SnagIt/32™
Version 3.1
User's Guide

Overview

This chapter introduces SnagIt/32, outlines its system requirements and describes its on-line documentation and Help facility. It also provides you with information on how to contact us with your comments and questions.

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What Does Snagit/32 Do?

SnagIt/32 provides Microsoft Windows 95 and Windows NT users with an easy way to capture, print, file or mail Windows screen images.

With SnagIt/32, you can capture an entire screen, a portion of the screen, a specific window or the contents of a scrollable window. SnagIt/32 also accepts input from the Windows clipboard, or a Windows bitmap (BMP) file.

You can send the captured image to a printer, a graphics file, an electronic mailnote or the Windows Clipboard.

- Sending the image to the printer allows you to make immediate use of the hardcopy output.
- Placing the image in a saved graphics file allows you to later import it into your applications.
- Having the image immediately attached to a mailnote enables the timely and accurate sharing of your current screen information with others using network mail.
- Sending the image to the Clipboard allows you to immediately paste the image into other Windows applications, such as word processors and desktop publishing programs.

Snagit/32 System Requirements

SnagIt/32 requires the following:

- An IBM PC or compatible that meets Microsoft Windows 95 or Windows NT minimum hardware requirements.
- Microsoft Windows 95 or Windows NT version 3.50 or later.
- A mouse or other pointing device.
- For mail output, a 32-bit MAPI mail client (e.g., Microsoft Exchange) must be configured.
- For printed output, a Windows-supported printer capable of printing bitmaps.

  (This includes most laser, dot matrix and ink jet printers. Note that many plotters cannot print bitmaps, and consequently, may not be able to print images captured with SnagIt/32.)

Using On-Line Documentation

SnagIt/32 has a Help system that gives you on-line access to the manual.

Selecting **Quick Help** from the **Help** menu provides an instant overview of SnagIt/32 essentials.

For information about how to use on-line Help, choose **How to Use Help** from the **Help** menu.

Selecting **System Info** from the **Help** menu displays a dialog box that contains information about your screen mode and printer type.

Selecting **About** from the **Help** menu displays a dialog box listing the version number for this copy of SnagIt/32.

README.TXT

Refer to the README.TXT file on the SnagIt/32 diskette for recent information not included in this online manual.

Snagit/32 Support

TechSmith is committed to providing a reliable, high-quality product that is easy to use. If you have a problem installing or using SnagIt/32, please check our web site, http://www.techsmith.com, for Frequently Asked Questions (FAQ) which may be similar to yours. If you still require assistance, please contact us in one of the following ways:

E-mail:	snagit@techsmith.com
Fax:	(517) 333-1888
CompuServe:	75226,3136
Phone:	(517) 333-2100
Mail:	TechSmith Corporation
	Attn.: SnagIt/32 Support
	P.O. Box 4758
	East Lansing, MI 48826-4758

If you are reporting a problem with SnagIt/32, please provide the following information:

- The product name and version number (SnagIt/32, version 3.1).
- Your name, e-mail address, fax number and phone number.
- Your hardware and software configuration.
- A description of the problem, and what you were trying to do when the problem occurred.

Getting Started

This chapter describes how to install and use SnagIt/32.

Installing SnagIt/32

Using SnagIt/32

Installing SnagIt/32

The SnagIt/32 installation program, SETUP.EXE, is a Microsoft Windows application. You must have Windows 95 or Windows NT installed before you can install SnagIt/32.

To install SnagIt/32:

1. Start Windows, if you have not already done so.
2. Insert the SnagIt/32 diskette into a floppy drive.

For Windows 95 users:

3. From the Start menu,   select **Run**.
4. In the Run dialog box, enter:

   a:\setup

   (If you are installing SnagIt/32 from a diskette drive other than the a:\ drive, you will need to change the drive letter in the command line above.)

For Windows NT users:

3. From the Program Manager menu bar, choose **File**, and select **Run** from the drop-down menu.
4. In the File Run dialog box, enter:

   a:\setup

   (If you are installing SnagIt/32 from a diskette drive other than the a:\ drive, you will need to change the drive letter in the command line above.)

For all users:

5. Select the **OK** button.
6. In the **Setup Information** box, do the following:
   - Enter the name of the directory where you would like SnagIt/32 to be installed, or accept the default directory, C:\SNAGIT32.
   - Enter the Windows group to which the SnagIt/32 icon should be added, or accept the default group, Accessories.
7. In the **Startup Options** box, do the following:
   - If you want SnagIt/32 to load automatically when you start Windows, check the **Start SnagIt/32 when Windows starts** box. This will add SnagIt/32 to the Windows Startup group.
   - If you want SnagIt/32 to start as a minimized icon, check the **Minimize SnagIt/32 when started** box.
8. When you have finished entering the setup information, select the **Install** button to install SnagIt/32.

Using Snagit/32

Starting SnagIt/32

For Windows 95 users:

- To start SnagIt/32, select the SnagIt/32 icon found in the Start menu, under Programs / Accessories. (If you specified a group other than Accessories during SnagIt/32 installation, look in that group for the SnagIt/32 icon.)
- Selecting the SnagIt/32 icon will execute SnagIt/32 and bring it to the foreground in its maximized form. When SnagIt/32 is maximized, you can change, or review, any of the setup options (Input, Output, Format, etc.) using the SnagIt/32 menus. The Include Cursor, Auto Scroll, Save Setup and Help options may also be selected from the Toolbar.

For Windows NT users:

- To start SnagIt/32, select the SnagIt/32 icon in the Accessories group. (If you specified a group other than Accessories during SnagIt/32 installation, look in that group for the SnagIt/32 icon.)
- Selecting the SnagIt/32 icon will execute SnagIt/32 and bring it to the foreground in its maximized form. When SnagIt/32 is maximized, you can change, or review, any of the setup options (Input, Output, Format, etc.) using the SnagIt/32 menus. The Include Cursor, Auto Scroll, Save Setup and Help options may also be selected from the Toolbar.

If you selected the "Start SnagIt/32 when Windows starts" checkbox during installation, or if you have manually placed the SnagIt/32 icon in your Windows Startup group, SnagIt/32 will start automatically each time you start Windows.

Snagit/32 Default Settings

When you install SnagIt/32, it uses the following default options:

- **Input** is set to "Screen". SnagIt/32 is configured to capture the entire Windows desktop. The Include Cursor option is enabled and the Auto Scroll option is disabled.
- **Output** is set to "Printer". SnagIt/32 is configured to send the captured image to the Windows default printer. The image will be positioned in the upper left corner of the page and scaled to fit on a single page.
- **Format** is set to "Color". SnagIt/32 will capture the image with the screen colors intact. (In most cases you can print images captured using this setting, even if your printer is not a color printer.)
- **Hotkeys** are set to CTRL+SHIFT+P to activate SnagIt/32 and CTRL+SHIFT+X to Hide/Unhide the SnagIt/32 icon.
- **Scale** is set to 1.00. This means that SnagIt/32 will capture the image at its original size when the Output is File, Clipboard or Mail. Image scaling is ignored when printer scaling options are applicable.

A summary of your current settings will always be displayed as a status line in the lower section of the SnagIt/32 Control window.

Invoking Snagit/32 With The Hotkey(s)

The default hotkey sequence for invoking SnagIt/32 is CTRL+SHIFT+P. When you press this key combination, SnagIt/32 will capture the part of the screen you specified as the input option, and send that image to the device you specified as the output option.

Using The Mouse To Select Images

You will need to use a mouse or other pointing device with SnagIt/32. The left and right mouse buttons work as follows for right-handed users. Reverse the roles of the buttons if your mouse has been configured for left hand use.

Left Button   Use the left mouse button to select SnagIt/32 menu options, and to select screen regions and windows to capture. The left mouse button is also used to manually designate the end of an Auto Scroll capture.

Right Button   Use the right mouse button to cancel a region or window selection. To cancel the current selection, press the right mouse button before you release the left mouse button. Pressing the right mouse button at any time during an Auto Scroll capture terminates the capture without saving it.

Using The SnagIt/32 Toolbar

The SnagIt Toolbar provides convenient access to the following options; **Include Cursor**, **Auto Scroll**, **Save Setup** and **Help**.

Selecting the **Include Cursor** button enables the capturing of your cursor in the selected screen image. This option is only available with the **Screen** and **Last Active Window** Input options.

Selecting the **Auto Scroll** button enables the capture of windows containg a vertical scroll bar. This option is only available with the **Entire Window, Window Client Area, Last Active Window** and **Region** Input options.

Selecting the **Save Setup** button saves SnagIt/32's current configuration options as the default for future SnagIt/32 sessions.

Selecting the **Help** button gives you on-line access to the SnagIt/32 user manual.

SnagIt/32 Configuration Options

This chapter describes how to configure SnagIt/32, including the Input, Output, Format and other Options menus, as well as keyboard commands and command-line arguments.

Auto-Load Option

Keyboard Commands

Input Options

Output Options

Format Options

Other Options

Command Line Arguments

Auto-Load Option

By default, the SnagIt/32 Setup program configures SnagIt/32 to not load automatically whenever you start Windows.

The easiest way to change this configuration after installation is to re-run SnagIt/32 Setup from the SnagIt/32 distribution diskette.

- If you do not have SnagIt/32 configured to load automatically but you want to start loading it whenever you start Windows, check the "Start SnagIt/32 when Windows starts" box on the SnagIt/32 Setup screen. This will add SnagIt/32 to the Windows Startup group.

- If you have configured SnagIt/32 to auto-load but no longer want it to do this, clear the "Start SnagIt/32 when Windows starts" box on the SnagIt/32 Setup screen. This will remove SnagIt/32 from the Windows Startup group, and SnagIt/32 will no longer load on Windows startup.

Keyboard Commands

Invoking SnagIt/32 From The Keyboard

Hiding The SnagIt/32 Window

Invoking Snagit/32 From The Keyboard

The default hotkey sequence for invoking SnagIt/32 is **CTRL+SHIFT+P**. When you press this key combination, SnagIt/32 will capture the part of the screen you specified as the Input option, and send that image to the device you specified as the Output option.

Many users prefer to use the **Print Screen** key as their SnagIt/32 hotkey. To change your hotkey sequence to **Print Screen**, or any other combination, select **Options, Change Hotkeys**.

<u>Caution:</u>   *While SnagIt/32 allows users the flexibility to designate their hotkey(s), you should take care to use keys and or key combinations that are not used in normal typing or by your other software applications.*

Hiding The Snagit/32 Window

The default hotkey sequence for displaying or hiding the SnagIt/32 window or icon is **CTRL+SHIFT+X**. When you press this key combination, the SnagIt/32 window or icon will disappear from the Windows desktop, leaving SnagIt/32 running. Pressing it again will restore the SnagIt/32 window or icon to the Windows desktop.

To change your hotkey sequence, select **Options, Change Hotkeys**.

Caution: *While SnagIt/32 allows users the flexibility to designate their hotkey(s), you should take care to use keys and or key combinations that are not used in normal typing or by your other software applications.*

Input Options

The SnagIt/32 Input options allow you to define the screen area to be captured. Your options include Screen, Entire Window, Window Client Area, Last Active Window, Region, BMP File and Clipboard. Depending on the area you have chosen, you may also have the additional options of Include Cursor or Auto Scroll. Include Cursor incorporates the cursor in the captured screen image. Auto Scroll captures the extended contents of a scrollable window.

Screen (Input)

Entire Window (Input)

Window Client Area (Input)

Last Active Window (Input)

Region (Input)

BMP File (Input)

Clipboard (Input)

Include Cursor (Input)

Auto Scroll (Input)

Screen (Input)

Select the **Screen** option from the SnagIt/32 **Input** menu to capture the entire Windows desktop (everything visible on the screen).

To capture an image of the Windows desktop:

1. Set the input parameter to **Screen.**
2. To include the cursor in your captured image, select **Include Cursor** from the **Input** menu or **Toolbar**.
3. Press your hotkey combination.

Note: Auto Scroll is not available with this option.

Entire Window (Input)

Select the **Entire Window** option from the SnagIt/32 **Input** menu to capture an entire user selected window. The captured image will include the border, title bar, menu bar, scroll bars and caption line.

To capture an image of a window:

1. Set the input parameter to **Entire Window**.
2. To perform a scrolling capture of the contents of a vertically scrollable window, select **Auto Scroll** from the **Input** menu or **Toolbar**.
3. Press your hotkey combination.
4. The cursor will change to a finger pointer. Select the desired window by positioning the finger pointer inside the window and clicking the left mouse button.

Note: Include Cursor is not available with this option.

WINDOW SELECTION TIP:
To be sure that SnagIt/32 captures the entire window, position the finger pointer in the window's title bar before you click the left mouse button to select the window.
Other items within a window, such as the OK and Cancel buttons, are actually small windows. If you select one of these items with the finger pointer, you will only capture that item instead of the entire window.

Window Client Area (Input)

Select the **Window Client Area** option from the SnagIt/32 **Input** menu to capture the client area of a specific window. The client area is the main body of the window inside the window borders. It does not include the window borders, title bar, menu bar, scroll bars or caption line.

To capture an image of a window client area:

1. Set the input parameter to **Window Client Area**.
2. To perform a scrolling capture of the contents of a vertically scrollable window, select **Auto Scroll** from the **Input** menu or **Toolbar**.
3. Press your hotkey combination.
4. The cursor will change to a finger pointer. Select the desired window by positioning the finger pointer inside the window and clicking the left mouse button.

Note: Include Cursor is not available with this option.

Last Active Window (Input)

Select the **Last Active Window** option from the SnagIt/32 **Input** menu to capture the last active window (the window that has the focus on the Windows desktop when SnagIt/32 is invoked).

To capture an image of the last active window:

1. Set the input parameter to **Last Active Window.**

2. To perform a scrolling capture of the contents of a vertically scrollable window, select **Auto Scroll** from the **Input** menu or **Toolbar**.

3. To include the cursor in your captured image, select **Include Cursor** from the **Input** menu or **Toolbar**. If you are using **Include Cursor** in conjunction with **Auto Scroll**, the cursor can only be captured in a scrollable window as part of the initial screen.

4. Press your hotkey combination.

Region (Input)

Select the **Region** option from the SnagIt/32 **Input** menu to capture a user defined rectangular region of the screen.

To capture a user defined area as an image:

1. Set the input parameter to **Region**.
2. To perform a scrolling capture of the contents of a vertically scrollable window, select **Auto Scroll** from the **Input** menu or **Toolbar**.
3. Press your hotkey combination.
4. The cursor will change to a hand holding cross hairs. Position the cross hairs in the upper left corner of the region you want to capture.
5. **If you ARE NOT using Auto Scroll**, press and hold the left mouse button. "Drag" the pointer diagonally, to the lower right corner of the region. You will see a rectangular outline defining the region SnagIt/32 will capture.
6. **If you ARE using Auto Scroll**, locate the top of the scrollable area of the screen that you wish to capture. Press and hold the left mouse button. "Drag" the pointer vertically until you have reached the bottom of the area to be captured. "Dragging" the pointer beyond the lower limit of the window will cause the window to scroll automatcally.
7. When you have outlined the region you want to capture, release the mouse button to perform the capture.

Note: Include Cursor is not available with this option.

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BMP File (Input)

Select the **BMP File** option from the SnagIt/32 **Input** menu to capture an image stored in a Windows bitmap file.

To capture an image of a BMP file:

1. Set the input parameter to **BMP File**.
2. Press your hotkey combination.
3. Enter the name of the file containing the image you want to capture.
4. Select the **Open** button.

Clipboard (Input)

Select the **Clipboard** option from the SnagIt/32 **Input** menu to capture the contents of the Windows clipboard.

To capture an image from the Clipboard:

1. Set the input parameter to **Clipboard**.
2. Press your hotkey combination.

Include Cursor (Input)

Select the **Include Cursor** option from the SnagIt/32 **Toolbar,** or **Input** menu, to include your cursor in the image that you want to capture. This option   is only available if you have selected the **Screen** or **Last Active Window** options from the SnagIt/32 **Input** menu.

To include the cursor pointer in your image:

1. Select the **Include Cursor** button or **Input** menu option, in combination with either the **Screen** or **Last Active Window** options.

2. Press your hotkey combination.

Auto Scroll (Input)

Select the **Auto Scroll** option from the SnagIt/32 **Toolbar,** or **Input** menu, to capture the extended contents of a window containing a vertical scroll bar. This option is only available with the **Entire Window, Window Client Area, Last Active Window** and **Region** Input options.

Note: This option is application dependent and may not function with all Windows applications. This option may not function correctly with windows that contain moving elements.

To enable the capture of a scrolling window as a single image:

1. Select **Auto Scroll** button, or **Input** menu option, in combination with the **Entire Window, Window Client Area, Last Active Window** or **Region** Input options.

2. Press your hotkey combination.

3. Use your cursor to determine the "scrollable" areas of the screen.

   - Those areas containing a scrolling window that SnagIt/32 can capture as a single image will cause the cursor to display a finger pointer, or crosshairs, with a scrolling page attached. The window to be captured will also be outlined by thin dashed box.

     Note: Most application windows are actually comprised of many smaller, information and control windows, some of which may also be scrollable. Verify that you are selecting the correct window by looking for the thin dashed box around the perimeter of the window.

   - Those areas SnagIt/32 has determined are not scrollable will cause the cursor to display the normal finger pointer or crosshairs (These areas can still be captured, but the **Auto Scroll** option will be ignored.)

4. When you have found the desired scrolling region, select it with the left mouse button. If you are selecting a **Region**, you would continue to hold down the left mouse button to define the length of the area to be captured. To define an area beyond the displayed area, drag the mouse beyond the window's lower limit and the window will scroll accordingly.

5. Releasing the left mouse button begins the capture process.

6. The capture process will continue until the lower limit of the designated scrolling window has been reached. The left mouse button may be used at any time to prematurely stop and save the capture. The right mouse button may also be used to terminate the capture, but the results will not be saved.

Note: Some applications, most notably spreadsheets, have no lower vertical scrolling limit. These applications should be captured using the Region Input option or manually terminated to avoid potential problems with unusually large file sizes and limited system resources.

Output Options

The SnagIt/32 Output options allow you designate the destination of the captured image. The captured image can be sent to the Printer, the Windows Clipboard, saved to a File or attached to a Mail note.

[Printer (Output)](#)

[Clipboard (Output)](#)

[File (Output)](#)

[Send Mail (Output)](#)

Printer (Output)

Select the **Printer** option from the SnagIt/32 **Output** menu to send the captured image to a printer.

The **Printer Output Setup** dialog box allows you to:

1. Select your **Default Windows Printer** or another **Specific Printer** of your choice.
2. Select the page **Image Position** of your printed output. Your choices are **Upper Left, Lower Left, Center, Upper Right** and **Lower Right**.
3. Select the scale **Options** for the relationship of the image size to the printed page. The options are:

   - **Fit Image on a Single Page** - The image, regardless of length, will be proportionally scaled to fit on one page. *Example*: An Auto Scroll capture, normally 3 pages long, would be scaled equally in length and width to print on a single page. The resulting printed image would be 1 page long and 1/3 of its normal width.

   - **Proportional** - The size relationship between the width of the area being captured and the width of the screen will be used to determine the width of the printed image in relationship to the width of the printed page. *Example*: An image half the width of your screen will be scaled to print at half the width of the printed page.

   - **Auto Scale** - The width of the captured image will be scaled to equal the width of the page. The length will be proportionally scaled and may exceed the length of a single page. *Example*: An image 2 inches wide and 6 inches long will be scaled by an approximate factor of 4 to fit the printed page width. The length will also be scaled by the same factor, resulting in a printed image 2 1/2 (24 inch) pages in length.

   - **Manual Scale** - The user can apply a scale factor to the image to reduce or increase its size on the printed page. The default scale of 1.00 is equal to printed image obtained with the **Proportional** setting. *Example*: A scaling factor of 2.00 would double the height and width of the printed image.

The default settings for **Printer Output Setup** are **Default Windows Printer,** image position is **Upper Left** and image scaling is set to **Fit Image on a Single Page.** To return the Printer Output Setup settings to these values, select the **Default** button.

When you have finished selecting your Printer Output Setup settings, select **OK** to begin printing.

While SnagIt/32 is printing, a status box will be displayed. To stop the printing process, select **Cancel** at any time.

Clipboard (Output)

Select the **Clipboard** option from the SnagIt/32 **Output** menu to send the captured image to the Windows clipboard. Once an image is in the clipboard, you can paste it into another Windows application or save it as a clipboard file (.CLP).

File (Output)

Select the **File** option from the SnagIt/32 **Output** menu to save the captured image to a file. With this option you can save your files in six graphic file formats.

- Specify the graphic file format type for your saved image. Select **BMP or Compressed BMP** for a **Windows Bitmap** file, **PCX** for a **PC Paintbrush** file, **TIF** for a **Tag Image File**, **GIF** for a or **Graphics Interchange Format** file or **JPEG** for a **JPEG Compressed Graphic** file**.**

  The **JPEG** option also allows you to select the level of image quality you would like to retain. The valid levels are 1% to 99%. _Example_: A setting of 75 will retain 75% of the original image quality.

  Note: The file format you choose can have a dramatic effect on the saved file size. The following are examples of one image (256 colors, 510 pixels by 270 pixels) saved in various file formats.

	Monochrome	_Color / Grayscale_
BMP	_18k_	_137k_
BMP(Compressed)	_18k_	_23k_
PCX	_5k_	_21k_
TIF	_18k_	_137k_
GIF	_4k_	_8k_
JPEG - 50%	_15k_	_16k_

- If you would like SnagIt/32 to automatically name and sequentially number your saved images, select the **Automatic File Naming** checkbox. In the **File Name Prefix** dialog box, specify the prefix of the named series you would like SnagIt/32 to use when it saves a file automatically (the default is **SNAG-**). As long as this option remains in effect, whenever SnagIt/32 saves a file, it will give the file a name composed of the File Name Prefix and a sequential number (i.e., SNAG-1, SNAG-2...)

- Specify the Automatic File Naming output drive and directory in the **File Output Directory** dialog box. You have the option of entering the information manually or selecting **Browse...** to conduct a drive and directory search.

- Select the **OK** button when you are finished.

Note: The graphic file format selected will also be used to define the file type used as a mail note attachment when the Send Mail Output option is selected.

Send Mail (Output)

Select the **Send Mail** option from the SnagIt/32 **Output** menu to attach the captured image to a mailnote. The file type for the attached image is determined by the current **File** output setting. Once the image is attached to the mailnote,   the mailnote will be displayed. You then enter your regular electronic mail information and select Send.

