

# Printing the Screen Image

This topic explains the steps involved in printing a copy of the screen to a printer.

1. Load Print Screen Manager. If you need help with this, please refer to the Application Basics chapter in the Windows User's Guide. The program file name of Print Screen Manager is PRTSCMAN.EXE. You can tell if the program is running if its icon is displayed at the bottom edge of the screen.
2. Once you decide to print a screen simply press the Print Screen key on your keyboard (usually marked PrtSc or Print Screen). The Select Destination Dialog is displayed.
3. Press the Printer button. This causes the Select Printer Dialog to be displayed.
4. Select the printer you wish to print the screen image on, configure the printer (if necessary), and set the desired margin settings. Then press the OK button.
5. The Print Status Dialog is displayed while Print Screen Manager prints the screen to the printer. Because of the large number of pixels in the display image, it might take some time before the printing is finished -- be patient.

# Saving the Screen Image as a File

This topic explains the steps involved in saving a copy of the screen to disk as a bitmap file.

1. Load Print Screen Manager. If you need help with this, please refer to the Application Basics chapter in the Windows User's Guide. The program file name of Print Screen Manager is PRTSCMAN.EXE. You can tell if the program is running if its icon is displayed at the bottom edge of the screen.
2. Once you decide to save the screen, simply press the Print Screen key on your keyboard (usually marked PrtSc or Print Screen). The Select Destination Dialog is displayed.
3. Press the Disk button. This causes the Select File Name Dialog to be displayed.
4. Enter the name of the file you want to create to store the image. You may also choose the drive and/or directory in which to place this file, as well as the type of bitmap image to use to save the file. Then press the OK button.
5. The window will be displayed while the image is being saved to the file. The name of the file being created and the size of the file are displayed. This information is displayed for informational purposes only. Because of the large number of pixels in the display image, it might take some time before the file is completely written -- be patient.

# Copying the Screen Image Into The Clipboard

This topic explains the steps involved in copying a copy of the screen to the clipboard. Once in the clipboard, the image may be transferred into another application (such as a word processor or a paint program). Refer to the Windows User's Guide for more information about using the clipboard.

1. Load Print Screen Manager. If you need help with this, please refer to the Application Basics chapter in the Windows User's Guide. The program file name of Print Screen Manager is PRTSCMAN.EXE. You can tell if the program is running if its icon is displayed at the bottom edge of the screen.
2. Once you decide to copy the screen into the clipboard, simply press the Print Screen key on your keyboard (usually marked PrtSc or Print Screen). The Select Destination Dialog is displayed.
3. Press the Clipboard button. This causes a copy of the image to be placed in the clipboard. A dialog box will be displayed informing you that a copy was successfully placed into the clipboard (Bitmap Successfully Copied to Clipboard Dialog) or that the copy was NOT successfully placed into the clipboard (Bitmap NOT Successfully Copied to Clipboard Dialog).

## Shareware Registration Dialog

If you have not registered your copy of Print Screen manager, this dialog is displayed when you first execute (start) Print Screen Manager. It describes the 30-day trial period allowed before you must register your copy. The following options are available:

### **Agree**

You agree to the 30-day trial period and to the other restrictions. By agreeing to these conditions you are legally bound to perform them.

### **Don't Agree**

You do not agree to the conditions displayed in this window. The program is terminated and the features of Print Screen Manager are not available.

### **Order Form**

If you press this button the Print Order Form Dialog is displayed.

# Print Order Form Dialog

This dialog is displayed when you request to print an Order Form to a printer. This dialog allows you to select which printer to use and to setup the printer (if necessary). The following options are available:

## **Printer List**

All of the printers available on your system are displayed. The printer that is highlighted is the one that will be used to print the order form. You may highlight (select) any other printer on the list.

## **Setup**

This option allows you to set up (configure) the highlighted printer. If you press this button a printer setup dialog is displayed.

## **OK**

Prints the order form on the highlighted printer. The Print Order Form Status Dialog is displayed

## Printer Does Not Support Bitmaps Dialog

This dialog is displayed when you attempt to print to a printer that doesn't support the printing of bitmaps. A "generic/text only" printer and some plotters fall into this category. You must select another printer on your printer list, or save the image in the clipboard or to a bitmap file.

## Printing Status Dialog

This dialog is displayed when Print Screen Manager is printing the screen contents to a printer. It displays the name of the printer the image is being printed on, and the port to which the printer is attached. This is shown for informational purposes only. You may terminate the printing by pressing the CANCEL button. Because of the large number of pixels in the display image, it might take some time before the printing actually stops -- be patient. When this dialog disappears the printing has completed (it may still be in Print Manager, however).

