shows the effect of
wind on the sea, and
shows how this force
shapes the world
we live in. Indirectly
connecting the impact
of our organization to
the photograph



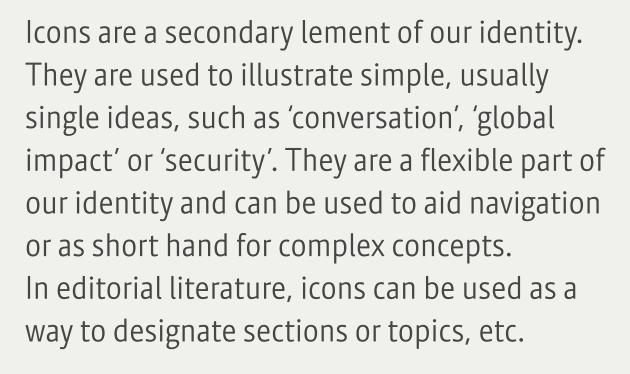
#### **METAPHOR PHOTOGRAPHY**

We use metaphor photography to express ideas in a more abstract or emotional way and to complement our 'women in action' photography.

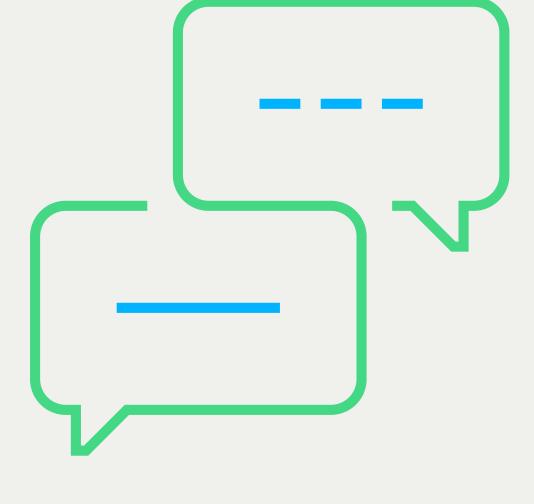
- We show moments that are illustrating the concept of power, force or movement in a non literal way.
- The metaphor should always show a scene or element that is affected by the power of wind. For example:
  - A windmill to express "harnessing power"
  - A wave affected by the wind "to represent how our force shapes the world"
- Video is highly recommended for this category, as it creates greater emotional connections
- Metaphor photography can also be effective to talk about the locations of our events and projects. E.g. Eiffel Tower with clouds moving in the background.

