



by The Software Labs ...the Print-Screen Capture Experts!

## ScreenPrint Quick Start Tutorial

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**Note:** Click **Help > Contents** on ScreenPrint's menubar for the complete Help file.

### How do I install ScreenPrint?

#### Installing From CD-ROM

1. Click the Windows **Start** button and then click **Run**.
2. In the Run window, type **E:\SPP50** and click **OK** (substitute the actual drive letter of your CD-ROM drive if not **E:**).
3. Follow the on-screen installation instructions.

#### Installing From A Download


1. In Windows Explorer locate and double click on the file named **spp50.exe** (if you purchased the commercial version) or **spg5.exe** (if you downloaded the trial version).
2. Follow the on-screen installation instructions.

### How do I uninstall ScreenPrint?

You can uninstall ScreenPrint in one of two ways:

1. Make sure ScreenPrint is **NOT running** and remove it via Windows' **Add/Remove Programs**.
2. Uninstall via the Program Group:
  - Make sure ScreenPrint is **NOT running** (right click the ScreenPrint icon in the System Tray and click Exit).
  - Click the **Windows Start** button.
  - Click **Programs**.
  - Click **ScreenPrint Platinum 5**.
  - Click **Uninstall ScreenPrint Platinum**.

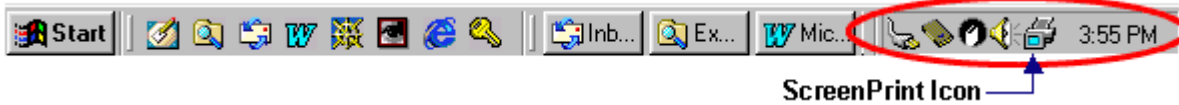
### How do I start ScreenPrint?

1. Double click the ScreenPrint icon  on your desktop.
2. If the ScreenPrint icon is not on your desktop:
  - Click the **Windows Start** button.
  - Click **Programs**.
  - Click **ScreenPrint Platinum 5**.
  - Click **Run ScreenPrint**.


## How do I print or capture my screen?

- Press the **Print Screen** key, which is located on the right side top row of your keyboard.
- The key is labeled "Print Screen" or "Prtsc."
- Tap it once to print and/or capture your screen.

When you press the Print Screen Key, ScreenPrint will automatically minimize to the **System Tray**.



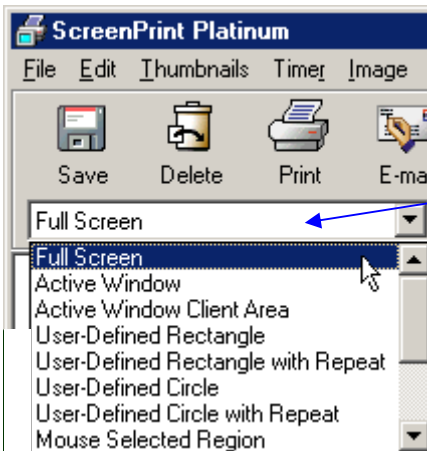
### To restore ScreenPrint to your screen:

- Double-click the ScreenPrint icon  in the System Tray or right click it and select **Restore ScreenPrint**.
- If you see ScreenPrint on your Taskbar, click it once to restore it to your screen.

## What if the Print Screen key doesn't work?

1. If you downloaded ScreenPrint from our Web site, make sure you **installed** it and then **ran** it after downloading. If the Print Screen key still doesn't work, then
2. Click this link for instructions: <http://www.softwarelabs.com/hotkeys.pdf>

## How do I print or capture different areas of my screen?



- Click the down-arrow button on the right side of the **Capture Method box** and select a capture method (Full Screen, Active Window, etc.).

- Scroll to the bottom of the Capture Method box to see all the capture methods.

### Capture Method box

- See ScreenPrint's Help File for instructions on the use of the following capture methods:

**User Defined Rectangle or Circle**

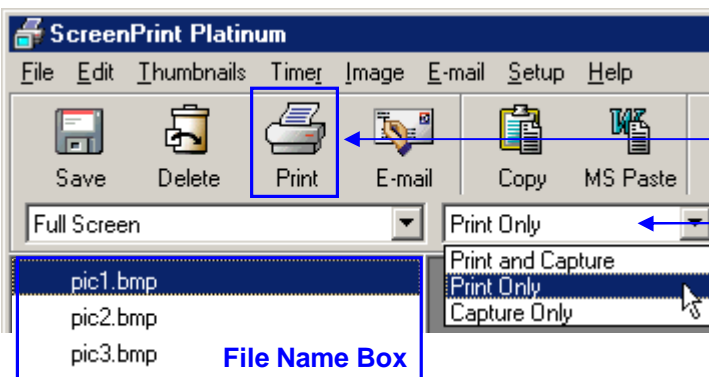
**User Defined Rectangle or Circle with Repeat**

**Mouse Selected Region**

**Zoom Capture**

**SuperScroll**

## How do I Print Only, Capture Only or both when I press the Print Screen key?



- Click the down-arrow button on the right side of the **Output box** and make a selection.