## Print Order Form Status Dialog

This dialog is displayed when Print Screen Manager is printing the Shareware registration Order Form to a printer. It displays the name of the printer the order form is being printed on, and the port to which the printer is attached. This is shown for informational purposes only. You may terminate the printing by pressing the CANCEL button. When this dialog disappears the printing has completed (it may still be in Print Manager, however).



## Overview

Print Screen Manager is an enhancement to Microsoft Windows that allows YOU to determine what happens when you press the Print Screen (PrtSc) key. Without Print Screen Manager, Windows places a copy of the current screen contents into the Clipboard. With Print Screen Manager, however, the screen contents can be placed into the Clipboard, or printed on a printer, or saved as a bitmap file (or any combination of the three).

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## Select Destination Dialog

This dialog is automatically displayed whenever the Print Screen (PrtSc) key is pressed (assuming Print Screen Manager is running). Select one of the following options:

### **Cancel**

Return to the task you were doing prior to pressing the Print Screen key.

### **Printer**

Print the screen to the printer. The Select Printer Dialog will be displayed.

### **Clipboard**

Place a copy of the screen into the clipboard. Once in the clipboard, the image may be transferred into another application (such as a word processor or a paint program). Refer to the Windows User's Guide for more information about using the clipboard.

### **Disk**

Save the screen to the disk as a bitmap file. The Select File Name Dialog will be displayed when you choose the Disk option.

# Select File Name Dialog

This dialog is displayed when you indicate that you want to save the screen image to disk. The following options are available to you:

## Filename

Use this field to enter the name of the file into which you want to save the screen image. The screen image will be saved as a bitmap. The usual extensions for a bitmap are .BMP or .DIB. You should use one of these extensions unless you have a specific reason not to. If you do not enter an extension, .BMP will be used automatically.

## Directory

This field displays the current drive and directory in use by Print Screen Manager. Any name you enter in the Filename area will be created in this directory. You may change the current directory using the directory list (explained below). You may also change the current drive using the drive list (also explained below). This field is displayed for informational purposes only.

## Filename List

All files matching the information in the Filename field (explained above) are displayed in this area. You may highlight (select) one of the files listed by clicking on the name with the left mouse button once, and it will be placed into the Filename field. If you double-click the left mouse button, the file will automatically be selected and the dialog closed. Initially, all files with an extension of .BMP are displayed.

## Directory List

All directories in the current directory (see Directory field explained above) are displayed in this list. You may highlight (select) one of the files listed by clicking on the name with the left mouse button once, and it will be placed into the Filename field. If you double-click the left mouse button, the current directory will automatically be changed to your selection. If you need further assistance with directories, please refer to your MS-DOS manual.

## Drive List

All disk drives on your computer system are displayed in this list. You may highlight (select) one of the files listed by clicking on the name with the left mouse button once, and it will be placed into the Filename field. If you double-click the left mouse button, the current drive will automatically be changed to your selection. If you need further assistance with drives, please consult your MS-DOS DOS manual.

## Disk Format

Use this area to select the way you want the screen to be saved. Only two formats are available: Windows Bitmap and OS/2 Bitmap. You should select Windows Bitmap unless you have a specific reason for choosing OS/2 (for example, to transfer the image to a computer that uses OS/2). If you have any additional disk formats you would like to see supported, please write to Mallegrax Software at the address below:

Mallegrax Software  
21446 Firwood Street  
Lake Forest, CA 92630

## OK

When you press this button, the screen image will be stored using the specified file name

and disk format. The Bitmap Status Dialog (DOCUMENT THIS) will be displayed.

## **CANCEL**

Use this button if you don't want to save the screen image after all. You will be returned to the Select Destination Dialog.

## Overwrite Warning Dialog

The name you selected for the bitmap file already exists. You are being asked if you want to overwrite the existing file with the new bitmap file. Select one of the following options:

### **Yes**

The existing file will be overwritten with the new information. Any information in the original file is gone forever. Use this option with caution.

### **No**

The original file is left alone, and the bitmap file is not created. You are returned to the Select File Name dialog to select a different file name.

# Select Printer Dialog

This dialog is displayed when you decide to print the screen to a printer. This dialog allows you to select which printer to use, to setup the printer (if necessary) and to select how to place the screen image on the page. The following options are available:

## **Printer List**

All of the printers available on your system are displayed. The printer that is highlighted is the one that will be used to print the screen image. You may highlight (select) any other printer on the list.

