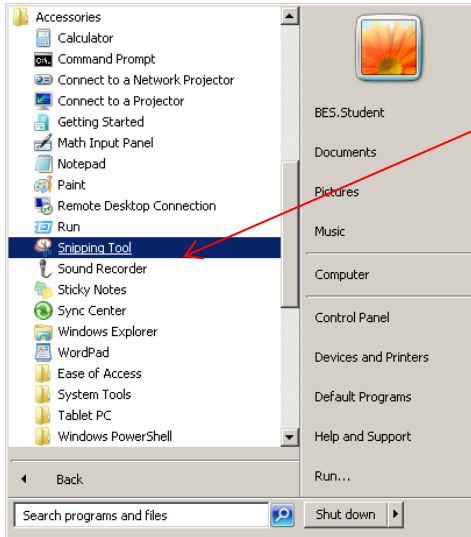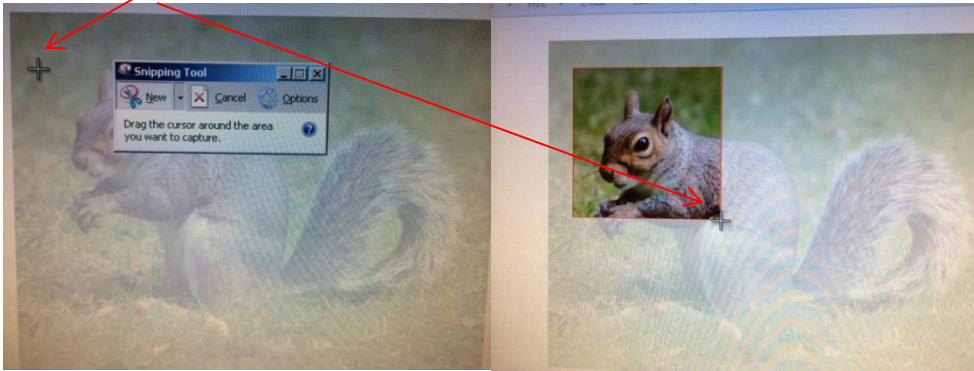## Take a screen shot with the snipping tool

Do you need to take a screen shot of something? Here is how.

1. In your Programs, find the "Accessories" folder. Click on "Snipping Tool".

2. Use the crosshair to make your selection.

3. When you let go of the crosshairs, you will see your selection. Don't forget to save. Done!