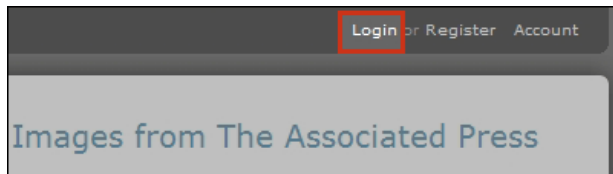


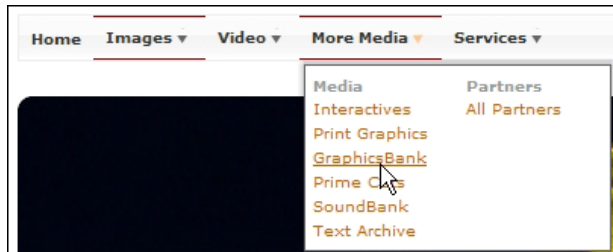
How do I log on?



Click **Login** at top right. Then, enter your login credentials and click **Sign In**.

If your credentials are incorrect, you are prompted to re-enter your credentials along with the displayed security code until your credentials are accepted.

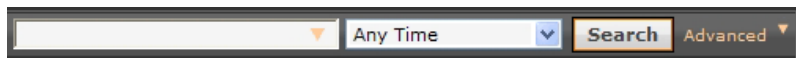
I'm not seeing the GraphicsBank images. How do I navigate to them?



Click **More Media** → **GraphicsBank**.

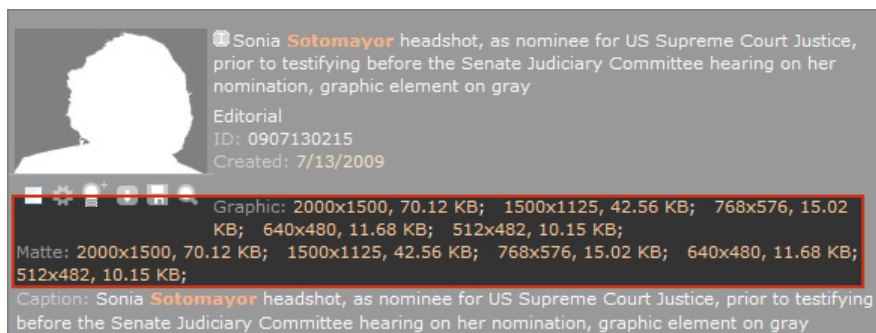
How do I perform a basic keyword search for images?

Enter the keyword(s) or search query in the **Search** box, then click **Search** (or press **<Enter>**). You may enter keywords, Boolean expressions, use wildcards and other special symbols in any combination.



You may click **Advanced** (beside the **Search** button) to perform an advanced search. A more detailed search will eliminate many undesired hits, yielding fewer search results.

How do I download images?



Option 1:

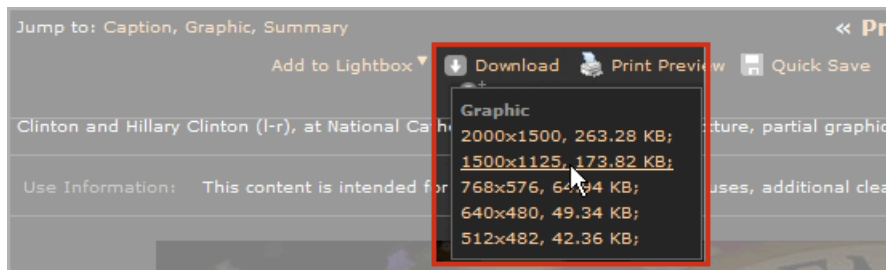
Click one of the image's **Graphic** links to download your preferred image size. You can move the mouse over the thumbnail to see a larger preview of the image before you download it.

Click a **Matte** link to download your preferred matte size directly to your machine.

Option 2:

Click the thumbnail to see the *Enlarged View*, the largest preview of the image. Then, click **Download** and select your preferred image size from the menu.

You cannot download mattes from the Enlarged View.

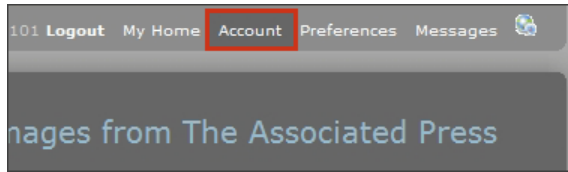


You can only download images that you are entitled to access.

How do I identify widescreen images?

In the search results, widescreen GraphicsBank images can be identified by the smaller height of their thumbnails (thereby showing the 16x9 aspect ratio). Widescreen images appear in the 1920x1080 and 1280 x720 pixel sizes.

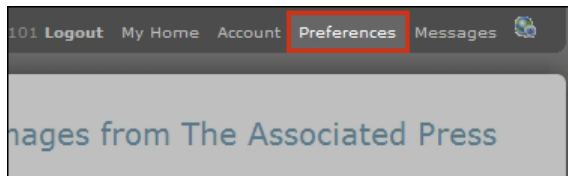
How do I check my or my company's download activity?



You can search for any downloads performed by you or your colleague(s) by clicking **Account** → **My Downloads**.

Be sure the **Downloaded** status option is selected, and specify the range of dates to be included in your results.

The white background is blinding me! How do I change the background color to black?



Click **Preferences** → **General** tab → change **Theme** to *Black*.

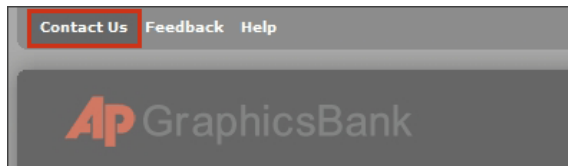
How do I set the GraphicsBank landing page as my “My Home” page?

Click **Preferences** → **General** tab → change **Initial Media Type** to *More Media: GraphicsBank*. AP Images will automatically navigate to this page each time you log on (default home page) and whenever you click **My Home** at top right.

The AP Images Web site is exhibiting unexpected behavior. What should I do?

If you have not used the AP Images Web site for a few hours and are experiencing odd behavior (such as trouble downloading images), you may have been logged off. Log on again and resume use.

How do I contact Technical or Sales Support?



Technical support is available 24 hours a day, 7 days a week. Sales support is available during normal business hours in your region.

To access contact information for Technical Support or your Regional Sales Support, click **Contact Us** from the top left corner of the AP Images Web site.