Note: The Send Mail output option is only supported if you have a 32-bit MAPI mail client installed (e.g.,, Microsoft Exchange).

Format Options

The SnagIt/32 Format options let you choose a color format for the captured image. Your choices are Color, Monochrome or Grayscale. You also have the option of Dither Image with Color and Monochrome images.

Color

Monochrome

Grayscale

Dither Image

Note: The file format you choose can have a dramatic effect on the saved file size. The following are examples of one image (256 colors, 510 pixels by 270 pixels) saved in various file and color formats.

	Monochrome	*Color / Grayscale*
BMP	*18k*	*137k*
BMP(Compressed)	*18k*	*23k*
PCX	*5k*	*21k*
TIF	*18k*	*137k*
GIF	*4k*	*8k*
JPEG - 50%	*15k*	*16k*

Color

Select the **Color** option from the SnagIt/32 **Format** menu to retain all or part of the screen color information with the captured image. The **Color** option also allows you to specify the number of colors to retain with the **Color Reduction** setting. The number of colors you retain can have a dramatic effect on the quality of your output and size of your saved image files. You can select **Reduce to 256 Colors**, **Reduce to 16 Colors** or **None**, to retain all the original colors. We recommend using the **Format, Dither Image** option whenever Color Reduction has been selected. We also recommend experimenting with the various settings to determine which image quality and file sizes best suit your image requirements.

COLOR FORMAT TIP:
Even if you are using SnagIt/32 to print captured images to a standard, black and white printer, you can still leave the format option set to Color. The Windows printer driver for your printer will convert the image to grayscale-type output. In fact, most printed images will probably look their best if you set the format option to Color.
Unless you have a specific need to capture monochrome or grayscale images, we recommend leaving the format option set to Color.

Monochrome

Select the **Monochrome** option from the SnagIt/32 **Format** menu to convert the captured image to monochrome (black and white).

With monochrome images, the intensity threshold level determines the amount of black and white that will appear in the output image. When the captured image consists of predominantly one color, or a small number of similar colors, the converted image can end up looking too dark or too light.

When you select **Monochrome** from the format menu, a dialog box will appear, allowing you to customize the intensity threshold for a particular image.

In general, you should not need to change the intensity threshold. (Select the **OK** button to accept the default.)

However, if a captured image looks too dark or too light, try adjusting the intensity threshold for the image, according to the following guidelines:

- If the image is too dark, lower the intensity threshold percentage.
- If the image is too light, raise the intensity threshold percentage.

To revert to the default intensity threshold setting, select the **Default** button.

Grayscale

Select the **Grayscale** option from the SnagIt/32 **Format** menu to convert the captured image to a grayscale (black and white patterns that simulate gray).

This option is useful if your printer cannot print color images in black and white. (These printers are generally older models, and are relatively rare.) You should note, however, that converting images to grayscale is a pixel-by-pixel process, and can be slow.

Dither Image

Select the **Dither Image** option from the SnagIt/32 **Format** menu to apply a dithering (color emulation) pattern to the captured image. Dithering Image is only available for the Color and Monochrome settings (Grayscale inherently applies a dithering pattern to simulate gray from combinations of black and white.) This option will only be applied during a color reduction, i.e., color to monochrome or when the Color Reduction option is applied, restricting the output to 256 or 16 colors.

This option is most effective on images that contain areas that blend gradually from color to color (Photographs, artwork with gradient backgrounds, etc.). It is least effective with areas that contain blocks of color (Graphs, screen icons, standard text, etc.).

Other Options

The SnagIt/32 **Options** menu lists additional SnagIt/32 features and options. These include Alert, Clipboard Chain, Color Boost, Change Hotkeys, Scale and Auto Scroll advanced options. You also have the option of saving the current SnagIt/32 settings for future sessions by selecting Save Setup.

Alert

Clipboard Chain

Color Boost

Change Hotkeys

Scale

Auto Scroll...

Save Setup

Alert

Select the **Alert** option from the SnagIt/32 **Options** menu to have SnagIt/32 signal you when it has finished input or output processing.

When you select the **Alert** option, a dialog box will be displayed.

In the dialog box:

1. Select **Sound Alert when Hotkey is Pressed** to indicate that SnagIt/32 should give you an audible signal when it begins input processing.
2. Select **Sound Alert when Capture is Finished** to indicate that SnagIt/32 should give you an audible signal when it has completed output processing.
3. Select the OK button, when you are finished selecting your **Alert** options.

Clipboard Chain

Select the **Clipboard Chain** option from the SnagIt/32 **Options** menu to have SnagIt/32 capture the contents of the Windows clipboard each time you send something new to the clipboard.

The **Clipboard Chain** option on the **Options** menu is a toggle, which is either on or off. To select this option:

1. Select the Input option **Clipboard**,
2. Select any other Output option other than **Clipboard**, and
3. Select the **Clipboard Chain** option on the **Options** menu.

You can use the **Clipboard Chain** option to capture screens from a full-screen MS-DOS window. When you are working in a full-screen MS-DOS session, pressing the Print Screen key* causes Windows to copy the screen to the clipboard. If you have selected the **Clipboard Chain** option, SnagIt/32 automatically copies the MS-DOS screen image to the specified output device (printer, graphic file or mailnote).

Note - If you will be capturing full screen MS-DOS windows on Windows NT, do not select the Print Screen key as the SnagIt/32 activation hotkey. This will interfere with the normal Print Screen key function in MS-DOS.

Color Boost

Select the **Color Boost** option from the SnagIt/32 **Options** menu to adjust the color palette of a captured image. This option gives you custom control of the captured image's RGB (Red/Green/Blue) values. You can use it to:

- Lighten or darken the captured image by altering its color palette;
- Invert the colors of the captured image; or
- Separate an image into its RGB components.

You can use Color Boost to adjust the color intensities for the red, green and blue portions of each pixel. On the Color Boost dialog box, you can control the pixel color intensity in two ways:

- Control color saturation by increasing or decreasing the intensity level of individual colors by a percentage of the original value. You do this by adjusting the values of the three slider bars. The value for each bar (color) ranges from -100% to 1000%. The default value is 100%, which means that SnagIt/32 does not change the color value of the original image.

- Control hue by adding or subtracting intensity levels for each color range. You do this by entering an offset amount, ranging from -255 to 255, in the Red, Green and Blue Color Enhance boxes. The default value is 0, which means that SnagIt/32 does not change the color range of the original image.

Once you have modified the RGB values, you must check the **Use Color Boost** box if you want SnagIt/32 to use these values when outputting the captured image.

To restore the default color values, select the **Default** button.

Selecting the **Inverse** button will set the RGB slider bar and Color Enhance values to values that invert the captured images.

To output inverse images, select the **Inverse** button. SnagIt/32 will output captured images with inverted light and dark values.

INVERSE IMAGE TIP:
*The **Inverse** option is particularly handy when you are trying to capture full screen MS-DOS windows. Often, these screens appear as light or white letters on a dark background. When you select **Inverse**, SnagIt/32 will output the image as dark letters on a light background.*

Select the **OK** button to apply the specified Color Boost values.

Scale

Select the **Scale** option from the SnagIt/32 **Options** menu to apply a real scaling factor to a captured image before SnagIt/32 outputs the image to a **File**, the **Clipboard** or to **Mail**. This option is ignored if the **Output** selected is **Printer**.

When you select the **Scale** option, a dialog box will be displayed. The scale factor you select will reduce the size of the image, if it is less than 1.00, or enlarge the image, if it is greater than 1.00.

- A scaling factor of .50 will produce an image 50% smaller in length and width than the original. This factor would be appropriate for full screen captures being sent as mailnote attachments. The resulting image and file size would be 25% of a similar full scale capture.

- A scaling factor of 1.00 means the output image will be the same size as the captured image. A factor of 1.00 will usually be appropriate for captures to the Windows clipboard and to BMP, PCX, TIFF or JPEG files.

- A scaling factor of 3.00 means the output image will be three times as large, in length and width, as the original captured image. The resulting image and file size would be 900% of a similar full scale capture.

SCALE OPTION TIP:
Integer values (whole numbers) scale faster than scale values with non-zero decimal places. Setting the scale value to a whole number will give you the best performance.

Auto Scroll...

Select the **Auto Scale...** option from the SnagIt/32 **Options** menu to change the Auto Scroll advanced configuration settings of **Foreground the Scrolling Window** and **Scroll from Top of Document**.

Selecting **Foreground the Scrolling Window** will cause any scrolling window that is selected for capture to be brought to the foreground. This forces the scrolling window to be visible during the scrolling process. If this option is not selected, scrolling windows are not forced to the foreground. This option applies to all Input options that permit the use of the Auto Scroll option (Entire Window, Window Client Area, Last Active Window, and Region). The default for this option is enabled (checked). Disabling this option may resolve problems that can occur when bringing a scrolling window to the foreground has an undesirable side effect (e.g., bringing the window to the foreground causes 3D animation to become active).

Selecting **Scroll from Top of Document** will configure the Auto Scroll feature to always capture scrolling windows from the top of the document, for a non-region scrolling capture.   Deselecting this option will configure the Auto Scroll feature to capture scrolling windows from the current windowed scroll position, for a non-region scrolling capture.   The default for this the option is enabled (checked).

Save Setup

Select the **Save Setup** option from the SnagIt/32 **Toolbar,** or **Options** menu, to save SnagIt/32's current configuration options for future SnagIt/32 sessions.

Selecting **Save Setup** will save the current values for the following settings:

- Input option (Screen, Entire Window, etc.)
- Output option (Printer, Clipboard, File, Mail, etc.)
- Format option (Color, Monochrome, or   Grayscale), including Intensity Threshold for White, if applicable
- Alert settings
- Clipboard chain toggle
- Color boost settings
- Scale settings
- Hotkey settings
- Selected printer

Change Hotkeys

Caution: *While SnagIt/32 allows users the flexibility to designate their hotkey(s), you should take care to use keys and or key combinations that are not used in normal typing or by your other software applications.*

Select the **Change Hotkeys** option from the SnagIt/32 **Options** menu to customize the hotkey(s) you will select to capture an image or to hide/unhide the SnagIt/32 icon.

- **Select activation key** - Allows you to define the keys you will press when you want to capture an image. Check the combination of boxes for CTRL, SHIFT, ALT and any keyboard character you want to use. You can use any alphabetic character (A-Z), or a function key (F1 - F12) or the Print Screen key*. Enter a character by typing it in the box, or use the spin box arrow controls to select it from a list.

- **Select hide/unhide key** - Allows you to define the keys you will press to hide or display SnagIt/32 on your desktop. Check the combination of boxes for CTRL, SHIFT, ALT and any keyboard character you want to use. You can use any alphabetic character (A-Z), or a function key (F1 - F12). Enter a character by typing it in the box, or use the spin box arrow controls to select it from a list.

*Note - If you select the Print Screen key as the SnagIt/32 activation hotkey on Windows 95, the CTRL and SHIFT keys are not supported. Also, if you need to capture full screen MS-DOS windows on Windows NT, do not select the Print Screen key as the SnagIt/32 activation hotkey. This will interfere with the normal Print Screen key function in MS-DOS.

To restore the SnagIt/32 default hotkey combinations, (CTRL+SHIFT+P to activate and CTRL+SHIFT+X to hide/display), select the **Default** button.

