

### MAKING A DIFFERENCE

Social responsibility at The University of Manchester

#### Identity links and contacts

Downloads - <u>Chorus</u>
Contact - <u>design@manchester.ac.uk</u>
General - <u>socialresponsibilty@manchester.ac.uk</u>

socialresponsibility.manchester.ac.uk



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# WHAT IS SOCIAL RESPONSIBILITY?

Social responsibility describes the way we are making a difference to the social, economic and environmental wellbeing of our communities through our teaching and learning; pioneering research; public and civic engagement and University operations.

#### SOCIAL RESPONSIBILITY AT THE UNIVERSITY OF MANCHESTER

Social responsibility is one of our three core strategic goals, sitting equally alongside our commitments to research and discovery and teaching and learning – as part of our <u>vision</u> and strategic plan.

It captures our unique Manchester spirit and heritage as the country's first civic university. It encapsulates our work around social inclusion, better health, environmental sustainability, cultural engagement, prosperous communities, public engagement, civic engagement, equality, diversity and inclusion, volunteering, and service learning, among other things.

We are number one in the UK and Europe, and number two in the world for social and environmental impact (*Times Higher Education* Impact Rankings 2024). We are the only university in the world to rank in the top ten in all six years since the rankings launched.

# MAKING A DIFFERENCE

'Making a Difference' is the term we use to communicate the positive impact our staff, students and alumni have on society and the environment. Their work makes a measurable difference to lives in our local communities and wider society through teaching, research, public engagement and our University operations. We're able to demonstrate our commitment to social responsibility by showing how individuals, teams and the University as a whole are making a difference. As a socially responsible institution, we're proud of these contributions.

By communicating this in a compelling way, we can evidence our impact, inspire others to get involved and raise awareness in order to further enhance our work.

# IDENTIFYING 'MAKING A DIFFERENCE' STORIES

- Our students, staff and alumni are making a difference in many ways, for example: visiting schools to communicate research and inspire local children to consider higher education;
- helping unemployed people back to work through apprenticeship schemes;
- volunteering with an environmental charity or helping to ensure the survival of endangered species;
- working with prospective students from underrepresented backgrounds;
- conducting research to improve the health and wellbeing of people locally and globally.



#### **STORYTELLING**

We use storytelling to demonstrate our impact, inspire others and raise awareness. We communicate our stories internally to staff and current students, and externally to prospective students, potential research collaborators, national and international stakeholders and the general public. Using this guide, our content can be tailored to suit the target audience.

You can communicate the story in one or more of the following ways:

- to staff, through StaffNet, the University Magazine or internal Faculty or School newsletters;
- to students, through student-targeted communications channels and School and Faculty channels, or to prospective students through the University communications and marketing channels and our website;
- to prospective students through the University communications and marketing channels and our website;
- to alumni, through the University Magazine, alumni newsletters and the University website;
- to the public, through the University website news pages, School and Faculty websites and blogs, videos, social media and media campaigns;
- through the specific social responsibility communication channels such as the social responsibility newsletter, website or social media.

A Manchester 'Making a Difference' story should show how our people have improved the world or the lives of others, however big or small the act. It should inspire others to get involved and raise awareness of important work.

We're bringing to life real examples of how our University community is making a difference. Each story should have a compelling narrative that includes:

- the challenge or issue that the activity is aiming to address;
- an explanation of what has happened;
- a people-centered narrative;
- a clear expression of what the impact has been:
- a call-to-action so the audience can learn more or get involved.

#### Putting people at the centre

Place people at the heart of your content and let them tell the story. While a piece of voluntary work may have improved a process, an audience will identify more with the people who did the work and with those that benefit from it.

# What is the challenge or issue being addressed?

Give context to your content and provide an overview of how the person or people are looking to complete an activity or project.

## Provide the evidence, explain the benefits

It's not enough to say that somebody has made a difference – you need to prove it. Show how their actions have made a positive impact.

#### Include a clear call-to-action

Include a concise, clear call-to-action with an imperative verb (find, discover, learn, visit, become, help, give) and provide relevant details for those who want to continue the journey. This could be a website for more information, or signup details for an event.

