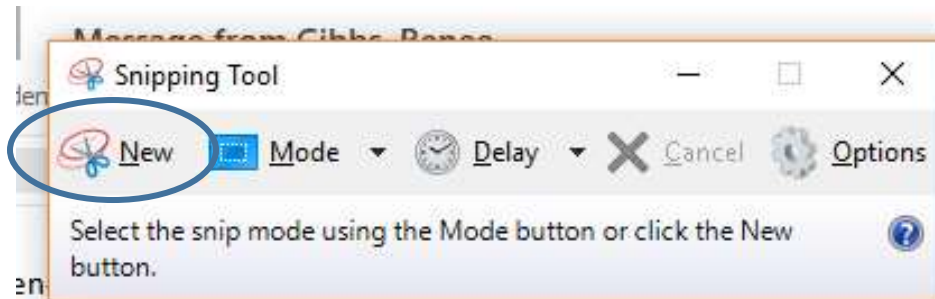


Don't blow up your computer!



Using Snipping Tool Instead of Taking a Screen Shot

What if I want to take a shot of something on my screen but don't want the entire screen, because then I have to crop it down and expand it just so I can have a large version of the selected area. Sounds complicated right? Well an easy way to take a shot of just a portion of my screen is using snipping tool. This program is located in start>all programs>accessories>snipping tool. The other way is to type Snipping tool in the search box. I use this all the time when creating documents or taking a screen shot of a suspicious email that I don't want to forward with live links.



Once you open the program click on New Button and choose the shape of the snip and now you can take a screen shot of just the specific area you want. This is a great tool.