Example:

If you want to use the key combination CTRL+ALT+C to capture an image, you would check the CTRL and ALT boxes under **Select activation key**, and enter the letter C. Then, to capture a screen, you would hold down the CTRL and ALT keys while you press C.

Command Line Arguments

SnagIt/32 accepts the following command line arguments:

/hide or **/h**   Hides the SnagIt/32 window at startup.

/nokey or **/n**   Disables keyboard input to SnagIt/32 (For use with DDE applications.)

/icon or **/i**   Starts SnagIt/32 as a minimized icon.

Using Snagit/32 To Capture MS-DOS Sessions

This chapter describes how you can use SnagIt/32 to capture images from both full-screen and windowed MS-DOS sessions.

[Capturing Full-Screen MS-DOS Sessions](#)

[Capturing Windowed MS-DOS Sessions](#)

[Using The Inverse Option With MS-DOS Window Captures](#)

Capturing Full-Screen MS-DOS Sessions

Since SnagIt/32 is a Microsoft Windows program, it cannot capture MS-DOS screens directly. However, Microsoft Windows will copy an MS-DOS session screen image to the Windows clipboard when you press the Print Screen key. SnagIt/32 uses this feature to capture the contents of full-screen MS-DOS sessions.

To capture full-screen MS-DOS session with SnagIt/32:

- Set the **Input** menu option to **Clipboard**.
- Set the **Output** menu option to **Printer, File** or **Send Mail**.
- You can also select the **Clipboard Chain** option from the **Options** menu. If you choose this option, SnagIt/32 will capture the image in the Windows clipboard each time the clipboard receives something new, and send the captured image to the specified output device.
- We recommend not having the Print Screen key selected as the SnagIt/32 activation hotkey (This may cause a conflict with the normal MS-DOS function of the Print Screen key).

Once your SnagIt/32 options have been selected, follow these steps to capture full-screen MS-DOS sessions:

1. Run your MS-DOS application from Windows, in a full-screen MS-DOS window.
2. When the image you want to capture is on the screen, press the Print Screen key.
3. If you selected the Clipboard Chain option, SnagIt/32 will minimize your MS-DOS session to an icon**. SnagIt/32 will then display status and or input windows relevant to the output you have selected. When SnagIt/32 has finished processing, select the MS-DOS icon to re-enter your MS-DOS session.

   **Note - If you have selected File, Automatic File Naming as your Output, the MS-DOS window will not be minimized and status messages will not appear.

4. If you did **not** select the Clipboard Chain option, you can still capture the MS-DOS Clipboard image manually using the following steps:

   - Exit or minimize your MS-DOS session.
   - Press your hotkey combination to capture the contents of the Windows clipboard and send the image to the specified output device. Again, Input must be **Clipboard**; Output can be anything except Clipboard.

NOTE:
If your MS-DOS application uses a proprietary video mode, you may not be able to use SnagIt/32 to capture MS-DOS screens from that application. (When an MS-DOS application uses a proprietary video mode, Windows cannot capture the image to the clipboard, so Windows programs like SnagIt/32 cannot access the image.)

Capturing Windowed MS-DOS Sessions

You can use SnagIt/32 to capture the screens of windowed MS-DOS applications. To capture the contents of a windowed MS-DOS session with SnagIt/32:

1. The MS-DOS window must be on top of the Windows desktop.

2. Set the **Input** menu option to **Screen**, **Entire Window**, **Window Client Area, Window Client Area** or **Region**.

    • **Screen** will capture everything on the Windows desktop, including the MS-DOS window.

    • **Entire Window** will capture the MS-DOS window, including the border, title bar, etc.

    • **Window Client Area** will capture only the contents of the MS-DOS window, without the border, title bar and other Windows elements. This option will give you much the same effect as capturing a full-screen MS-DOS session.

    • **Last Active Window** will capture the MS-DOS window, including the border, title bar, etc., if it has the current focus.

    • **Region** will allow you to specify a portion of the screen to capture, and may include the MS-DOS window.

    The other Input options;BMP File and Clipboard, are not applicable. Auto Scroll is also unavailable for windowed MS-DOS sessions.

3. Select any **Output** menu option.

When you have SnagIt/32 set up correctly, use the following steps to capture windowed MS-DOS sessions:

1. Run your MS-DOS application in an MS-DOS window.

2. Position the image you wish to capture in the MS-DOS window.

3. Press your hotkey combination to capture the image.

Using The Inverse Option With MS-DOS Window Captures

Because MS-DOS screens and MS-DOS applications often appear as white or light-colored letters on a dark background, MS-DOS window screen captures may look better if you use SnagIt/32's **Inverse** option.

To activate SnagIt/32's inverse option, follow these steps:

1. From SnagIt/32's **Options** menu, select the **Color Boost** option.
2. On the Color Boost dialog box, select the **Inverse** button.
3. Select the **OK** button.

Your captured images will now appear as dark characters on a white background.

Adding Snagit/32 To Other Applications

Using Snagit/32 As A DDE Server

SnagIt/32 is a fully functional Windows Dynamic Data Exchange (DDE) server. You can use SnagIt/32's DDE support to incorporate SnagIt/32 functionality into custom or commercial Windows programs that support DDE. For example, you could write a Microsoft Excel macro to print a portion of the screen using SnagIt/32.

DDE Command Reference

Following is a reference for the DDE commands that a DDE client application can use to communicate with SnagIt/32.

For more information about using DDE in Windows programs and macros, refer to the DDE section in the Windows Software Developer's Kit reference, *Windows Guide to Programming*. If you want to incorporate SnagIt/32 functionality into a commercial Windows application, you can also refer to the macro language documentation for your application.

Please note that the syntax of specific DDE commands (DDE_INITIATE, DDE_EXECUTE, etc.) will vary from one application to another, depending on the implementation of DDE commands in the application's macro language. The parameters required for accessing SnagIt/32, however, will not vary.

Initiating A DDE Session With Snagit/32

Setting Snagit/32 Configuration Options

Invoking Snagit/32

Invoking Enhanced Snagit/32

Determining Snagit/32's Status

Initiating A DDE Session With Snagit/32

To initiate a DDE session with SnagIt/32, you must send a DDE_INITIATE message with the ***application parameter*** of "SnagIt" and the ***topic parameter*** of "System":

    [DDE_INITIATE command] SnagIt System

Note: Because it creates the connection, the DDE_INITIATE command must be the first command issued. To release system resources when the channel is no longer required, issue a DDE_TERMINATE.

Setting Snagit/32 Configuration Options

You can set SnagIt/32 configuration options — the input, output, format and other options typically set through the SnagIt/32 menus — in one of two ways: with the DDE_EXECUTE **set** command, or with the DDE_POKE command.

Setting Options With DDE_EXECUTE

Setting Options With DDE_POKE

Setting Options With DDE_EXECUTE

The general syntax of the DDE_EXECUTE **set** command is:

> [DDE_EXECUTE command] set("parameter_value")

With the DDE_EXECUTE **set** command, the parameter_value may be any one of the following:

Parameter Value	*Result*
add red_nnn, blue_nnn,green_nnn	Enable SnagIt/32's Color Boost option (equivalent to selecting the "Use Color Boost" checkbox on the Color Boost dialog), and set the RGB color hue additive values (the three Color Enhance fields on the Color Boost dialog) to red_nnn for red, blue_nnn for blue, and green_nnn for green.
	Separate the RGB additive values by commas, with no spaces before or after the commas.
aspect off	Do not maintain image aspect ratio when printing.
aspect on	Maintain image aspect ratio when printing.
autoname	Set the Filename parameter to CCCCC.
boost off	Disable SnagIt/32's Color Boost option (equivalent to de-selecting the "Use Color Boost" checkbox on the Color Boost dialog).
boost red_nnn, blue_nnn,green_nnn	Enable SnagIt/32's Color Boost option (equivalent to selecting the "Use Color Boost" checkbox on the Color Boost dialog), and set the RGB color saturation multipliers (the three slider bars on the Color Boost dialog) to red_nnn for red, blue_nnn for blue, and green_nnn for green.
	Separate the RGB multiplier values by commas, with no spaces before or after the commas.
chain	Toggle the Clipboard Chain parameter.
device [printer_name], [driver_name], [port]	Direct output to the specified printer, using specified driver and port.
format color[,n]	Set the Format parameter to Color. Set Color Reduction to n colors, where n is 0, 16, or 256 (0 specifies no color reduction). If n is not specified, the current color reduction setting is used.
format gray	Set the Format parameter to Grayscale.
format mono[,n]	Set the Format parameter to Monochrome, and the Monochrome intensity threshold to the value specified as n.
	The "mono,n" portion of the string cannot contain spaces. If you do not specify a numeric value, SnagIt/32 will use the current intensity threshold value as the default.
hidekey nnnn	Set hide/unhide hotkey combination to nnnn. The high byte specifies Control keys:
	0x01 CTRL key
	0x02 ALT key
	0x04 SHIFT key
	0x08 function key, F1-F12
	Low byte specifies the key pressed:
	0x41-0x5 hotkey's ASCII value
	0x01-0x0c function key F1-F12, if 0x08 bit is set in high byte
inalert n	Set the Input # Beeps for the Alert parameter to the value specified as n.
input client	Set the Input parameter to Window Client Area.
input clipboard	Set the Input parameter to Clipboard.
input file	Set the Input parameter to BMP File.

input last	Set the Input parameter to Last Active Window.
input region	Set the Input parameter to Region.
input screen	Set the Input parameter to Screen.
input window	Set the Input parameter to Entire Window.
mailsubject text	Set the Mail Output subject to "text".
mailtext text	Include "text" in the message body for Mail Output.
mailname name	Set the Mail Output recipient name. If the "mailaddress" parameter is not set, "name" must be a valid Mail phonebook name. If the "mailaddress" parameter is set, "*name*" may contain the display name for the mail recipient.
mailaddress address	Set a provider specific Mail Output recipient address. This parameter is optional if "mailname" specifies a valid Mail phonebook name.

options nnnn	Set options. The nnnn byte specifies the following Options:
	    0x01 captures mouse cursor
	    0x02 turns on Automatic File Naming
	    0x10 turns on Auto Scroll
	    0x20 turns on Dithered Color Reduction

options scale,nn	Set the scale value for non-printer output, where nn is a real number scale multiplier (e.g., 0.73 or 1.28) applied to the image. The value of nn must be greater than 0.
outalert n	Set the Output # Beeps for the Alert parameter to the value specified as n.
output bmp	Set the Output parameter to BMP File.
output cbmp	Set the Output parameter to Compressed BMP File.
output clipboard	Set the Output parameter to Clipboard.
output file	Set the Output parameter to BMP File.
output gif	Set the Output parameter to GIF File.
output jpeg[,nn]	Set the Output parameter to JPEG File, where n is the desired image quality from 1-99%. If n is not specified, the current JPEG image quality is used.
output mail	Set the Output parameter to Send Mail. The current file output configuration is used for the type of attached mail file. If the mail recipient name or address is specified by the "mailname" and/or "mailaddress" parameter, the user will not be prompted for information before the mail message is sent.
output pcx	Set the Output parameter to PCX File.
output printer	Set the Output parameter to Printer.
output tiff	Set the Output parameter to TIFF Mono File.
profile active	Use the active SnagIt/32 configuration profile for this DDE session. This is the same configuration profile used by the SnagIt/32 menus. This is the profile used for a DDE session if the "profile" parameter is not used.
profile default	Use the SnagIt/32 default configuration profile for this DDE session. Changes only effect this DDE session and do not effect the active SnagIt/32 configuration. The "snagkey", "hidekey", and "chain" parameters are disabled for this profile setting.
profile saved	Use the SnagIt/32 configuration profile saved in the system registry for this DDE session. Configuration changes only effect this DDE session and do not affect the active SnagIt/32 configuration. The "snagkey", "hidekey", and "chain" parameters are disabled for this profile setting.
scale auto	Set the Printer Scale option to Auto Scale.
scale n	Set the Printer Scale value to n, where n is a percentage of the

	Proportional scale size (e.g., 50, 200 (50% - half size, 200% - double size)). The value of n must be greater than or equal to 1.
scale page	Set the Printer Scale option to Fit on Page.
scale pro	Set the Printer Scale option to Proportional scale.
snagdir	Set the File Output Directory parameter to a valid path.
snagkey nnnn	Set activation hotkey combination to nnnn. The high byte specifies Control keys:

> 0x01 CTRL key
> 0x02 ALT key
> 0x04 SHIFT key
> 0x08 function key, F1-F12
> 0x10 PRINT SCREEN key

Low byte specifies the key pressed:

> 0x00 if 0x10 bit is set in high byte
> 0x41-0x5 specifies hotkey's ASCII value
> 0x01-0x0c specifies function key F1-F12,
>   if 0x08 bit is set in high byte

window hide	Hides the SnagIt/32 window or icon.
window show	Displays the SnagIt/32 window or icon.