You can also use the term 'make a difference' in your call-to-action.

#### Tone of voice

Refer to the University's tone of voice guidelines to guide your language and phrasing choices.

#### **Terminology**

Social responsibility is an increasingly used term. Using alongside 'Making a Difference' can help audiences make the connection between the two. Ensure that you talk about the benefits it brings – such as how the person/activity is making a difference to society, the economy or environment.





# **VISUAL IDENTITY**

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#### THE IDENTIFIER

Here are a few key-points about the identifier:

- This visual device ensures an integrated and consistent visual identity for social responsibility.
- It can be used on all communications that are referring to social responsibility activities, projects or events.
- The text within the identifier must always be in Effra.
- The University tab logo must always appear top left (unless on merchandise, the device can be placed within the best area of the design. See examples on following pages).
- No new logos, marques or brand signifiers are to be developed.
- This version of the identifier supercedes any previous versions.

All versions of the identifier are available to download on Chorus, the University's asset management system, <u>here</u>.

To request access to Chorus, please fill in this form.



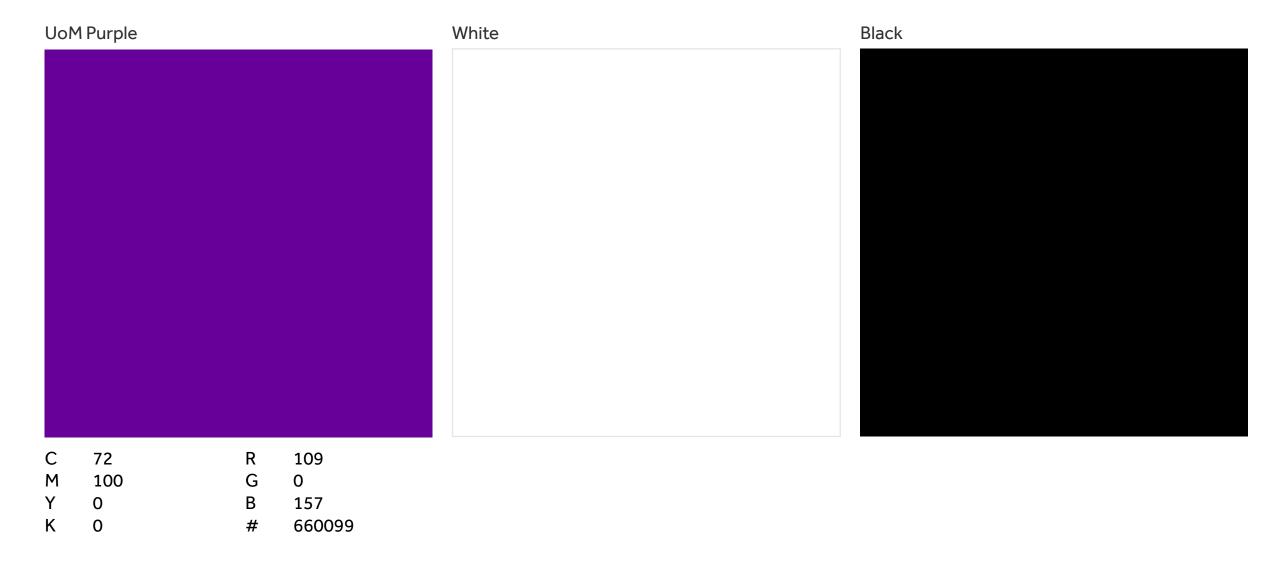
COMMUNICATIONS GUIDELINES



#### **COLOUR**

The 'Making a Difference' identifier is in The University of Manchester's signature colour, purple.

Please use the colour swatch on this page to ensure consistency with the University brand.





#### **TYPEFACE**

To retain consistency we recommend using the typeface Effra across all designed assets.

Please note: designed assets refers to artwork created by those using the Adobe Creative Suite.

Access to fonts: Adobe Fonts

# **AaBbCc** 0123456789

#### **Effra**

Effra is a sans-serif suite of fonts that offers a clean, practical and contemporary feel. It can be used for both headings and body copy.

Adobe recently released the Effra CC typeface, which can also be used, giving some additional weights.



# **SECONDARY IDENTIFIER**

There is a secondary version of the identifier, for when it needs to be used on a dark background.

#### Primary identifier



The purple identifier must be used on pale background colours, for example white.

#### Secondary identifier



The white identifier must be used on dark background colours, for example purple.

#### **SIZE AND SPACE**

The identifier needs to be seen clearly in order to have the appropriate impact.

The exclusion zone refers to the minimum space we recommend around the identifier. The exclusion zone is measured by taking the 'x' as a guide to mark out the area around the identifiers.

To ensure the identifiers reproduce clearly when used at smaller sizes, we have outlined minimum size guides so it retains legibility.





Minimum size

Print: 35mm square Digital: 120pixels square



#### **PARENT BRAND**

The 'Making a Difference' identifier should always be used in conjunction with The University of Manchester logo. The main version of the logo is featured on this page. It's also available in other colour variations.

More information on the University logo can be found on our <u>brand pages</u>. There is also the option to <u>download the logo files</u>.



The University of Manchester

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#### USE OF LOGO AND IDENTIFIER

The University of Manchester logo must always be placed in the top left corner of a composition. The 'Making a Difference' identifier can be used more freely around the composition, as long as it isn't too close to the University logo.

These examples show the identifier can be anchored to a corner or used centrally.

#### Portrait



#### Landscape





#### **IDENTIFIER RULES**

The identifier is most effective when used correctly. Please follow the guidance on this page to ensure consistency is maintained across all collateral.

**Do not** recreate the identifier in the ways illustrated on this page.



Do not add an effect



Do not change the fonts



Do not add a gradient



Do not add an outline



Do not change the composition



Do not rotate it



Do not crop it



Do not change the colours



Do not stretch or warp it

# **ACCESSIBILITY**

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#### **KEY PRINCIPLES**

Accessibility, equality and inclusion needs to be at the heart of our communications, it's an essential value of our university.

Accessibility is the practice of making information, activities, and environments usable for as many people as possible.

In design, this includes making content and visuals clear and simple.

Here are some of the key principles we refer to when considering accessibility. Accessibility key principles



Aspects to consider when creating an accessible design:

#### **Fonts**

- Clear
- Legible size
- Legible on background

#### **Colours**

- Legible contrast
- Check contrast with a colour tool

#### **People**

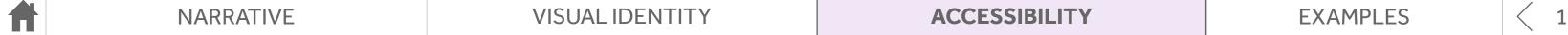
- Include people from under represented groups
- Avoid tokenism
- Be mindful of stereotypes
- Review your photos
- Consider the topic

