

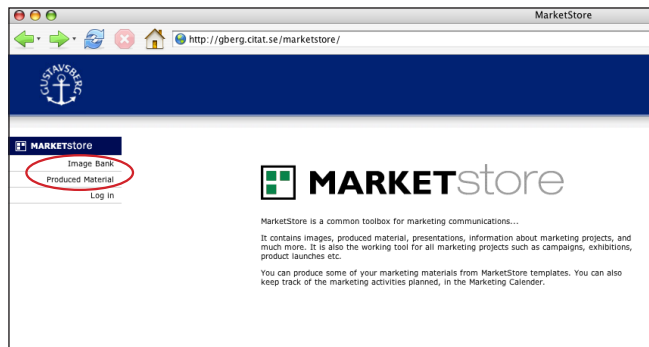


# Gustavsbergs media bank

Easy how-to guide, April 2007

Address: <http://gberg.citat.se/marketstore>

You do not need to be logged in to search for or download objects from either of the two modules: "Image Bank" or "Produced Material". Just click on one of these links to get started.

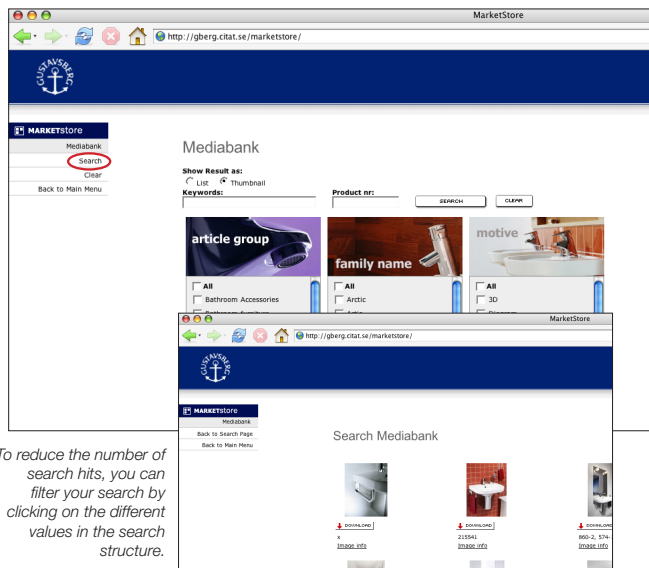


## "Image Bank" module

This is where images, logotypes, technical diagrams and so on are stored. They are always stored in their original formats and you can then select to download the image in a range of preset sizes.

## Search for images (objects)

1. Select a search alternative:  
Select your alternative from the search structure and/or state "keywords" or "product nr". You can combine choices from several categories, such as *Family Name and Motive*. If you do not choose an alternative, all objects (for which you have authority) will be shown.
2. Click "Search". The results will be presented as thumbnail pictures. You can now select "Download" and/or to look at "Image Info".

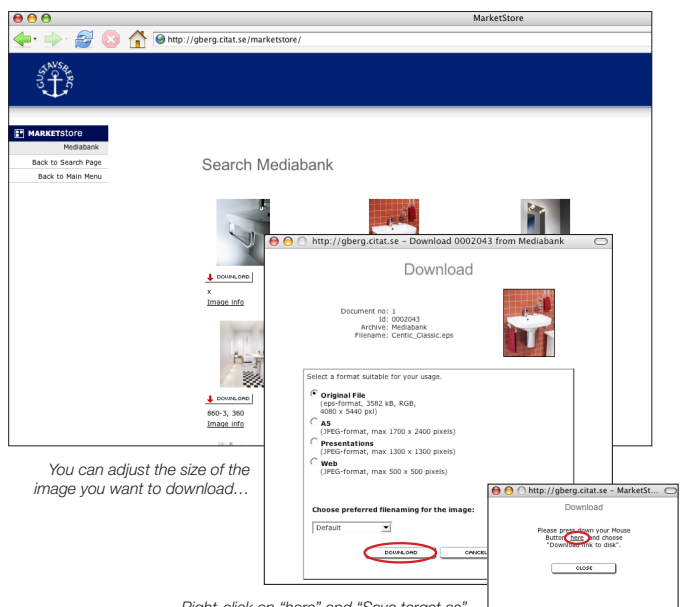


## Download images (objects)

3. Click the "Download" button. You will then get several download alternatives.
  - Original file (high-definition basic image, for print)
  - A5 (high-definition, for print)
  - Presentations (for Office use)
  - Web (adapted for web use)

Select the size and then click "Download".

4. In the next pop-up window, right click on the text "here" and select "Save target as" (in Swedish, "Spara mål som"). You will then be able to save the file to your computer.





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## “Produced Material” module

This is where completed print materials are stored in PDF format. You can choose here between searching for types of print materials or for a specific language.

### Search for Produced Material

1. Select your search method:  
Select your search method from the search structure and/or enter “Keywords”. You can combine choices from several categories, such as *Type and Language*. If you do not choose an alternative, all objects (for which you have authority) will be shown.
2. Click “Search”. The result will be presented as a list. You can now select “Download” and/or to look at information on the print material (click on one of the links beside the download button).

Do you want to find printed materials produced in Finnish? Choose only that alternative under “Language” and then

Product number	Article group	Family name	Type	Language	Download
Varaosajuttelo			Price lists	Finnish	Download
x			Brochures	Finnish	Download
Postimainnasto			Price lists	Finnish	Download
Huonehinnasto			Price lists	Finnish	Download
e-TAP		Nautic	Brochures	Norwegian	Download
e-TAP		Nautic	Brochures	Finnish	Download
e-TAP		Nautic	Brochures	Swedish	Download
e-TAP		Nautic	Brochures	Swedish	Download

### Download Produced Material

3. Click the “Download” button.
4. In the next pop-up window, right click on the text “here” and select “Save target as” (in Swedish, “Spara mål som”). You can then save the PDF file to your computer.

Selection “Download” and right-click on “here” and “Save target as”.