Examples:

Use DDE_EXECUTE to set the input parameter to clipboard:

> [DDE_EXECUTE command] set("input clipboard")

Use DDE_EXECUTE to direct SnagIt/32 output to Microsoft Fax:

> [DDE_EXECUTE command] set("device Microsoft Fax, MSFAX, LPT1:")

Use DDE_EXECUTE to set the format parameter to Monochrome and the intensity threshold to 85 percent:

> [DDE_EXECUTE command] set("format mono,85")

Use DDE_EXECUTE to enable Color Boost's color saturation multipliers and set the RGB values:

> [DDE_EXECUTE command] set("boost 200,250,200")

Use DDE_EXECUTE to use the application default configuration profile to obtain a known configuration and not effect the active application configuration:

> [DDE_EXECUTE command] set("profile default")

Use DDE_EXECUTE to send SnagIt/32 output as a compressed BMP file mail attachment:

> [DDE_EXECUTE command] set("output cbmp")

> [DDE_EXECUTE command] set("output mail")

Use DDE_EXECUTE to send SnagIt/32 output as a mail attachment with the specified Subject and Text. The user will be prompted for the mail destination.

> [DDE_EXECUTE command] set("output mail")

> [DDE_EXECUTE command] set("mailsubject Backup failed!")

> [DDE_EXECUTE command] set("mailtext   Why is this happening?")

Use DDE_EXECUTE to send SnagIt/32 output as a mail attachment with the specified Subject to the specified recipient.   The user will not be prompted for any information.

[DDE_EXECUTE command] set("output mail")

[DDE_EXECUTE command] set("mailsubject Process monitor 1:03AM")

[DDE_EXECUTE command] set("mailname Operations Staff")

Setting Options With DDE_POKE

The general syntax of the DDE_POKE command is:

[DDE_POKE command] "parameter", "value"

With the DDE_POKE command, the parameter and value strings may be one of the following combinations:

Parameter	_Values_	_Result_
add	red_nnn, blue_nnn, green_nnn	Enable SnagIt/32's Color Boost option (equivalent to selecting the "Use Color Boost" checkbox on the Color Boost dialog), and set the RGB color hue additive values (the three Color Enhance fields on the Color Boost dialog) to red_nnn for red, blue_nnn for blue, and green_nnn for green.
		Separate the RGB additive values by commas, with no spaces before or after the commas.
aspect	on	Maintain image aspect ratio when printing.
	off	Do not maintain image aspect ratio when printing.
autoname	ccccc	Set the Filename parameters.
boost	red_nnn, blue_nnn, green_nnn	Enable SnagIt/32's Color Boost option (equivalent to selecting the "Use Color Boost" checkbox on the Color Boost dialog), and set the RGB color saturation multipliers (the three slider bars on the Color Boost dialog) to red_nnn for red, blue_nnn for blue, and green_nnn for green.
		Separate the RGB multiplier values by commas, with no spaces before or after the commas.
	off	Disable SnagIt/32's Color Boost option (equivalent to de-selecting the "Use Color Boost" checkbox on the Color Boost dialog).
chain		Toggle the Clipboard Chain parameter.
format	mono[,n]	Set the Format parameter to Monochrome, and the Monochrome intensity threshold to the value specified as n.
		The "mono," portion of the string cannot contain spaces. If you do not specify a numeric value, SnagIt/32 will use the current intensity threshold value as the default.
	color[,n]	Set the Format parameter to Color. Set Color Reduction to n colors, where n is 0, 16 or 256 (0 specifies no color reduction). If n is not specified, the current color reduction value is used
	gray	Set the Format parameter to Grayscale.
hidekey	nnnn	Set hide/unhide hotkey combination to nnnn. The high byte specifies Control keys:

> 0x01 CTRL key
> 0x02 ALT key
> 0x04 SHIFT key
> 0x08 function key, F1-F12

Low byte specifies the key pressed:

> 0x41-0x5 hotkey's ASCII value
> 0x01-0x0c function key F1-F12,
> > if 0x08 bit is set in high byte

inalert	n	Set the Input # Beeps for the Alert parameter to the value specified as n.
input	screen	Set the Input parameter to Screen.
	window	Set the Input parameter to Entire Window.
	client	Set the Input parameter to Window Client Area.
	last	Set the Input parameter to Last Active Window.

	region	Set the Input parameter to Region.
	file	Set the Input parameter to BMP File.
	clipboard	Set the Input parameter to Clipboard.
mailsubject	text	Set the Mail Output subject to "text".
mailtext	text	Include "text" in the message body for Mail Output.
mailname	name	Set the Mail Output recipient name. If the "mailaddress" parameter is not set, "name" must be a valid Mail phonebook name. If the "mailaddress" parameter is set, "name" may contain the display name for the mail recipient.
mailaddress	address	Set a provider specific Mail Output recipient address. This parameter is optional if "mailname" specifies a valid Mail phonebook name.
options	nnnn	Set options. The nnnn byte specifies the following Options: 　　　　0x01 captures mouse cursor 　　　　0x02　turns on Automatic File Naming 　　　　0x10 turns on Auto Scroll 　　　　0x20 turns on Dithered Color Reduction
	scale,nn	Set the scale value for non-printer output, where n is a real number scale multiplier (e.g., 0.73 or 1.28) applied to the image. The value of n must be greater than 0.
outalert	n	Set the Output # Beeps for the Alert parameter to the value specified as n.
output	bmp	Set the Output parameter to BMP File.
	cbmp	Set the Output parameter to compressed BMP File.
	clipboard	Set the Output parameter to Clipboard.
	file	Set the Output parameter to BMP File.
	gif	Set the Output parameter to GIF File.
	jpeg[,nn]	Set the Output parameter to JPEG File, where n is the desired image quality from 1-99%. If n is not specified, the current JPEG image quality is used.
	mail	Set the Output parameter to Send Mail. The current file output configuration is used for the type of attached mail file. If the mail recipient name or address is specified by the "mailname" and/or "mailaddress" parameter, the user will not be prompted for information before the mail message is sent.
	printer	Set the Output parameter to Printer.
	tiff	Set the Output parameter to TIFF Mono File.
	pcx	Set the Output parameter to PCX File.
profile	active	Use the active SnagIt/32 configuration profile for this DDE session. This is the same configuration profile used by the SnagIt/32 menus. This is the profile used for a DDE session if the "profile" parameter is not used.
	saved	Use the SnagIt/32 configuration profile saved in the system registry for this DDE session. Configuration changes only effect this DDE session and do not effect the active SnagIt/32 configuration. The "snagkey", "hidekey", and "chain" parameters are disabled for this profile setting.
	default	Use the SnagIt/32 default configuration profile for this DDE session. Changes only effect this DDE session and do not effect the active SnagIt/32 configuration. The "snagkey", "hidekey", and "chain" parameters are disabled for this profile setting.
scale	auto	Set the Printer Scaling to Auto Scale.
	n	Set the Printer Scale value to n, where n is a percentage of the Proportional scale size (e.g., 50, 200 (50% - half size, 200% -

		double size)). The value of n must be greater than or equal to 1.
	page	Set the Printer Scale option to Fit on Page.
	pro	Set the Printer Scale option to Proportional scale.
snagdir	ddddd	Set File Output Directory parameter.
snagkey	nnnn	Set activation hotkey combination to nnnn. The high byte specifies Control keys:

<div style="margin-left:4em">

         0x01 CTRL key
         0x02 ALT key
         0x04 SHIFT key
         0x08 function key, F1-F12
         0x10 PRINT SCREEN key

Low byte specifies the key pressed:

         0x00 if 0x10 bit is set in high byte
         0x41-0x5 hotkey's ASCII value
         0x01-0x0c function key F1-F12,
                  if 0x08 bit is set in high byte

</div>

window	show	Displays the SnagIt/32 window or icon.
	hide	Hides the SnagIt/32 window or icon.

Examples:

Use DDE_POKE to set the input parameter to clipboard:

    [DDE_POKE command] "input", "clipboard"

Use DDE_POKE to set the format parameter to Monochrome and the intensity threshold to 85 percent:

    [DDE_POKE command] "format", "mono,85"

Use DDE_POKE to enable Color Boost's color saturation multipliers and set the RGB values:

    [DDE_POKE command] "boost", "200 250 200"

Use DDE_POKE to use the saved application configuration profile to obtain user tailored settings and not effect the active application configuration:

    [DDE_POKE command] set("profile saved")

Use DDE_POKE to send SnagIt/32 output as a JPEG file mail attachment:

    [DDE_POKE command] set("output jpeg")

    [DDE_POKE command] set("output mail")

Use DDE_POKE to send SnagIt/32 output as a mail attachment with the specified Subject and to a provider specific mail address.

    [DDE_POKE command] set("output mail")

    [DDE_POKE command] set("mailsubject Win95 crashed again")

    [DDE_POKE command] set("mailaddress SMTP:billg@microsoft.com")

MICROSOFT WINDOWS SDK PROGRAMMER'S TIP:
Note that the data format for DDE_POKE commands must be the valid clipboard format CF_TEXT.

Invoking SnagIt/32

SnagIt/32's capture process is invoked with the DDE_EXECUTE **snag** command.

The general syntax of the DDE_EXECUTE **snag** command is:

> [DDE_EXECUTE command] snag([input_parameter])

With the DDE_EXECUTE **snag** command, you can specify an input parameter value. If you do, this input parameter will override SnagIt/32's current input setting. Note that some of the input parameters available at capture time are not available as pre-set options, either via the SnagIt/32 menus or with DDE commands.