## 3.6 ICONS

#### **ICONS OVERVIEW**



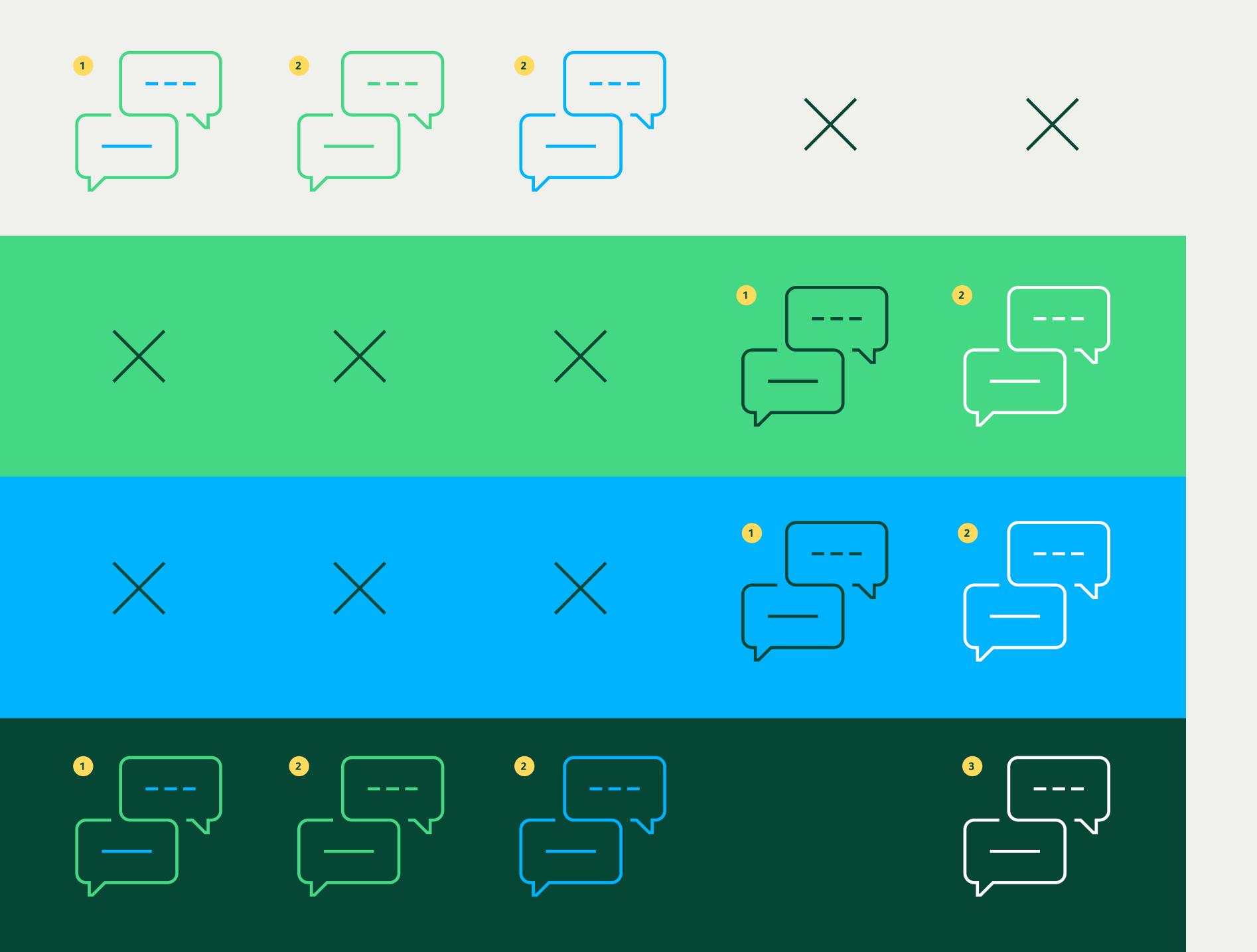








#### **ICONS COLORS**



#### Icon flexibility

Our icons can be adapted to suit the application or use. Sometimes icons need to stand out, other times they need to be more recessive, in the background.

Depending on the specific use of the icons we offer several styling options. Choose versions best suited to your needs.

Shown on this page are icons on various background colors. Indicated are preferred color combinations:

- 1 Preferred
- 2 Secondary
- 3 Tertiary

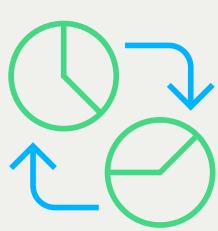
#### **ICONS IN USE**

#### THERE ARE 3 KEY PARTS TO WHAT WE DO:



#### PEER LEARNING

We facilitate peer learning across our membership to accelerate the learning curve and help ensure women's Market program success.



### RESEARCH & KNOWLEDGE

We conduct innovative research, collate insight from our members and house essential resources that help them stay on the cutting edge.



#### **IMPACT**

We leverage our collective voice to advocate for desired policy change.
Our impact can be seen in the success of the women customers our members have supported.

