



# Tech Info Library

## Macintosh: How To Take A Snapshot Of Your Screen (5/95)

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### TOPIC -----

This article describes a way of capturing a picture of what appears on your screen, including the menu bar, trash can and all open windows that are visible.

### DISCUSSION -----

To take a snapshot of the entire screen, simultaneously press Command-Shift-3 (Command is the open Apple key). You will hear a sound that sounds like a camera snapping a photo. Each screen shot is saved in the PICT file format. It will be created/saved automatically at the top (root) level of your hard drive directory and be labeled "Picture 1". If you keep taking screenshots, you will get "Picture 2", "Picture 3", and so on.

This PICT format document can be opened for viewing and printing. By double-clicking the file icon it will open into SimpleText or TeachText. It can also be opened by most graphics programs such as: ClarisWorks, MacPaint, Adobe Photoshop, Canvas, or many others. You can then use the Copy command to take information out of the snapshot and use the Paste command to place it in other documents or make changes to it.

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