

Welcome

to

ICOMOS Photobank

**A collaborative tool for
the preservation of the
world's monuments and
sites**

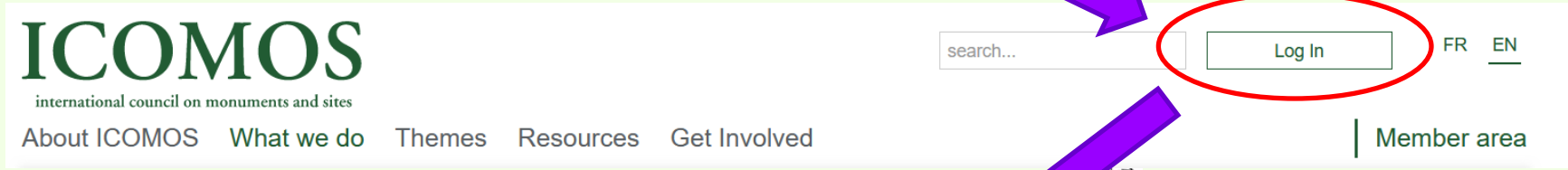
Uploading
images

-

First steps



1/ CREATE AN ACCOUNT ON ICOMOS WEBSITE



ICOMOS
international council on monuments and sites

About ICOMOS | What we do | Themes | Resources | Get Involved

search... **Log In** FR EN

Member area



Email

Password

Remember me

By clicking on "Log In" you agree to the ICOMOS Privacy Policy, including our cookie use.

Log In

Forgot your password?
Don't have an account?

<https://www.icomos.org/en/register>

2/ LOGIN

ICOMOS

international council on monuments and sites

[About ICOMOS](#) [What we do](#) [Themes](#) [Resources](#) [Get Involved](#)

[FR](#) [EN](#)

[Member area](#)

LOG IN

ICOMOS members automatically have an account.

To log in to your account enter the email address you indicated on your membership application and the password that has been sent to you by email.

If you have lost/forgotten your password – please click on **Forgot your password?** and do not create a new account.

If you have forgotten the email address associated with your membership application – please **Contact us** or your National Committee.

Non-members must create an account to use the ICOMOS Photobank and receive the ICOMOS e-news. Creating an account does not register you as an ICOMOS member – for information on membership please see [Join ICOMOS](#)

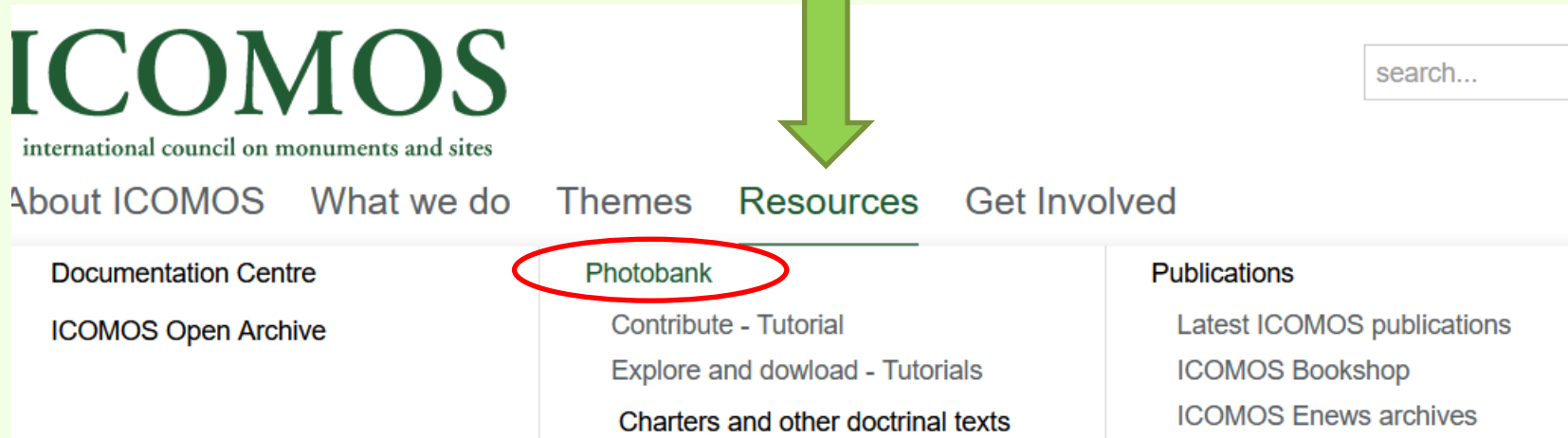
Remember me

By clicking on "Log In" you agree to the [ICOMOS Privacy Policy](#), including our cookie use.