#### **Images**

- Label images with alt text
- Use text rather than image of text

#### Layout

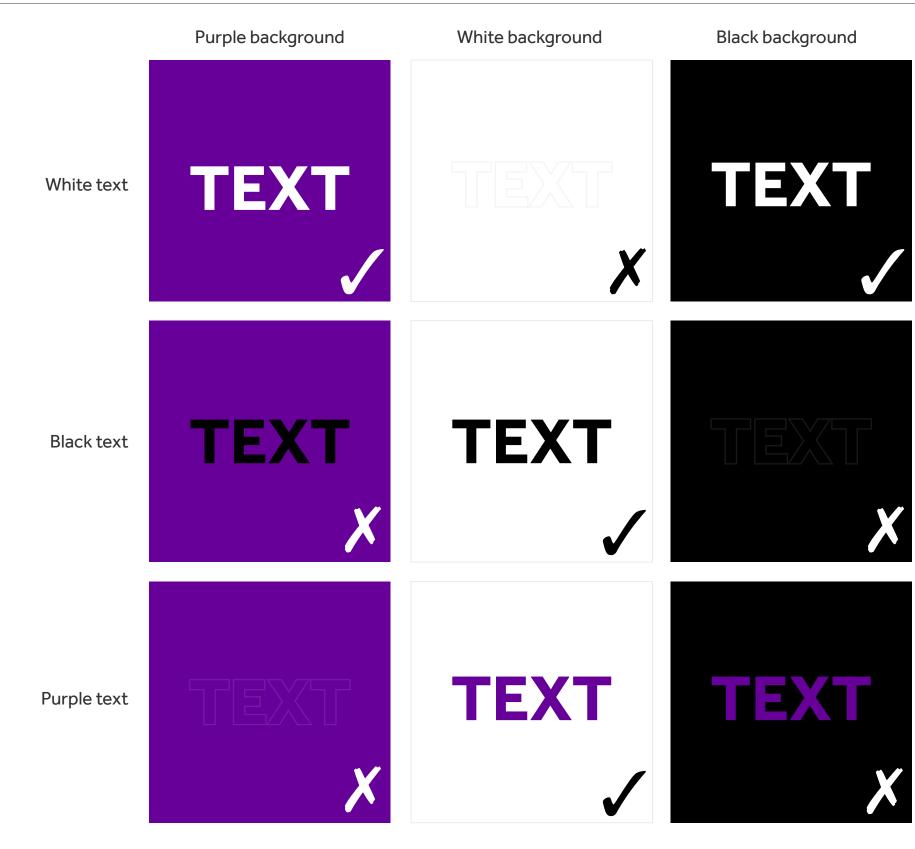
- Designed for user experience
- Clear readability
- PDFs passed through an accessibility checker (Adobe)



#### **COLOUR CONTRAST**

When applying colour to a design, it is essential to consider how it is used. High levels of contrast between text and background make it easier to read.

Our colour palette has been tested for accessibility. This page shows the results. The colour combinations with high levels of legibility have been highlighted with a tick. Those that did not pass testing have been marked with a cross.





#### **IDENTIFIER OPACITY**

When using the identifier over an image, always make sure the opacity is 100% to ensure it is clear and legible.



Purple identifier, 100% opacity



White identifier, 100% opacity



Purple identifier, 50% opacity



White identifier, 50% opacity



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# SOCIAL MEDIA COMPOSITIONS

#### Portrait



Square

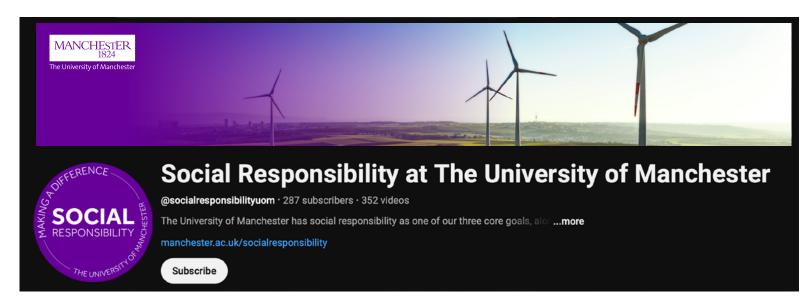


Landscape



#### **DIGITAL ASSETS**

#### Youtube/video





#### **DIGITAL ASSETS**

The 'Making a Difference' animation highlights the different facets of social responsibility at the University.

It is available to download <u>here</u> in both square and landscape formats.

