

The ACCO ImageBank™ contains thousands of product range images and brand logos - all of our product areas and brands are covered!

The ImageBank™ is easy to search and allows you to download images either one at a time or in batches. The ImageBank™ also allows you to download the images at a variety of sizes, in order to suit their intended usage whether for web, presentation or professional print.

Getting Started

In order to use the ImageBank™ we ask you to register with us. Registration with ACCO ImageBank™ is free and can be done by clicking the 'JOIN FREE' link at the top of the page and entering your details. When revisiting the ImageBank™ you must sign in with your specified username and password before searching for images.

Searching for Images

There are a few different ways to search for images within the ACCO ImageBank™:

- **Search box**

There is a search engine built into the ImageBank™. Use the search box at the top of the page to enter your search term. This might be a product name (e.g. 'HS80') or a Product SKU (e.g. '2100653'). However, you can enter a more general term (e.g. shredder) or even a partial search term (e.g. 'shred') and the ImageBank™ will return all relevant results.

- **Search by brand**

By clicking on the 'IMAGES' link at the top of the page or clicking on the brand logos on the left of the Homepage you are able to drill down through brands, sub-brands and product categories to find the image or group of images you require.

- **Search for logos**

Click on the 'LOGOS' link in the top navigation and select from the list of ACCO brand logos.

Post Search Options

- **Filtering**

On the search results page you have the option to filter your results. On the right hand side of the page you will see a list of brands, image types, product types and keywords. Click on any of the links within each category to narrow the search results shown in the main area of the page.

- **Previewing a larger image**

Rolling over any image on the search results page will show you a larger preview image and related SKU/s in a pop-up box.

- **Finding out more about an image**

When viewing the thumbnail images on a search results page there is a limited amount of information shown. Click on the image itself or the image name and you will be able to see all the image information on one page – this is called the 'Image Page'.

- **Adding images to your Image Basket**

There are two ways to add images to the Image Basket. Firstly, on the search results page there is a checkbox next to each thumbnail image - select the image by clicking on the checkbox and then clicking the red 'Add to basket' button above the images. Remember to click this button before moving to another page or doing a new search, as clicking just the checkbox does not add the images to the Image Basket.

The second way is to go to the relevant Image Page by clicking on the actual image and then click the button marked 'Add to image basket'. You can view the images in your Image Basket by clicking the Image Basket button in the top right of the screen. From here you can download the images in the Image Basket to your computer.

Downloading Images

- **Single image download**

From the Image Page, determine how you are going to use the image (for screen, presentation, print etc.) then simply click the appropriate 'Download' button and the image will download to your computer.

- **Multiple image download**

You are able to add multiple images to your 'Image Basket' and then download all these images in one go, for whatever usage you specify.

Advanced Downloading

The ImageBank™ also allows you to customise your image size, resolution and file format from the Image Page before downloading. This will save you time making changes to an image in a graphics package after you have downloaded it.

On the Image Page you will notice a tab to the right of the image called 'Advanced'. Clicking on this tab will display the advanced options for customising your download. Simply make the changes you require using the various fields and pull-down menus, then click 'Download' when you are ready.

Note, when changing either the width or height fields the image will automatically remain in proportion.

Intellectual Property

Before you are able to download an image (or basket of images) you will be asked to agree to our intellectual property statement. Please ensure this is read and understood before downloading from the ACCO ImageBank™.