



Welcome to mauritius images's New Website

Dear customers,

Should a question arise when using our clear and intuitive website, you will surely find the right answer quickly in these tips & tricks.

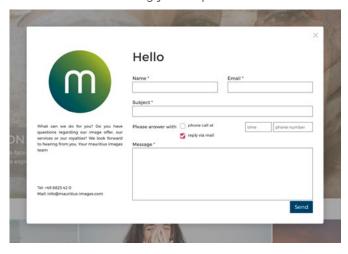
Lots of fun and many hits during your image search

Your mauritius images Team

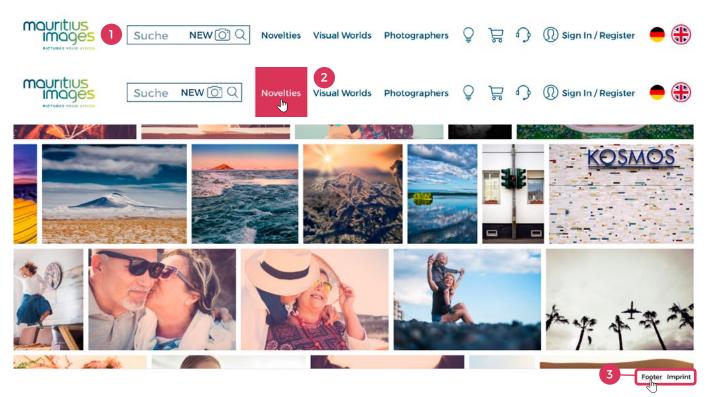
PS: For further questions we are always there for you. Please do not hesitate to contact us if you have suggestions regarding the design and/or functionality (for contact details see last page of this flyer).

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... should you have questions about your image search the contact details of your personal contact can be found on the website in the footer under *Contact*. We look forward to receiving your inquiries!







1. Header & Footer

The **header** (1) of the website with the search field was designed sticky, so it remains permanently visible and you can trigger an image search at any time, no matter where you are on our website.

Next to the search field are the links to the other main pages *Novelties, Visual Worlds* and *Photographers*.

If you move the mouse over the header, the respective icons and menu items will turn blackberry red (2). This colour indicates activated features, filters, pages throughout the website.

The icons on the right are self-explanatory:

- Click to open the lightbox menu.
- Click to open your shopping cart.
- Click to open a contact menu to easily contact your personal contact person.
- ① Click to log in with your data or register as a new customer.
- Language selection: German.
- # Language selection: English.

The **footer** contains a lot of interesting information and links - just have a look. Moreover, footer and imprint can be reached from anywhere with just one click. The links are in the line at the bottom right (3).





2. Image Search

The search box in the header allows you to search for your subjects by entering keywords.

Search NEW O Q

To do so, enter your search terms (regardless of upper or lower case) in the search box.

Spaces between keywords will trigger "and" searches. Example: "woman dog" will initiate a search for images that contain both keywords, woman and dog.

Combining keywords with "or", e.g. "woman or dog", will initiate a search for images on which either a woman or a dog can be seen.

To exclude terms simply add "not" between the keywords. Example: "woman not dog" will show you images showing women, but no dogs.

If you want to search for **combined terms or phrases**, please put the search term in quotes, e.g. "New York".

As soon as you enter the first three letters of your search term, an **auto-suggest pull-down menu** will open showing suggestions for keywords, which will provide search results.



Tip: You can also search for image numbers. Just enter the image number in the search field (comma-separated in case of multiple images numbers).

As soon as you have clicked on a suggested keyword or typed in your desired search term, the image search will be triggered automatically. Your search result will then

be displayed in a clearly arranged display of 200 images per page.

At the bottom of each page you can instantaneously jump back or forward to any page of the search result, to the first or to te last page.



In order to keep track of the search history and to be able to easily change the search parameters at any time, search terms and filters will be displayed in the form of blackberry-coloured "breadcrumbs" (1).

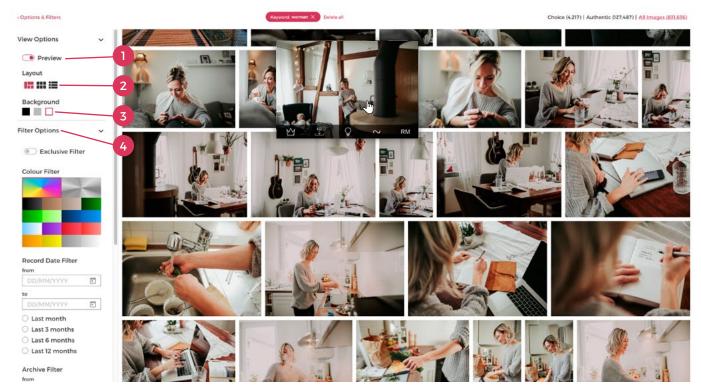
Tip: The breadcrumbs can be deleted individually. To delete all set search terms and filters, click on "Delete All" (2).

Above the search result, the number of hits for your current search for the entire image stock (*All Images*) and for our premium collections *Choice* and *Authentic* will be displayed (3). The collection for which the search is currently active will be blackberry-coloured and underlined. With just one click, you can easily switch from All Images search result to the Authentic search result or the Choice emotions filter (see chapter Choice).

Tip: To see more images, you can optionally expand or collapse the left menu column **Options & Filters** (4).

To start a new image search, simply click on the "Delete All" breadcrumb (2).





3. View- & Filter Options

Click on Options & Filters to show or hide view and filter options.

3.1. View Options

Choose between three different view options. The active option will be highlighted in blackberry red.

- If the preview-mode is activated, the image over which you are moving the mouse is shown slightly enlarged in the search result (mouse-over preview).
- 2 For the presentation of the search result you can choose between grid (Google), slide or list view.
- 3 Set your preferred background colour.

3.2. Filter Options

Various filters will allow you to reasonably limit your search results. The filter options are located below the view options (4).

Filter Options:

Exclusive Filter: Find images that are offered exclusively at mauritius images.

Colour Filter: Search in the palette for your deired colour.

Record Date Filter: Filter by date created

Archive Filter: Filter by date published.

License Filter: Choose between Rights Managed and Royalty Free images.

Release Filter: Find images that have a specific release type.

Format Filter: Portrait, landscape, square and more.

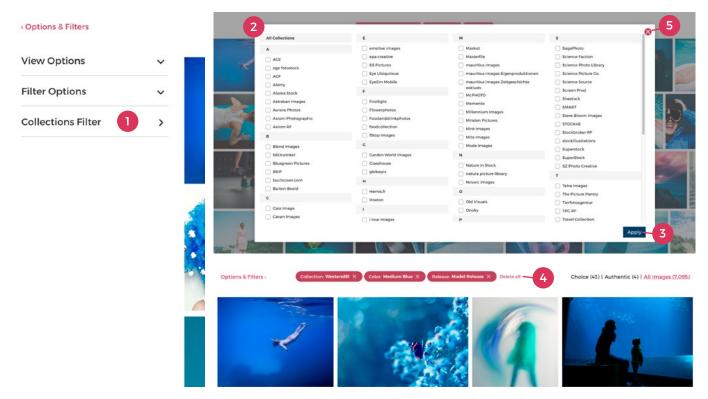
Media Type Filter: Choose between images and illustrations.

Size Filter: Search for the right image size (at 300 dpi).

Age Group Filter: Select sesired age groups of people depicted.

People Filter: Search for desired number of people on the image.





Collections Filter

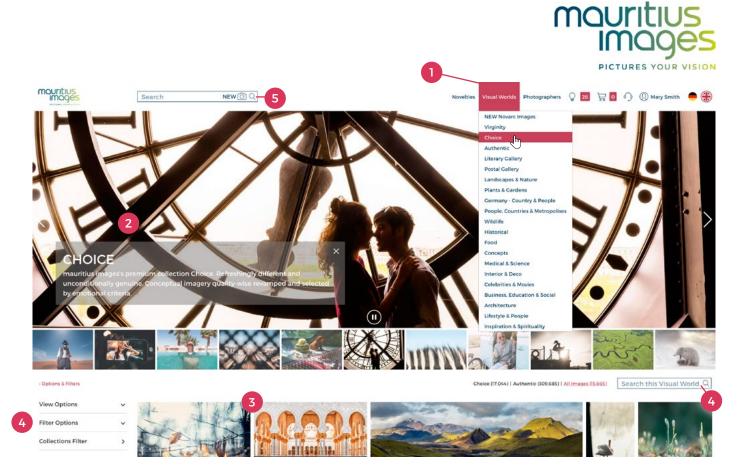
Search specifically in our collections: Click on the Arrow to the right (1) to open a window displaying all the collections we represent (2). Click to select one, multiple or all collections and start your image search by clicking Apply (3).

The selected collections will be displayed in the breadcrumb line and can be deleted there (4). Entered search terms and/or filter options will also be included in the search.

If you do not use the *Collections Filter*, your image searches will automatically be performed across all collections.

Click on the X in the upper right corner or press the escbutton to close the *Collections Filter* (5).

Some collections include both Rights Managed and Royalty-Free images. By using the License Filter you can limit the search result to the preferred license type.



4. Searching our Visual Worlds

In order to present you the best and newest imagery for various themes, we have categorised and edited our image offer. Each of the *Visual Worlds* represents one unique theme portal, which can be searched for your desired images.

We currently offer *Visual Worlds* for the following themes (displayed as a pull-down menu when clicking on *Visual Worlds* (1). The sequence may change and vary):

- · Choice
- · Authentic
- Virginity
- Novarc Images
- · Literary Gallery
- · Postal Gallery
- · Landscapes & Nature
- · Plants & Gardens
- · Germany Country & People
- · People, Countries & Metropolises
- · Animals
- · Architecture
- · Inspiration & Spirituality
- Food
- · Interior & Deco
- · Concepts
- · Business, Education & Social
- · Lifestyle & People
- Medical & Science
- · Celebreties & Movies
- Historical

All *Visual Worlds* are identically structured: Main components are attractive image sliders (2). Below you will find the best current images from the respective topic area (3) - continuously curated by our Art Department. Search within the *Visual World* by using both, the additional search field and the previously described filter options below the image slider (4).

For a new search over the entire stock of mauritius images please use the search field in the header (5).



5. Search Photographers

Our image portfolio represents several thousand photographers. The 200 best are presented to you by a dedicated website, where you can view all images by this photographer and search within their images.