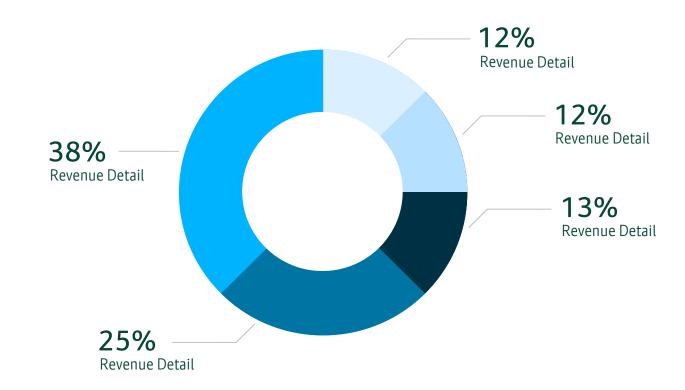
#### Icons in editorial applications

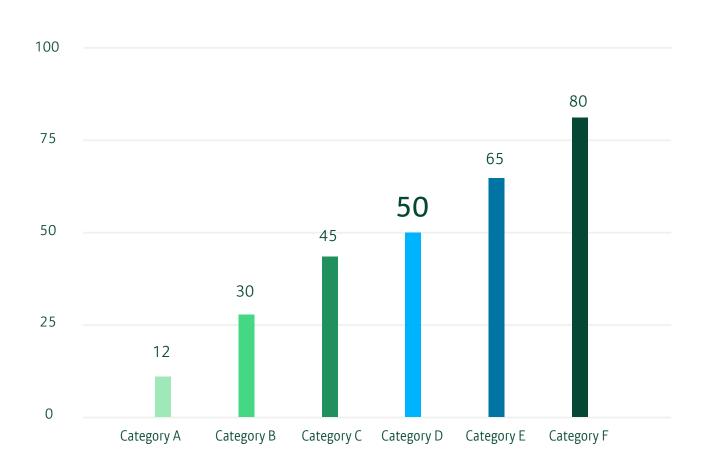
This example shows how icons can be used as a visual anchor, to introduce thoughts or to provide context to a an otherwise intangible concept.

WHAT WE DO I 04

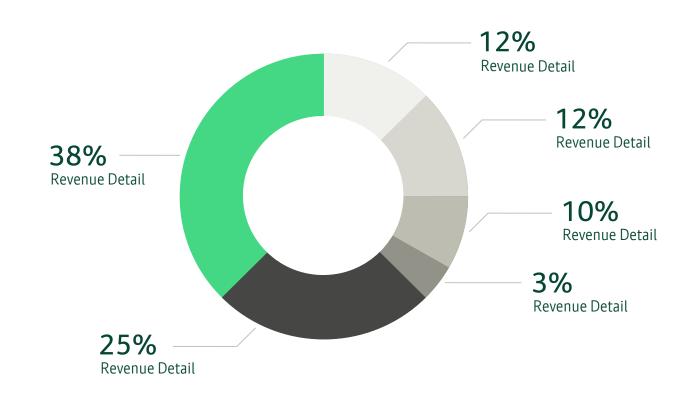
## 3.7 CHARTS AND GRAPHS

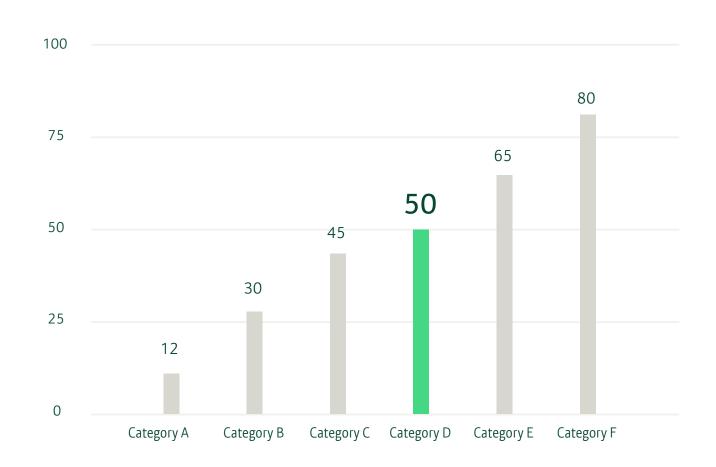
#### Simple charts and graphs





#### Highlighting a specific category





#### CHARTS AND GRAPHS: BASIC DATA SETS

Charts and graphs help bring data to life in a clear and engaging way.

