Capture It! Shareware Version 2.45
User's Manual

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WELCOME

Welcome to Capture It!, an easy-to-use capturing utility for MS-WINDOWS.
Among several unique features of Capture It!, the following will surely improve your performance in the daily use of your computer.

Capture It! can:

• Capture any kind of screen image and transfer it to files, clipboards, printers, etc.
• Allow easy handling of images with the use of Picture Menu and View Window.
• Be operated at any time even while other applications are running, with the help of Hot Keys.
• Flexibly create the prototype of images for other applications by importing from other graphic images.

This manual is intended to provide users with comprehensive information for Capture It!
If you have been using the older version of this software, you can start from § 3.
Otherwise, please read carefully the entire manual in order to make the most of Capture It!

REGISTRATION

This is SHAREWARE!

Capture It! is SHAREWARE with a TWO WEEK trial period.
After the trial period expires, you should either register it or delete it. The following functions of this shareware version cannot be used until it has been registered:

• Transferring pictures to clipboard.
• Printing pictures in magnified/reduced size.
• Saving settings when quitting Capture It!
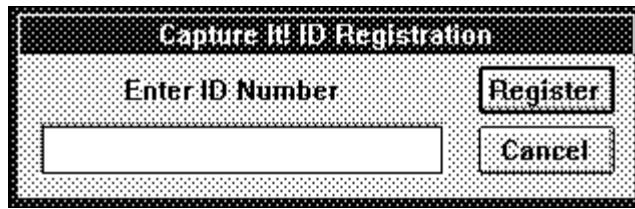• Moving cursor using Arrow Keys.

In order to activate these functions, you need to personalize your Capture It!

Personalizing Your Capture It!

1. Refer to the instructions written in REGISTER.TXT, and send registration fee to CRAFTEC Corp.

2. After you obtain your ID number from CRAFTEC Corp., click Register in the following dialog which appears at start-up. (You will see this dialog until the registration is completed.)
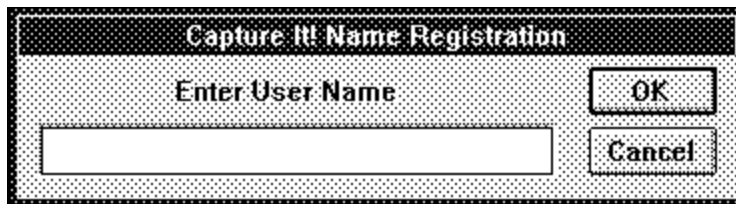
3. Enter your ID number and click [Register]:

Capture It! ID Registration

Enter ID Number   [Register]

[   ]   [Cancel]

4. Enter user's name, then click [OK]:

Capture It! Name Registration

Enter User Name   [OK]

[   ]   [Cancel]

5. Now, registration is completed. Have fun!

1. Installation

This chapter describes how to install Capture It! in your computer. We recommend that you make a backup copy of the original package before installation.

1.1. System Requirement

To make use of all the functions of Capture It!, you should have:

 • Microsoft MS-WINDOWS Version 3.1
 • Any computer which is running on the above software.

1.2. Installation

1. Make a directory for Capture It!
2. In the Capture It! package, you will find the following FIVE files. Copy these files into the directory:

        CAPTIT.EXE
        CAPTIT.DLL
        CTCTRL.DLL
        CIUSRSRC.DLL
        CIJPRSRC.DLL
3. Start MS-WINDOWS.
4. From the **File** menu in the Program Manager, select **New** to install Capture It! to your MS-WINDOWS environment.

1.3. Running Capture It!

From the program manager
If you have already installed Capture It! on the program manager in MS-WINDOWS, simply double-click the Capture It! icon to start it.

Fig 1-1 Capture It! Icon

From the MS-DOS prompt
Type WIN CAPTIT to start Capture It! from the DOS prompt.
Note that you *cannot* execute Capture It! without using MS-WINDOWS.

2. Getting Started

Before going into a detailed description of the functions of Capture It!, let's take a look at what Capture It! can actually do for you. The key words in bold face are explained in the following chapters.
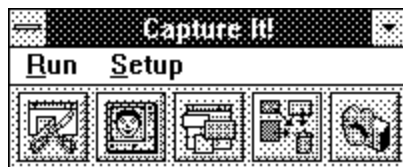
2.1. Main Window

Fig. 2-1 Main Window of Capture It!

After running Capture It!, the above window comes up. This is the Main Window of Capture It!

Buttons
The five buttons in the Main Window activate the prime functions of Capture It! They can be used by clicking them on. Below are the faces and functions of buttons:

Capturing Button

Starts capturing images on the screen.

View Window Button

Brings up the View Window to list the pictures you have captured.

Foregrounding Button

Brings pictures to the foreground, when the windows of the pictures are hidden by other windows of another application program.

Delete All Button

Deletes all the pictures you have captured. You cannot undo this operation.

Snapshot Button

Captures a specified image at a selected time.

Menu Items

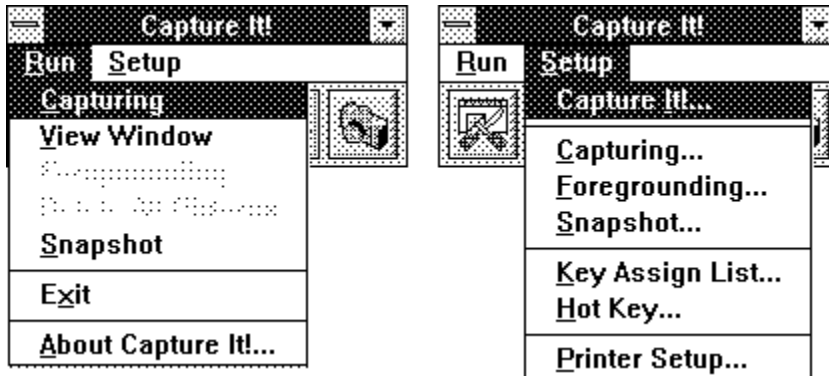The items in the **Menu Bar** include the following commands:

Fig. 2-2 Menu Items in the Menu Bar

Run

Capturing	These Commands
View Window	correspond to
Foregrounding	the buttons in
Delete All Pictures	the **Main Window**.
Snapshot	
Exit	Exits Capture It!
About Capture It!...	Shows Version Information of Capture It!

Setup

Capture It!...	Customizes the function of
Capturing...	each item in the Run Menu.
Foregrounding...	
Snapshot...	
Key Assign List...	Shows Key Assign List
Hot Keys...	Customizes Hot Keys
Printer Setup...	Sets up printer

2.2. Introduction to Capture It!

How Capturing Can Be Made?

Capture It! lets you capture a portion of a graphic image on your screen.

This can easily be done by either using the **Capturing** or the **Snapshot** commands. The **Capturing** command provides you with four modes of capturing, which are **Box, Free Shape**, **Window**, and **Icon** mode. You can select one of them according to your purpose. While operating Capture It!, you have several options to help you perform more precise capturing.   This includes **Zooming-In**, Indicating **Coordinates**, Showing **Guidelines**, and some other functions. They can be set up in the **Capturing Setup** dialog.

The **Snapshot** command is much like an actual camera. First, it is essential to set up the parameters in the **Snapshot Setup** dialog. Then, unlike the capturing command, after you specify the region to be captured, you can decide when you want to capture any image within it.

A convenient feature of Snapshot is the **Timer**. Sometimes, you will be unable to use the Capturing command, because you are using the mouse for other operations (e.g. bringing up the menu items, dragging windows, and so on.) If this is the case, you can use the **Timer** to take snapshots of a given region at a specified time. You will see an example of this in § 5.4. *Capturing Windows*.
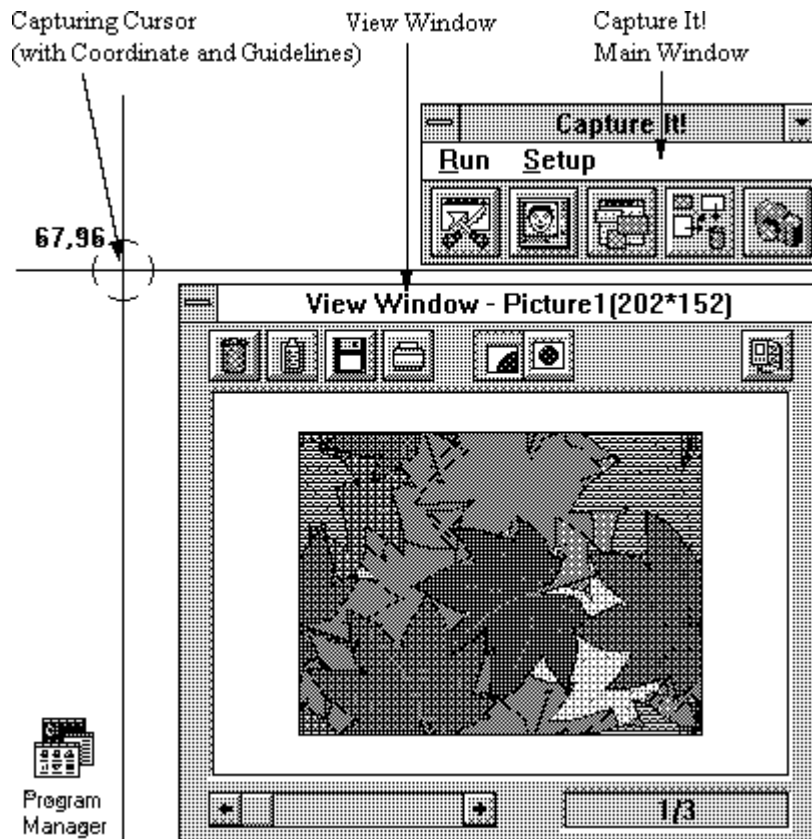

Fig. 2-3 Working with Capture It! (1)

Manipulating Pictures

After you capture screen images, they are automatically transferred to the **destination(s)** you have previously specified. Normally, they will appear in the same place where the original image existed. In this manual, we will call this the **Picture** of the image. The **Picture Menu** and **View Window** of Capture It! will help you perform further operations with these Pictures. The functions of **Resizing**, **Saving**, **Printing**, **Trashing**, etc. are included in these menus. They will also assist you in creating your own **Wallpaper**.

Drawing Modes

You can customize how Capture It! draws the picture of the image in **Drawing Mode Setup**. There you have three modes, **Overwrite, Semi-Transparent**, and **Omit Specified Color**. Because these modes change how the picture looks, you will find that they can be used for a wide range of applications. An example is given in § 5.2. *Inserting Letters into Pictures*.

Hot Keys

Once you assign **Hot Keys** for the prime functions of Capture It!, they can be activated at any time even while you are using other application programs. It will save you from spending your time switching the current application back to Capture It!, or missing the very picture you want to capture. Detailed descriptions are given in § 4.5. *Hot Keys Setup*.
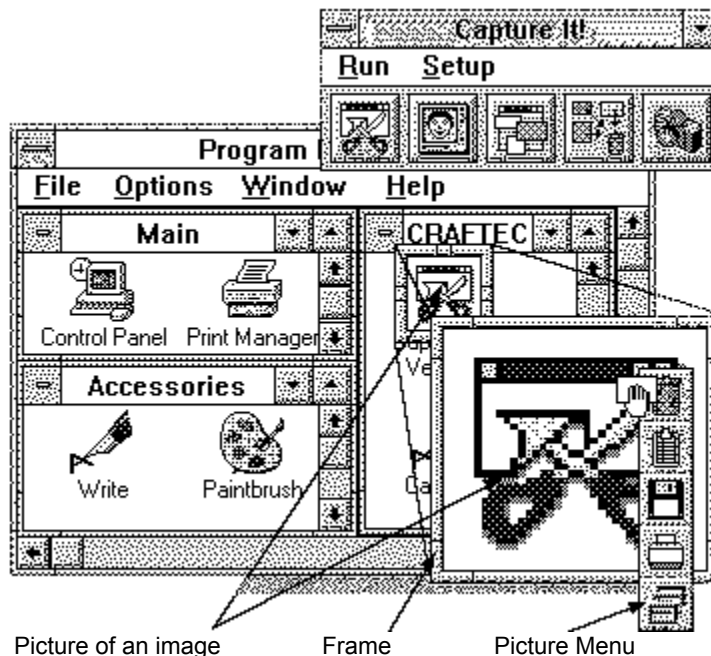
Picture of an image   Frame   Picture Menu

Fig. 2-4 Working with Capture It! (2)

3. Using Capture It!

Detailed instructions for each function are given in this chapter.