The input_parameter used with the DDE_EXECUTE **snag** command may be any one of the following:

Input Parameter	*Result*
empty or null	Capture image using current input and other parameters (equivalent to pressing your hotkey sequence).
clipboard	Capture image in the Clipboard.
screen	Capture the image on the Screen.
[file_name]	Capture the image in the specified BMP File.
last	Capture the Last Active Window.
x_nnn y_nnn	Capture the Entire Window containing the point at the x and y coordinates, specified as x_nnn and y_nnn (equivalent to using the finger pointer to specify the window to capture).
	(Note that the x,y screen coordinate 0,0 is the point in the upper left corner of the screen, and that the x coordinate represents the point on the horizontal axis, and the y coordinate represents the point on the vertical axis. The value of the x,y screen coordinate in the bottom right corner of the screen depends on your screen resolution.)
client x_nnn y_nnn	Capture the Window Client Area containing the point at the x and y coordinates, specified as x_nnn and y_nnn.
handle [window_ handle]	Capture the Entire Window of the window specified by window_handle(Windows establishes the window_handle. It is ascertained by a source other than SnagIt/32.)
client handle [window_ handle]	Capture the Window Client Area of the window specified by window_handle.
x1_nnn y1_nnn x2_nnn y2_nnn	Capture the rectangular area bounded by the first set of xy coordinates (specified as x1_nnn and y1_nnn) and the second set of xy coordinates (specified as x2_nnn and y2_nnn). The result is the same as capturing a Region with SnagIt/32.
exit	Terminate SnagIt/32.

Examples:

Capture an image using the current SnagIt/32 input, output, format and other parameters:

> [DDE_EXECUTE command] snag()

Capture the bitmapped image stored in the file CAR.BMP, using the current SnagIt/32 output, format and other parameters:

> [DDE_EXECUTE command] snag("c:\windows\car.bmp")

Capture the rectangular screen area bounded by the xy coordinates at 0,0 and 350,500:

[DDE_EXECUTE command] snag("0 0 350 500")

Capture the window client area for the window with handle "0x43B":

[DDE_EXECUTE command] snag("client handle 0x43B")

Note: You can use numbers in either decimal or hexadecimal format in SnagIt/32 DDE commands. Hex values must begin with "0x".

Invoking Enhanced SnagIt/32

SnagIt/32's capture process can be invoked and configured in a single command string.   The settings specified in an Esnag command string only apply to one capture.

The general syntax of the DDE_EXECUTE **Esnag** command is:

> [DDE_EXECUTE command] Esnag([input_parameter], [output_parameter], [format_parameter], [scale_parameter], [options_parameter])

With the DDE_EXECUTE **Esnag** command, you can specify input, output, format, scale and option parameters for a single capture. All parameters will return to saved/default settings after the capture is performed.

Input Parameter	Result
DEF	Captures the default input .
CLP	Captures the Clipboard.
SCR	Captures the Screen.
LST	Captures the Last Active Window.
BMP	Captures a BMP file, where [filename] is an existing Windows BMP file.
WIN x y	Captures the entire window containing the point x y.
CLI x y	Captures the Window Client Area containing the point x y.
WHD h	Captures the Entire Window specified by the window handle h.
CHD h	Captures the Window Client Area specified by the window handle h.
REG xl yl x2 y2	Captures the rectangular area specified by the points x1 y1 and x2 y2.

Output Parameter	Result
DEF	Output to default.
CBMP [file_name]	Output to a compressed Windows BMP File. (Providing [file_name] is optional.)
GIF [file_name]	Output to a GIF File (providing file_name is optional).
JPG [file_name]	Output to JPEG File using the current configured image quality (providing file_name is optional). Use "set output jpeg,n" to set a particular image quality level.
MAIL	Send output as a mail attachment. The current file output configuration is used for the type of attached mail file.
PRN	Output to the Printer
CLP	Output to the Clipboard.
BMP [file_name]	Output to a Windows BMP file. (Providing [file_name] is optional.)
PCX [file_name]	Output to a PCX file. (Providing [file_name] is optional.)
TIF	Output to a TIF file. (Providing [file_name] is optional.)

Format Parameter	Result
DEF	Implements default format.
COL [n]	Implements Color format, setting Color Reduction to n colors,

where n is 0, 16 or 256 (0 specifies no color reduction).   If n is not specified, the current color reduction value is used.

MON t	Implements Monochrome format with Intensity Threshold for White specified by value t.
GRY	Implements Grayscale format.

Scale Parameter	*Result*
DEF	Implements default printer scale method.
VAL s	Scales printer output to s percent of Proportional size. The value of s must be greater than or equal to 1.
AUT	Set printer output to Auto Scale.
PAGE	Set printer output to Fit on Page.
PRO	Set printer output to Proportional Scale.

Option Parameter	*Result*
DEF	Implements default options.
b	Implements options specified by b where b is a bitmask for the following options:
	0 x 01 Include Mouse Cursor
	0 x 02 Automatic File Naming
	0 x 04 Correct for Aspect Ratio
	0 x 08 Invert Image Colors
	0 x 10 Enable Auto Scroll
	0 x 20 Enable Dithered Color Reduction

Examples:

Capture using default settings for all Esnag parameters. The **Esnag** command, executed without specified parameters, will behave like the **snag** command executed without specified parameters.

> [DDE_EXECUTE command] Esnag (DEF, DEF, DEF, DEF, DEF)

Capture the Last Active Window. Here , only the input parameter is specified; all other parameters use default settings. Therefore, the **Esnag** command, executed with an input parameter, behaves like the **snag** command executed with a specified parameter. (Remember, the **snag** command can only use input parameters.)

> [DDE_EXECUTE command] Esnag (LST, DEF, DEF, DEF, DEF)

Capture the Screen to a TIF file named SCREEN1.TIF. Now, both the input and output parameters are specified in the Esnag command line; all other parameters use default settings.

> [DDE_EXECUTE command] Esnag (SCR, TIF SCREEN1.TIF, DEF, DEF, DEF)

Capture the Screen to a TIF file name SCREEN1.TIF, this time specifying the format parameter. In the **Esnag** command line, the format parameter is set to color is set to Auto Scale, while the scale and options parameters remain set at their defaults.

> [DDE_EXECUTE] Esnag (SCR, TIF SCREEN1.TIF, COL, DEF, DEF)

Capture the screen to a TIF file named SCREEN1.TIF , set the format to Color, set scale to default, and enable all four options -- Include Cursor, Automatic File Naming, Correct for Aspect Ratio and Invert Image Colors.

> [DDE_EXECUTE] Esnag (SCR, TIF SCREEN1.TIF, COL, DEF, 15)

Note: The Auto File Naming option is overridden by the output setting when it specifies a filename.

Capture the Entire Screen to a TIF file named SCRSHOT1.TIF , set the format to Color , set scale to default, and invert the image colors:

    [DDE_EXECUTE command] Esnag (SCR, TIF SCRSHOT1.TIF, COL, DEF, 9)

Capture the entire screen to a JPEG file, set the format to Color, set scale to default, and include the mouse cursor:

    [DDE_EXECUTE command] Esnag (SCR, JPG, COL, DEF, 0x01)

Capture the entire screen and send it as a compressed BMP file mail attachment, set the format to Color, set the scale factor to default, and include the mouse cursor:

    [DDE_EXECUTE command] Set("output cbmp")

    [DDE_EXECUTE command] Esnag (SCR, MAIL, COL, DEF, 1)

Capture the default input to a BMP file , set the format to Monochrome with an Intensity Threshold of 40 and enable the Include Cursor and Automatic File Naming options:

    [DDE_EXECUTE command] Esnag (DEF, BMP, MON 40, DEF, 3)

Capture the window with handle 0x00010062 to the clipboard, set format to reduce to 256 colors, default printer scaling (does not apply), and default options.   The "Set" command scales the   image down to one half its original size.

    [DDE_EXECUTE command] Set("options scale,0.5")

    [DDE_EXECUTE command] Esnag (WHD 0x00010062, CLP, COL 256, DEF, DEF)

Capture the window at point 100,200 to the printer, set format to color with no color reduction, scale the output to fit on a single printer page, set the Auto Scroll option to capture the entire document in the window.

    [DDE_EXECUTE command] Esnag (WIN 100 200, PRN, COL 0, PAGE, 0x10)

Note: The maximum length of any DDE command is 80 characters.

Determining Snagit/32's Status

You can query SnagIt/32 about its availability to process another command with the DDE_REQUEST **status** command. The general syntax of the DDE_REQUEST **status** command is:

[DDE_REQUEST command] status

SnagIt/32 will return either "Ready" or "Busy":

- **Ready** means SnagIt/32 is available to process another command.
- **Busy** means SnagIt/32 is currently processing a command.

The ability to query SnagIt/32's status is particularly useful if more than one application is accessing SnagIt/32.

Installing The Snagit/32 Word For Windows Macro

The Microsoft Word for Windows macro included on the SnagIt/32 diskette will give you access to SnagIt/32 from a MS Word menu. You can use this option to capture screens from other Windows applications, and insert those screen captures into your MS Word document.

This macro also illustrates how you can access SnagIt/32 from a commercial application using DDE calls in a macro.

Word For Windows 2.0

Word For Windows 95 And Word For Windows 6.0

Word For Windows 2.0

Follow these steps to install the SnagIt/32 macro in Word for Windows 2.0:

1. Start SnagIt/32, and then start MS Word.

2. Insert the SnagIt/32 distribution diskette in the floppy drive.

3. Choose **File**, **Open** from the MS Word menu. In the **File Name** field, type:

    a:\snagww.doc

    (If necessary, substitute the appropriate diskette drive letter for your system.)

    This will open the file SNAGWW.DOC in Word.

4. Select the entire document by choosing **Edit**, **Select All** from the menu. Then choose **Edit**, **Copy** from the menu to copy the document to the clipboard.

5. Choose **Tools**, **Macro** from the menu.

6. In the **Macro** dialog box, type "ScreenCapture" in the **Macro Name** field (with no spaces between the words), and "Activates SnagIt/32" in the **Description** field.

7. Press the **Edit** button to open the macro.

8. Choose **Edit**, **Paste** from the menu to paste in the body of the SnagIt/32 macro.

9. To assign the SnagIt/32 macro to a MS Word menu item, choose **Tools**, **Options** from the menu. This will bring up the **Options** dialog box.

    In the **Options** dialog box, do the following:

    - Choose the **Menus** option from the **Category** list.
    - In the **Menu** field, select "&Insert" from the list.
    - In the **Macros** field, select "ScreenCapture" from the list.
    - Verify that the text in the **Menu Text** field reads "&Screen Capture".
    - Press the **Add** button, and then the **Close** button.

10. Choose **File**, **Close** from the menus. Word will prompt you to confirm that you want to keep your changes. Select the **Yes** button.

11. Choose **File**, **Save All** from the menus. Word will prompt you to confirm that you want to save the global glossary and command changes. Select the **Yes** button.

Word For Windows 95 And Word For Windows 6.0

Follow these steps to install the SnagIt/32 macro in Word for Windows (MS Word) 6.0:

1. Start SnagIt/32, and then start MS Word.
2. Insert the SnagIt/32 distribution diskette in a floppy drive.
3. Choose **File**, **Open** from the MS Word menu. In the **File Name** field, type:

   a:\snagww.doc

   (Where "a:\" is the appropriate diskette drive letter for your system.)

   This will open the file SNAGWW.DOC in Word.
4. Select the entire document by choosing **Edit**, **Select All** from the menu. Then choose **Edit**, **Copy** from the menu to copy the document to the clipboard.
5. Choose **Tools**, **Macro** from the menu.
6. In the **Macro** dialog box, type "ScreenCapture" in the **Macro Name** field (with no spaces between the words), and "Activates SnagIt/32" in the **Description** field.
7. Press the **Create** button to open the macro.
8. Choose **Edit**, **Paste** from the menu to paste in the body of the SnagIt/32 macro.
9. To assign the SnagIt/32 macro to a MS Word menu item, choose **Tools**, **Customize** from the menu. This will bring up the **Customize** dialog box.

