

Screen Capturing on the Mac

The instructions for how to take a picture of your screen or a portion of you screen are as follows:

To take a picture of your entire screen you need to hold down three keys: the "Command" key (aka "Apple" key), the "shift key", and the "3" key all at the same time, like so...



You may hear the computer make a camera shutter sound. A new file should appear on your computer's desktop titled "picture 1.png". If you open that file you will see a screen capture of your desktop:



To take a picture of a *portion* of your screen you need to hold down three keys: the "Command" key (aka "Apple" key), the "shift key", and the "4" key all at the same time, like so...



a crosshair symbol will appear where your cursor was, It looks like this...



You will click and hold at the corner of the portion you want to capture and drag the crosshair to the opposite corner. For example, if I only wanted the picture of the octopus and not the rest of the webpage, I could click on the top left corner and hold and drag to the bottom left corner of the image. When you let go you will hear the camera shutter sound and a new file (picture 1.png) will appear on your desktop. This image will only contain the portion you selected, like so...