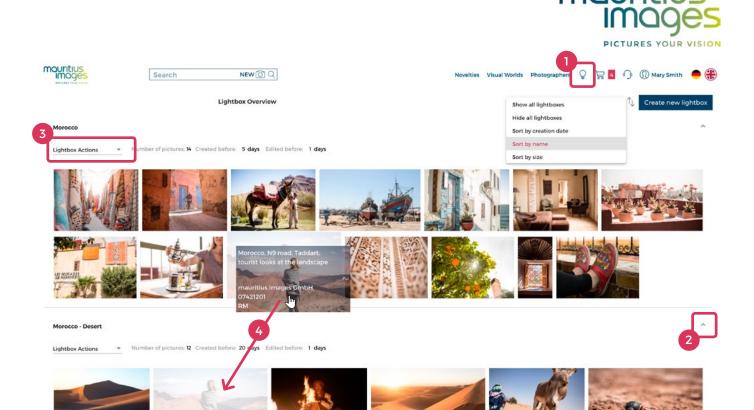
Click on *Photographers* in the header (1) to open the photographer overview. This consists of an image slider of the current *Photographer of the Month* (2) and a brief bio. Clicking on the image slider will take you to the photographer's portfolio.

Below the current *Photographer of the Month* an alphabetical search function and the portfolios of all our other top photographers can be found (\Im).

Click on the teaser image of a photographer to view the respective image slider and the photographer's entire portfolio (4). Search each photographer's portfolio by using both the additional search field and the previously described filter options below the image slider.



For a new image search over the entire stock of mauritius images please use the search field in the header (5).



6. Lightbox Functions

To store image selections permanently in a lightbox, various useful functions are available for logged-in users.

You can access your lightbox menu in two ways: by clicking on the light bulb icon in the header; or by clicking on *View Lightbox* in the narrow menu bar at the bottom of the screen.

6.1 Large Lightbox Menu

Click on the lightbuld icon in the header to open the large lightbox menu (1).

Except for the first lightbox in your list, all lightboxes will be collapsed by default and can be expanded by clicking on the arrows on the right side of the screen (2).

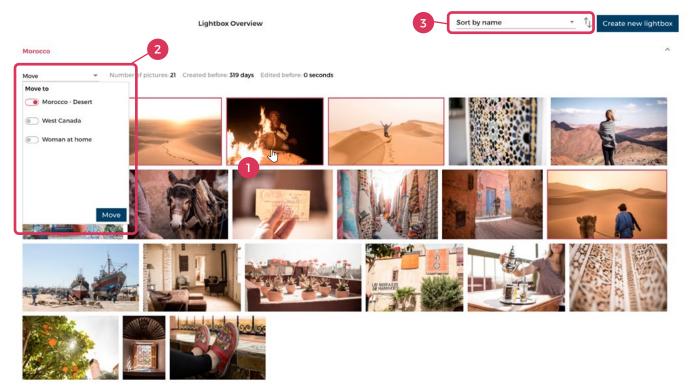
You can select the desired action for your light table in the light table menu (3):

- · Edit
- · Delete
- · Rename
- · E-Mail
- Move
- · Copy
- Duplicate
- Add to cart

 Download lover
- · Download lowres (.ZIP)
- Download highres (.ZIP)
- · Download as PDF File

Drag and drop images within the lightbox or from one lightbox to another. Simply drag the image to a new position within the same lightbox or another lightbox with the left mouse button pressed (4).





Also, you can simultaneously process multiple images via the corresponding action menu item. Hold the CTRL-key (Mac OS: cmd $\mathbb H$) and mark images to be processed by clicking. All marked images will be given a blackberry-coloured frame (1). Then, select the desired menu item, e.g. *Move* or *Delete*.

Selecting Move will open a window with all your lightboxes. Select one or multiple lightboxes to which you want to move the images (2). Multiple selection will move the marked images to all selected lightboxes.

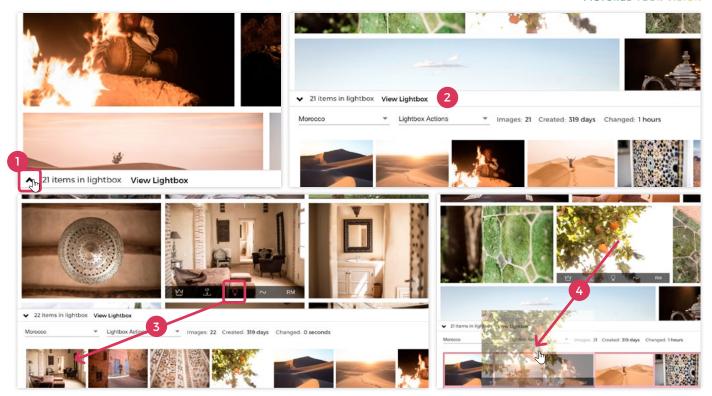
To copy pictures, proceed as above. Unlike moving, the marked images will also remain in the source lightbox.

Tip: Use the drop-down menu on the right side of the screen (3) to show/hide or sort your lightboxes according to different criteria:



Clicking on the double-arrow icon $\uparrow \downarrow$ to the right of the sort field will reverse the display order.





6.2 Small Lightbox Menu

Click on the arrow on the left of the narrow menu bar below the search result to open the **small lightbox** menu (1).

The menu bar will display the number of images in your currently active lightbox.

