CaptureWizPro

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How to capture

1 On the gold capture bar, click **Area**.

2 Drag the mouse (with the left button held down) over the area you want to capture. When the mouse button is released, an output toolbar appears.

3 Select an output from the toolbar, such as **Save, Print, Copy, Edit, Email** or **Sticky**.

That's it – three steps!

Common questions

Q) How do I cancel a capture?

A) Right-click anywhere or press ESC.

Q) How do I capture pictures or pages that are larger than the screen?

1 Capture what's visible (see *How to capture*).
2 On the output toolbar, click **Scroll**.
Result: CaptureWiz automatically scrolls and captures the whole area.

Q) What's the best file format?

JPG   Best for photographs, or images with fine gradations of color. Produces small, "lossy", but near perfect, copies in full color.

PNG   Best for non-photos. Produces exact copies in full color with the smallest files. PNG is a new, free web standard.

GIF   Most common - produces small files that are exact copies, except limited to 256 colors.

BMP   Best if the image isn't being sent anywhere. Large, uncompressed, full color files, readable only by Windows.

Q) How do I create a sticky note?

1 On the capture bar, click Area.
2 Select an area.
3 On the output toolbar, click **Sticky.**

Q) How do I fax a screenshot?

1 Select the screenshot and click **Print**.
2 In the Name field of the printer dialog, select a fax device, if available.

Advanced questions

Q) How do I capture screen objects that change or disappear when I click the capture bar (menus, drop-down lists, tool tips, screen savers . . .)?

A) Trigger the capture from the keyboard.
1 Display the object to capture.
2 Press the **F10** hot key.
3 Capture the object.

Q) How do create a screenshot that includes the mouse pointer pointing where I want?

A) Move the mouse pointer where you want it, then press the CTRL+F10 key**.**

Q) How do I precisely capture an exact area – down to the pixel?

A) Use keyboard arrow keys to move the mouse pointer by one pixel. Mix clicks, drags, ARROW and ENTER keys in any order.

To set the precise size of the selection area, hold down SHIFT while pressing arrow keys.

Q) How do I resize screenshots?

A) In the viewer, select the screenshot, click **Resize,** and select a percentage.

Q) Can I use CaptureWiz with my favorite image editor, such as Paint Shop Pro?

1 On the capture bar, click **Misc** / **Options.**
2 Select the **Editor** tab.
3 Follow the instructions on screen.
Result: screenshots open in that editor when you click the **Editor** button.

Q) How do I create a video?

1 On the capture bar, click the **Video**.
2 Select the area to capture (preferably small).
3 Click **Start** to begin recording.
4 When done, click **Stop**.
To watch the captured video, on the player click **Play**.

Q) How do I capture DOS programs?

A) The trick to capturing a DOS program is to run it *in a window*, instead of *full screen*. Then, you can capture its output like any other program. To switch from *full screen* to *in a window*, press ALT+ENTER.

Q) I've got a bunch of images to capture, how do I automate the process?

A) Configure the **F10** hot key to save each one to a different file automatically.
1 On the capture bar, click **Misc / Hot Keys / F10**.
2 For Output, select **Save**.
3 Click the **Output Detail** tab.
4 Click **Silent, save to path below**:
5 Select the folder, filename and format.
6 Checkmark **Automatically increment file**.
7 Click **OK**.
Result: pressing **F10** saves captures to incremental files.

Top ten uses

Copy and print what you want from the web. Skip the ads.

Capture from programs that lack print or copy functions.

Give support techs the information they need to fix your problems.

Markup screenshots with your changes and suggestions.

Share information with others who don't have your applications or operating system. Share information in graphical format so it can't be reverse engineered.

Create paper checklists from screen lists.

Keep information on screen from a dialog box, tool tip or window.

Save a picture of your settings after you get things working.

Show others how to set up their computers.

Print a list of installed software for insurance or asset management.

Send cartoons to the author.

Learning more

There's demos, tips and much more help available by going to the capture bar and clicking **Help**.