[Forgot your password?](#)

[Don't have an account?](#)

3/ Access ICOMOS Photobank from the 'Resources' top menu



ICOMOS
international council on monuments and sites

search...

About ICOMOS What we do Themes **Resources** Get Involved

Documentation Centre ICOMOS Open Archive	Photobank Contribute - Tutorial Explore and download - Tutorials Charters and other doctrinal texts	Publications Latest ICOMOS publications ICOMOS Bookshop ICOMOS Enews archives
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PREPARE YOUR IMAGES:



HAVE A LOOK AT OUR TUTORIAL

[‘TIPS TO GET YOUR IMAGES READY FOR THE UPLOAD’](#)

→ KEEP THE BEST VIEWS, ENHANCE LIGHT AND CONTRAST,
REFRAME...

4/ Choose “add an image”
or “add a gallery”

Mediatheque

For any question or request, please send an email to documentation@icomos.org

+ Add an image

+ Add a Gallery

Fill one or several words

- Theme -



5/ Fill in the **description fields** accordingly



Prepare relevant information in advance,

for example in an **Excel table**, describing (in **English** for optimal visibility):

- the photo **gallery's title**,
- a **caption** for each photo
- **keywords** (find ideas [here](#))
- **shooting date**
- which **World Heritage property** it may show

6/ Adding a SINGLE IMAGE

> The **fields** marked with a  are mandatory

> Do not forget to agree with the photobank's **general terms of use** and to open the **tabs**

Media

Save Save & Close Save & New Cancel

The downloading of an image whose size is at least 1Mb can take a few seconds. Thank you to wait until the total download of file. Publication options are only for media managers.

Title *

Theme *

Country *


Type *

File * Aucun fichier sélectionné.

Access

Copyright *

Photographer(s) Equal to Copyright Custom

Shooting Date * 

I agree the general terms of use of the ICOMOS mediatheque

Details File Deterioration Publication

Description

Keyword(s)

World Heritage Property(ies)

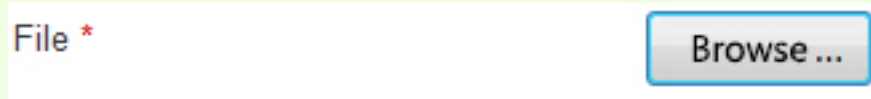
Historic Monument/Site

Location (region/district, town, locality)

Subjects (Persons)

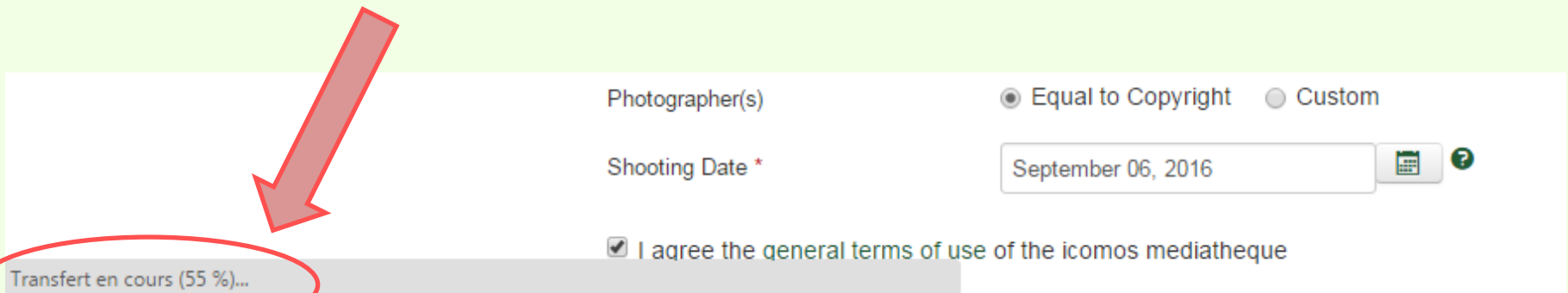
Related Article(s)

→ **Browse** your computer to **select** the image



→ Click on the button "**Save and close**"

→ **Nothing happens? Don't panic... Check download progression at the bottom left corner of your screen**