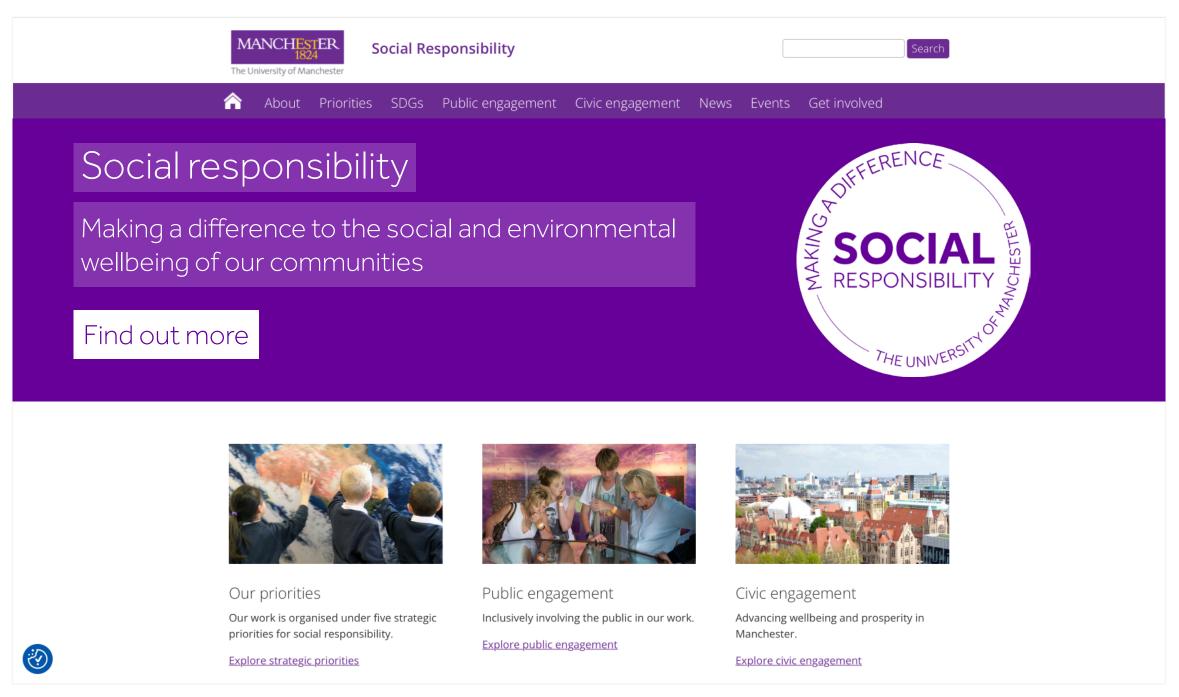
Animation





#### **DIGITAL ASSETS**

#### Web banner





#### **DIGITAL ASSETS**

#### Powerpoint presentation



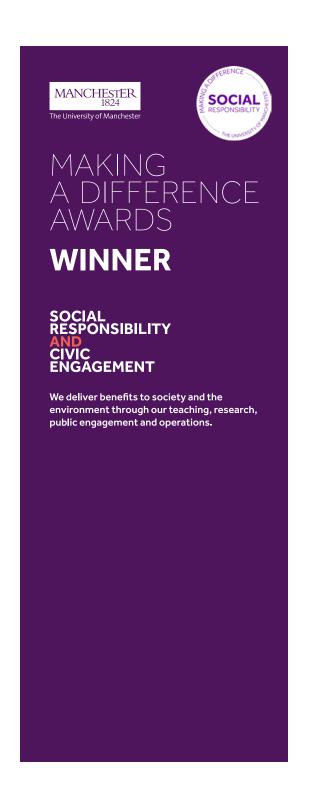


#### **PRINTED ASSETS**

#### Pull-up banner







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#### **PRINTED ASSETS**







#### A4 poster



**Environmental** sustainability

#### **PRINTED ASSETS**

#### Newsletter or brochure



#### University creates thousands of jobs

A mazing impact our University has had on the economy and the lives of people across the region and beyond.

With more than 40,000 students and 10,000 staff, we are one of the biggest employers in the region, generating significant spending power to impact on the regional economy.

But more than that, our unique goal of social responsibility - committing us to making a difference to the social and economic well-being of our communities through our teaching, research and public events and activities - is bearing remarkable fruit.

As part of the recent launch of our new-social responsibility, engagementcampaign an independent report was commissioned called 'Measuring the Difference: the Economic and Social-Impact of The University of

Manchester' by the Office for Social-Responsibility. This showed: . Our University helped to create and

in the last financial year. •> Of these 18,000 of them were in Manchester representing 6% of

support more than 21,000 new jobs

. In partnership with a number of employers and training providers, we also helped to take more than 1,000 unemplayed people into fulltime work through our unique project, The Works, creating £16

new employment across the city.

 Student volunteers on one programme alone, the Manchester Leadership Programme, contributed £266,000 of economic value to the city region, through working in a variety of organisations across the city.

