

World Economic Forum Frequently asked questions about the new image database of the WEF

Question: What's new about the image database from the World Economic Forum?

Answer: The Orphea image database is one of the world's most advanced media database systems. It combines simple, intuitive operation with a high-performance search engine. A Google-like or visual search procedure, simple image download, and download of several images in one single ZIP file are further advantages of the new image database. The first steps:

- 1. Language selection in the database German and English are available for selection
- 2. Special tabs allow the authorized user to access different image archives directly from swiss-image.ch.
- 3. So-called features, or image collections, allow media representatives and other partners to find image suggestions for a particular topic, or even entire selections of images. Warning: In the case of larger image archives such as the one of the World Economic Forum, only selected images will be shown in the features. It will take an image search to find all the available images. A feature is opened by double-clicking it.
- 4. As a rule, 12 features are displayed on the home page. Further pages can be selected from here

Question: How can I view and download all images on

www.weforum.org?

Answer:

- 1. Your password provides access to one or more image archives. Select the one you want by clicking on a tab if necessary and set limits to the archive selection using the input field.
- 2. The standard for depicting images is the mosaic form. Image number and title are displayed underneath the thumbnail.

2 a. Smaller thumbnails - meaning more pictures - can also be displayed if desired. A comfortable review is possible with the list view option, which also shows the image legend. While working with the images, you can freely switch between viewing modes.

- 3. Users with full download rights will find three icons under each image. These icons stand for the following functions: preview mode, download and addition of the image to the lightbox (shopping basket)
- 4. The temporary lightbox is used for the interim storage and preparation of selected images prior to download. The lightbox opens automatically when an image is added to it.
- 5. Images in the lightbox can be processed as follows with these three icons : delete, display the lightbox images in the main screen area, and download all image files in a ZIP file (the various JPEG files are downloaded in one single file). Once the ZIP download is complete, the compressed ZIP files must be "unpacked" ("unzipped") on the user's computer for the images to become visible.
- 6. Clicking on HIDE closes the lightbox window.



Question: I've entered my user name and password or logged on using a PHOTOlink, but not all the archives have become available for searching.

Answer:

- 1. Your password only gives you access to the archives assigned to it. You may therefore be able to view and download images of a particular session, but not other ones. Some image databases have restricted access rights (see 1)
- 2. Accredited media (registration>>) generally receive a so-called "global password" from the World Economic Forum, which allows them access to the image databases of the World Economic Forum.
- 3. Nearly all of the image archives www.weforum.org may be visited using guest access.

Question: What is the simplest way to look for images?

Answer:

- 1. Probably the easiest way to find images is the visual search within a feature. Simply browse through a feature and click on the hook symbol if you want to add a picture to your lightbox.
- Use one or more keywords to search for images. The input field at the top works just like the one in Google. Two words are automatically linked using the "AND" search function. The search is started by pressing Enter or clicking "OK."
- 3. The image search can be limited to one image archive. Manually select the archive area. Otherwise the search will be applied to all the archives you are entitled to access. Tip: Use dates frequently when working in the event image archive. Example: If you are looking for current images from a session, enter the current session number like s129 and the year. Example: Search for Klaus Schwab at the Annual Meeting 1999 enter: Klaus Schwab 1999 and use Enter.
- 4. If you are already an experienced archive user, you can make use of the full range of search functions using Boolean rules under "Advanced Search."

Question: I have never downloaded images. What do I have to do?

Answer:

- 1. The image download using our database has never been easier. When viewing a thumbnail, click on the middle icon (square with arrow) or open the image in preview mode (click on the thumbnail). The preview mode will show you the magnified image as well as the image legend and other information.
- 2. Click on "download." A pop-up window will appear.
- 3. Select the desired resolution. As a rule you will want to click on the second download option: hi-resolution. Generally, the images will be available to you at a resolution of 4096 to 5120 pixels (print A2 at 300 dpi)
- 4. Click on this hi-res box. A further box will appear with a "Save" option. Click on "Save" and select the storage location for the image on your computer. Confirm your selection, and the image data will be downloaded.