### Print Icon

### Output box

### File Name Box

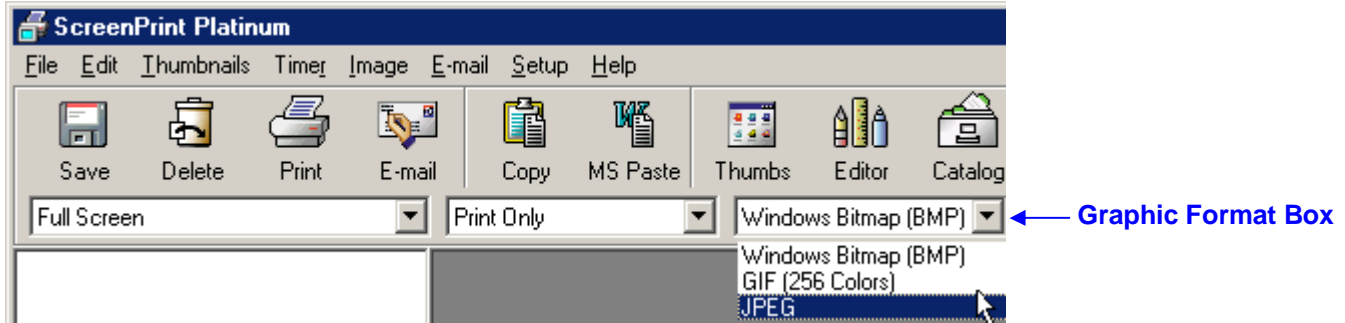
### To print images you already captured:

Select one or more filenames in the **File Name box** and then click the **Print icon**.

For more print options, click **File** on the menubar, click **Print** and select from the dropdown menu.

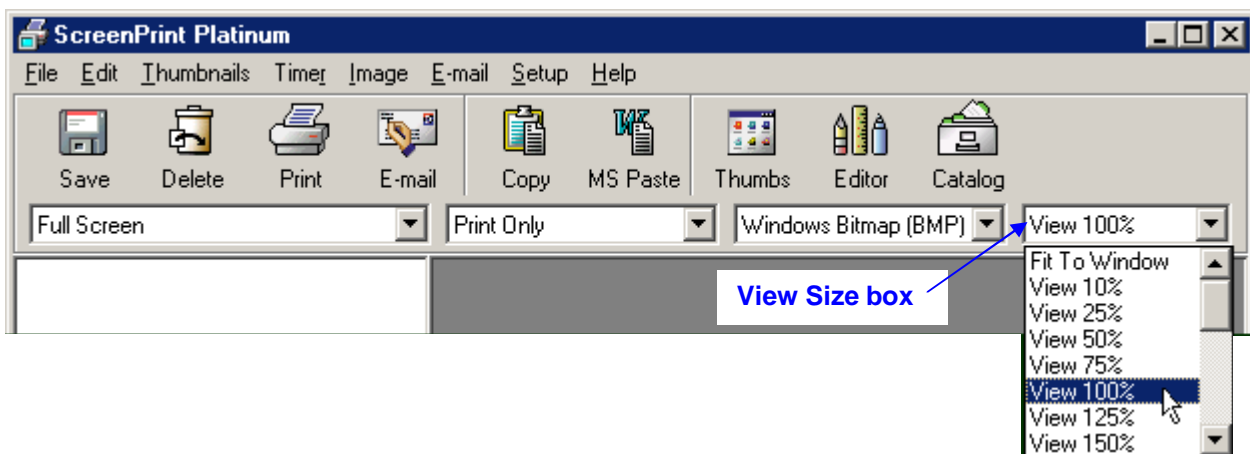
## How do I capture images in different graphic formats?

Click the down-arrow button on the right side of the Capture Format box and select a graphic format.



## How do I view images larger or smaller than actual size?

Click the down-arrow button on the right side of the **View Size** box and select a larger or smaller view.



**Note:** This function increases or decreases the size of the image for viewing only. It does not change the size of the printed image, which you can do by opening an image in the **Editor** and resizing it with the **Image/Resize** function.

## How do I view images in the Thumbnail Viewer?

Thumbnails can be viewed in three sizes (small, medium or large) and at two resolutions (low quality and high quality).