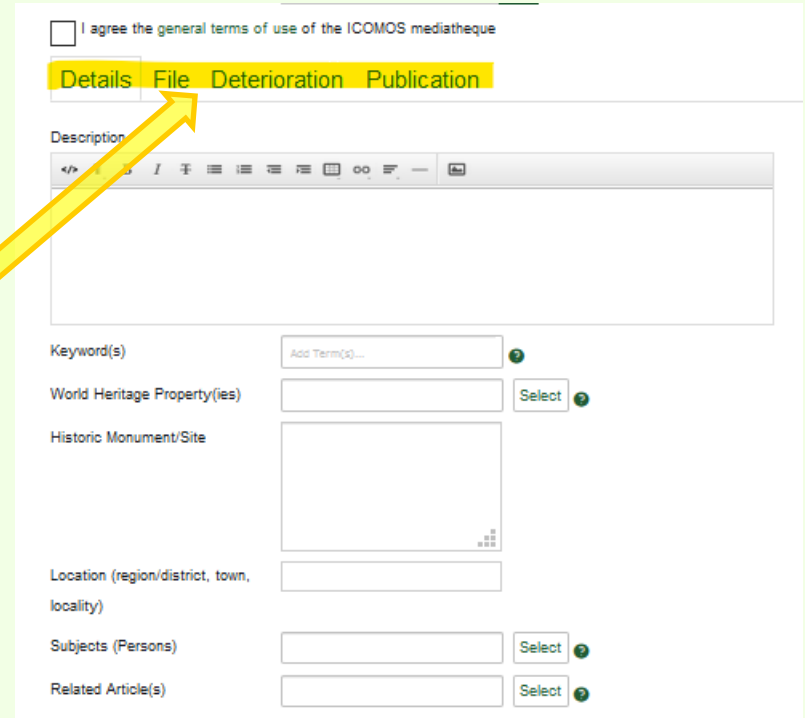


7/ ADDING AN IMAGE GALLERY

→ **Fill in the description**
Fields that are common
to your image selection:

Gallery title (preferably with the name of the **country** and a **year**),
keywords, **World Heritage** property if relevant...

Do not forget
to open the tabs



I agree the general terms of use of the ICOMOS mediatheque

Details | **File** | Deterioration | Publication

Description

Keyword(s) +

World Heritage Property(ies) Select +

Historic Monument/Site

Location (region/district, town, locality)

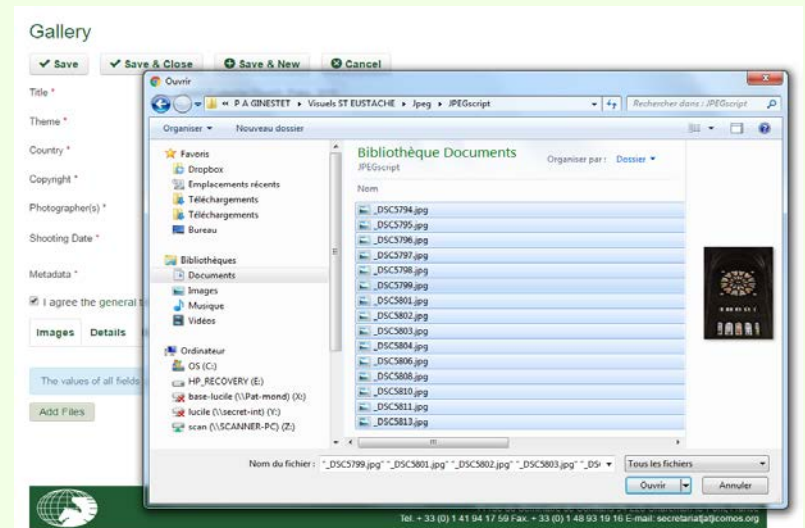
Subjects (Persons) Select +

Related Article(s) Select +


→ **Check the « I agree... » box**

→ **Browse your files** (« add from device ») and pick your image selection

→ **Save and close**




Preview




Access: Public

Copyright *: ICOMOS

Photographer(s): Equal to Copyright Custom

Photographer(s) *: Ginestet, Pierre-Albert 

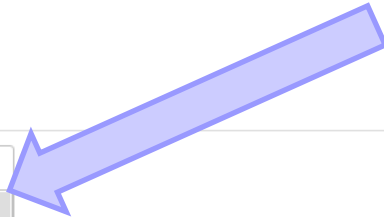
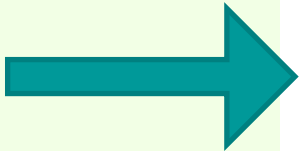
Shooting Date *: June 20, 2016 

Details File Deterioration Publication

Description

Stained glass in the SoUth-East aisle of the church depicting the Annuciation.

Keyword(s): RELIGIOUS ARCHITECTURE STAINED GLASS STAINED GLASS TECHNIQUES FRANCE stain



→ **Save and close !**

Ready?

Go!