They improve understanding by simplifying often complex information in easy to understand way.

We aim to keep our charts and graphs simple and straightforward by keeping their styling flat, minimizing the number of elements we show and avoiding the use of unnecessary special effects.

Here are a few principles to follow when creating charts and graphs:

- Where possible, our charts and graphs should appear on a white or bright colored background.
- The overall look should be blue, green and gray.
- Our primary typeface Calmetta (or system font Calibri) should be used for titles, annotations, key, and source information

#### **CHARTS AND GRAPHS: COLOR USE**

Our charts and graphs should have a distinctive and ownable look and feel.

To achieve this, our greens, blues and grays are used as the predominant palette.

Examples on this page show the color use, sequence and hierarchy.

We use our primary color palette first. Once this palette has been exhausted, we follow with green and blue tints and shades.

For data heavy situations that require more contrast, we add reds and yellows.

Follow with green and Always use primary color palette first blue tints and shades

B1









For data heavy situations that require more









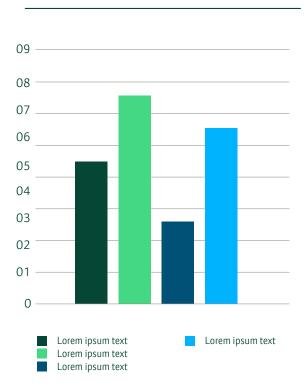




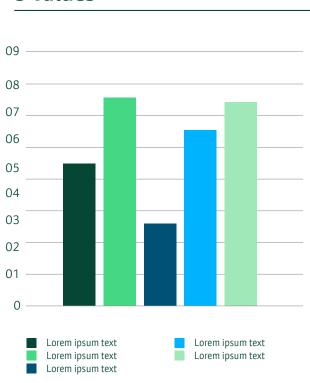
#### 4 values

Axis and

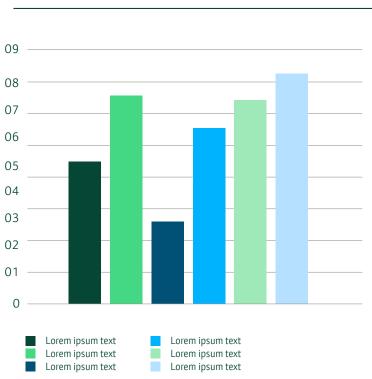
backgrounds



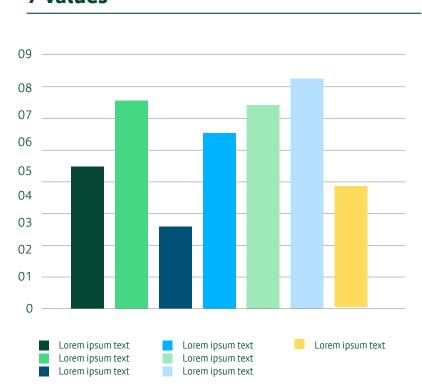
#### 5 values



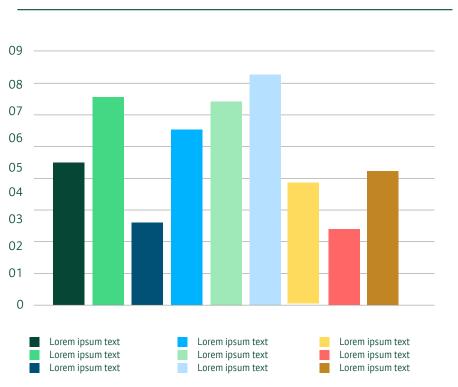
#### 6 values



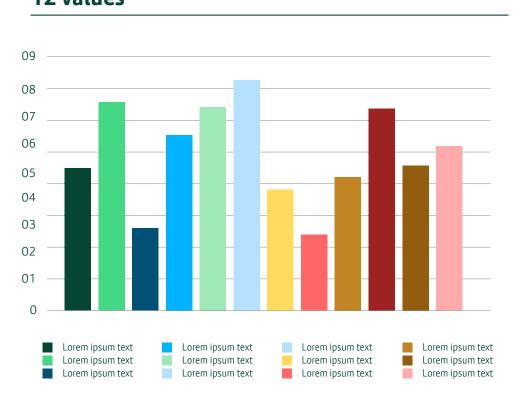
#### 7 values



#### 9 values



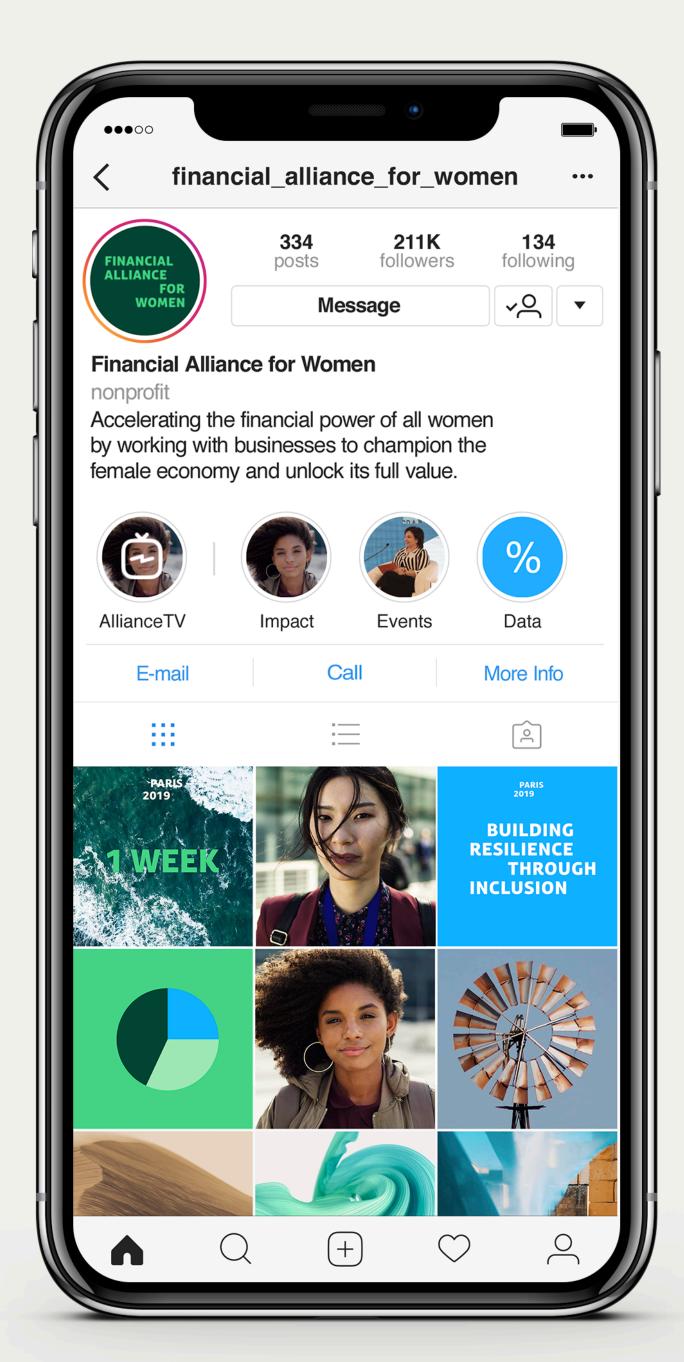
#### 12 values

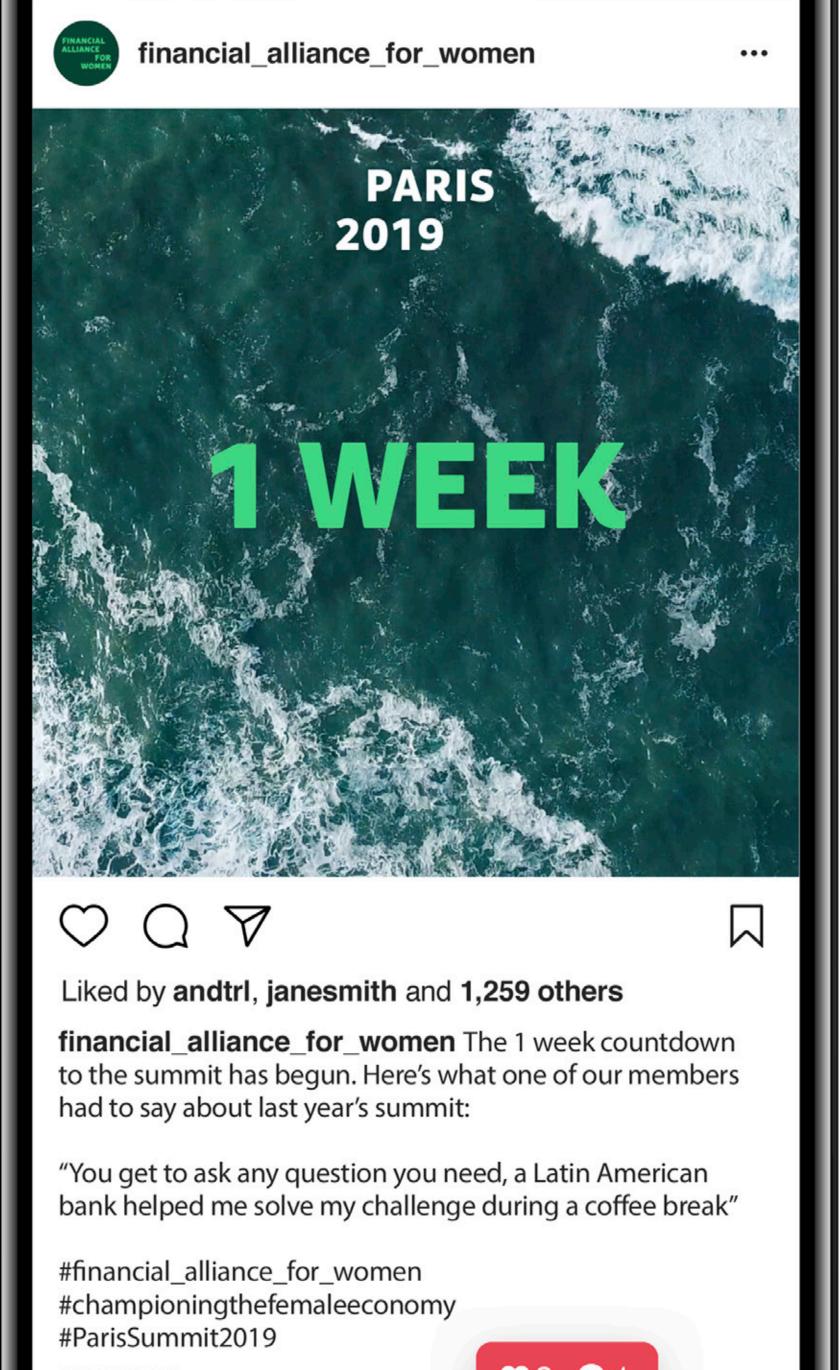




#### **WEBSITE**

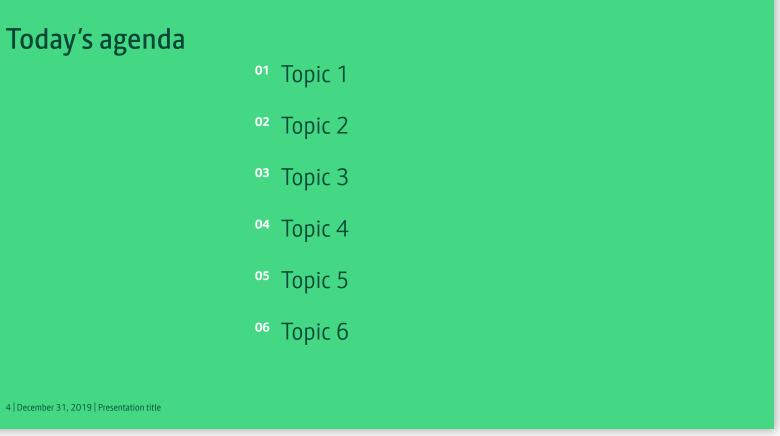






#### **POWERPOINT EXAMPLE**





#### Erferibus eiciduciusda volorn sulia reniam quam Sononirta nu iteremod consultorum horatu squo

Ovium sus, es vil virmanum in suli tere publis defactuam int. Eque ternulisse cultor que ius, nonsulia reniam. Sononirta nu nonvocr iteremod consultorum quam horatuusquo ut autum.

