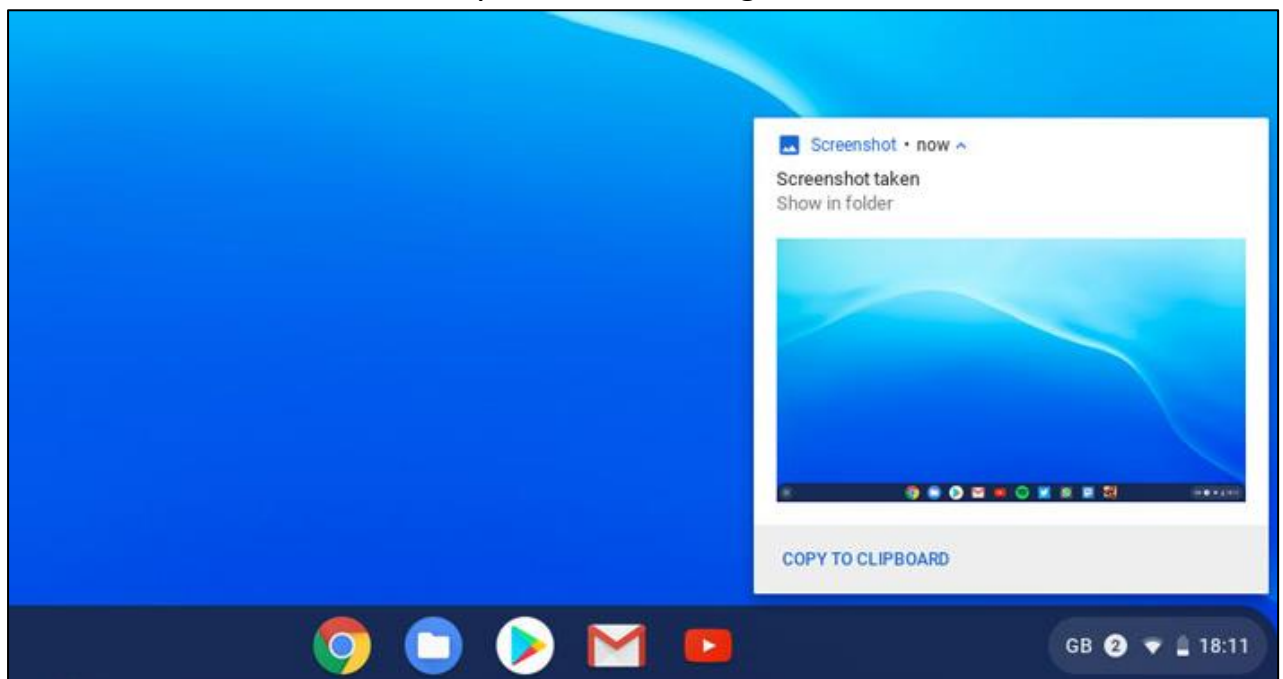


How to Screenshot

Chrome Book

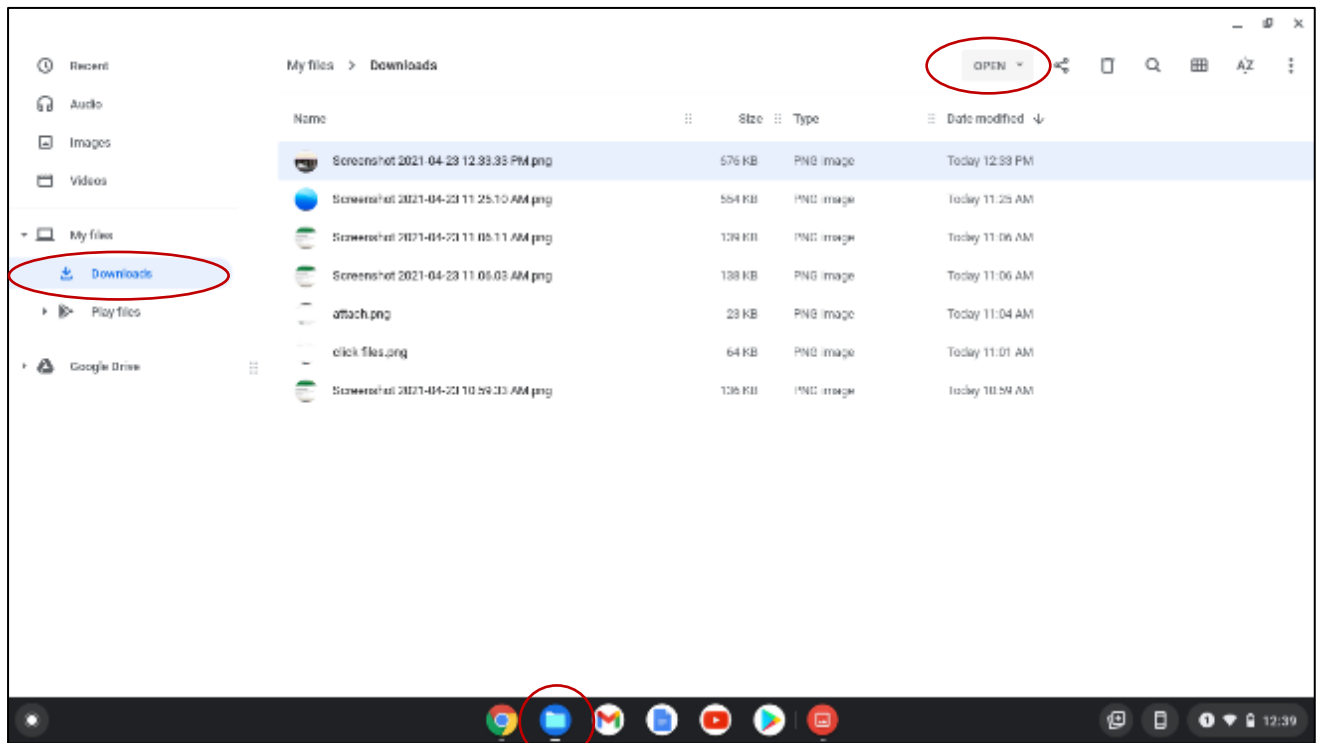


You'll see the Screenshot briefly in the bottom right of the screen