3.1. Capturing

General Instructions
You can get into the Capturing mode by following the general instructions below:

1. Turn Capturing Button On
Either click the **Capturing** button in the **Main Window** or select the **Capturing** command in the **Run** Menu. (By defining **Hot Keys** for the Capturing mode, it can be activated by pressing Hot Keys even while other applications are running. See §4.5. *Hot Keys Setup*.)
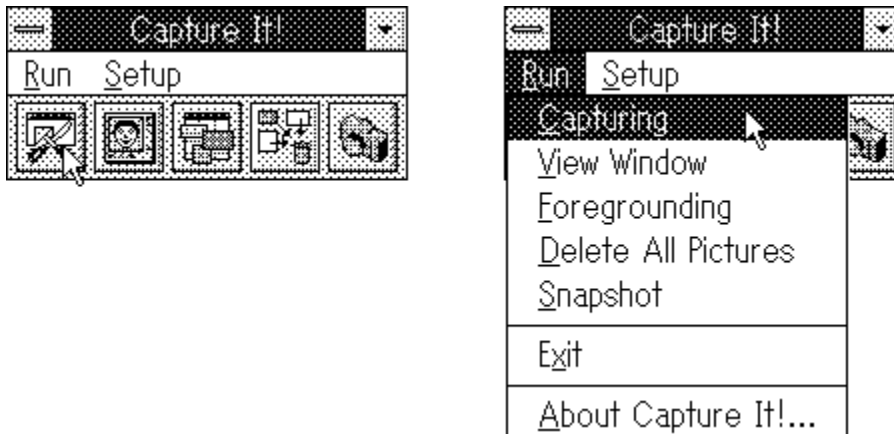
Fig. 3-1 Getting into Capturing Mode

2. Select Mode
Capture It! has four modes for capturing, one of which you can select according to your purpose. Here is the icon and function of each mode:

Icon	Capturing Mode	Function
	Box	Captures the rectangular area you specified.
	Free Shape	Picks out only the required area of the image.
	Window	Captures the window itself on your screen.
	Icon	Picks up the icons registered to the window you specified.

Fig. 3-2 Capturing Modes

Press the SPACE bar until the icon of the mode you want comes up. The shape of the cursor will tell you which of the capturing modes you are currently in:
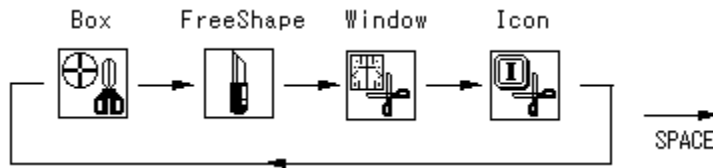

Fig. 3-3 Selecting Capturing Mode

3. Detailed instructions for each capturing mode are given in the following three subsections.

3.1.1. Box, Free Shape Capturing

Instructions
1. Start Capturing
Using the mouse or Arrow keys, move the cursor to the area you want to capture, then press the **Left** mouse button or RETURN key to start capturing.
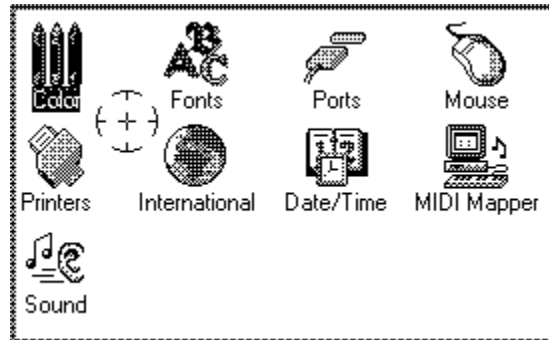(To cancel the operation up to this step, press either the **Right** mouse button or ESC key.)

Fig. 3-4 Start Capturing

2. Specify the Area
Mark the area of your choice by pressing the **Left** mouse button and moving the cursor around the object until the outline is fixed.
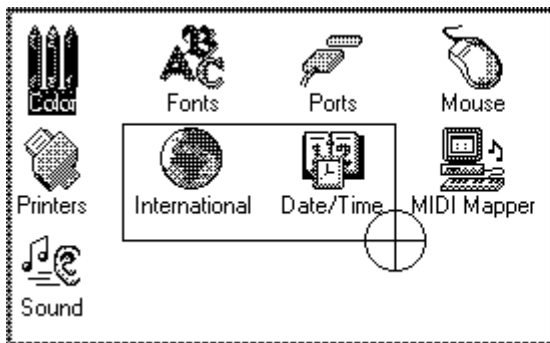**NOTE:** You can do this operation by using the **Arrow** keys.

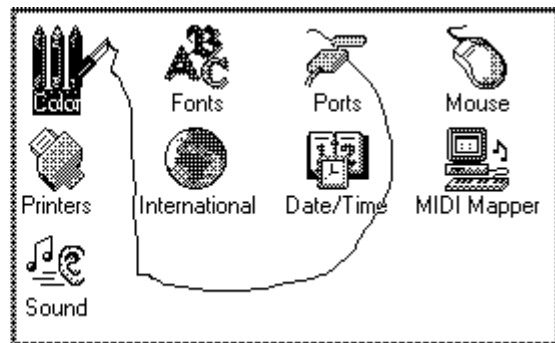Fig. 3-5 (a) Specifying Area (Box)   Fig. 3-5 (b) Specifying Area (Free Shape)

3. Execute

After specifying the area, release the mouse button or press RETURN key again to finish capturing. You will see the frame brought up at the same place where the original image was located. This is the **Picture** of the image you have just captured. Further operation for the pictures is explained in § 3.2. *Picture Menu*.
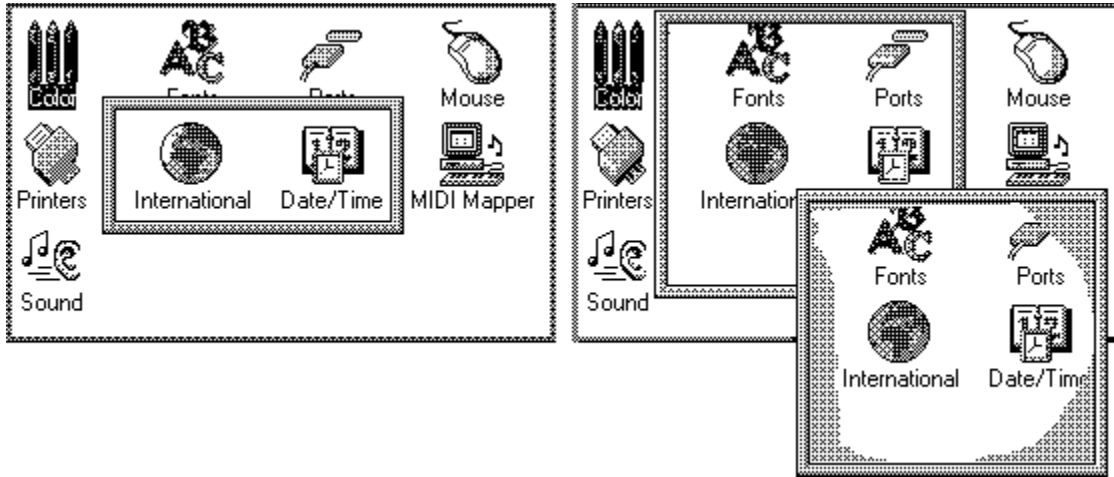

Fig. 3-6 (a) Picture of Captured Area (Box)   Fig. 3-6 (b) Picture of Captured Area (Free Shape)

Tips for Precise Capturing

Fixing Cursor's Horizontal and Vertical Position

While holding the X or H key, the horizontal cursor position will be fixed. The vertical cursor position will be fixed with the Y or V key. Together with the **Cursor Guidelines**, they will help you perform more precise capturing.

Zooming Into Cursor Location

Press SHIFT key while specifying the area. You will then zoom in on the cursor area.

Fig. 3-7 Zooming Into Cursor Location

Indicating Cursor Coordinates and Box Size (Box Capturing Mode only)

By marking the **Show Size** item in **Capturing Setup**, the cursor coordinates will appear on the screen at the beginning, and the box size will remain on the screen until capturing is completed.
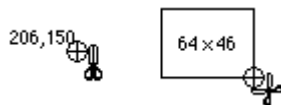

Fig. 3-8 Indicating Box Size and Cursor Location

Showing Cursor Guidelines

You can show horizontal and vertical cursor guidelines to confirm the capturing area. To activate this function, mark the **Show Cursor Guidelines** item in **Capturing Setup**.
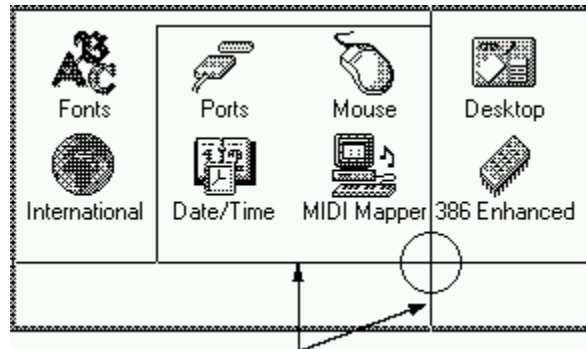

Fig. 3-9 Cursor Guidelines

3.1.2. Window Capturing

Instructions

1. Specify the Window

Using the mouse or Arrow keys, move the cursor to the window you want to capture. The border of the window beneath the cursor will be highlighted, so you can easily recognize the window to be captured.
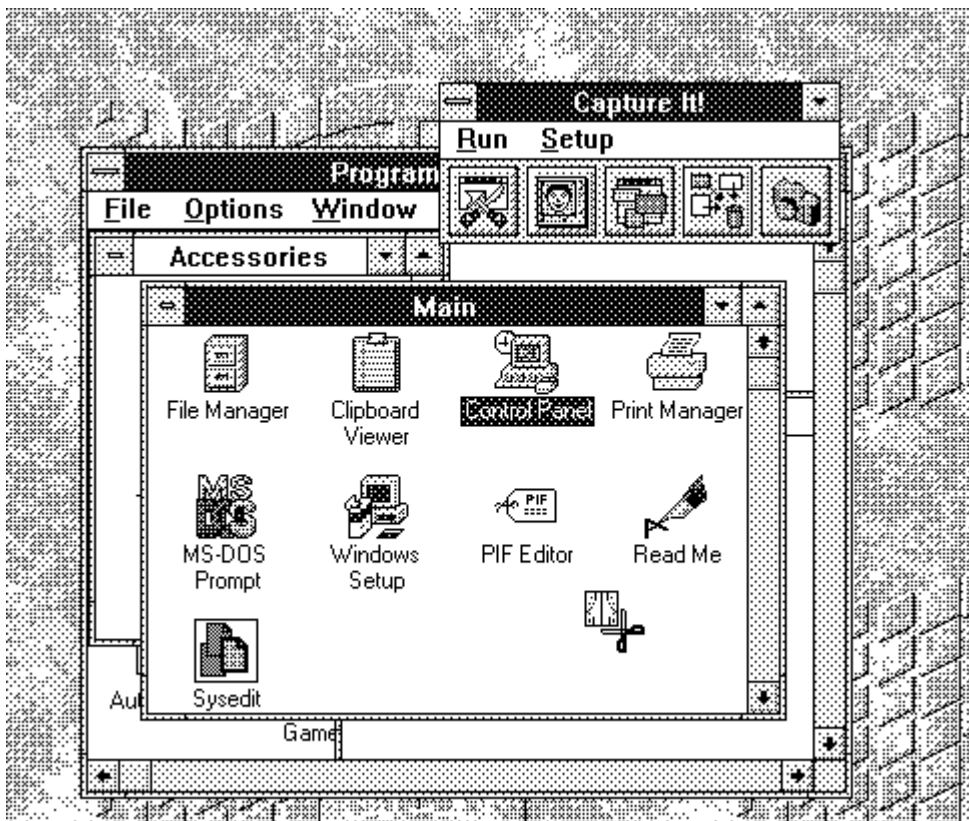