Click on the up arrow on the left to open your active lightbox, i.e. the lightbox you last worked with (2). To activate another lightbox, use the drop-down menu on the far left. Then, you can trigger the actions described under 61

Add images to the active lightbox either by clicking on the light bulb (3) icon below the image or simply by drag-and-drop. Drag the image with the mouse downwards in the direction of your lightbox. As soon as this shows a blackberry red colour (4) you can let go of the mouse. Newly added images will appear on the left in the lightbox.

Move images within a lightbox by using drag-and-drop.

If a lightbox has not yet been created yet, images will automatically be placed in the lightbox "My first lightbox" after clicking on the light bulb icon.

To activate another lightbox click on the menu arrow to the right of the name of the active lightbox and select the desired lightbox for activation.



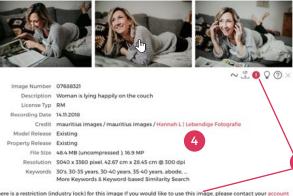
Tip: Images that have already been added to a light-box can be recognised by the blackberry-coloured light bulb icon below the image (3).



3











7. Preview Presentation & Image Details

7.1 Preview Presentation & Image Downloads

Important information about the image can be seen in the thumbnail view (\bigcirc).

Exclusive - only available at mauritius images

a Image from our premium collection Choice

Not yet added to a lightboxAlready added to a lightbox

Not yet added to cart Already added to cart

Image with usage restrictions

 \sim Triggering the keyword-based similarity search

RM/RF License model type

Click on the thumbnail image to display the preview of the image in the line below (2).

All important metadata will be displayed to the right of the image.

An additional text underneath the image information and the exclamation mark icon (1) at the top right next to the image information indicate that an image is under usage restriction (industry lock). HighRes download of such restricted images will not be possible. Should you nevertheless be interested in using them, please contact us.

Tip: If you particularly like the visual language of a photographer or certain collections you can easily find the entire portfolio of photographers or collections by simply clicking on the corresponding name link in the "Credit" column (4).

















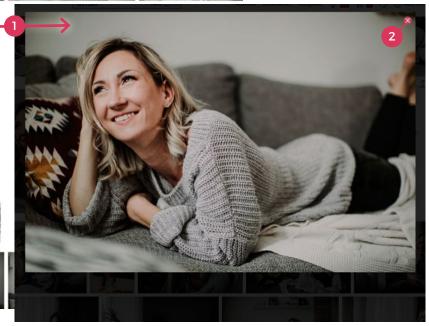










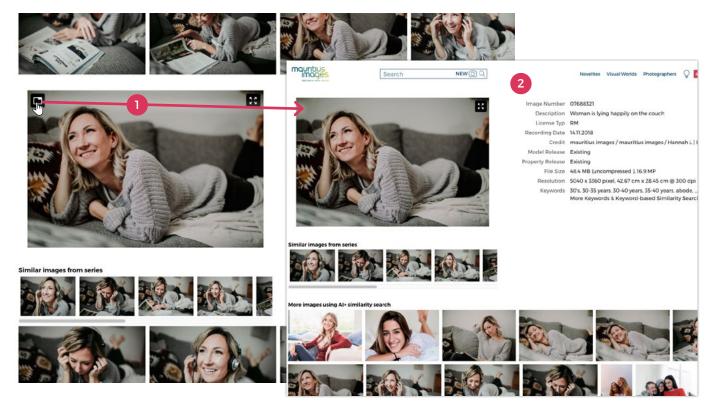


Large preview view (only when logged in)

To better evaluate the preview image, click on the magnification icon () in the upper right corner of the image (). A full-screen preview image will then open. The large preview image can be closed by clicking on the X in the upper right corner or by pressing the "Esc" key (2).

Please note that this function is only available when logged in.





Opening large preview view and further details in new tab

Click on the icon () in the upper left corner of the preview () to open the preview in a new tab of your browser (). Click on the icon in the upper right corner to open the full screen preview ().

For better evaluation of the image, additional information will automatically be displayed below the preview image as a reference:

 More images using AI+ Similarity Search - the result of a similarity search using only visual parameters of your preview image.

More images using Al+ similarity search

2. More images of the contributor - other images from the photographer's or agency's portfolio of your preview image.

More images of the contributor









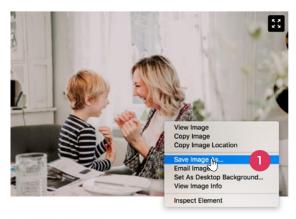
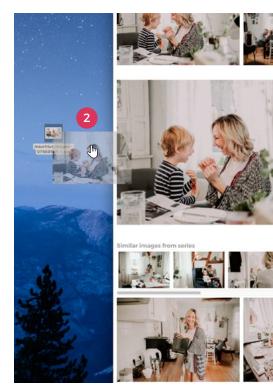


Image Number 0768
Description Moth
License Typ RM
Recording Date 14.11.
Credit mau
Model Release Exist
Property Release Exist
File Size 48.4
Resolution 5040
Keywords 4-6 by



Similar images from series



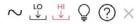
7.2 Image Downloads

Thumbnails or preview images can be downloaded by a right click (1) or per drag and drop onto the desktop (2). Downloaded images will bear the agency name and the mauritius images image number in the file name. So, you always know where you can find this image again.

If you do not use the Shopping Cart function, you can depending on the activation - download ($\bigcup_{i=1}^{L_i}$) or High-Res ($\bigcup_{i=1}^{L_i}$) images by clicking on the respective icon. You will find the icons below the image.



and in the preview view on the top right next to the image information.

