**paper clip**, paper clips
(Nomen)

*Definition:* a small, folded, wire or plastic device used to hold sheets of paper together

*Übersetzung:* Büroklammer

*Beispiel:* I need more paper clips to hold all the sheets of paper together.

**clipboard**, clipboards
(Nomen)

*Definition:* a flat piece of rigid material, such as card or plastic, with a clip at one end under which papers can be held

*Übersetzung:* Klemmbrett
Manuskriphalter

*Beispiel:* Have you seen the clipboard anywhere?

**staple**, staples  [ˈsteɪpl]
(Nomen)

*Definition:* a wire fastener used to secure stacks of paper by penetrating all the sheets and curling around

*Übersetzung:* Heftklammer

*Beispiel:* I usually use staples to keep the files together.

**stapler**, staplers  [ˈsteɪp.lə(ɹ)]
(Nomen)
**Definition:**
a device which binds together sheets of paper by driving a thin metal staple through the sheets and simultaneously folding over the ends of the staple against the back surface of the paper

**Übersetzung:** Tacker

**Beispiel:** Where can I buy staples for the stapler?

**hole punch**, hole punches

* (Nomen)

**Definition:** a tool that is used to make holes in stationery for ease of filing

**Übersetzung:** Locher

**Beispiel:** I can't find the hole punch.

**Synonym(e):** hole puncher (AE)

**notice board**, notice boards

* (Nomen)

**Definition:** a board, hanging on a wall, on which notices and announcements are posted

**Übersetzung:** Anschlagtafel
schwarzes Brett

**Beispiel:** There's an announcement for the next meeting on the notice board.

**Synonym(e):** bulletin board (AE)

**drawing pin**, drawing pins

* (Nomen)
**Definition:** a tack for attaching paper to a notice board etc.

**Übersetzung:** Reißzwecke
Reißnagel

**Beispiel:** Sue needs more drawing pins to attach her poster to the board.

**Synonym(e):** thumbtack

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**pencil sharpener, pencil sharpeners**

(Nomen)

**Definition:** a device used to sharpen pencils by shaving the wood at one end

**Übersetzung:** Spitzer

**Beispiel:** There are only a pencil and a pencil sharpener on the desk.

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**marker, markers** ['mɑː(r)ka(r)]

(Nomen)

**Definition:** a felt-tipped pen used to mark a text or something else on paper

**Übersetzung:** Markierstift
Marker
Textmarker

**Beispiel:** He always uses a red marker when scanning text.

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**cartridge, cartridges** ['kɑːtrɪdʒ]

(Nomen)

**Definition:** a vessel which contains the ink or toner for a computer printer and can be easily replaced with another

**Übersetzung:** Patrone
Tintenpatrone
Example: Could you change the printer's cartridge, please?