Fig. 3-10 Window with highlighted border

2. Execute

After choosing the window, press either the **Left** mouse button or RETURN key. You will see the frame brought up at the same place where the original window was located. This is the **Picture** of the window you have just captured. Further operation for the pictures will be explained in § 3.2. *Picture Menu*.
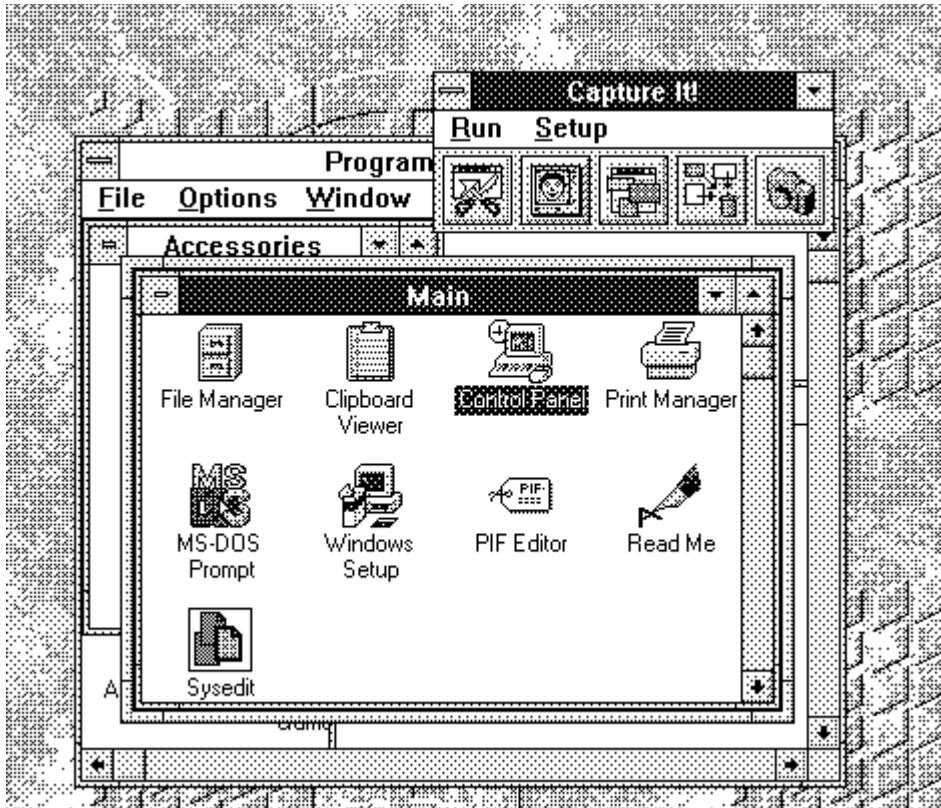

Fig. 3-11 Picture of Window

3.1.3. Icon Capturing

Instructions

1. Specify the Window

Using the mouse or Arrow keys, move the cursor onto the window that contains the icon you want to capture. When the **List Icons** item is marked in the **Capturing Setup**, Capture It! lists all the icons registered to the window, and you can select the desired icon.

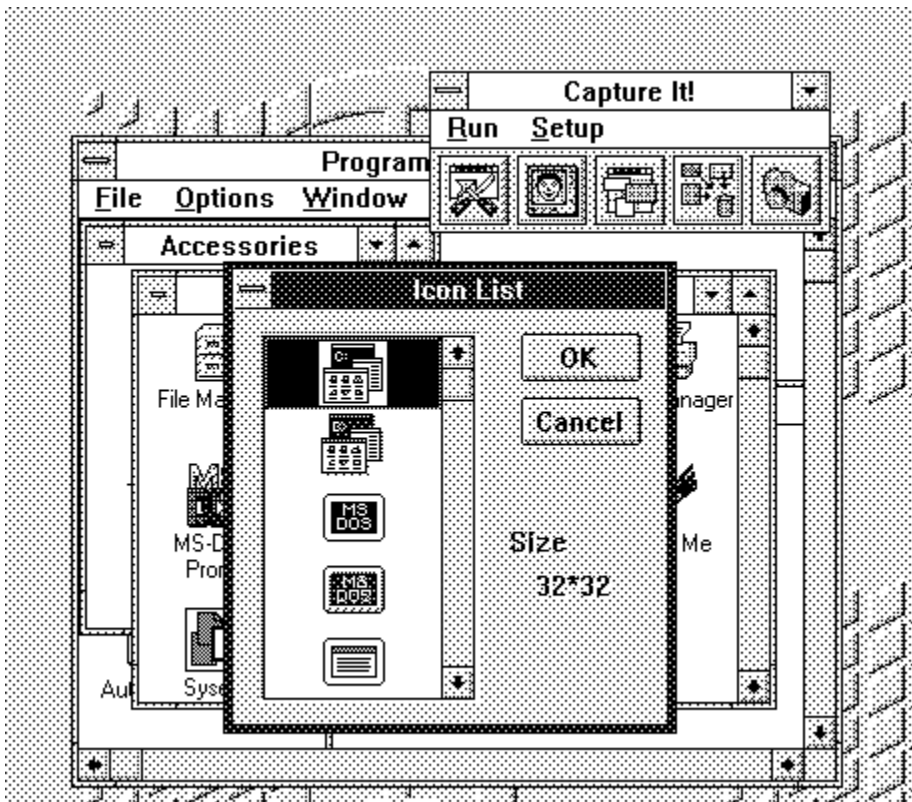Fig. 3-12 Choosing icon from Icon List

2. Execute

After choosing the icon, press either the **Left** mouse button or RETURN key. You will see the frame brought up inside the window to which the captured icon was registered. This is the **Picture** of the icon you have just captured. Further operation for the pictures will be explained in § 3.2. *Picture Menu*.
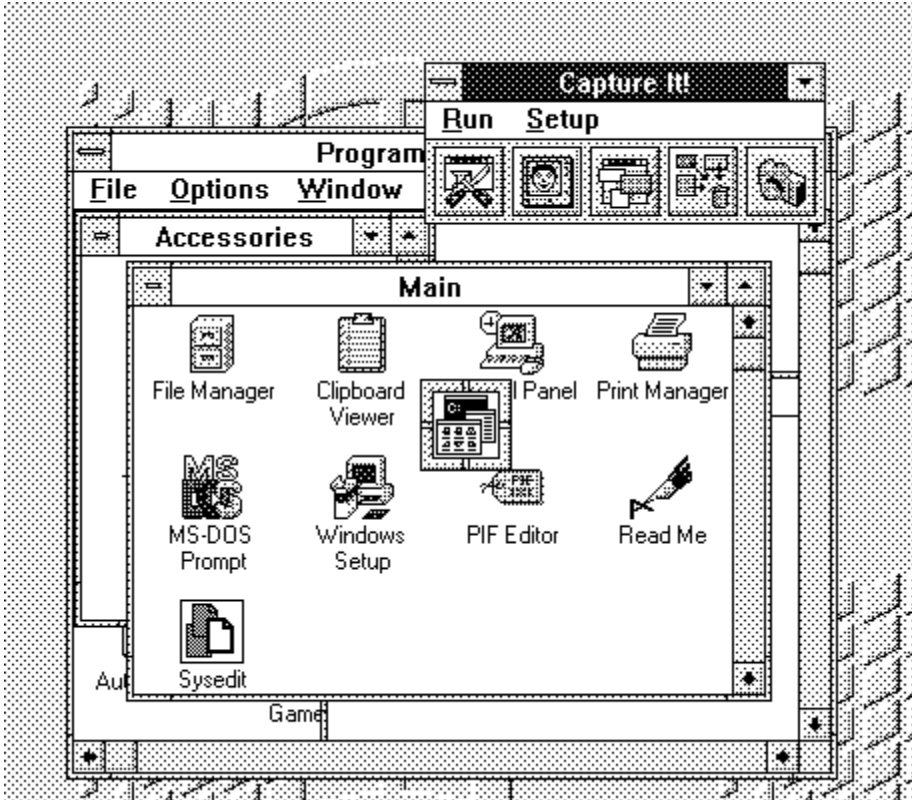

Fig. 3-13 Captured Icon

3.2. Picture Menu

In this section, we will learn how to manipulate the pictures you have captured.

Basics

(1) Dragging Pictures

You can freely drag the pictures by using the mouse. The shape of the cursor is something like this:

(2) Resizing Pictures

The picture can be resized by dragging one of the corners of the frame. If you want to keep the aspect ratio of the picture, hold SHIFT key during the operation. Note that you should customize the type of frame before resizing pictures. (See § 4.1. *System Setup*)
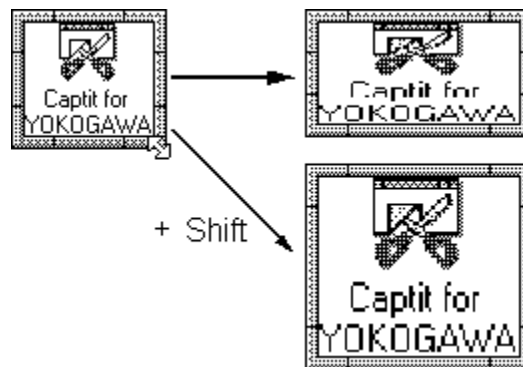

Fig. 3-14 Resizing Picture

(3) Showing Picture Scale

While holding CTRL key, press the **Right** mouse button to show the dimensions of the picture. They will continue to be shown until the button is released.
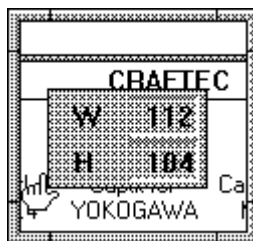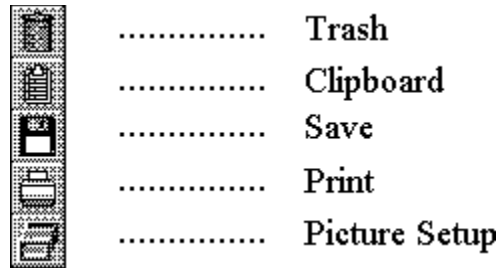

Fig. 3-15 Showing Picture Scale

Picture Menu

By pressing the **Right** mouse button while the cursor is inside the picture, the following window will come up near the picture. This is the **Picture Menu**. It will help you perform further operations:

These commands are activated by selecting the icon while pressing the Right mouse button. Below are the functions of each command:

Trash
> Deletes the picture. (**CAUTION!** You cannot undo this operation.)

Clipboard
> Transfers the picture to the clipboard by **DDB** or **DIB** format.

Save
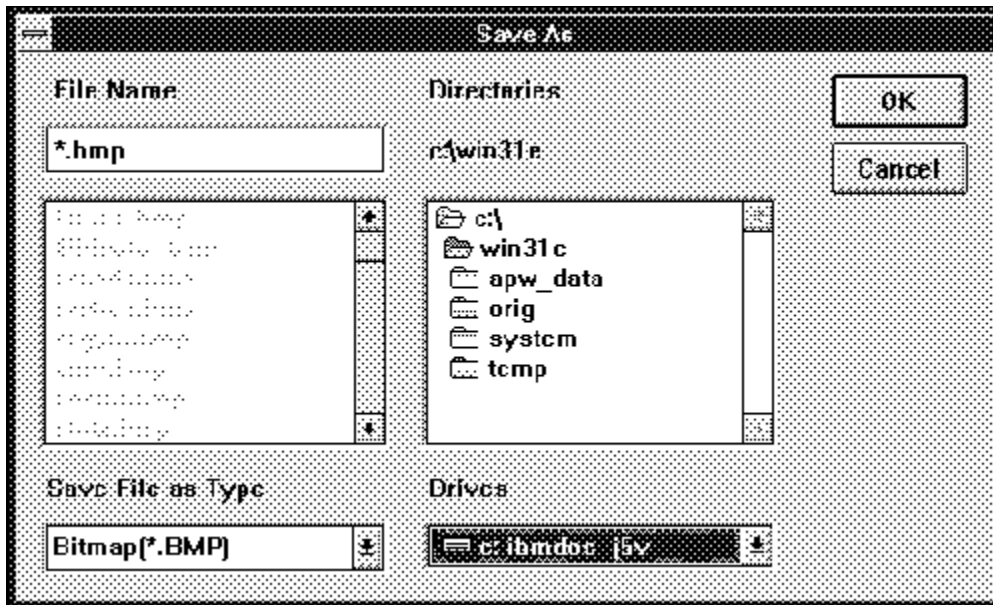> Saves the picture as a file. You will see the following window come up:

Fig. 3-16 Save Dialog

Using this dialog, fill in the drive, directory, and file name of the picture.
The file type can be chosen from **bitmap (*.bmp)**, **RLE (*.RLE)**, and **icon (*.ico)**.
If not specified, the type will be set automatically. When you choose the **icon** type, the saved picture will be 32x32 pixels.