   In the **Customize** dialog box, do the following:

   - Select the **Menus** folder at the top of the dialog box.
   - Choose "Macros**"** from the **Categories** list box.
   - Select "ScreenCapture" from the **Macros** list box.
   - Select "&Insert" from the **Change What Menu** drop-down list box.
   - Select "(At Bottom)" from the **Position on Menu** drop-down list box.
   - Verify that the text in the **Name on Menu** field reads "&Screen Capture".
10. Select the **Add** button, and then the **Close** button.
11. Choose **File**, **Close** from the menus. Word will prompt you to confirm that you want to keep your changes. Select the **Yes** button.
12. Choose **File**, **Save All** from the menu. When Word prompts you to confirm that you want to save the global glossary and command changes, select the **Yes** button.

Activating Snagit/32 From Word For Windows

Once you have installed the SnagIt/32 MS Word macro, follow these steps to activate SnagIt/32 from MS Word:

1. Start SnagIt/32, if you have not already done so. You must start SnagIt/32 before you can use the MS Word screen capture menu option.

2. Set up the Windows application that has the screen you want to capture. (For testing purposes, the Windows desktop will work fine.)

3. Return to MS Word, and position the cursor in your MS Word document at the point where you want to insert the screen capture.

4. Select **Insert**, **Screen Capture** from the MS Word menus. The resulting dialog box will allow you to select the area to be captured.

5. Choose the part of the screen you want SnagIt/32 to capture.

6. Select the **OK** button. SnagIt/32 will minimize MS Word, allow you to specify which window or region you want to capture (unless you specified the entire screen, in which case you will not need to select a window or region), and then capture the specified area. When SnagIt/32 is done with the screen capture, it will maximize MS Word and insert the captured screen at the insertion point.

   Once Word has inserted the screen capture into your document, you can move, format, or delete it, as you would any other graphic object in MS Word.

Uninstalling SnagIt/32

This chapter provides information on uninstalling SnagIt/32 from the Windows 95 and Windows NT desktop environments.

Note: The procedures outlined here will only work if SnagIt/32 has been installed using the SnagIt/32 Setup program.

[Windows 95 Uninstall](#)
[Windows NT Uninstall](#)

Windows 95 Uninstall

1. Select the **Start** button.
2. Select **Settings**, **Control Panel**.
3. Run the Windows 95 application **Add/Remove Programs**.
4. Select **Install/Uninstall**. Then select SnagIt from the list of applications that can be automatically removed by Windows 95.
5. Select the **Add/Remove...** button to uninstall SnagIt/32.

If SnagIt/32 does not appear in the list or if the automatic uninstall fails, SnagIt/32 can be uninstalled manually.   Please consult the SnagIt/32 README.TXT file for instructions.

Windows NT Uninstall

1. Select **File**, **Run...** from the Program Manager.

2. Type the following in the Command Line field:

   tscunst /E<snagit32.exe path> /Psnagit32 /Gsnagit /UN

   Where *<snagit32.exe path>* is the path to the SnagIt/32 program file.

   Example:
   tscunst   /Ec:\snagit32\snagit32.exe /Psnagit32 /Gsnagit /UN
   (Note that there is no space between the /E and the path.)

3. Select the **OK** button to uninstall SnagIt/32.

If the automatic uninstall fails, SnagIt/32 can be uninstalled manually.   Please consult the SnagIt/32 README.TXT file for instructions.

SnagIt/32 Message Reference

The messages are listed below, alphabetically, in boldface. In the table following each message, the left column contains the message number(s), and the right column contains the explanation and actions associated with the message number(s).

Note that each message may have more than one number associated with it. Be sure to note the message number when contacting SnagIt/32 Technical Support for assistance.

No default printer

Output canceled by user

Output device error

Output exceeds printer capabilities

Out of memory

Printer does not support bitmaps

Windows system error

No default printer

#9   SnagIt/32 cannot print the captured image because you have not specified a Windows default printer. Select a default printer in the Windows Control Panel, under Printers. Refer to your Windows User's Guide for additional information.

Output canceled by user

#5   The user selected the Cancel button, so SnagIt/32 did not output the image.

Output device error

#1, #4, #8   SnagIt/32 cannot print the captured image. Check your printer to be sure it is on-line and operational.

#13, #14   SnagIt/32 cannot write the specified output file. Check disk space, file permissions and attributes. If you are outputting the captured image to diskette, verify that the diskette is not write-protected, and that it is a working diskette.

Output exceeds printer capabilities

#11   The Scale factor is set to a value so large that the printer cannot fit the image on one page. Decrease the scale factor, or select a smaller screen area to print.

Out of memory

#3, #17   The scale factor for the captured image may be too large for the amount of available memory. Try reducing the scale factor.

                        Close any unnecessary applications that may be using up Windows resources or memory.

                        Delete the contents of the clipboard.

#6, #12, #15   Windows cannot allocate the memory SnagIt/32 needs to perform this capture. Exit and restart Windows; reboot your computer if necessary. Contact SnagIt/32 Technical Support for assistance.

Printer does not support bitmaps

#2   SnagIt/32 cannot print to the Windows default printer because that printer does not support graphics. You must use a printer that supports graphics with SnagIt/32.

Windows system error

#7, #10, #16, #18,   A basic Windows system function has failed. Exit and

| #19 | restart Windows; reboot if necessary. |
| #20, #21 | Your video card driver does not support one or more Windows system functions. Obtain and install the latest driver from your video card manufacturer. Contact SnagIt/32 Technical Support if this does not solve the problem. |

Answers to Frequently Asked Questions

[How do the evaluation and registered versions of SnagIt/32 differ?](#)

[Is SnagIt/32 networkable?](#)

[Does SnagIt/32 work with Windows 95 and Windows NT?](#)

[Can I load Win32s and use SnagIt/32 with Windows 3.x?](#)

[What printers are compatible with SnagIt/32?](#)

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[The PowerPoint screen display of the image I captured is terrible. Why?](#)

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[Why can't I view or edit the screen capture with SnagIt/32?](#)

[What are the different Output File Formats?](#)

[Why is the SnagIt/32 Output->Mail menu item disabled?](#)

[How do I pick the image file type used for Mail output?](#)

[What does it mean when SnagIt/32 complains about a hotkey conflict?](#)

[Why does the screen freeze while selecting a region or window with SnagIt/32?](#)

[I hit the hot key, selected a region and then nothing. I don't seem to be capturing anything. Why?](#)

[The SnagIt/32 hot key isn't working. Why?](#)

[How do I lighten the background color?](#)

[How does SnagIt's Monochrome option work?](#)

[How do SnagIt's Color Boost and Inverse features work?](#)

[Does SnagIt/32 work with Word Perfect using the Clipboard?](#)

How do the evaluation and registered versions of SnagIt/32 differ?

The downloaded evaluation copy is fully functional, but it has a 45 day time-out and registration reminder screens. The time remaining in your evaluation period appears very prominently in the reminder screens that occur whenever a screen capture is performed.

Is SnagIt/32 networkable?

SnagIt/32 can be copied to a file server and then individuals can install SnagIt/32 to their workstation. We ask that each person using SnagIt/32 at their workstation have a licensed version defined in the multi-user pack pricing.

Does SnagIt/32 work with Windows 95 and Windows NT?

Yes. SnagIt/32 is designed for both of these environments.

Can I load Win32s and use SnagIt/32 with Windows 3.x?

No. If you require a feature of SnagIt/32 , you must run either Windows 95 or Windows NT.

What printers are compatible with SnagIt/32?

SnagIt/32 supports all Windows compatible printers with rastering capabilities. This means the printing must be capable of printing bitmapped graphics. Most dot matrix and all laser printers have this ability. Plotters would be an example of a printer incompatible with SnagIt. Please be sure to use the latest printer driver from the printer's manufacturer.

How do you capture DOS screens?

To capture full-screen DOS sessions, set the Input option to Clipboard. Set the Output option to anything except the Clipboard. Select the Clipboard Chain option from the Options menu. Run your DOS application from Windows. Press the PRINT SCREEN key. This will cause you to return to Windows while SnagIt/32 captures the input. Double click on the minimized DOS session to re-enter the DOS application.

Will SnagIt/32 work if the background and foreground colors are reversed?

Yes. Select the Inverse option in the Color Boost dialog box. This is particularly handy when you're trying to capture   DOS windows.

How do I capture a window as text, not graphics?

SnagIt's screen capture and conversion features are limited to graphic file formats. Translating images of characters into edittable text files requires some type of OCR (Optical Character Recognition) conversion of the image. While this is not something SnagIt/32 does, there are several commercial packages available, many of the most popular come bundled with new scanners. These programs actually work by recognizing character shaped areas in the image and matching them to editable text characters. The results are then output in a word processing format of your choice. SnagIt/32 has a special Inverse option under Options, Color Boost that can help you in this effort. It takes light colored text on a dark background and inverts the image so you get the dark letters on a light page. This is the format that most OCR software applications are most accustomed to.

How do I print images from a CD-ROM?

If the images on the CD are in BMP format, you can print them directly from the CD by setting your SnagIt/32 INPUT option to BMP File and your OUTPUT option to Printer. Invoking SnagIt's "hotkey" sequence (the default is [CNTL]+[SHIFT]+P) would then allow you to select the drive, directory and file you wish to print.

If the images are not in BMP format, first view the images with the Windows graphic viewer of your choice. Once the image is displayed, you would then invoke SnagIt/32 with the "hotkey" sequence. Your SnagIt/32 INPUT option should be set to the area you wish to capture (usually Last Active Window).

The SnagIt/32 icon showed up in my capture. How can I prevent this?

You can hide the SnagIt/32 icon or window. Use the SnagIt/32 Hide key, (default: CNTL+SHIFT+X), to toggle between hiding and capturing the SnagIt/32 icon or window. You can also hide SnagIt/32 on startup by adding the "/h" parameter to the command line.

How do I increase the printed image size?

SnagIt's default setting is "Fit Image on a Single Page". This means that SnagIt/32 will scale the image, regardless of length, to print on a single page. This setting often results in a smaller printed image than is preferred. To adjust the image size, we recommend beginning with "Use Screen Image Size" and experimenting with the various scale options.

The PowerPoint screen display of the image I captured is terrible. Why?

A common problem exists when inserting certain screen shots into applications like PowerPoint. Because the physical size of the image is often too large for the PowerPoint "page size", PowerPoint will shrink the image. The resulting image looks badly distorted. PowerPoint does not do a good job in shrinking the image. The obvious workarounds are to increase the page size or reduce the captured image size. There are also ways in PowerPoint to scale the image back up to original size. This will always be an issue if a 1:1 image display cannot be set in PowerPoint.

For on-screen presentations we recommend keeping the captured area tightly focused on the portion of the image you actually require. This keeps the overall size down and reduces the effect of any scaling that you may not have control over. Also avoiding "busy" backgrounds and patterns that can look pretty strange when they are arbitrarily scaled down.

We've also found that the distortion is only a visual screen effect and will vary depending on the resolution and application in use. It has little or no effect on the printed output. We've printed out PowerPoint presentations with a SnagIt/32 capture and the print looks great, no detail loss what so ever.

How do I get SnagIt/32 to capture the screen?