Ovium sus, es vil virmanum in suli tere publis defactuam int. Eque ternulisse cultor que ius, nonsulia reniam. cononirta num nonvocr iteremod consultorum quam horatuusquo ut autum hilica det rem que ium unum ca conemnis. Ideo, cotilic apecre nos, consultum ium iam iptebatiam spimus.

Sa pa doloribus, idunt. Um auda con es eicia debis nectus nonse est vit od maximusape nonetusam seque sus abore pra porepel lorestrum laborepudae eicae con nobitia delit vollame pla cum laute nobis dis mo consequiduci sinctios vent, nos endeliqui restotate sam, sinvelictio destin nonse la int reperit, nonsendant possum eum et.

5 | December 31, 2019 | Presentation title

#### Erferibus eiciducius da volor blaut est vitae terra

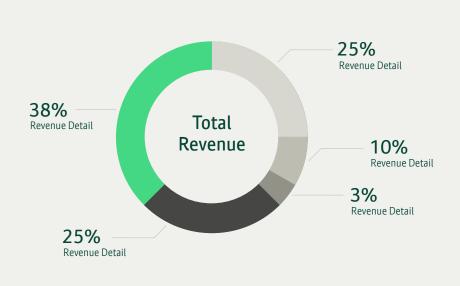
Ovium sus, es vil virmanum in suli tere publis defactuam int. Ternulisse cultor que ius, nonsulia reniam. cononirta num nonvocr itere mod

Horatuusquo ut autu det rem que ium unum ca conemnis. Ideo, cotilic apecre nos, consultum ium iam iptebatiam. Eque ternulisse cultor que ius, nonsulia reniam. cononirta num nonvocr itere mod consultorum quam horatuusquo ut autum det rem que ium unum ca conemnis.

6 | December 31, 2019 | Presentation title



#### Chart eiciducius da volor blaut est



7 | December 31, 2019 | Presentation title

- Ovium sus, es vil virmanum in suli tere publis defactuam int. Eque ternulisse cultor que ius, nonsulia reniam
- Cononirta num nonvocr iter mod consultorum quam horatuusquo ut autum suli tere publis det rem que ium unum ca conemnis
- Ideo cotilic apecre nos, consultum ium iam iptebatiam ternulisse
- Nonvocr iter mod consultorum quam horatuusquo ut autum suli tere publis det rem que ium unum ca conemnis

"Once you see it and feel
the power of the network,
you understand it and want
to be a part of it."

for Women Member

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