Print

Prints the picture. Use the following dialog to determine the rate of magnification of the picture (30%~300%). If the **Adjust to Paper Size** box is marked, the picture will be printed to match the size of the paper.
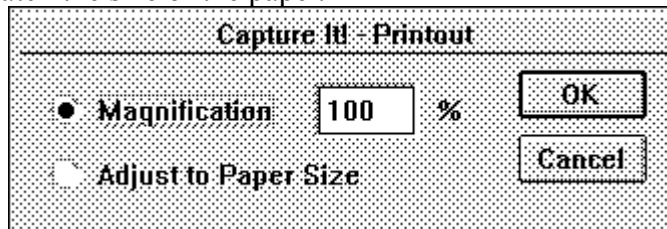
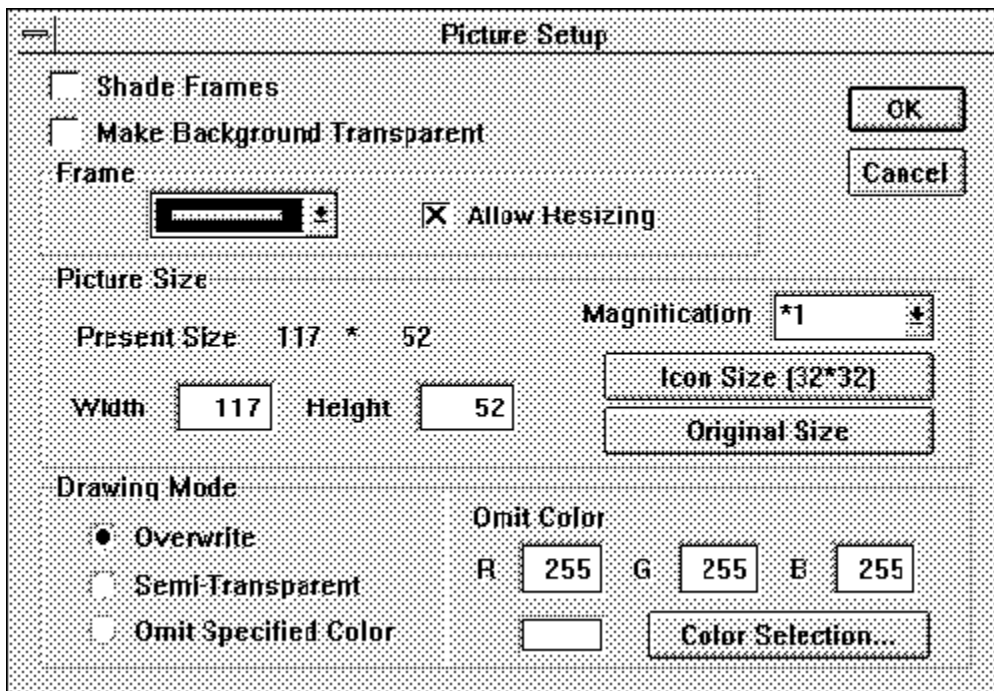

Fig. 3-17 Print Dialog

Picture Setup

Fig. 3-18 Picture Setup Dialog

Using this dialog, you can set the following items for each picture you captured.

• **Picture Size**	Changes the dimensions of the picture. Capture It! will redraw the picture to match the size specified in Width and Height boxes.
Magnification	If you want to keep the aspect ratio of the picture, use this item and find desired magnification rate.
Icon Size	If you click this button, the picture captured will be shrunk into the icon size (32×32 pixel). This button will be useful, especially when you are creating an icon.
Original Size	Clicking this button reverts picture to the original size.

Unless you specify following parameters at this time, the default value set in the **System Setup** will be used. For more detail, see § 4.1. *System Setup*.

      • **Shade Frame**   • **Drawing Mode**

3.3. View Window

Click the **View Window** button to bring up the following window. This is the **View Window** which makes a list of all the pictures you have captured.
The images can still be captured while the **View Window** is on the screen. In this case, the picture you capture will automatically be set in this window.
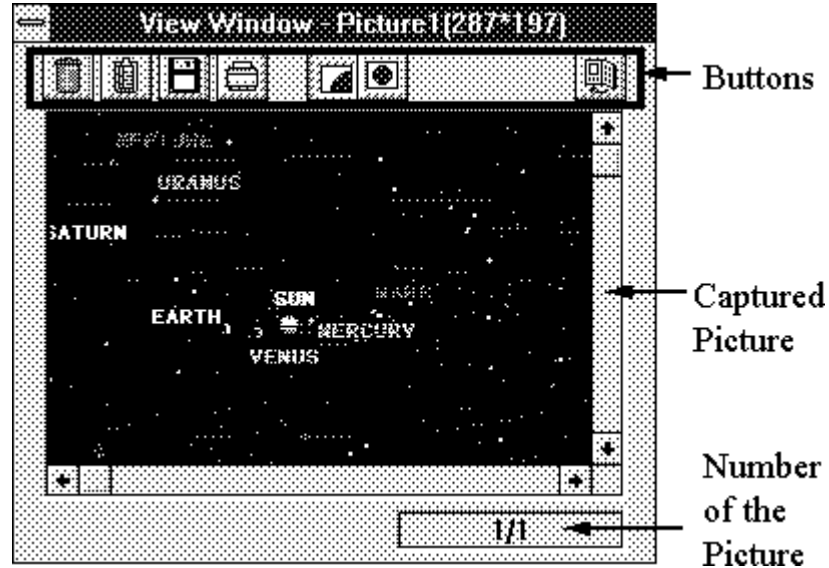
Fig. 3-19 View Window

Buttons

By clicking buttons located under the title bar, you can perform further operations for the pictures. Below is the function of each button:
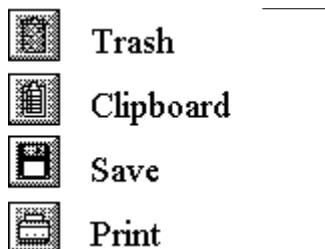
▣	Trash	
▣	Clipboard	These Buttons have the same function as those in the **Picture Menu**.
▣	Save	
▣	Print	
▣	Normal View	Show the pictures in its original dimensions.
▣	Entire View	Reduces the size of picture to that of the View Window.
▣	Close	Clicking this button exits the View Window.
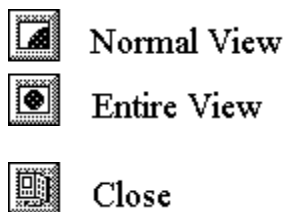
3.4. Foregrounding

As you capture several images, your screen might be filled with a lot of windows.
Click the **Foregrounding** button to bring all the pictures to the foreground.

Fig. 3-20 Foregrounding Pictures

3.5. Delete All Pictures

If you want to delete all the pictures you have captured, click the **Delete All** button.
Then, in the following window, you will be asked if the operation is really what you
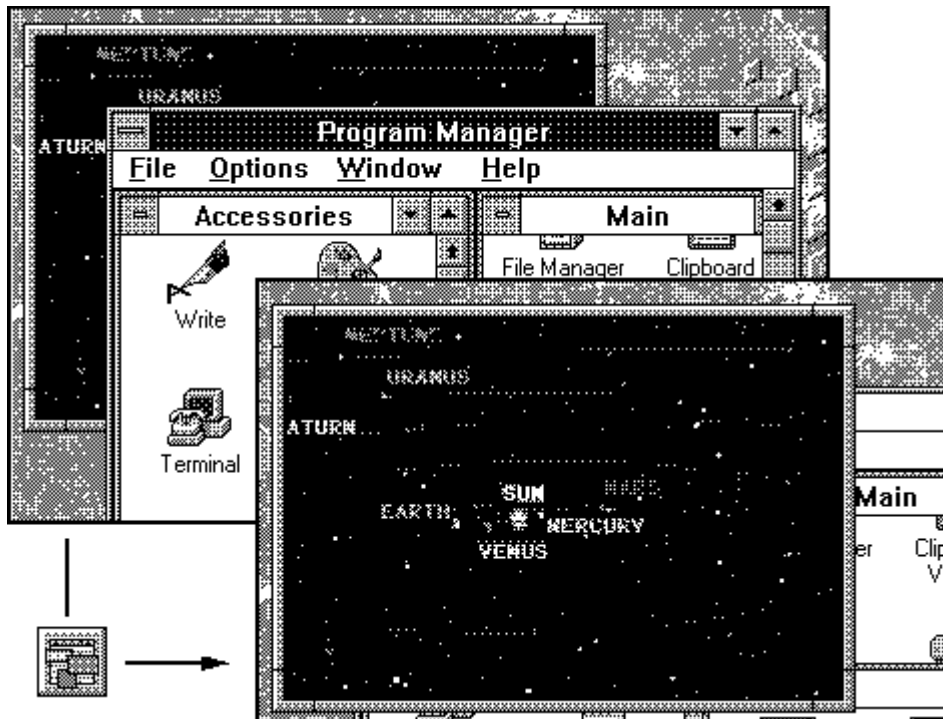need. Click [**Yes**] to continue, or [**No**] to abort it.

Fig. 3-21 Delete All Pictures Dialog

3.6. Snapshot

Snapshot is another way to capture screen images on your screen.   Unlike the Capturing mode, the Snapshot mode "takes a picture" of the specified region at any time you want.

Instructions
1. Setup
Before using Snapshot, you need to set the following parameters:
- **Where to Capture**   • **When to Capture (Timer Setting)**
- **Destination**   • **If the Cursor should be included**

See § 4.4. *Snapshot Setup* to understand how to customize it.

2. Take a Snapshot
After determining these parameters, click the **Snapshot** button.   The specified area will be captured. (It will be very useful to use Hot Keys for this mode. See § 4.5. *Hot Keys Setup* for more detail.)

3. Manipulate the picture
You will see the frame brought up where the specified image was located. This is the **Picture** of the image you have just captured. Further operation for the pictures has already been described in § 3.2. *Picture Menu*.

3.7. Key Assign List

As we have seen, Capture It! has a special set of keys, each of which corresponds to specific operations. You can see the list of those settings by selecting the **Key Assign List** in the **Setup** Menu.

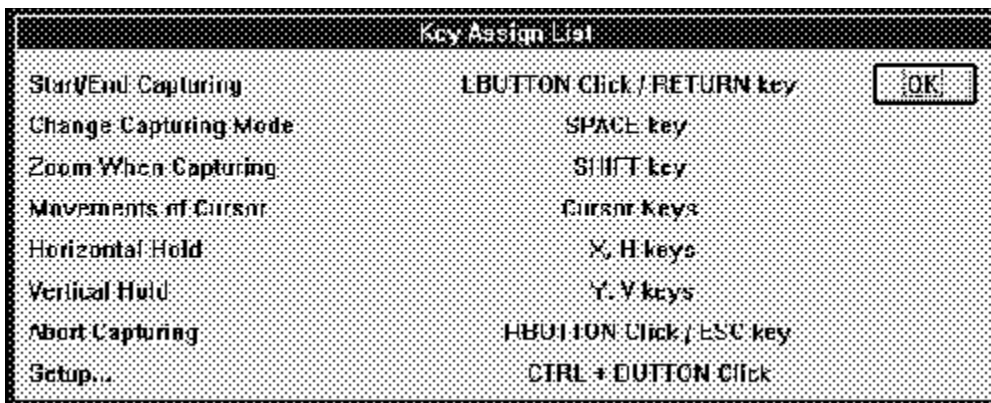|	
Start/End Capturing	LBUTTON Click / RETURN key
Change Capturing Mode	SPACE key
Zoom When Capturing	SHIFT key
Movements of Cursor	Cursor keys
Horizontal Hold	X, H keys
Vertical Hold	Y, V keys
Abort Capturing	RBUTTON Click / ESC key
Setup...	CTRL + BUTTON Click

Fig. 3-22 Key Assign List

3.8. Exit

To exit Capture It!, select either **Exit** command in the **Run** Menu or **Close** command in the **System** Menu. The following dialog will appear asking you if the changes in settings you have made should be saved:
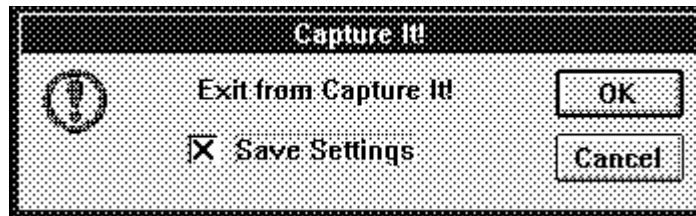

Fig. 3-23 Exit Dialog

The default is to save all changes, in order for them to be in effect the next time you use Capture It! If you do not wish to save them, cancel it by clicking the **Save Settings** box, and the "**X**" mark will disappear from the box. (The wallpaper set during the operation will also be discarded and revert to the original one.)

Also, in the case where you have not saved the pictures, you will be asked if it is okay to exit. Click [**OK**] to exit, or [**Cancel**] to get back to the Main Window.

Note

If there are no changes in settings and no pictures captured at exiting, this dialog will not be brought up.