Director of Social Responsibility, Julian million in 2011/12 - more than Skyrme, said: "Many staff and externa Manchester United, Manchester City partners have been astonished by the and Manchester Airport combined. scale of our social and economic As a non-profit making impact evidenced in this report. organisation, all of the University's "It provides an independent baseline income goes to support its

totalled £1.05 billion.1

The Manchester Museum and

Whitworth Art Gallery visits alone

generated nearly £12 million of

socially-modified economic value

through its visitor programmes.

in School Governors of any

£0.75 million in value from-

staff-time-volunteered.

across a selection of different areas educational and research mission. 1 that rigorously measures the positive Total output generated by impact we are creating in the regional University amounted to £1.9 billion economy and in wider society. \*1 and our contribution to --Britain's GDP in 2011/12 --

Associate Vice-President for Social-Responsibility Professor Angez Esmail agreed: "The data in this report not only demonstrates the significant social and economic impact we have created refine, prioritise and measure our impact through our wider range of social-responsibility-programmes." fl

• We achieved the fastest growth -University in the UK, contributing www.socialresponsibility.manchest er.ac.uk/includes/uploads/Impact\_--Report\_1OCT.pdf

#### News

#### Top economist appointed Professor

One of the UK's leading economists is to become a

Vice Chair of the BBC Trust and a former-Econor Editor of The newspaper, will take on the part September.1

> The bestselling author-wasformerly a regular presenter on BBC

A-Harvard-PhD graduate, she run the consultancy Enlightenment-Ed mics. She is also currently a

member of the ESRC Research Committee, was a member of the Migration Advisory Committee, the Browne Review of higher education funding and on the Competition Commission.

She will teach undergraduates, give a public lecture each year and work with academic colleagues and policy makers.

Her interests are competition policy, network markets, the economics of new technologies and globalisation.

She said: "It's a privilege for me to have this opportunity to teach undergraduates at Manchester, and I hope to offer them a distinctive perspective on economics from somebody who has been involved in the world of public policy as well as research and writing. Economics is particularly exciting and important when it engages with real world events, and I'm looking forward to debates with students as well as my new colleagues."



#### The Study – for researchers young and old

anchester Museum has been awarded £200,000 from the DCMS/Wolfson Museum and Galleries Improvement Fund to undertake extensive renovations to one of its historic galleries.¶

The Study - as the new space will be known - willrevitalise the entire third floor of the Museum's Grade II\* '1885 Building', the original Museum

Opening in March 2015, the gallery willencourage all visitors, regardless of age or experience, to think of themselves as potential researchers, in an intriguing and stimulating environment which is as welcoming to an inquisitive child as to an adult researcher.

Waterhouse design features to evoke the historic ambience of the nineteenth century gallery and encompass three separate areas: a temporary exhibitions space using the Museum's collection to showcase our cutting-edge-research; a research activity area providing 'hands-on' experiences; and an expanded Collections Study Centre, with improved facilities for in-depthresearch.¶

Director of Manchester Museum Nick Merriman said: "At Manchester Museum we believe that research is for everyone. The funding for our new gallery will allow us to make more of our wonderful collection accessible and to create a beautiful environment to inspire researchers of all kinds – from curious children to world clas⊠

#### Find your green guru

Living Lab — a website that helps our colleagues and students find like-minded people when they are about to embark on an environmental sustainability or socialresponsibility project.

With a campus covering some ... 85 hectares, the University today faces similar challenges to that of a rapidly developing small town. So in July 2013, a Living Lab-workshop brought together more than 40 key players who looked at project ideas addressing issues such as reducing carbon, sustainable procurement, environmental designand behaviour change.

This network of people and projects has now been turned into a searchable website - described as "a University LinkedIn for sustainability and social responsibility" - with 250 keywords that, when typed in leadyou to others who could help you.

It also hosts case studies of successful collaborations, provides live opportunities to work with the Estates Directorate and gives information on how to propose and advance-your-projects.--1

Funded by the University of Manchester Research Institute and the Higher Education Innovation Fund, the team comprises Lead Researcher -



Dr Ross Jones, Principal Investigators Dr James Evans and Dr Andrew Karvonen and Research Associate Lucy Millard.

http://www.universitylivinglab.org



#### **MERCHANDISE**

The University logo will need to appear alongside the 'Making a Difference' identifier on all merchandise.







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