

Play of the Week!

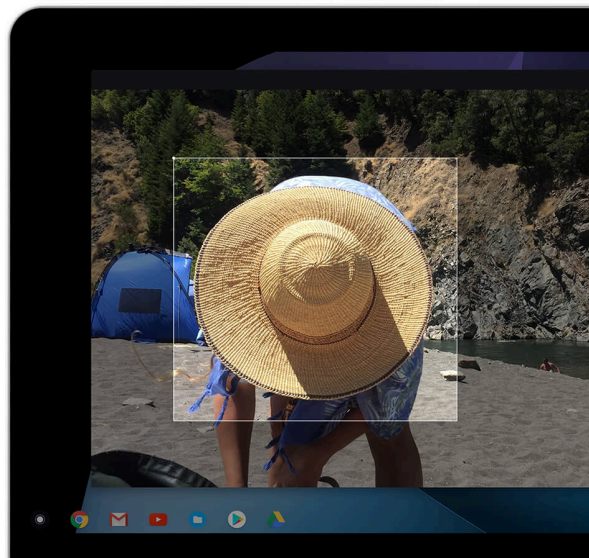
Need a screen capture of a map or image for your class?!?! Here's how...

On a Chromebook

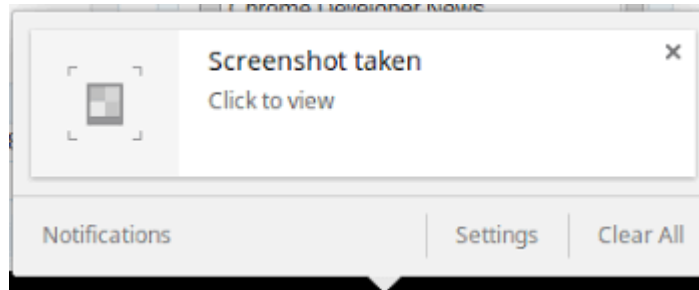
1. Press CTRL + Shift + Windows Switcher button all together



2. You will get a "+" on your screen to click and drag a box around what you want to capture.



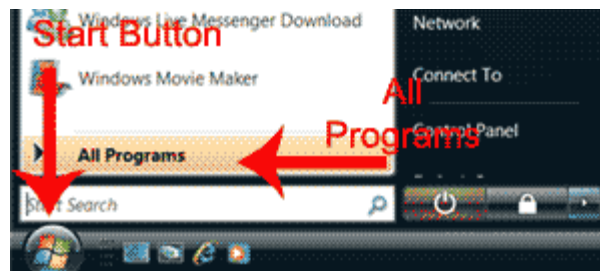
3. Your capture will save in your Downloads and notify you at the bottom right-hand corner.



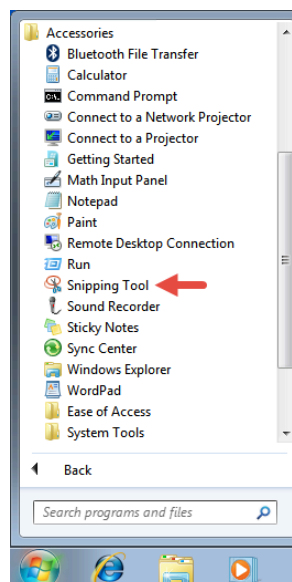
- a. You can click on this box to open up your downloads and view the screenshot.

On a Desktop Using the Snipping Tool

1. Go to the Windows Start Circle
2. Click on All Programs

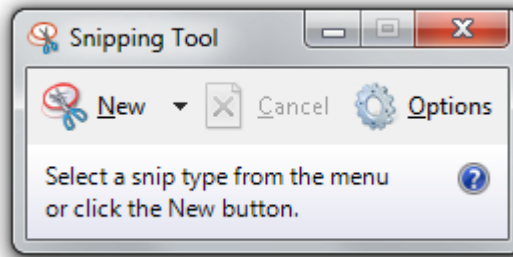


3. Accessories
4. Snipping Tool

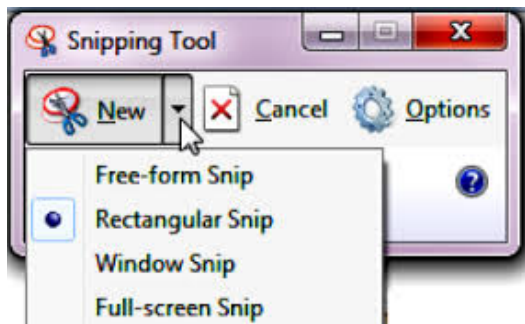


5. You will now get the snipping tool toolbar on your screen.

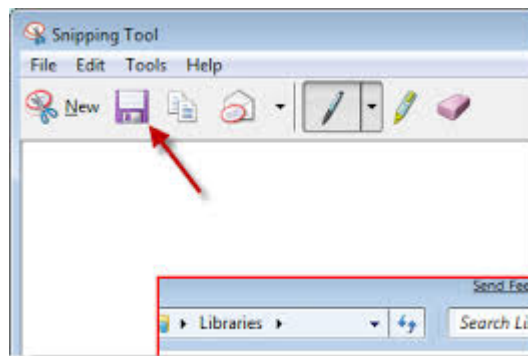
- a. Most of the time the toolbar is in the middle of where you need to snip, don't worry, use the "+" and click and drag where you want to snip. The toolbar will move out of your way.



6. You can click on the "shark tooth" beside New and choose several different types of snipping options.



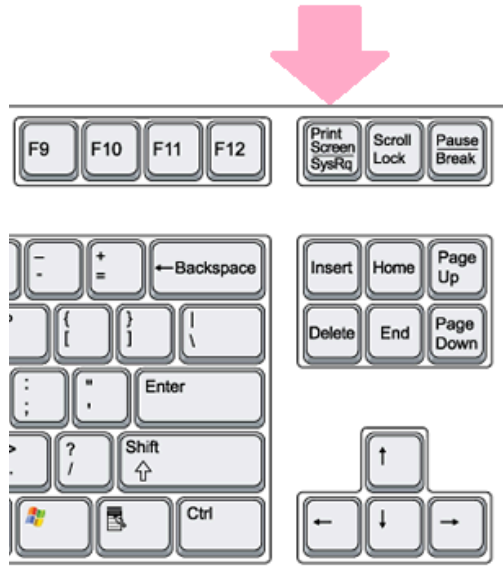
7. After you have snipped your image you have several options:



- a. You can save the image.
- b. You can use the pen to annotate on your image.
- c. You can highlight areas on your image.
- d. You can erase marks and highlights on your image.

On a Desktop Using the Print Screen Button

1. On your keyboard, click on the Print Screen button.



2. This copies the entire screen and allows you to paste the image to a document of your choice.