4. Capture It! Setup

In this chapter we will see how to customize the performance of Capture It!
You can adjust Capture It! to match your computer environment.

4.1. System Setup

Select the **Capture It!** command in the **Setup** Menu, or by holding CTRL key, click
on the area outside the Main Window or caption area. The **System Setup** Dialog will
appear. The System Setup contains three sections, each of which can be brought up
by clicking the large button labeled as **General**, **Picture**, and **Print**.
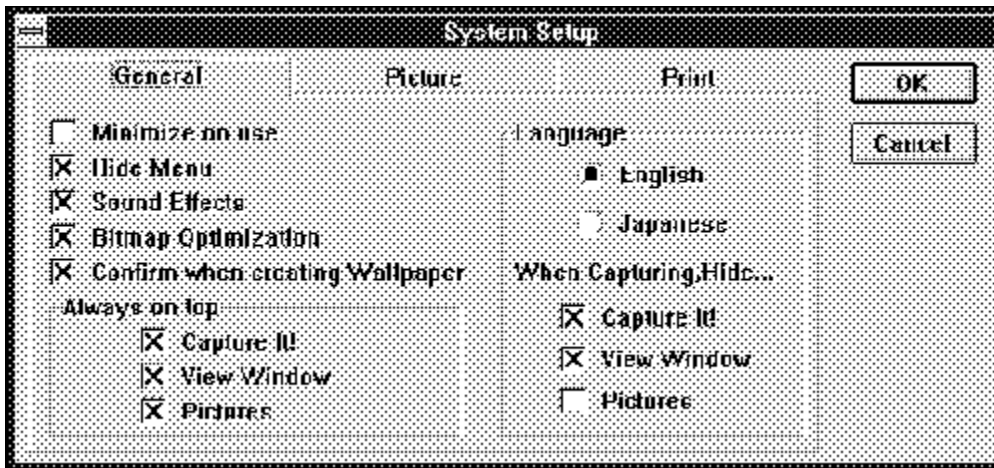
4.1.1. General

Fig. 4-1 System Setup (General)

• **Minimize on use**	Capture It! will start up in the **Minimize on use** mode the next time it is used.
• **Hide Menu**	The menu in the Main Window will be hidden. To show the menu again, cancel this item from this dialog, or click **Show Menu** from the **System** Menu.
• **Sound Effects**	If you have a hardware system able to play **WAVE** files, some actions such as Capturing, Snapshot, etc. will be accompanied by sounds.
• **Bitmap Optimization**	When this item is marked, Capture It! will reduce the amount of data of captured pictures when possible.This function will be particularly effective when the number of colors used in a picture is relatively small, compared to the video color mode being used.
• **Confirm when Creating Wallpaper**	A confirmation dialog will appear when pasting a picture onto the desktop in order to create new wall paper.

|	
• **Always on Top**	Capture It! Main Window, View Window, and captured pictures will always be brought to the foregroung, when the corresponding item in the **Always on Top** box is marked.
• **Language**	Either English or Japanese can be selected for menus, dialogs, etc.
• **When Capturing, Hide...**	When the corresponding item in this box is marked, Capture It! Main Window, View Window, and captured pictures will be hidden while capturing.

4.1.2. Picture
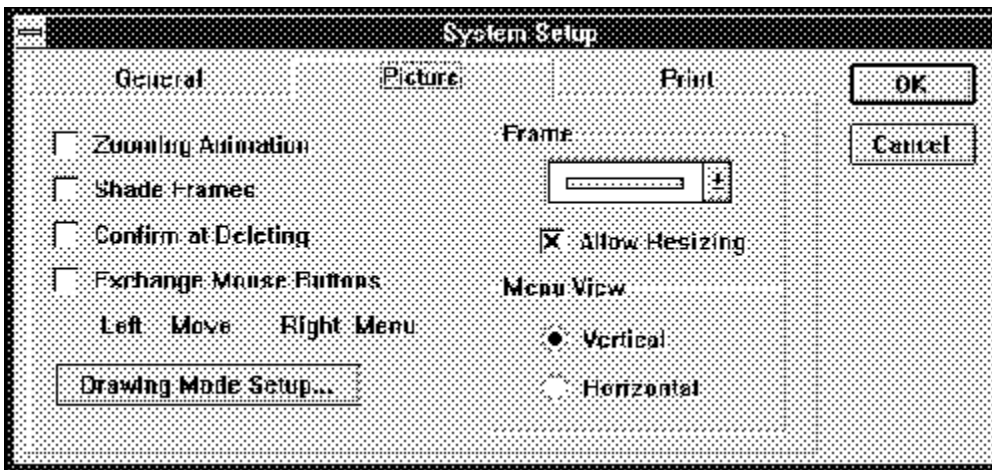
Fig. 4-2 System Setup (Picture)

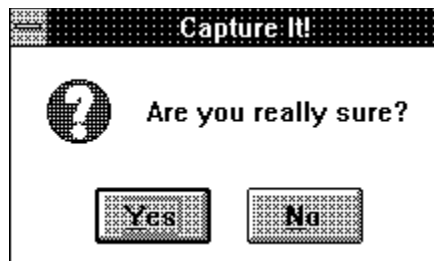|	
• **Zooming Animation**	Shows zooming animation of picture frame when opening.
• **Shade Frame**	Shades the frame of pictures. Note that the frame of the pictures captured in Free Shape mode cannot be shaded.
• **Confirm at Deleting**	An alert will appear asking if you are really sure about deleting pictures.

Fig. 4-3 Delete Alert

• **Exchange Mouse Button**

Exchanges the functions of Left and Right mouse buttons. The default settings are as follows:

 LEFT   .....   moving pictures
 RIGHT   .....   bringing up the Picture Menu

• **Frame Setup**   Select the color of a frame from this item. You can
                                        resize the pictures, if **Allow Picture Resizing** is

marked.

                                        Note that the frame must have **some** coloring to activate
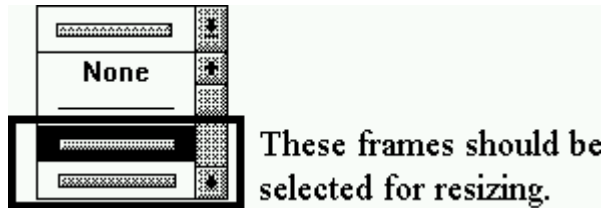   this function.

Fig. 4-4 Type of Frame

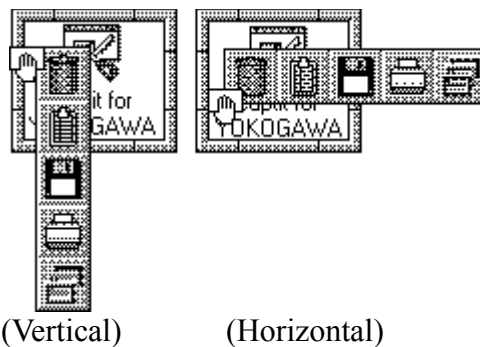• **Menu View**   Changes **Menu View** to vertical or horizontal.

(Vertical)   (Horizontal)

Fig. 4-5 Menu View

Drawing Mode Setup

By clicking the **Drawing Mode Setup** button in the **System Setup** Dialog, the
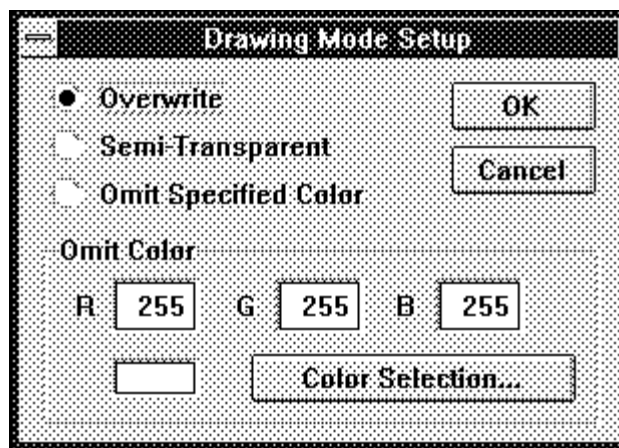following window is brought up:

Fig. 4-6 Drawing Mode Setup Dialog

This mode determines the way Capture It! draws pictures on the screen.
You have the following three choices:

• **Overwrite**   In this mode, a picture will be drawn, so that the
                                        background cannot be seen.

• **Semi-Transparent** In this mode, the portion where two pictures are
overlapped will be drawn, so that you can see both of t
he images.

• **Omit Specified Color**   The color previously assigned will be omitted when
Capture It! draws pictures. You can assign the color
either by entering values (0~255) in RGB boxes, or be
pressing the Color Selection button to pick out the color
from the Color Info Window. This window zooms into
the region where the mouse cursor is located on your
screen. The color at the center of the cross will be
selected, when the Left mouse button is pressed.(This
function can be used for various purposes. See § 5.2.
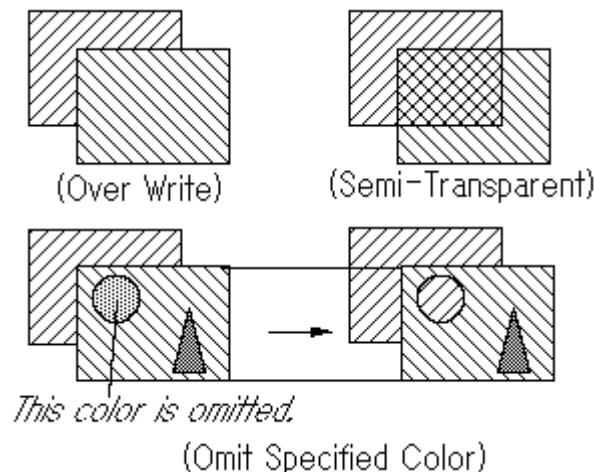*Inserting Letters into Pictures*.)
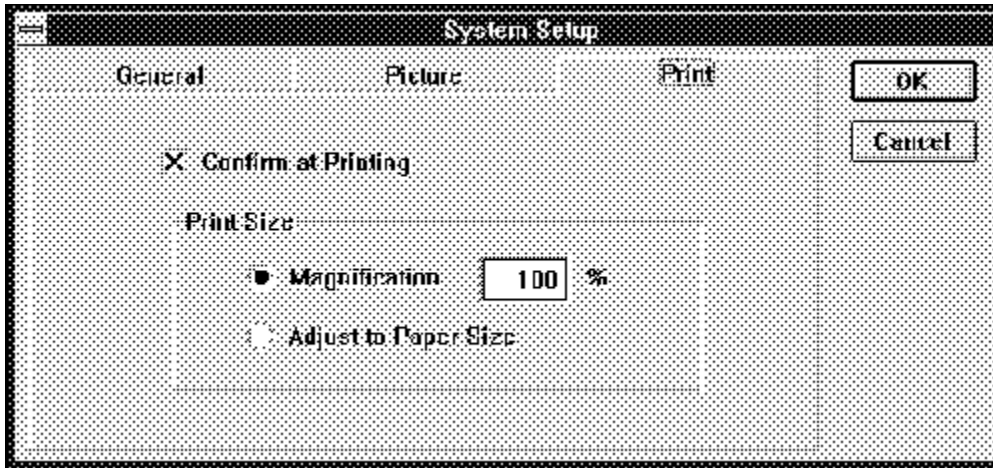

Fig. 4-8 Drawing Modes

4.1.3. Print

Fig. 4-9 System Setup (Print)

• **Confirm at Printing**   By marking this item, the Print Setup Dialog will
appear

every time pictures are printed out.

Print Size
• **Magnification**   Sets the desired magnification of the picture at printing.
                                   The value should be between 30% ~ 300%.
• **Adjust to Paper Size**   If this box is marked, the picture will be printed to
                                   match the size of the paper.

