3 easy ways to do Screen Shots

This is an **encore** Tip of the Week.
Re-sending it because it's potentially
so useful to so many people.

Brought to you by
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SITUATION:

I want to do a "Screen Shot", i.e., take a picture of my computer screen.
The reason for that is I want to email it to someone, or include it in a document, or have it as the base image for a graphic I'm creating.

SOLUTION:

Here are some ways to capture images off your screen:

- To copy the **WHOLE** screen: Press [Print Screen] button which may be abbreviated [PrtScn].
    - (When you do this, it doesn't appear that anything is happening.)
- A variation of the above is: [Alt]+[Print Screen]
    - That will copy only the **ACTIVE** Window
- To copy **ANY PART** of the screen: Use the Snipping Tool.
    - Here is a quick 2-minute tutorial for Windows-10

Hold 'Alt' and press 'PrtScn'

Then of course you can paste it any way you prefer, such as by [Ctrl]+[V] into an email message or Word document or Paint, for example.

Was this helpful? Do you have suggestions for a future Tip of the Week? Do you have any other comments?
Let us know at dopmHelp@uabmc.edu

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