## **Setup**

This option allows you to set up (configure) the highlighted printer. If you press this button a printer setup dialog is displayed.

## **Margins (Top, Bottom, Left, Right)**

Use these fields to control the size and placement of the screen image on the printout. All of the measurements must be in inches. If you make an error, an error message will be displayed. In that case, you should change the settings in the margin fields.

## **OK**

Print the screen image on the highlighted printer using the current margin settings. The Printing Status Dialog is displayed while the image is being printed. Once the print is completed, the Select Destination Dialog will be displayed.

## **Cancel**

Press this button to return to the Select Destination Dialog WITHOUT printing the screen.

## About Print Screen Manager Dialog

This dialog displays information about Print Screen Manager. The information displayed includes the program icon, version number and a copyright notice. When communicating with Mallegrax Software, please include the version of the software.

## Bitmap Successfully Copied to Clipboard

This dialog is displayed after the screen image is successfully copied to the clipboard. Now it may be transferred into another application (such as a word processor or a paint program). Refer to the Windows User's Guide for more information about using the clipboard. This window is for informational purposes only.



## Bitmap NOT Successfully Copied to Clipboard

This dialog is displayed when the screen image could not be copied to the clipboard. This usually occurs when there is not enough memory available to copy the screen image or when the clipboard is in use by another application. You may want to try to close some unneeded applications and try to copy the image again.

# Menu

The Print Screen Manager menu is displayed whenever you click on the program icon or by pressing ENTER when the icon is active. The menu is a modified Control Menu with the following options:

## **Restore**

This option is grayed (turned-off). You cannot select it.

## **Move**

This option allows you to move the Print Screen Manager icon by using your keyboard.

## **Size**

This option is grayed (turned-off). You cannot select it.

## **Minimize**

This option is grayed (turned-off). You cannot select it.

## **Maximize**

This option is grayed (turned-off). You cannot select it.

## **Order Form**

Use this option to print an Print Screen Order Form. If you have not registered your copy of Print Screen Manager, you must use this order form to register if you are using this program after the 30-day trial period. If you have already registered your copy you may order additional copies using the order form.

## **Hide**

Selecting this option causes Print Screen Manager to disappear. While you cannot see it, it is still present waiting for you to press the Print Screen key. On some systems this option doesn't work properly. Mallegrax Software is aware of this situation and will fix it in the future.

## **Help**

Selecting this option will display the Print Screen Manager help index.

## **About**

This option causes the About Dialog to be displayed.

## **Close**

When this option is selected Print Screen Manager is terminated. The normal Windows print screen processing is restored. This option can also be selected by pressing Alt+F4.

## **Switch To**

Displays the Open Task List. You can switch between your currently running applications.

# Shareware/Registration

## **What is Shareware?**

Shareware is the safest and most cost-effective method of purchasing computer software today. It allows you, the customer, the opportunity to "test-drive" software to determine if it is useful, worthwhile, and bug-free prior to actually purchasing it. Shareware authors have the faith in their software and know that it is useful. They TRUST you to pay for what for what you use and like.

## **What is registration?**

Most software costs money. It takes a great deal of time to produce high-quality software that meets the needs of computer users. Each Shareware product has price you MUST pay once you determine the software is useful. Usually you pay for Shareware software by mail -- this is registration.

## **How do I register my copy of Print Screen Manager?**

If you have a Shareware copy of Print Screen Manager a Shareware Registration Dialog will be displayed whenever you start (execute) the program. Just press the Order Form button. An order form will be printed. Fill it out, and mail the form and payment to the address on the order form.

If the Shareware Registration Dialog is not displayed when you start Print Screen Manager it means you have a registered copy of the program. If you have not registered the product, it is unlawful for you to use a registered copy. Please write to Mallegrax Software for the latest copy of the Shareware version. The address is:

Mallegrax Software  
21446 Firwood Street  
Lake Forest, CA 92630

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An image stored as a pattern of bits (pieces of information). Some applications (paint programs for example) work with bitmaps. The standard extensions for a bitmap file are .BMP and .DIB.

A temporary storage location used to transfer text and images between applications (usually using Cut, Copy and Paste). The contents of the clipboard may be viewed using a clipboard viewer.

A menu that contains commands to manipulate the window, icon or dialog box. You open the menu by using the control menu box at the left of the window title or by clicking on the icon.

A temporary window used to request information and/or select options.



A single dot on the screen. Also known as a pel (or picture element).