4.2. Capturing Setup

Select the **Capturing** command in the **Setup** Menu, or click the **Capturing** button
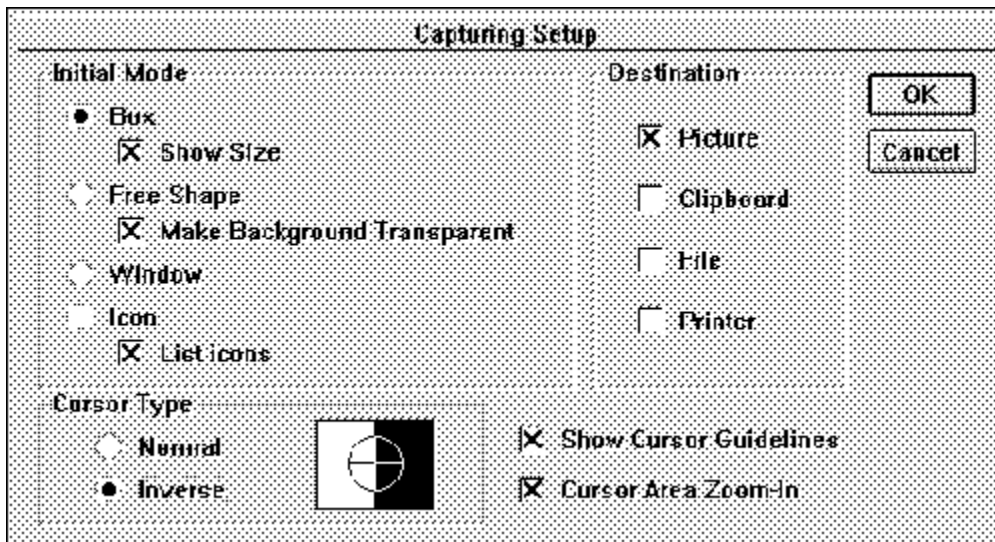while holding CTRL key. The following window is brought up:

Fig. 4-10 Capturing Setup

Initial Mode

Choose the initial mode from the four capturing modes:

• **Box**	When the **Show Size** item is marked, Capture It! will indicate the cursor coordinates when selecting the capturing area, and the box size when deciding the area.
• **Free Shape**	Marking the **Make Background Transparent** item will make the background of the captured picture transparent.
• **Window**	
• **Icon** list	If the **List Icons** item is marked, Capture It! makes a of icons registered to the specified window, from which you can select one of the icons and capture it.

Destination

Choose the destination of the captured screen image. You may select more than one destination at the same time, but there has to be at least one destination checked. The captured image is transferred to the destination(s) automatically. The destinations are:
• **Picture**
• **Cliboard**
• **File**
• **Printer**

Cursor Type

You can select the look of cursor from the following two modes:

• **Normal**	The cursor will always be drawn in black.
• **Inverse**	The color of the cursor is inverted, so that you can easily recognize the position of the cursor. It will be effective, especially when you are to capture black-based pictures.

Other Setttings

• **Show Cursor Guidelines**	Horizontal and Vertical cursor guidelines will appear when selecting the capturing area.
• **Cursor Area Zoom-In**	Zooms in around the area of the cursor when in Box capturing mode of Free Shape capturing mode.

4.3. Foregrounding Setup

To bring up the **Foregrounding Setup** Dialog, select the **Foregrounding Setup** command in the **Setup** Menu, or click the **Foregrounding** button while holding CTRL key.
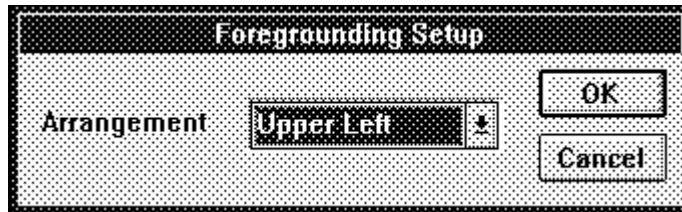

Fig. 4-11 Foregrounding Setup

• **Arrangement**   Determines the location of the pictures when foregrounding. If you choose **None** in this dialog, the pictures will be foregrounded at their original positions.

4.4. Snapshot Setup

Select the **Snapshot** command in the **Setup** Menu, or click the **Snapshot** button while holding CTRL key, and the **Snapshot Setup** Dialog will appear:
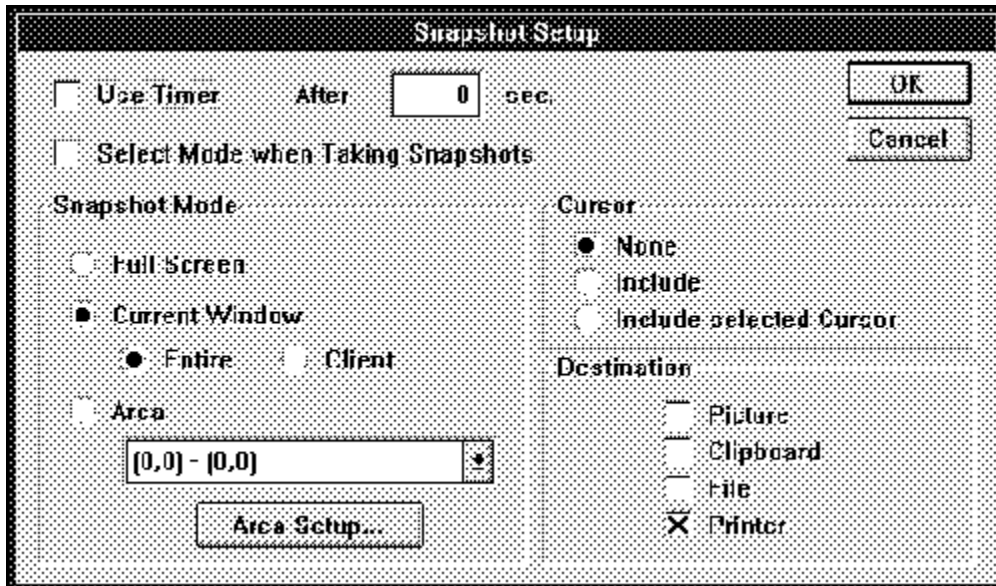

Fig. 4-12 Snapshot Setup

• **Use Timer**   When this item is marked, snapshot capturing will occur

at a specified time. You can capture screen images with pulldown menus, dragged items, and so on. The countdown will be indicated in the caption of the Main Window. The timer count will stop in Capturing mode. Also, the timer can be canceled by clicking the Snapshot

button again while countdown is in progress.

• Select Mode when Taking Snapshots

There are three modes in Snapshot. You may first select one of them using this dialog, or may choose the mode each time you take snapshots. If you prefer the latter case, mark this item, so that you can select the mode when you are actually taking snapshots.

Snapshot Modes

When taking Snapshots, you can choose from the following three modes:

• Full Screen   Takes the snapshot of full-screen size.
• Current Window   Takes the snapshot of the currently active window. Choose either from **Entire Window**, or **Client** (i.e. without menu and caption.)
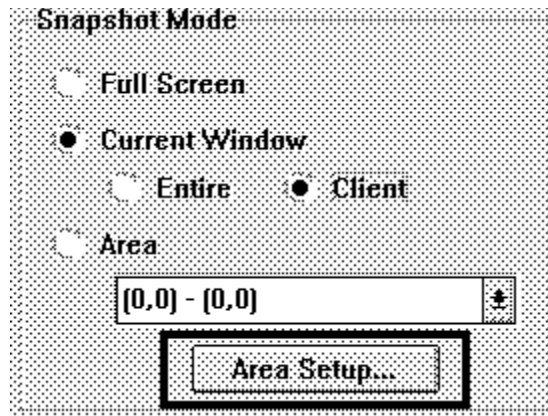**• Area**   Takes a snapshot of the specified area.

Fig. 4-13 Snapshot Mode (Area Setup)

It is necessary to preassign the area in this dialog. Press **Area Setup** button, and you will see the **Area Setup** Dialog brought up.
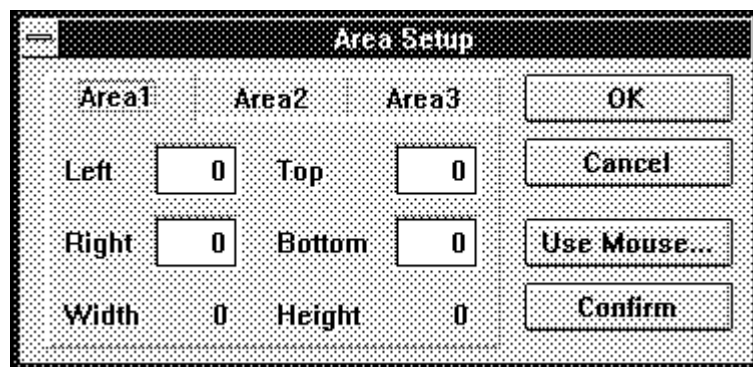

Fig. 4-14 Area Setup Dialog

(**Area** Continued)   Capture It! memorizes three sets of coordinates at one
                                        time, which means, you can specify up to three different
                                        areas using **Area 1, 2, 3** buttons. Once set, they will be
                                        selected from the **Snapshot Setup** Dialog. To specify
                                        the capturing area, you can either enter the coordinates
                                        or use the mouse. Click the **Use Mouse** button, and you
                                        will be able to use the mouse to select the area. (The
                                        coordinates will automatically be set.) To assist you in
                                        more precise capturing, the **Info Window** (see below)
                                        will come up while using the mouse.
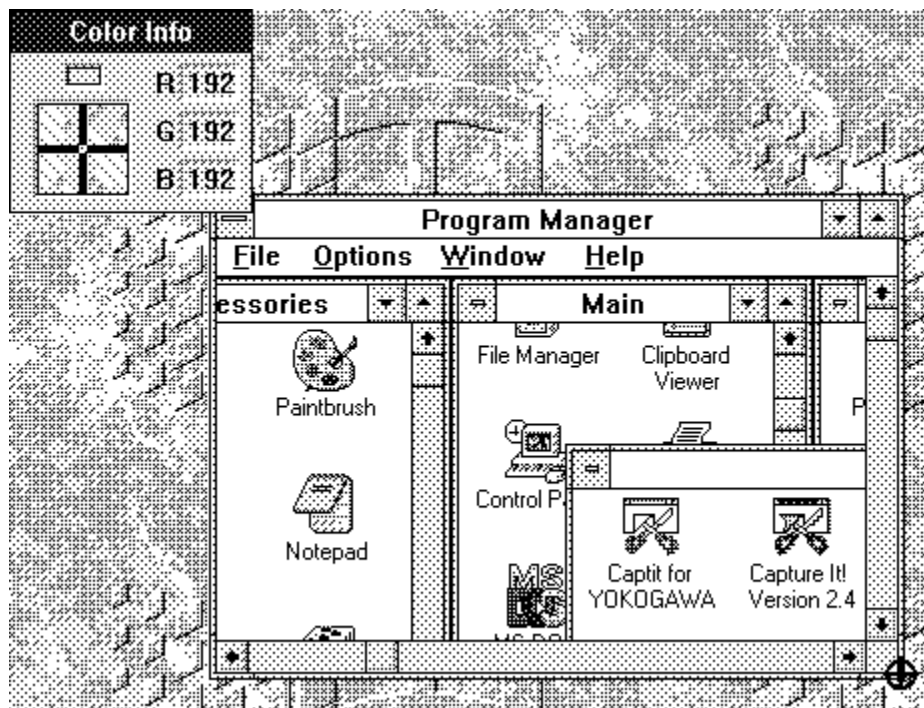

Fig. 4-15 Specifying area using Mouse

By clicking the **Confirm** button, a dotted line will
appear around the selected capturing area, which will be
helpful in making sure of the position of the area
specified. Press the mouse button or any key to finish
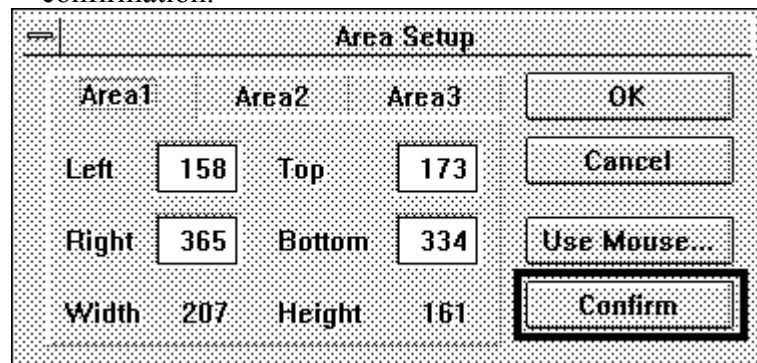confirmation.

Fig. 4-16 Area Setup (Confirm Button)

Cursor

When taking a snapshot, you may determine if the mouse cursor should be included to the picture or not.

• **None**   Omits the cursor.
• **Include Cursor**   Puts the cursor into the place where it is located.
• **Include Selected Cursor** Includes the specific cursor. Select the desired
                             cursor using the following **Cursor List** appearing when
                             taking a snapshot. The new cursor will then be put into
                             the place where the original cursor was located.
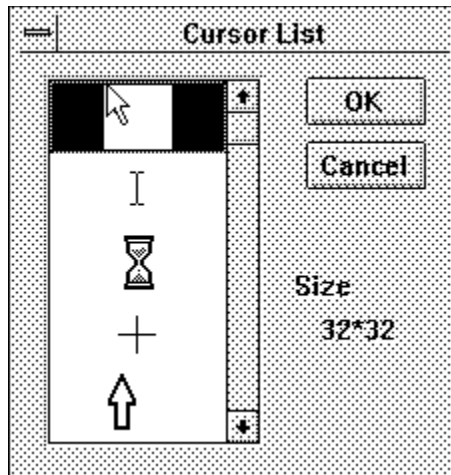
Fig. 4-17 Cursor List

Destination

Choose the destination of the captured screen image. You may select more than one output destination at the same time, but there has to be at least one destination marked. The captured image is transferred to the destination(s) automatically. The destinations to choose are:

• **Picture**
• **Clipboard**
• **File**
• **Printer**

4.5. Hot Keys Setup

Capturing, View Window, Foregrounding, Delete All Pictures, and Snapshot
command can be activated by pressing the preset **Hot Keys**. If Capture It! is active,
you can capture screen images by pressing the Hot Keys even when using other
applications. Hot Keys are also active when **Minimize on Use** has been selected.

Hot Keys Setup

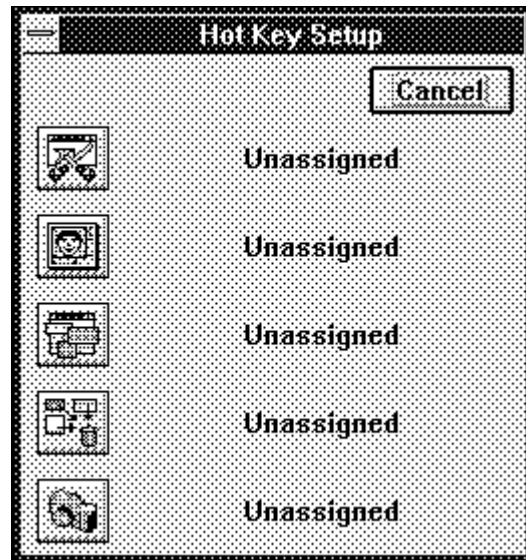Select the **Hot Keys** command in the **Setup** Menu to bring up the **Hot Keys Setup**
Dialog:

Fig. 4-18 Hot Keys Setup Dialog

Click on the command button and the dialog below will appear. Press the keys you
want to define as Hot Keys for the corresponding function. You cannot use the keys
already in use as Hot Keys for other commands. Press the **[Discard]** button in this
dialog to cancel the setting.
Here for example, let us set CTRL + SHIFT + INS keys for the Capturing command.
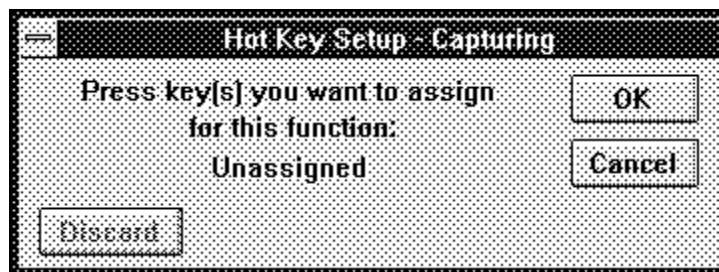Clicking the Capturing button, you will see the following dialog:

Fig. 4-19 (a) Hot Keys Setup (1)

Now press CTRL + SHIFT + INS keys for the Capturing command. Then, the
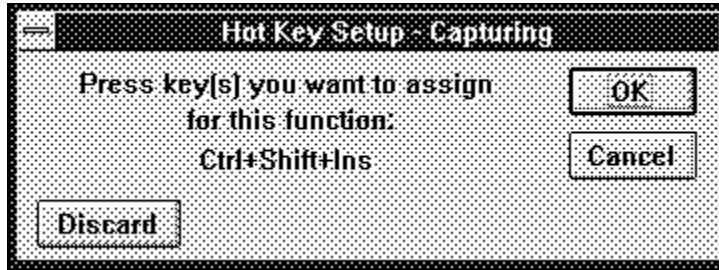dialog becomes:

Fig. 4-19 (b) Hot Keys Setup (2)

Click [**OK**] button to get back to the previous window: (You can also discard the
previously assigned key settings by pressing the [**Discard**] button.)

Fig. 4-19 (c) Hot Keys Setup (3)

Click the [**Done**] button to end. When the CTRL + SHIFT + INS keys are pressed,
you will see the mouse cursor change and capturing will start.

Note
The keys appropriate for Hot Keys are:
• **Alphabet Keys (A ... Z)**
• **Numeric Keys (0 ... 9)**
• **Function Keys (F1 ... F15)**
• **Symbolic Keys ("+" "-" "*" "/" "=" "," "." "[" "]" "@" "\" "^")**
• **Other Keys (INS DEL PAGEUP PAGEDOWN HOME END)**
• **Cursor Keys (¯ ® ¬)**

• **CTRL + One of the above keys**
• **SHIFT + One of the above keys**
• **CTRL + SHIFT + One of the above keys**

4.6. Printer Setup

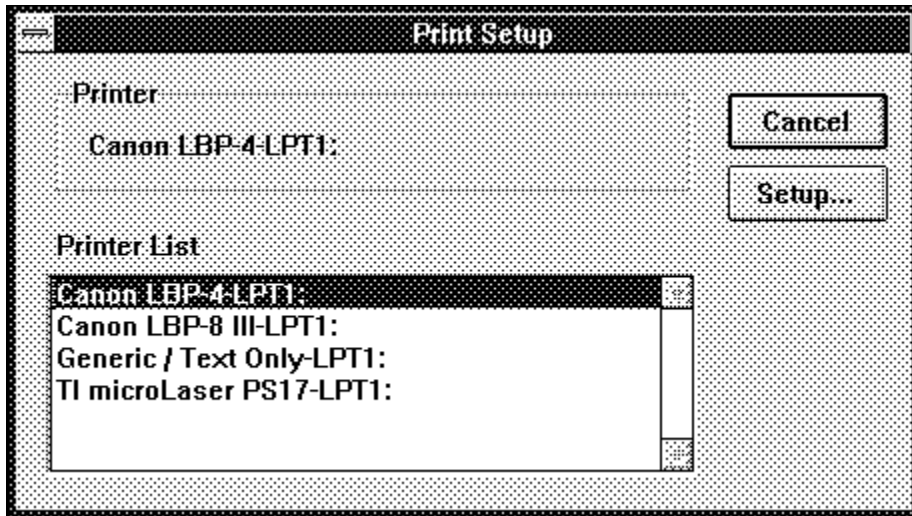Select the **Printer Setup** command in the **Setup** Menu to bring up the **Printer Setup** Dialog:

Fig. 4-20 Printer Setup Dialog

This operation is subject to the printer drive which you have separately installed beforehand. Refer to the printer drive manual of your printer for this setting.

5. For More...

This chapter describes additional examples for users of Capture It!

5.1. Pasting Pictures to Other Applications

Let us show you how to transfer captured screen images to other applications such as, word processors, graphics software, and Desk Top Publishing software.

Instructions

1. Select Clipboard as the destination in Capturing Setup:
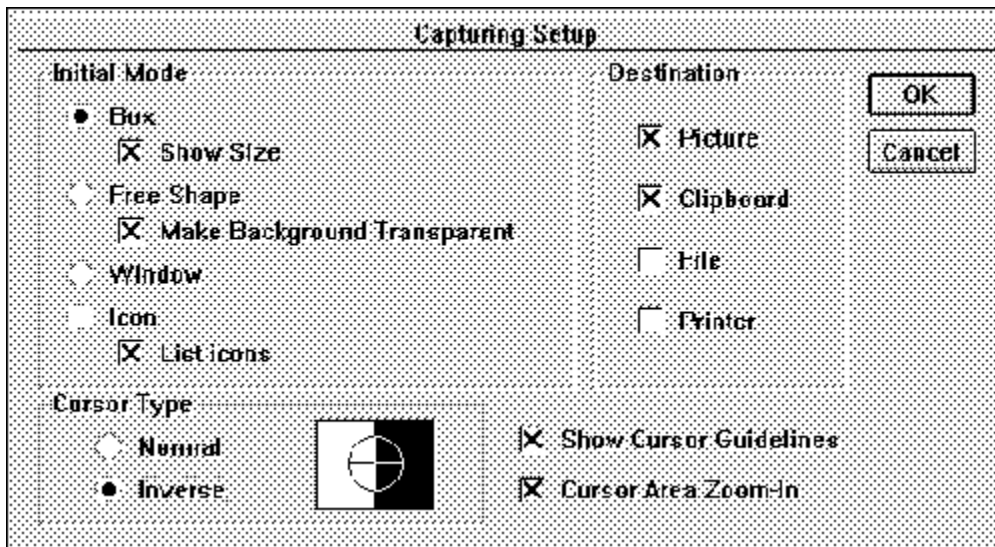
Fig. 5-1

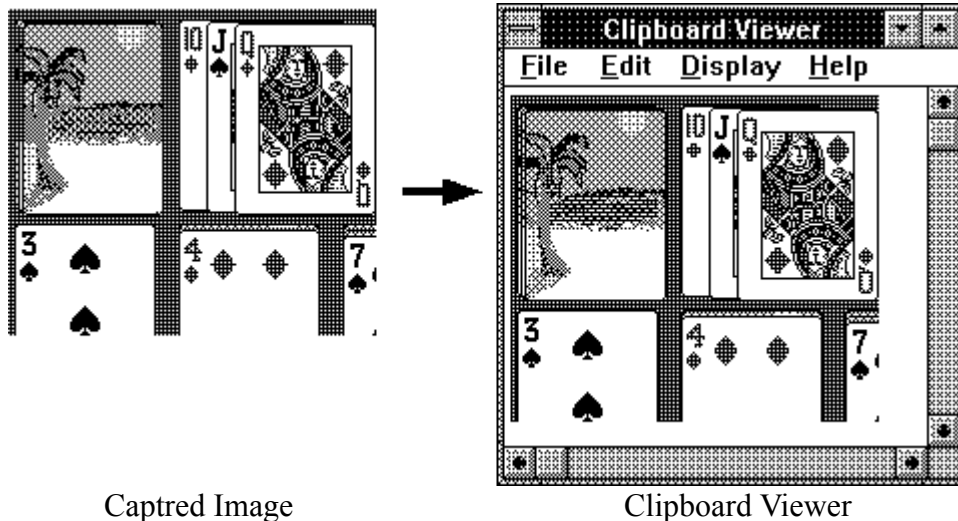2. Capture screen image. (The captured image is transferred to the clipboard simultaneously.)

Captred Image   Clipboard Viewer

Fig. 5-2

3. Start the next application, and then paste the contents of the clipboard to one of its files.
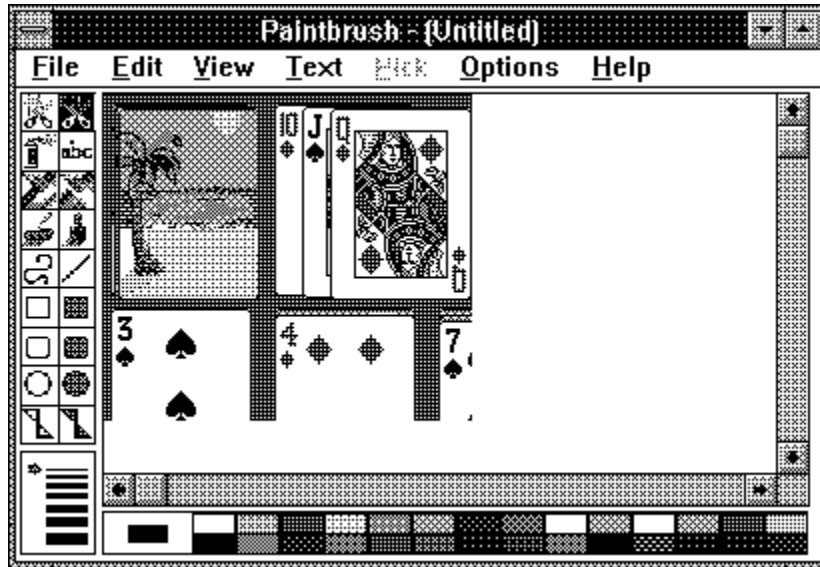
Fig. 5-3

Using this method, you can immediately paste the image onto other applications without copying (cutting) from the original data. You can also cut and paste it again easily afterwards from the picture on the screen. You can save the image in a file, or print it out simultaneously in order to save time and prevent losing important data.