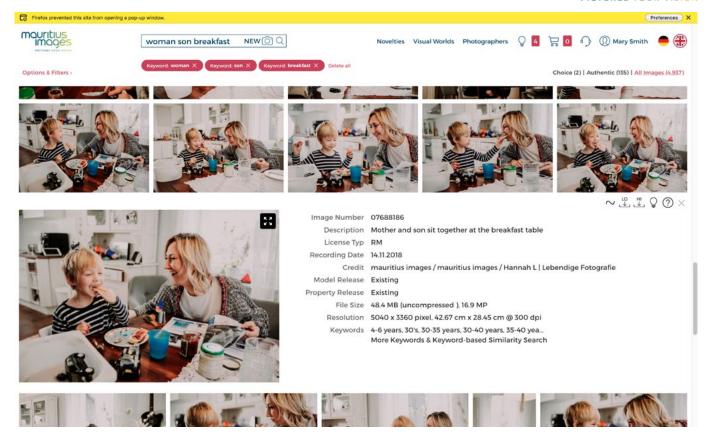


You can download LowRes or HighRes images from lightboxes or the shopping cart individually or as a ZIP file (see chapters 6 and 9).

When downloading preview images in LowRes, a banner with logo, image number, caption and credit will automatically be added. This also applies to ZIP LowRes downloads of lightboxes.





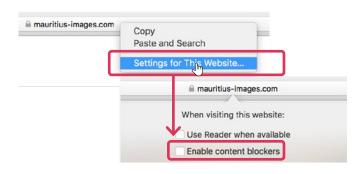


7.3 Deactivation of Pop-Up Blockers

Please remember to deactivate pop-up blockers of your browser for the mauritius images website, otherwise you will not be able to download image data. Below are the operating instructions for the two most frequently used browsers:

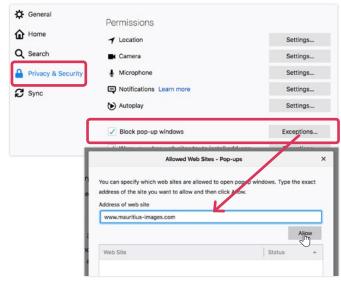
Disabling pop-up blockers in Safari

Right click on the mauritius images URL and then deactivate content blocker in the settings by unchecking the box.

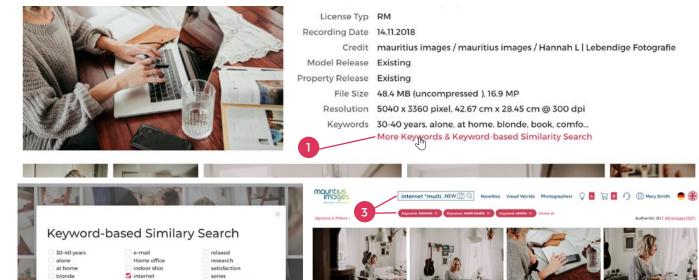


Disabling pop-up blockers in Firefox

In the menu item Firefox Preferences -> Privacy & Security add the exception www.mauritius-images.com to the pop-up window or deactivate pop-up blockers in general.







8. Similarity Search

keyboard

taking a break to do To do list

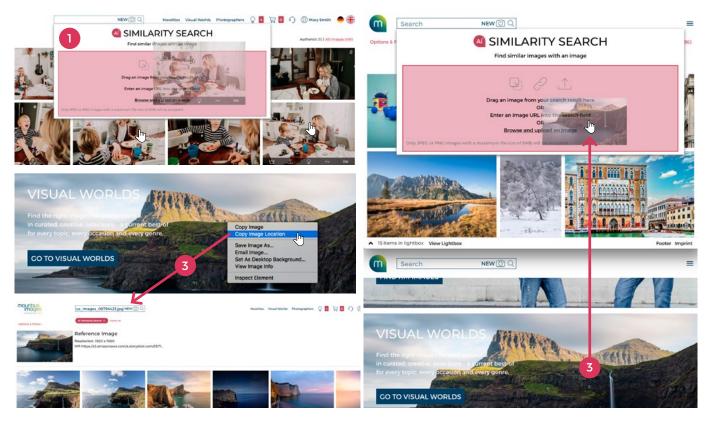
8.1 Keyword-based Similarity Search

Click on *More Keywords & Keyword-based Similarity*Search in the preview to trigger the keyword-based similarity search of the entire image stock (1).

A new window will open. Select the keywords you would like to activate for a new search (2).

The chosen keywords will appear in the search box and in the breadcrumbs above your search results in alphabetical order (3). So, you can quickly and easily customize/change the search.





8.2 Image-based Al+ Similarity Search (Artificial Intelligence)

With the AI similarity search, we now offer you a completely new dimension of image search. Search for similar images by simply using a single image - without having to enter any keywords.

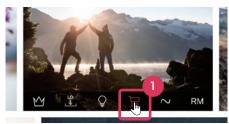
Search NEW O Q

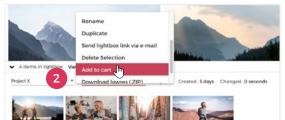
Unlike the conventional, keyword-based image search, the Artificial Intelligence (AI) image search is a similarity search based exclusively on visual image content and parameters that are sometimes difficult to represent in the form of keywords. Copy space, motion blur or a specific lighting mood, for example. You define the desired visual search criteria for your AI similarity search by using a reference image. There are three easy ways to search:

- Drag an image from a search result towards the search field on the mauritius images website. As soon as the similarity search window opens, drop your image into it. The search will start automatically.
- Drag an image from your computer interface towards the search field on the mauritius images web page. As soon as the similarity search window opens, drop your image into it. The search will start automatically.