SnagIt/32 is "hotkey" driven. Just press the SnagIt/32 hotkey combination to capture the screen. The default SnagIt/32 hotkey combination is CTRL+SHIFT+P. Note that the SnagIt/32 hotkey combination can be configured using the Options->Change Hotkeys menu. The current hotkey can be displayed by selecting Help->Quick Help.

Why can't I view or edit the screen capture with SnagIt/32?

SnagIt/32 is not a general purpose image viewer or image processing program. SnagIt/32 specializes in easy to use and high quality screen capture. SnagIt/32 has several image processing options which may be set using the Format and Options menus. By supporting many Output file types and Output to the Windows Clipboard, SnagIt/32 works with general purpose image viewers and image processing programs when they are needed.

What are the different Output File Formats?

Windows Bitmap (.BMP) is a standard Windows image file format. Bitmap files are one of the most commonly used image file format on Windows systems and are widely supported by Windows applications. Bitmap files are a simple image file format and are very close to the native image format used internally by the Windows operating system. Bitmap files are typically uncompressed. The file size for a screen capture will depend directly on the screen resolution and number of colors. However, Bitmap files have a compression option described below.

Compressed Bitmap (.BMP) is an optional compressed Window Bitmap format for 16 and 256 color images. Compressed Bitmaps shrink areas of the image which have the same color by using "run length encoding". This can dramatically reduce the size of the image file, especially for screen captures (since they often have large areas of the same color). However, Compressed Bitmap files are not as widely supported by Windows applications as uncompressed Bitmap files.

PC Paintbrush (.PCX) is one of the earliest attempts to standardize image file formats on PCs. This image file format was made popular by the PC Paintbush program and then became a defacto standard. PC Paintbrush files are widely supported by graphics applications. PC Paintbrush files always shrink the areas of the image which have the same color by using "run length encoding". This can dramatically reduce the size of the image file, especially for screen captures.

Tag Image File (.TIF) was created to become the industry standard image file format. Also known as Tagged Image File Format (TIFF), this file format is widely supported by graphics applications on many different types of computers besides the Windows PC. TIF files are supported by about every desktop publishing program. TIF files are known for their portability, and rich set of possible options. SnagIt/32 currently does not support any of the TIF compression options.

JPEG (.JPG) image files are compressed by discarding "extra" data that the human eye "cannot see". Because JPEG discards data, it is referred to as "lossy." JPEG image files are typically much smaller than other file formats and are widely used for communicating images over the Internet. However, when a JPEG image is decompressed and viewed, it will not be identical to the original image. With JPEG, you can select the quality of the compressed image. The lower the quality, the smaller the image but the more different it will look than the original image. SnagIt/32 supports image quality levels from 1% to 99%. The JPEG image file format works best for images with many colors and a large variation of colors (e.g., a scanned photo or multimedia CD display). Using JPEG for images with only a few colors (e.g., a database form) will result in a small image but poor image quality.

GIF (.GIF) was designed by CompuServe for exchanging images between a wide variety of computers. Graphics Interchange Format (GIF) is now one of the most popular image formats used to distribute images over the Internet.   GIF compresses the image without incurring a loss in image quality.   GIF does not support images with more than 256 colors.   If your display setting is higher than 256 colors, SnagIt/32 provides a color reduction option (select Format, Color) to reduce the number of image colors to 256.

Why is the SnagIt/32 Output->Mail menu item disabled?

The SnagIt/32 Mail output option requires a 32-bit mail client application (e.g., Microsoft Exchange) to be installed and configured on your system. Install a 32-bit mail client which supports MAPI enabled applications.

How do I pick the image file type used for Mail output?

SnagIt/32 uses the currently configured Output->File image file type for the file attached to Mail output. To send a capture as a PCX file using Mail, first select Output->File and pick the PCX file format. Then, select Output->Mail and activate a capture with the SnagIt/32 hotkey.

What does it mean when SnagIt/32 complains about a hotkey conflict?

Only one Windows application can own a particular hotkey combination. Some other application has registered the currently configured SnagIt/32 hotkey combination. Use the Options->Change Hotkeys menu to select a different SnagIt/32 hotkey combination.

Why does the screen freeze while selecting a region or window with SnagIt/32?

SnagIt/32 takes a snapshot of the screen at the time the SnagIt/32 hotkey is pressed when are region or window is selected for Input. This is done so that drop-down menus, pop-up/system menus, and multimedia animation can be easily captured. SnagIt/32 does not effect the real behavior of the Windows desktop or applications, the "freeze frame" is simulated only to aid screen capture.

I hit the hot key, selected a region and then nothing. I don't seem to be capturing anything. Why?

This most often occurs with users who select File as an Output option and also select Automatic File Naming to sequentially name and number the files. This, combined with the quickness of the software, results in no visible confirmation being displayed when a capture occurs, especially if you are specifying a small region of the screen. You may want to check the default directory specified under Output, File, Automatically Name (default C:\SNAGIT) for saved images or, as an alternative, temporarily select Printer as your Output for confirmation of functionality.

If you find that you are not getting results from either of these methods, please contact TechSmith Technical Support with further details on your system setup and other applications that are being run, so that we can assist you in resolving this issue.

The SnagIt/32 hot key isn't working. Why?

It's possible that another application is using the same hot key as SnagIt/32. First, try exiting and restarting SnagIt. This often resolves temporary hotkey conflicts. Next, try changing the hotkey setup for SnagIt/32. You do this by selecting Options->Change Hotkeys from the SnagIt/32 window. Experiment with various hot key combinations. You may need to restart Windows after changed the hotkey.

How do I lighten the background color?

To adjust or eliminate gray background colors you can try experimenting with the Color Boost section under Options. Be sure to select the "Use Color Boost" checkbox and make your adjustments to the sliding bars at the top of the screen. To lighten colors across the entire spectrum move all of the bars an equal amount to the right. If the background you are trying to eliminate has an obvious color bias, i.e., red or blue or green, you may want to adjust that bar alone. Remember that you can always start over by selecting the Default button and by deselecting "Use Color Boost".

Another alternative is to try changing the SnagIt/32 Format option to Monochrome. This may result in an unacceptable image, due to the image being reduced to only black and white areas. If the monochrome capture still prints gray in your application you might investigate how the application handles imported images.

How does SnagIt's Monochrome option work?

The Format->Monochrome... option translates all pixels to white or black (only).

SnagIt/32 uses the RGB color model. Screen colors are composed of red, green and blue components. SnagIt/32 converts each color to its grayscale component using the standard grayscale equation:

Greyscale value = 0.30 * red + 0.59 * green + 0.11 * blue. (See Bit-Mapped Graphics, 1990 by Steve Rimmer)

This Grayscale value is converted to the range 0 to 100. The resulting value is compared to the Intensity Threshold for White value set in the Format->Monochrome... dialog box. If the Grayscale value is greater than the Intensity Threshold, the pixel is converted to white. Otherwise it is converted to black.

How do SnagIt's Color Boost and Inverse features work?

The Options->Color Boost... dialog box is used to enable Color Boost and set the RGB boost values. Those values can range from -1 to +10. They are multiplied by the original color component value to create the boosted value. The value that are selected in the Color Enhance edit fields are added to the boosted value. These values can range from -255 to +255. Algebraically:

For each of the color componets; red, green and blue:

Boosted value = (original value * scrollbar value) + color enhance value

If the Inverse option is selected, SnagIt/32 converts each of the color components to its mathematical RGB inverse:

Inverted value = 255 - abs(RGB value)

Does SnagIt/32 work with Word Perfect using the Clipboard?

Apparently, WordPerfect struggles with the graphics file format that SnagIt/32 places in the Clipboard. The issue seems to be more pronounced in black and white images than in color. To our knowledge, WordPerfect is the only popular document creation package to exhibit this behavior. The current workaround we suggest is to bypass WordPerfect's interaction with the Clipboard by directing SnagIt's output to the WordPerfect compatible file format of your choice. The resulting imported files appear to be more compatible with WordPerfect's expectations.

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TechSmith is committed to providing reliable, high-quality products that are easy to use. If you have a product suggestion or would like more information regarding SnagIt/32, please contact us in one of the following ways:

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E-mail:	snagit@techsmith.com
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SnagIt is the screen capture, print and file program for Microsoft Windows 3.x. Users can capture an entire screen, a portion of the screen or a single window. SnagIt sends the captured area to the clipboard, printer or a file for later use in other applications, such as word processors. SnagIt is a fully functional Windows DDE   server so it may be incorporated into custom or commercial applications for printing .

An evaluation version is available at http://www.techsmith.com.

Send email requests for additional information to snagit@techsmith.com.

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Glossary Of Terms

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Aspect ratio
The width to height ratio of a screen image.

BMP File

Windows bitmap files have a file extension of .BMP. Windows Paint and other graphics programs generate graphic files in this format. Most Windows word processing and desktop publishing programs easily import bitmap files into documents.

Command line
The commands you type to run an application. For Windows applications, you enter command line arguments in the Run dialog box in File Manager or Program Manager

Default settings
The input, output, format, and other option settings that SnagIt/32 uses unless you specify otherwise.

Dialog box
A window that appears temporarily to request information. Many dialog boxes allow you to select options or specify parameters that SnagIt/32 will use to carry out a command.

DPI
Dots Per Inch, typically used to reference printer resolution or clarity. Higher DPI printers are capable of producing sharper images.

Entire Window
A SnagIt/32 input option that will capture an entire window, including the border, title bar, menu bar, scroll bars and caption line.

File name
A valid file name that conforms to MS-DOS file naming conventions.

Finger pointer
A finger-shaped cursor that you use to select an Entire Window or Window Client Area to capture.

Focus
In Microsoft Windows, the window which has the focus is the one that will receive the next keyboard or mouse input. Also, the title bar of the window with the focus will typically be a different color than the title bar of other windows.

Hotkey
A key or combination of keys that you press to execute a command or action. The default hotkey sequence for invoking SnagIt/32 is CTRL+SHIFT+P.

Last Active Window

A SnagIt/32 input option that captures the last active window (the window that has the focus on the Windows desktop when SnagIt/32 is invoked).

MS-DOS window
A MS-DOS session running from Windows. A MS-DOS window can occupy the entire screen, or run in a smaller window on the desktop.

PCX File
A graphic file in Windows PC Paintbrush format. Windows PC Paintbrush files have a file extension of .PCX..

Pixel
A graphic unit that consists of a single dot on a monitor screen.

TIFF File
A graphic file in Tagged Image File Format. TIFF files have a file extension of .TIF. A wide variety of application programs on a number of platforms support this format. SnagIt/32 can create only monochrome TIFF files.

Window Client Area
A SnagIt/32 input option that captures the client area of a specific window. The client area is the main body of the window inside the window borders. It does not include the window borders, title bar, menu bar, scroll bars or caption line.

Windows application
An application designed to run under Microsoft Windows, which you can only start from Windows, and can only run while Windows is running.

Windows clipboard
A location that Windows uses for temporary storage. You can use the clipboard to hold data that you want to move to a different place in a document, between documents, or between applications. An application's cut, copy, and paste commands move data into and out of the clipboard. You can use the Clipboard Viewer to view the contents of the Clipboard.

Windows default printer
The printer to which Windows applications will send your output if you choose a Print command without specifying which printer you want to use. You can select a Windows default printer from the Windows Control Panel or Print Manager.

Region
A SnagIt/32 input option that captures any rectangular region of the screen.