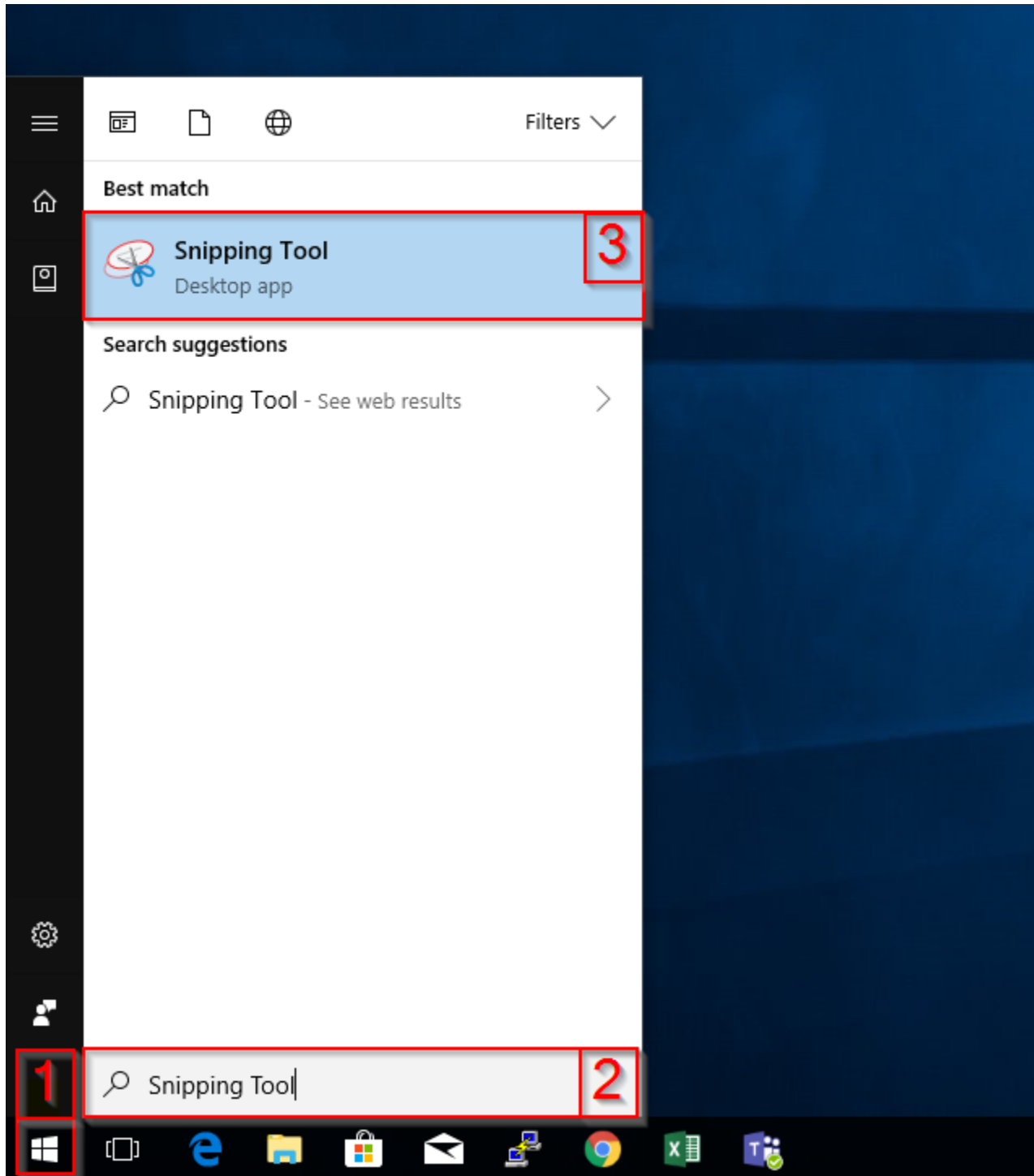


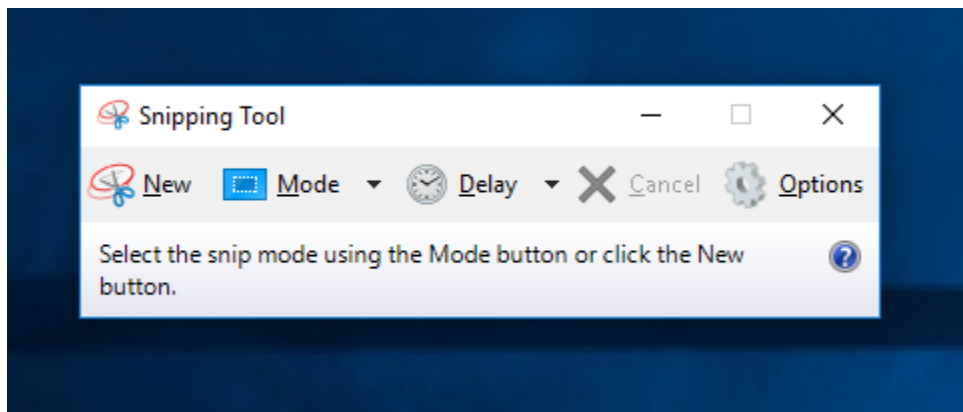
# Screen Shots with Snipping Tool

The *Snipping Tool* is one of the simplest ways to take a *Screen Shot*. It comes pre-installed on your computer and can take *Screen Shots* in a variety of modes. To open the *Snipping Tool*:

1. Press the *Start Button*
2. Type "Snipping Tool" in the search box
3. Click on the *Snipping Tool* in the list of results



Once you have opened the *Snipping Tool*, your screen will resemble the picture below:



Click the new button to start to take a snipping of your screen. For more information on how to take screenshots and other features of the Snipping Tool, visit [Microsoft's Support Site](#).