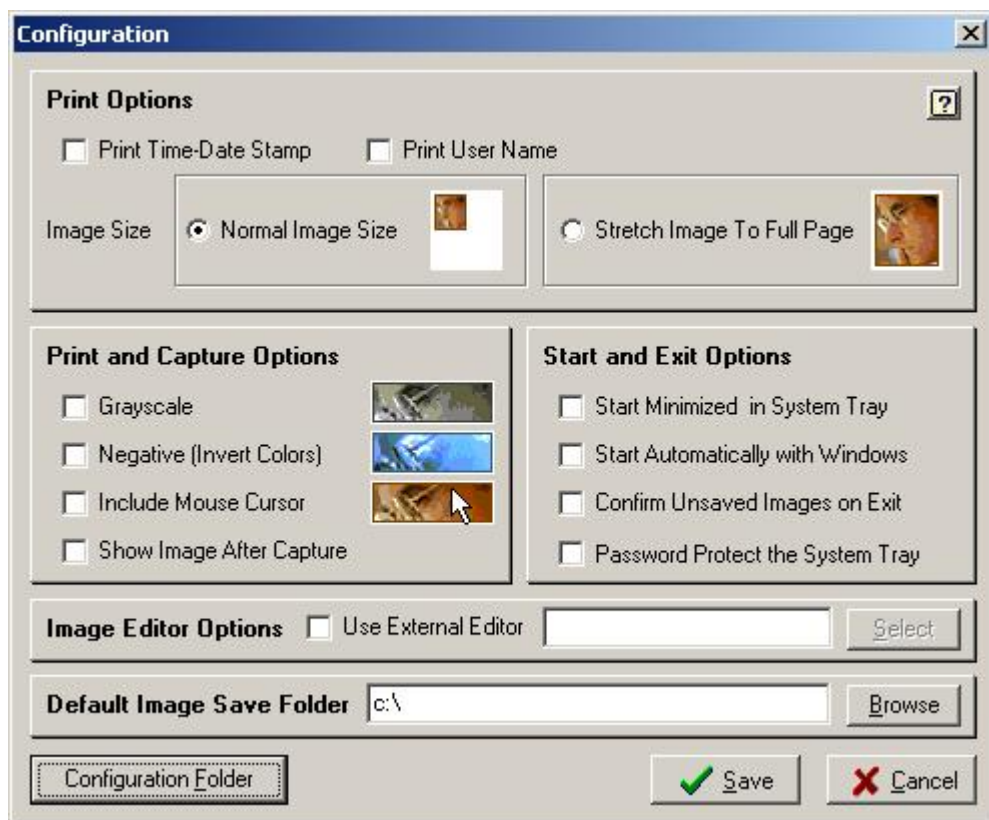
- After you capture one or more images, click **Thumbnails** on the menubar and then select quality and size in the drop-down menu.



- Alternatively, click the **Thumbs icon** **Thumbs** to open the Thumbnail Viewer.
- To change the quality and size of thumbnails from within the Thumbnail Viewer, click **View** on the Thumbnail Viewer menubar and select image and quality size in the drop-down menu.

## How do I configure ScreenPrint's optional Settings?

To access ScreenPrint's optional settings, click **Setup** on the menubar to open the **Configuration window**.



**Print Options** control what is printed when you press the Print Screen key.

**Print and Capture Options** control how images are printed or captured (grayscale, invert colors), inclusion of the mouse cursor, and whether ScreenPrint automatically restores to your screen each time you press the Print Screen key.

**Start and Exit Options** control ScreenPrint's startup and exit behavior.

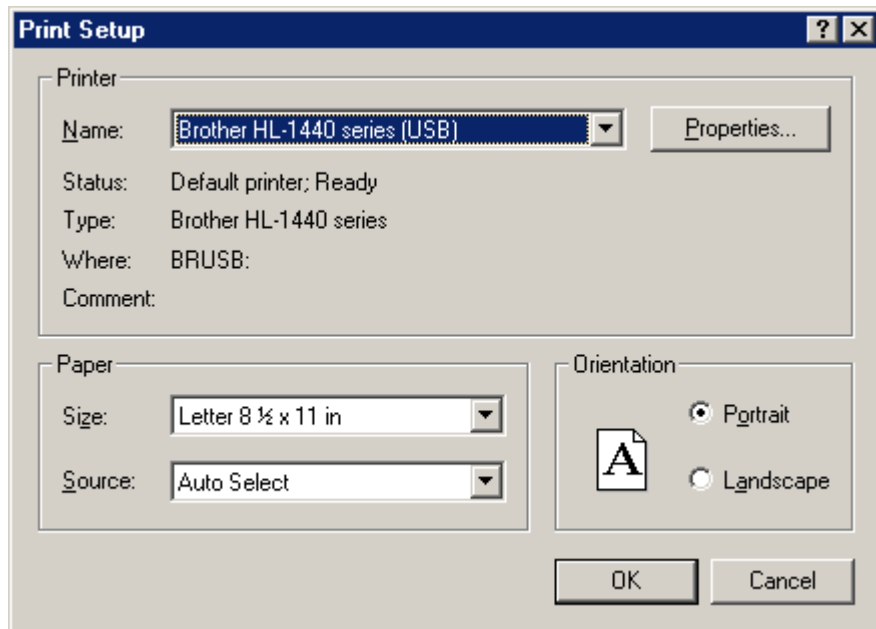
**Image Editor Options** allow you to open captured images in an editor (Photoshop, MS Paint, etc.) other than ScreenPrint's editor.