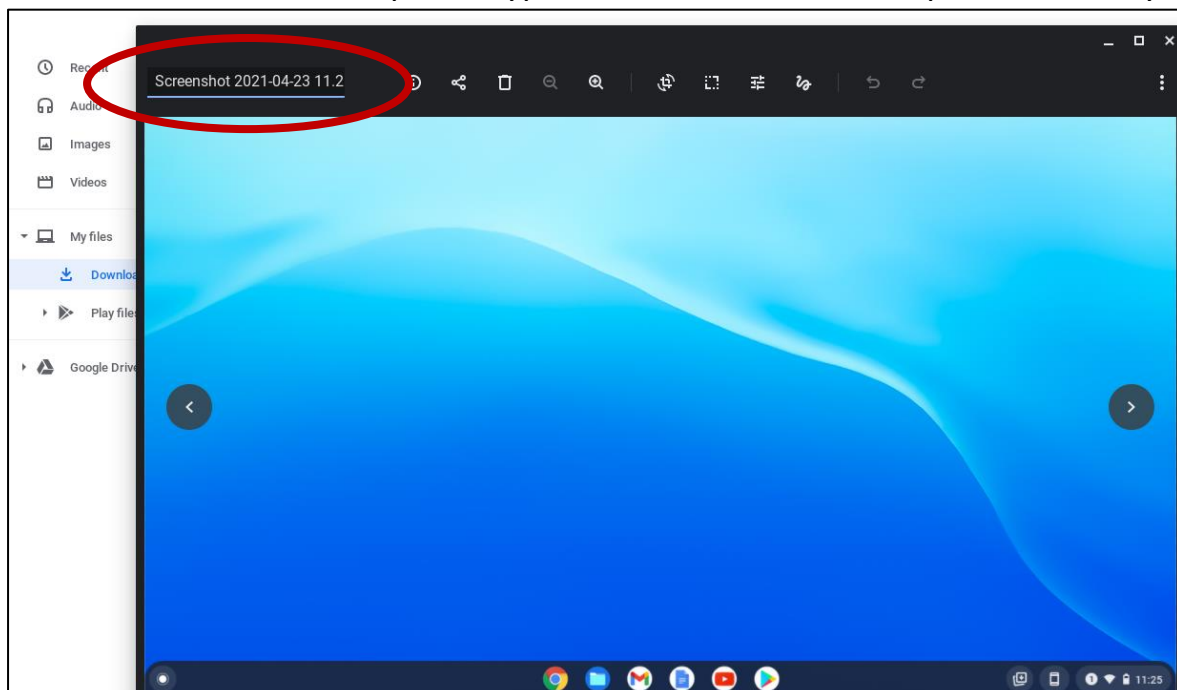
To view the screenshot

1. Click on **Files** icons on the shelf
2. Select **Downloads** from the folder list
3. Select your screenshot by clicking on it and **Open** to view