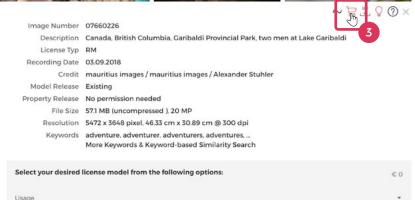
3 Paste an image URL from the Internet (e.g. Google search result) into the search field. You can obtain the URL by right-clicking on the large view of the desired image and clicking on the menu item "Copy Image Location". Place the cursor in the search field and paste the copied address here. Alternatively, you can open a second browser and drag and drop the image onto the browser with the mauritius images website until the similarity search window appears.











9. Shopping Cart & Purchase Procedure

This chapter is only relevant for you if you have <u>not</u> set up a royalty agreement with mauritius images or if we have activated the shopping cart for you upon your request.

For all existing customers under a royalty agreement, the shopping cart symbol will be hidden, because purchases will be made on account (Easy Access mode) - i.e. without a shopping cart menu.

9.1. Adding Images to the Shopping Cart

Images can be added to the shopping cart in different ways:

By clicking on the shopping cart icon (1) below the thumbnail (within a search result or a lightbox).

By using the lightbox menu (2) (see also Chapter 6) you can add selected or all images to the shopping cart.

From the preview menu

Durch Klick auf das Warenkorb-Icon neben der Bildbeschreibung

- By clicking on the shopping cart icon top right by the image information (3).
- By using the royalty calculator underneath the image information.

For RM images, a royalty calculator for selecting the desired license will appear underneath the image information.



For RF images, a royalty calculator for selecting the desired image size will appear underneath the image information.

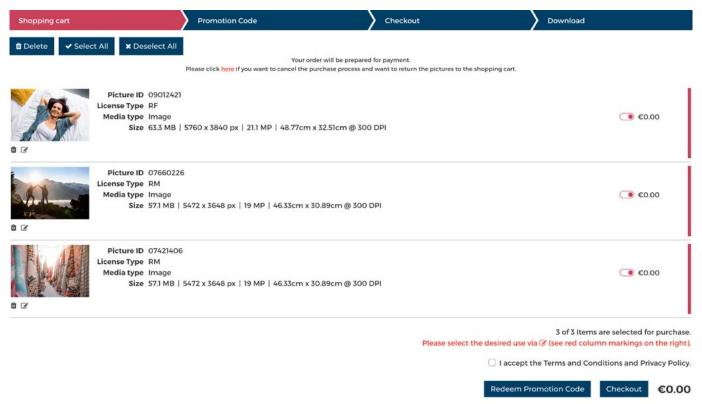


The number of images in your shopping cart is shown in the header right next to the shopping cart icon.









9.2. Concluding your Order

To conclude an order, click on the shopping cart icon.



Now, a new window showing the images in the shopping cart will appear. The schematic menu guidance on top will show you at any time where you are within the purchasing process and will guide you through the next steps.

9.2.1. Defining Usage Types and Image Sizes

Please note that you can only complete the order once you have specified a type of use (RM) or image size (RF) for all images in the shopping cart. Images for which no usage parameters have yet been defined can be recognized by the blackberry-coloured marking on the right side of the screen as well as by a corresponding note.

To specify the missing license models/image sizes, please click on the *\overline{\mathbb{G}}\text{-icon below the respective image. An intuitive menu will now open in which you can select the desired size (RF images) or license model (RM images) and other usage parameters.

For RF images:

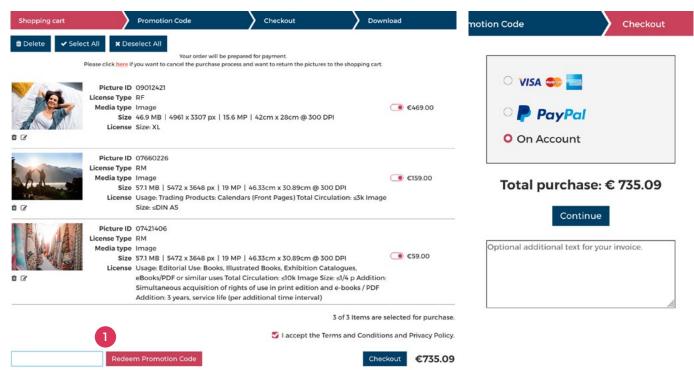


For RM images:



By clicking on *Apply*, you confirm the usage information and will returned to the shopping cart view.





As soon as you have defined usage types for all images in the shopping cart, please accept the *GTCs* and *Privacy Policy*.

If we have sent you a voucher code, please click on Redeem Voucher now to enter your code (1).

