Media Library

How to access

For easier use of <u>bolognawelcome-media.photoshelter.com</u> and for no-charge access to content, we recommend creating a personal user account.

This is done only once, by following these simple steps:

- 1. Make a request for access and a licence: To become a registered user, fill in the form on the online "Database Media" page and give a reason for your interest in the media (images, videos or audio). You will also find the "Bologna Welcome License Agreement". Please read it carefully and confirm your acceptance of the terms. You will now receive an email acknowledging your request.
- 2. Creating your account: When we begin processing your request, we will send you a link within three working days allowing you to create your account using the email and details that you entered in the form.
- 3. Activating your account: Photoshelter will send a membership activation link to your email address, asking you to enter your password. Once you have performed this step you will see "Account Activated".
- 4. Viewing and downloading content: From now on, clicking on "Galleries" in the top menu bar will allow you to access and download content through the general gallery called "Invited galleries".

We're here to help you every step of the way. If you have any questions or need assistance, please contact us at <u>medialibrary@bolognawelcome.it</u>

All images, video clips and audio made available by Bologna Welcome are governed by the Bologna Welcome Licence Agreement.

How to search

The search function can be found in the header of the page under "Search", and allows you to use keywords and other criteria to find images, videos and audio. This function can be regarded as a free Google search, e.g. if you type in "Two Towers" you will get about 100 image and audio files tagged with Two Towers. Or you can narrow your search and type in "Two Towers Christmas" and get about 10 images. As previously mentioned, you need a user account to be able to download files from the Media Database.

Database structure

The Bologna Welcome "Media" database consists of a series of folders called "Galleries", ordered alphabetically. Each gallery contains high-quality images, short films, video clips, audio clips and podcasts, which can be downloaded in the format of your choice.

Bologna Welcome

Audio

This gallery contains a series of audio guides about the city of Bologna and some of its attractions, as well as a podcast about the Renaissance in Bologna.

Photo

This is a collection of photo galleries categorised by geographical area. They contain images based on tourist activities and the special features of each area. This constantly updated archive of about 19,000 photos was created to illustrate the beauty of the Bologna area and is organised under different themes: culture, food and wine, seasonal aspects...

Video

This gallery contains a number of video clips shot in Bologna and its surrounding areas.