To name / rename the file

Select the File name in top left. Type in a new File name and press **Enter** key



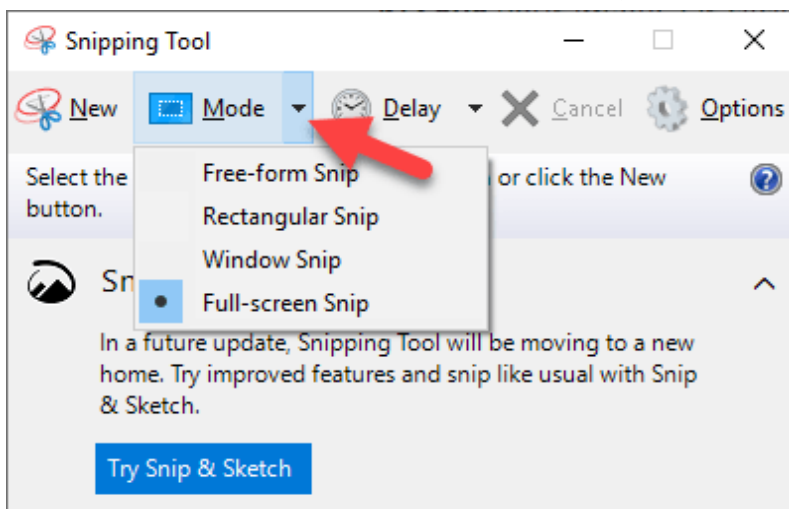
Windows: Snipping tool



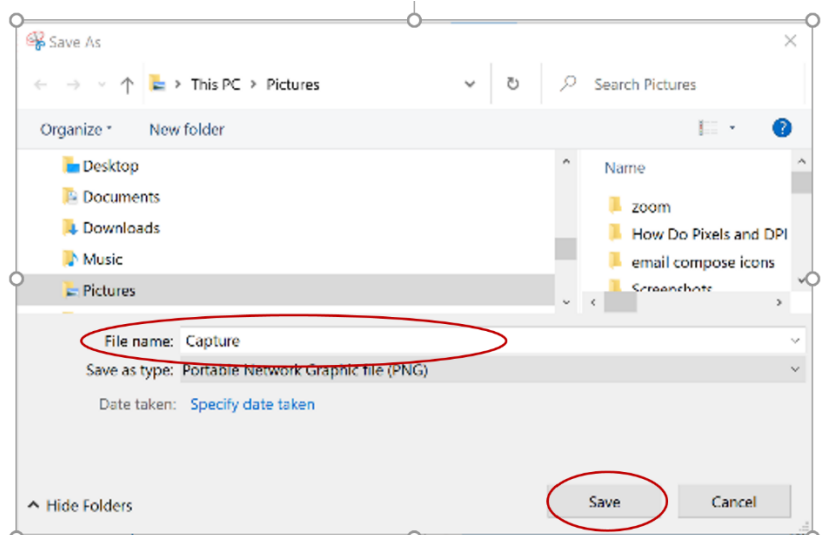
Search for **Snip** and open **Snipping Tool**



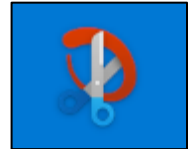
From **Mode** menu chose **Full-screen Snip**. The screenshot should open automatically