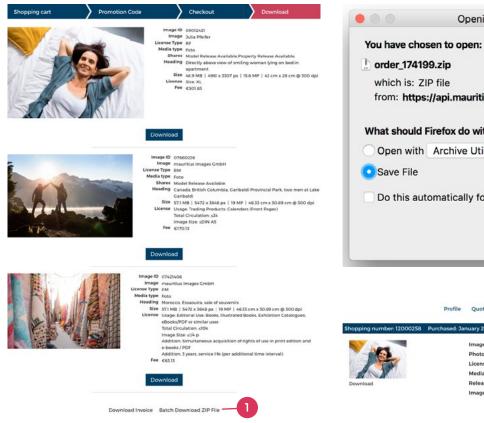
You can then complete your order by clicking on *Checkout*.

9.2.2. Payment Procedure

On the following page "Checkout" you can choose your payment method. Choose between credit card payment (VISA, MasterCard or American Express), PayPal or Invoice / on account. Payments by credit card and PayPal will be processed via a secure connection, so that you do not have to enter any access or payment data on our website. We will be happy to set the payment option "Invoice / On account" upon request.

On this page, you can also enter an additional text to be noted on your invoice, e.g. "For customer Smith".

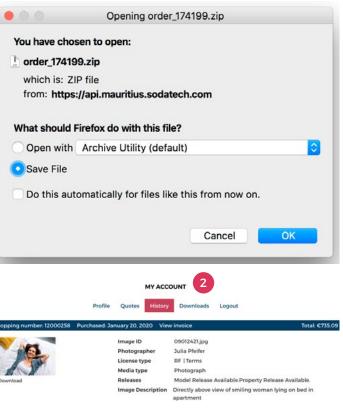




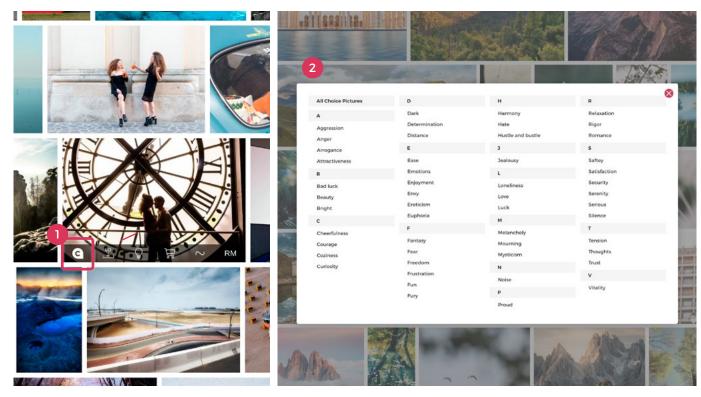


Following the payment you can download the images either individually or in a batch (ZIP file) and/or download the invoice (1).

All your licensed images and the corresponding invoices can be re-downloaded at any time under "My Account / History" (2).







10. Choice - Premium Collection

CHOICE is an exclusive and elaborately reworked premium collection with handpicked, strictly edited imagery from mauritius images. Exceptional motifs, aesthetics, modern recording technology, change of perspective and special lighting conditions characterise CHOICE. Our website now enables you to carry out a targeted search within this sophisticated image offering.

The images in this collection can be recognised by the choice icon () below the thumbnail image ().

After any image search, the number of images, which have been found in your search and belong to the Choice collection will be shown on the right above your search result.

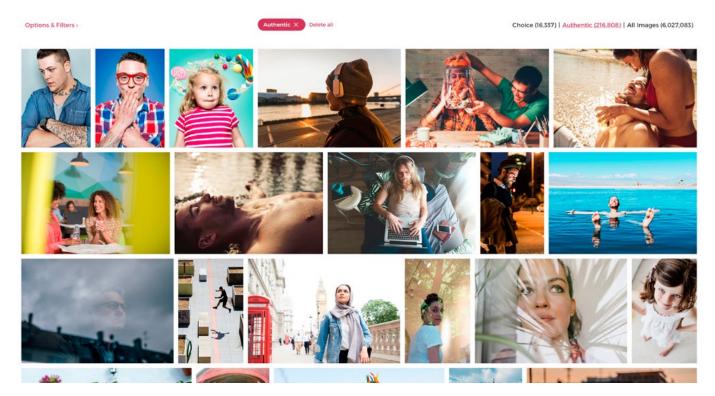
```
Choice (16,337) | Authentic (216,808) | All Images (6,027,083)
```

When clicking on the number of Choice images, a filter specifically developed for the extra keywording of this collection with about 50 selectable conceptual keywords will open (2). Click on an concept to further narrow down your search result.

Tip: Choice is also a Visual World in which you can carry out searches as described in Chapter 4.







11. Authentic - Lifestyle & People Collection

Spontaneity and naturalness are the focus of the Authentic collection, offering "real life" people and lifestyle themed images in a modern and authentic visual language. These high-quality images were selected specifically for the creative market and can be easily filtered out of the entire image stock of mauritius images.

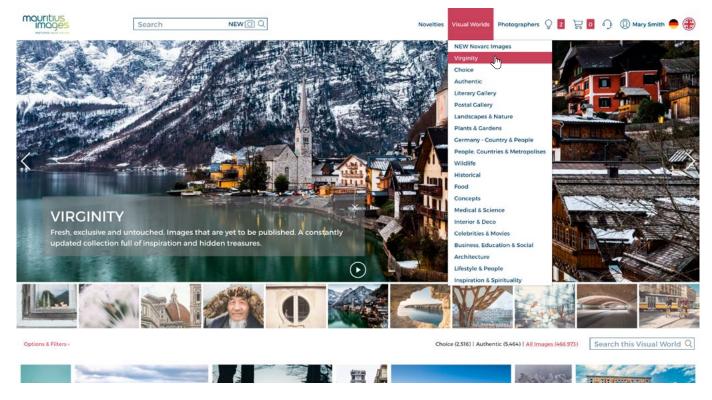
After any image search, the number of images of the Authentic collection found will be shown on the top right.