**Default Image Save Folder** allows you select the default location (drive/folder) to save captured images. **Do not select the \Program Files\ScreenPrint folder or the \My Documents\ScreenPrint folder. Do not use the word "ScreenPrint" in the folder name.**

**Configuration Folder** allows you to change the location (drive/folder) of ScreenPrint's configuration files. **Please carefully read the on-screen warning before changing the configuration folder location.**

## How do I configure my Printer?

Click **Setup** on the menubar and then click **Printer** to open the **Print Setup** window.



**Note:** ScreenPrint includes a unique feature that will **remember your selected printer and printer settings from session to session**. In other words, whatever printer you select will remain selected every time you run ScreenPrint. Other Windows programs revert to your default program from session to session.

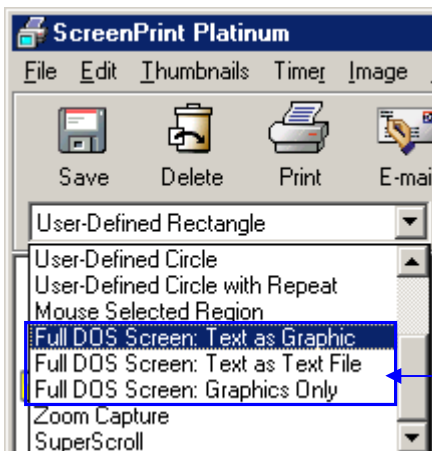
## How do I print or capture DOS screens?

In order to select the correct capture method in ScreenPrint, you must know whether your DOS application is running in a **window** or in **Full Screen** mode.

### DOS Windows

A DOS window has a title bar on top and is like any other window that can be minimized and maximized. If you run your DOS application in a window, do not select any of the three **Full DOS Screen** capture methods.

### Full Screen Mode



A Full DOS Screen has no title bar; it covers the entire display and therefore cannot be minimized nor maximized. If you run your DOS application in Full Screen mode, select one of the three **Full DOS Screen** capture methods in the Capture Method box.

Select **Full DOS Screen: Text as Graphic** for most DOS applications.

Select **Full DOS Screen: Graphics Only** for graphic-based DOS applications (e.g., DOS games).

Select **Full DOS Screen: Text as Text** to capture text from DOS applications directly to a text file.

**Note:** Window XP does not provide the same level of support for DOS applications as do previous Windows OS's. It is impossible to capture or print SOME DOS screens running under XP, regardless of which screen capture utility you use. This is especially true for DOS screens that include graphics in addition to text.

However Microsoft is now offering their product "Virtual PC 2004" for free. It used to retail for \$129.95 (many vendors are still selling it) and it is generally considered the best "virtualization" software on the market. If you have a pre-XP Windows OS on CD (2000, 98, 95, etc.), you can run it under Virtual PC on your XP machine and print or capture DOS graphic screens.

According to Microsoft, Virtual PC 2004 only works on PCs running Windows 2000 Professional, Windows XP Professional and Windows XP Tablet PC Edition. However, many users have installed and run it on Windows XP Home without any problems.

You can get more information about Virtual PC 2004 and a free download of the full commercial release at:

<http://www.microsoft.com/windows/virtualpc/default.msp>

### **Where can I find more information about using ScreenPrint?**

ScreenPrint's **Help File** includes complete detailed instructions for every feature and function. To access the Help File, click **Help** on the menubar and then click **Contents**.

ScreenPrint's **FAQ** (Frequently Asked Questions) provides answers and solutions to the most common questions and problems. You can access the FAQ at: [www.softwarelabs.com/tsl4/3-spgfaq.htm](http://www.softwarelabs.com/tsl4/3-spgfaq.htm)

### **Technical Support**

You can obtain technical support by calling **1-425-653-2432**, Mon-Fri, 8am to 5pm PST. Technical support via email is available at: [www.softwarelabs.com/tsl4/3-support.htm](http://www.softwarelabs.com/tsl4/3-support.htm)