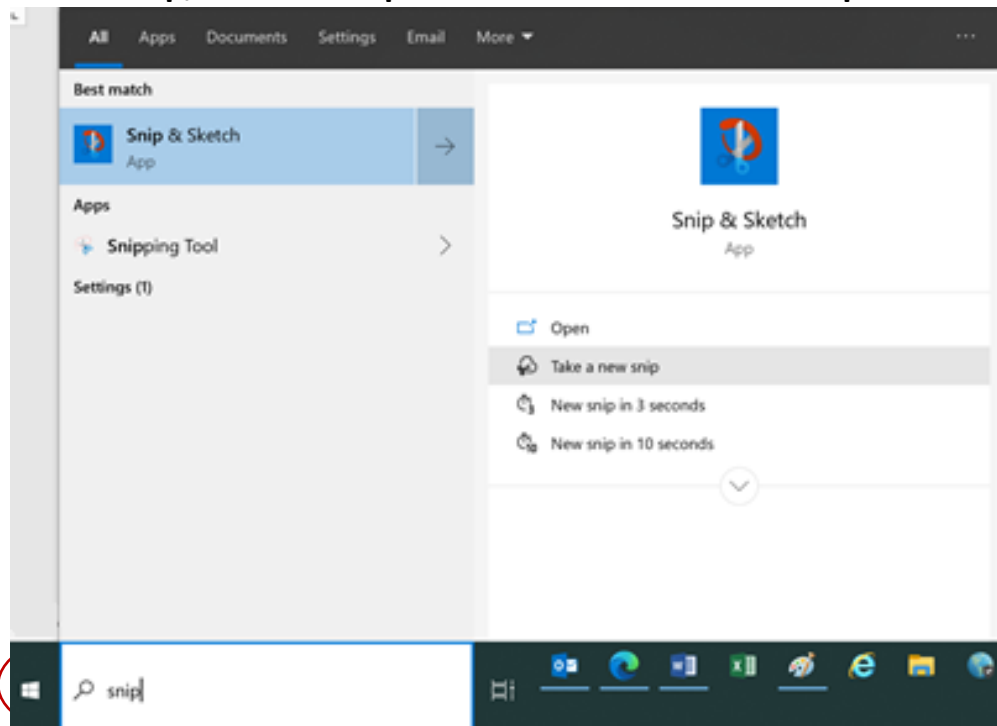
Save your screenshot with a suitable **File name**



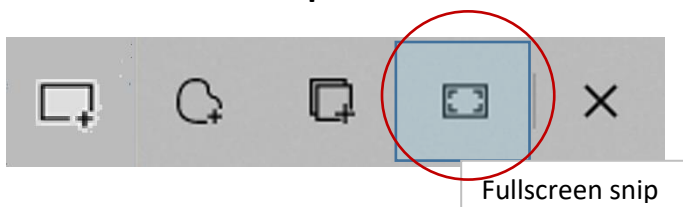
Windows: Snip & Sketch



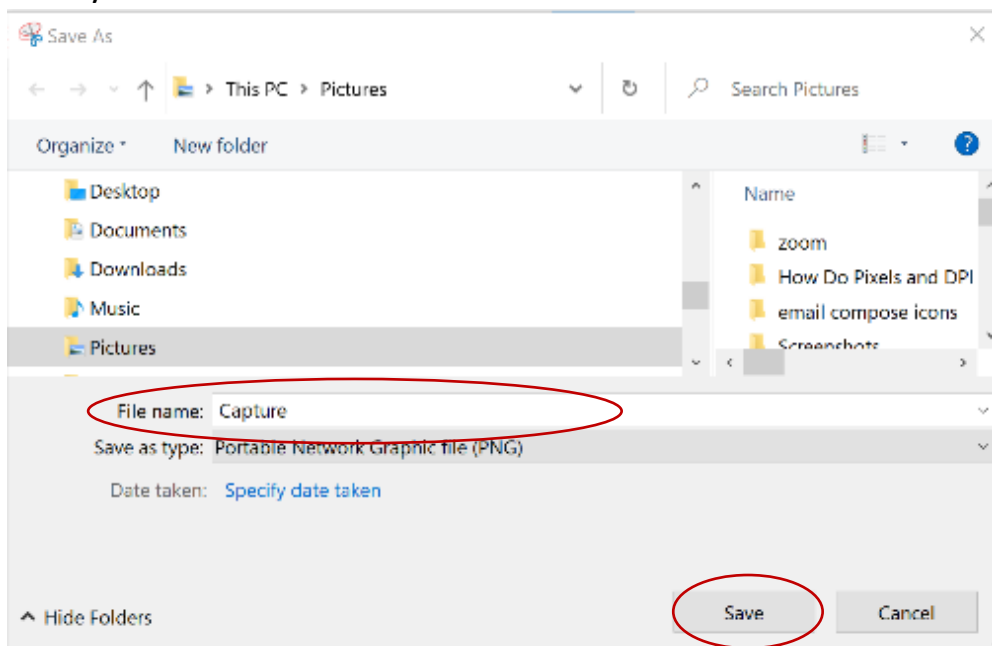
Search **snip**, move to **Snip & Select** and **Take a new snip**



Chose **Fullscreen snip**. The screenshot should open automatically



Save your screenshot with a suitable **File name**



How to Screenshot - Mac