Choice (16,337) | <u>Authentic (216,808)</u> | All Images (6,027,083)

By clicking on the number of Authentic images, a filter will be added to the search. The search result will now show all Authentic images that contain the desired search terms.

Delete the Authentic filter by clicking on the appropriate breadcrumb above the search result.





12. Virginity - Unpublished & Exclusive Collection

Virginity is aimed at all customers who particularly want to use unpublished, exclusive and high-quality images. Images that meet these three criteria in the D-A-CH region can be found in the new Virginity collection in the image worlds at mauritius images.

The concept behind Virginity is worldwide unique. The collection includes all images that

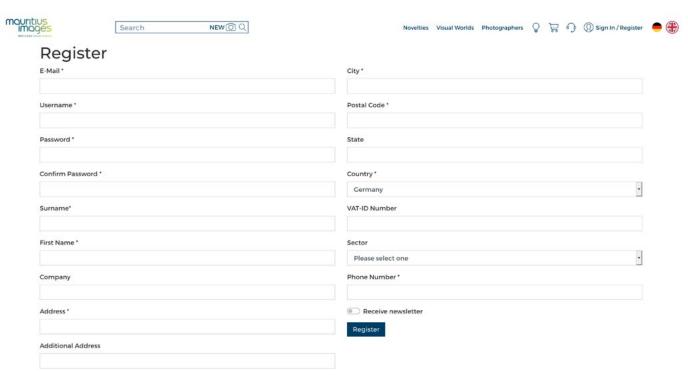
- · are exclusively represented by mauritius images;
- · and have not yet been published in the D-A-CH region.

As soon as one of these images is licensed, it's removed from the collection. New images are added continuously. Updating is done on a daily basis.

Especially in a world where, due to the increasing royalty-free business, we often no longer know whether and for what the desired image has already been licensed, Virginity gives you security for the exclusive use of high-quality images.

As an image agency that traditionally licenses rights-managed licenses, mauritius images also offers a complimentary service of image blocking. For you, this means that you can use the blocked image exclusively in a certain industry, territory and/or period of time. An ideal complement to the Virginity concept.



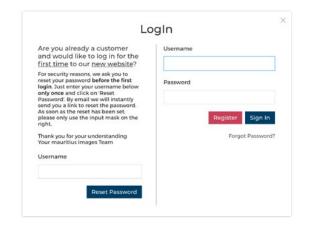


13. Registration & Login

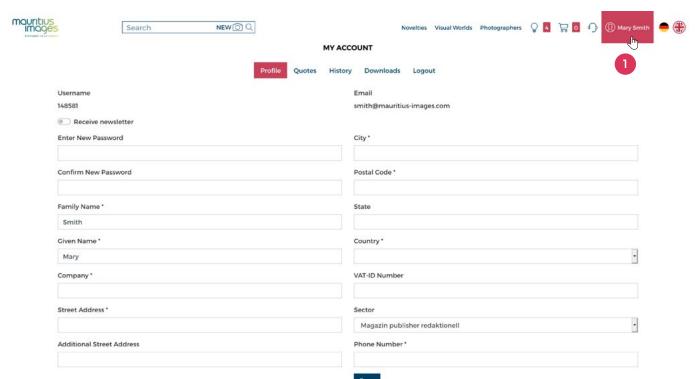
If you have not yet registered as a customer, please click on *Register* in the header of the website. Now a onepage menu will open containing all information we need for registration.

Upon entering all data (mandatory fields are marked with *) click on Register. You will now receive a verification link by e-mail.

If you are already a customer and want to log in on our new website for the first time, you will have to re-assign your password for security reasons before logging in for the first time (you may as well choose your previous password again). To do this, please enter your user name in the login window on the lower left and click on *Reassign password*. We will then send you a link to the new password by e-mail. As soon as this has been done, please use the input mask on the right for each further login.







14. Account Settings

You can access your account settings by clicking on your name in the top right corner of the header (\bigcirc 1).

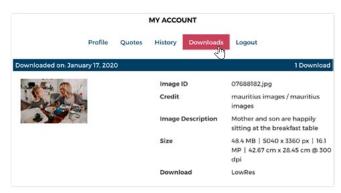
The account settings contain the following menu items:

- · Profile
- · Quotes
- History
- Downloads
- Logout

In the menu item *Profile* you can change your profile data at any time. Using the radio button in the upper left corner you can decide, if you would like to receive our newsletter. Following any changes please do not forget to click on *Save*.

Via the menu items *History* and *Offers* you can view your invoices and current quotes.

The menu item *Downloads* provides a download overview with useful information. Among other things, you can see in which resolution (HighRes or LowRes) each individual image has been downloaded.



To log out click on the menu item *Logout*. To log in again, click on *Login/Register* in the header on the right.



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The approximately 150 million RF and RM motifs in our image collection also include versatile collections from the areas of Food, Beauty, Medicine, Illustrations and symbol photography as well as historical images. Magazines, newspapers and book publishers are just as much a part of our customers as advertising agencies and corporate customers.

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