5.2. Inserting Letters into Pictures

As an application of Omit **Specified Color** mode, let us put selected letters into the picture. Here for example, we will put "Hello World!" onto MS-WINDOWS Logo Wallpaper (WINLOGO.BMP).

Instructions
1. Capture Letters
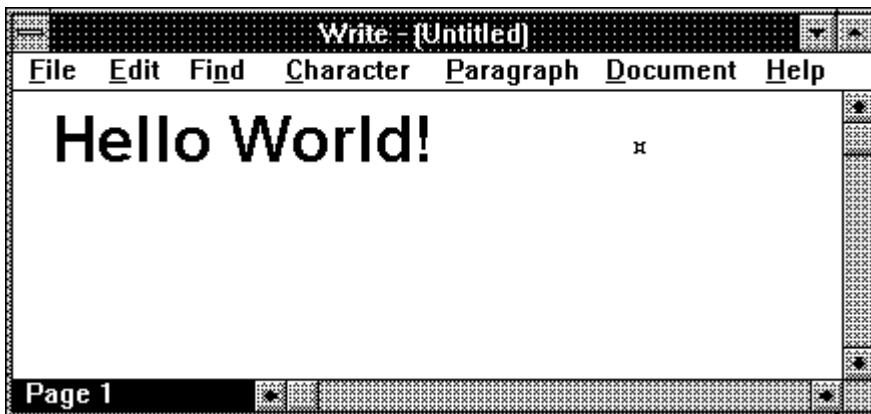Using an editor such as WRITE, type "Hello World!" and capture it.

Fig. 5-4

2. Setup (1)

From the **Picture** Menu, set the Drawing Mode to **Omit Specified Color**, and put the value **255, 255, 255** in the R,G,B boxes respectively, so white can be omitted when drawing. Also, specify the type of frame as **None**.
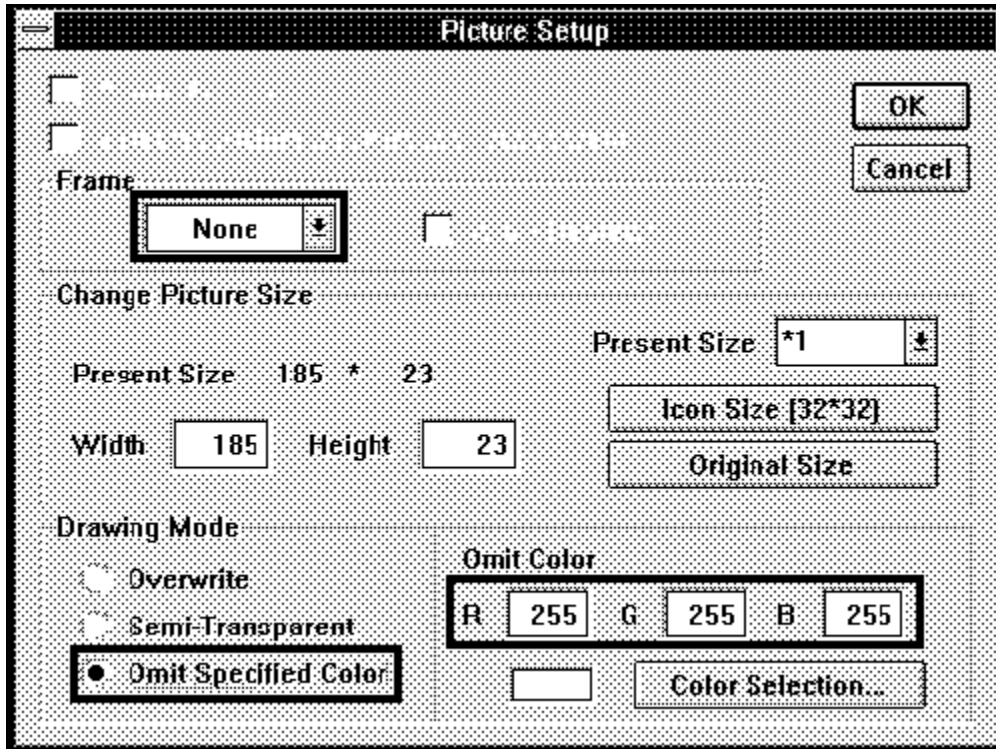

Fig. 5-5

3. Setup (2)

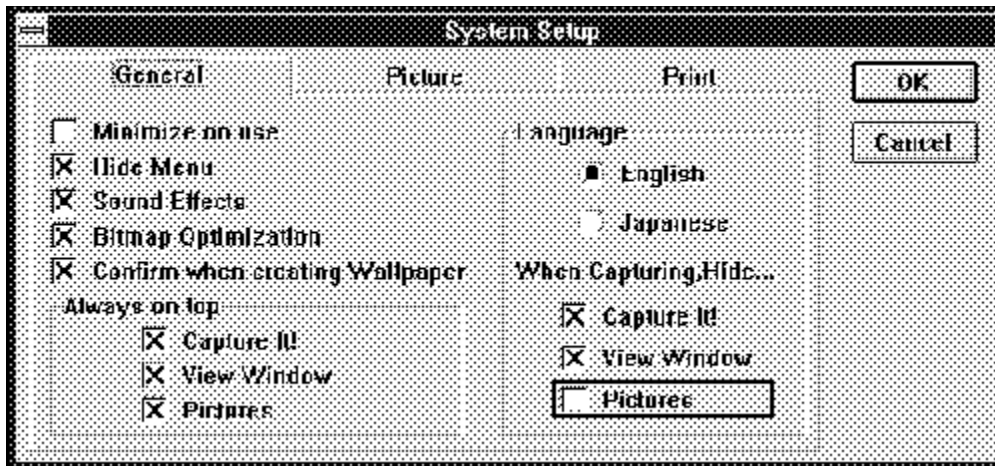Next, go to the **System Setup**, and click off the **Hide Pictures** item.

Fig. 5-6

4. Capture Again

Move "Hello World!" onto the MS-WINDOWS Logo Wallpaper, and capture it again.
In this way, we can put any letters onto the picture.

Fig. 5-7

5.3. Creating Wallpaper

Capture It! lets you create your own wallpaper.

1. Prepare a Picture

Capture a portion of the picture which you want to use as wallpaper.

Fig. 5-8

2. Creating Wallpaper

Press the **Right** mouse button while the mouse cursor is inside the picture. You will see the **Picture Menu** brought up. While holding the **Right** mouse button, drag the cursor to outside the frame, and release the button. The picture is then set as wallpaper.
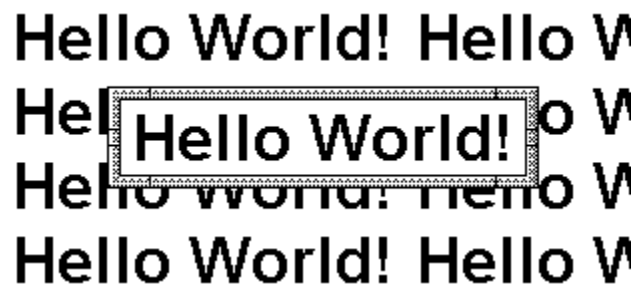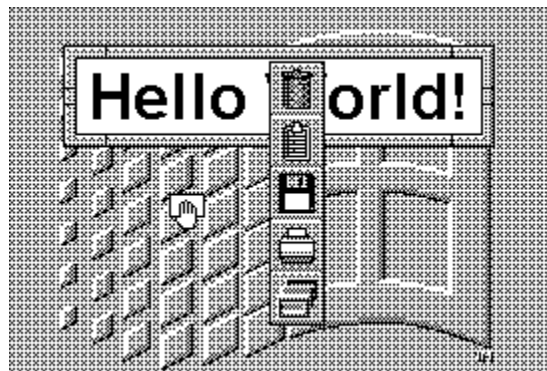

Fig. 5-9

5.4. Capturing Windows

It is essential to capture screen images of the menus in order to write a manual like this one. You also need the cursor seen in the picture. Capture It! can do this quite easily!

Instructions

1. Snapshot is used to capture menus. To include the cursor, we must first set the Hot Keys. We will set SHIFT + F10 here for the Snapshot command.
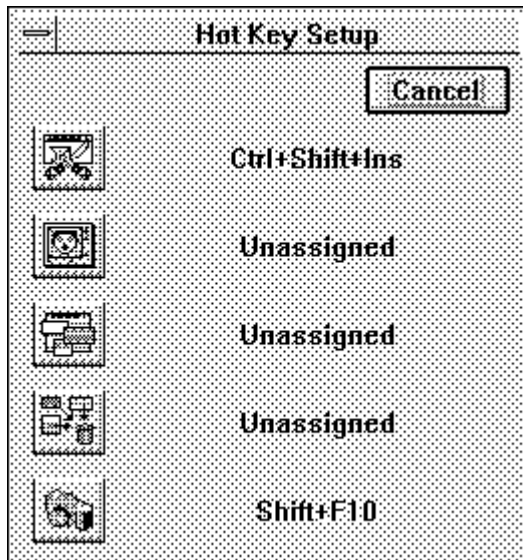

Fig. 5-10

2. Bring up the Snapshot Setup Dialog. Mark the Include Cursor item to include cursor. For example, let us capture Current Window here. Mark the Entire item to include the menu. Also, select Printer as the destination.
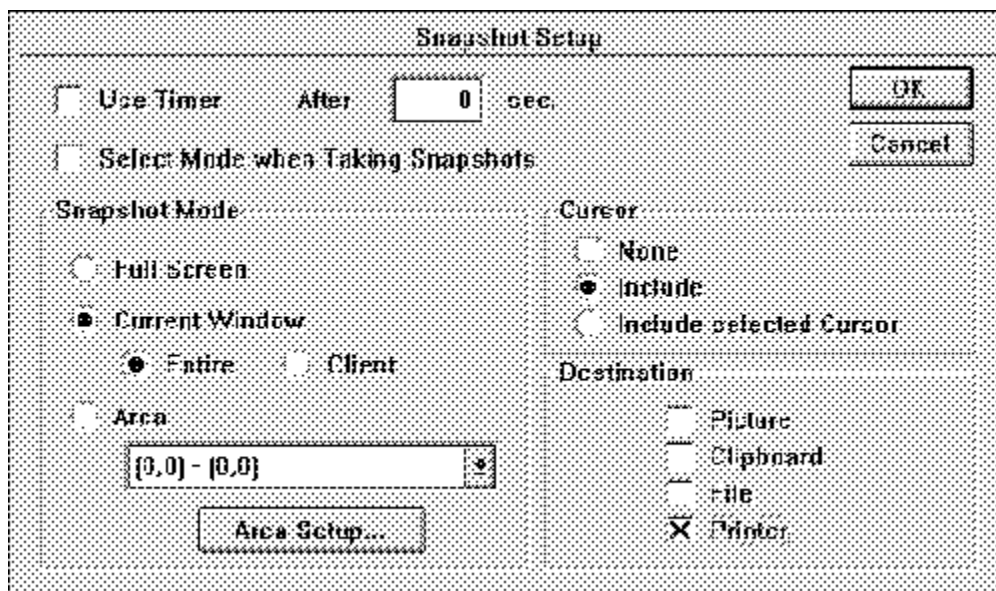

Fig. 5-11

3. We are ready to shoot! Open the menu you want to capture, place the cursor to the desired position and press SHIFT + F10. The screen image with an open menu and a cursor will be captured and printed out.
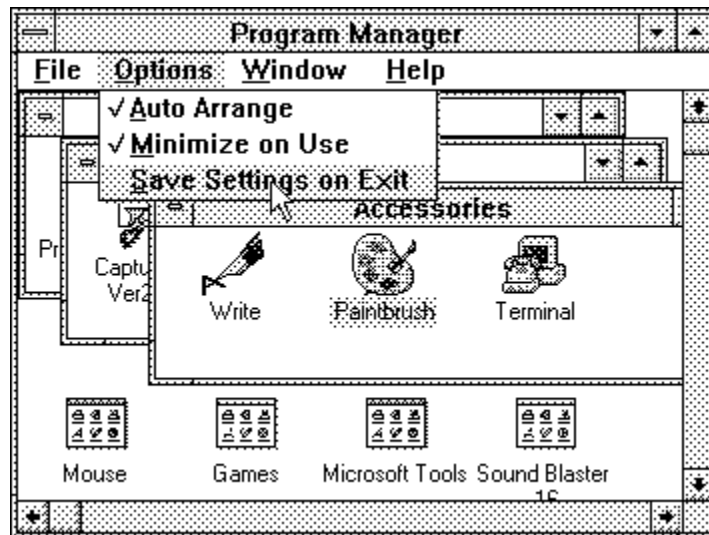

Fig. 5-12