

# Help Guide 9

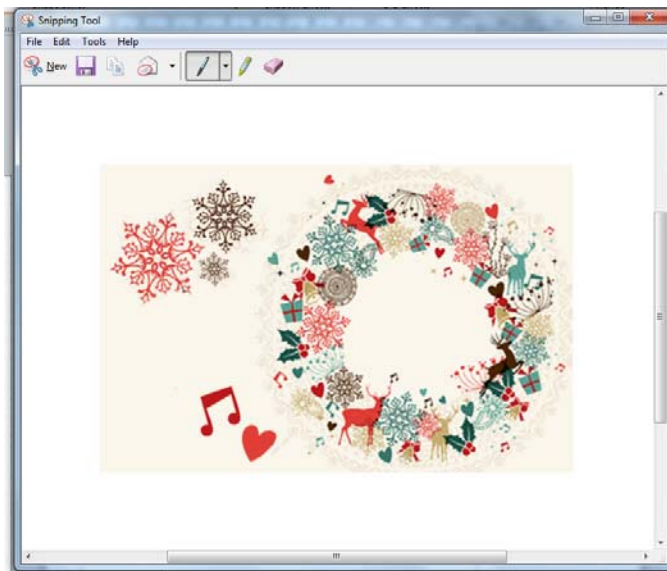
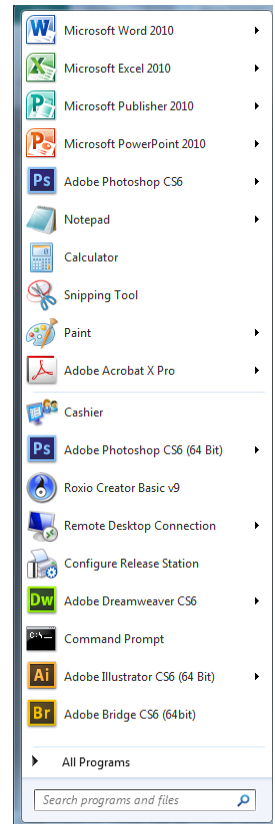
## Using the Snipping Tool



Windows 7 comes with a very useful utility called the **Snipping Tool**. It enables you to take screen shots from the computer in a far ore precise way than using **Print Scrn**.

The Snipping Tool is accessed from the Start Up Menu.

You click and drag round the area you want to snip, which then produces this.



The toolbar then offers you several options:

