



# TechSmith<sup>®</sup> Snagit<sup>®</sup>

## Snagit Help



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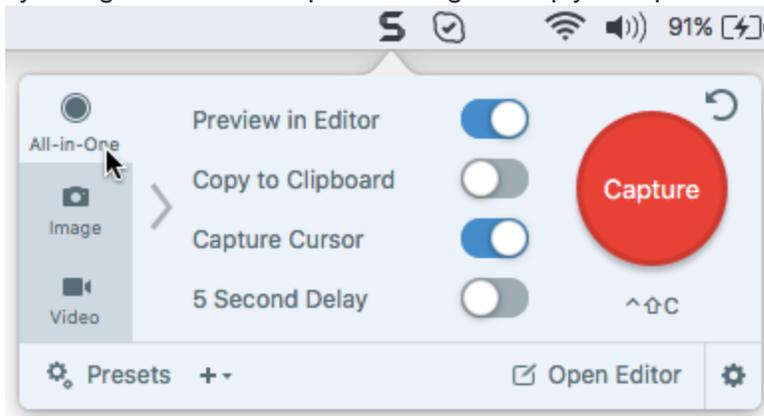
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# Introducing: Improved Capture Window

Whether you are looking to take a capture on-the-fly or to customize and save your capture settings for future use, Snagit's new design makes it simpler to switch between the capture options.

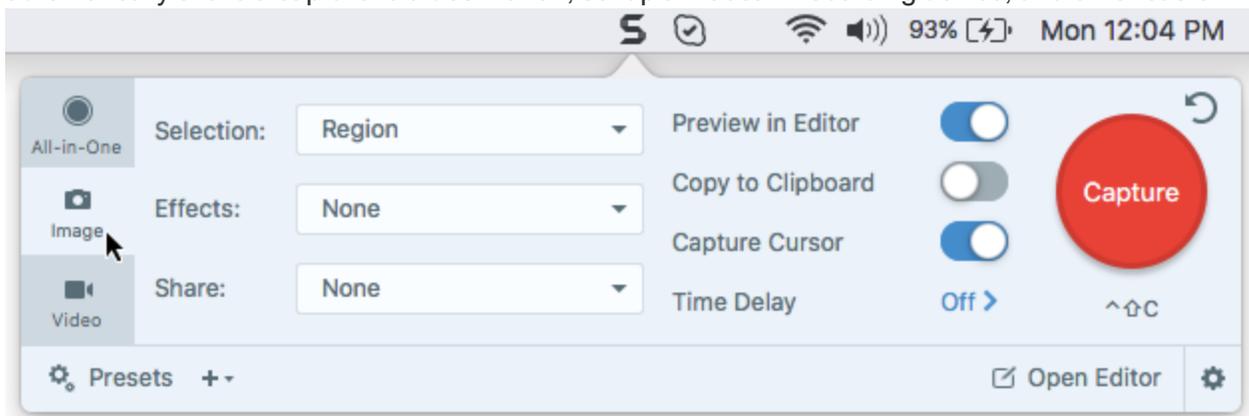
- **For Quick Captures**

With All-in-One capture, you can choose to capture an image, a panoramic scrolling image, or a video on-the-fly. Snagit has default capture settings to help you capture at any time.



- **For Custom or Repeated Captures**

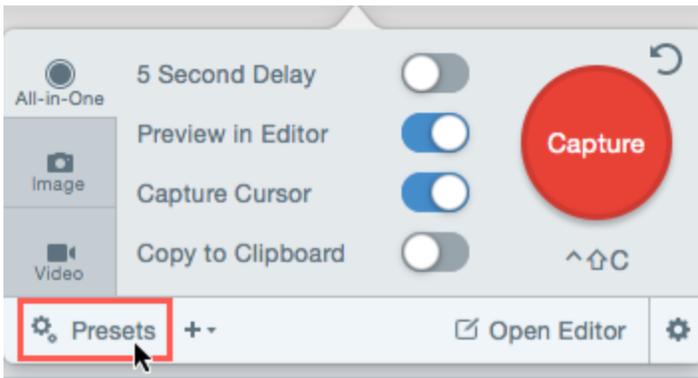
Use the Image and Video tabs to customize the settings to meet your needs. You can add image effects, automatically share a capture to a destination, set up a webcam recording device, and other customizations.



See [Capture Window Overview](#).

## Presets

Set up a preset to automatically remember your capture settings.



Use presets to:

- Save commonly used capture settings.
- Eliminate the setup time before each capture.
- Quickly switch between capture types based on the task at hand.
- Reduce the editing required by automatically adding effects or selecting the share location.

See [Save Capture Settings with Presets](#).

## Related Articles

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[Capture Window Overview](#)

[Save Capture Settings with Presets](#)

# Introducing: Panoramic Capture

---

The Panoramic Scrolling Capture preset captures a continuous area within a window by manually panning or scrolling the window's contents.

See [Panoramic Scrolling Capture](#).

## Related Articles

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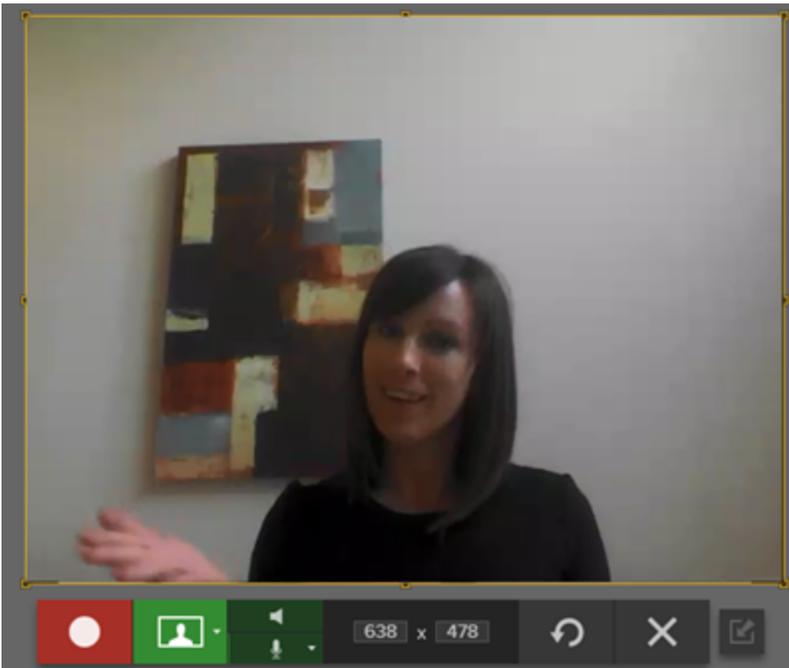
[Panoramic Scrolling Capture](#)

[Capture a Scrolling Window](#)

# Introducing: Webcam Recording

---

Record yourself with a webcam in Snagit. Quickly switch between displaying the speaker or the screen during a video recording.



Record a webcam to:

- Capture nonverbal cues that often get lost with only recording voice narration.
- Better connect with your audience.
- Record demos on a tablet or mobile device.
- Introduce a new topic or speaker in the video.

See [Record a Video](#).

## Related Articles

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[Record a Video](#)

# Introducing: Customize the Snagit Editor Toolbar

---

Customize the editing toolbar for quick access to your favorite tools, effects, and share destinations.

Add, remove, or arrange the options on the toolbar. To customize the toolbar, click More > Customize Toolbar. Drag the desired options into the toolbar.

See [Customize the Snagit Editor Toolbar](#).

## Related Articles

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[Customize the Snagit Editor Toolbar](#)

[Tools Overview](#)

# Introducing: Animated GIF

---

Save a video capture as an Animated GIF. Demonstrate a step in a process or send a short animation. Animated GIFs are ideal for posting to support forums, social media, or other locations with video size restrictions.

[Learn how](#) to create one today!

## Related Articles

---

[Create an Animated GIF Video](#)

# Introducing Themes

---

Themes consist of a set of unique [Quick Styles](#) for each project, organization, or style guidelines you work with. Create and share your styles with others to create a consistent look.

See [Themes](#).

## Related Articles

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[Themes](#)

[Create a Theme](#)

[Edit a Theme](#)

# Introducing Auto-Fill Background

---

When moving or deleting items in an image, Snagit can automatically fill the removed area to match the surrounding content. Use auto-fill to quickly rearrange or erase items such as text, buttons, logos, icons when creating interface or website mockups.

See [Selection](#).

## Related Articles

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[Selection](#)

# Introducing Magic Wand

---

The Magic Wand tool selects an area on the canvas based on color. Use this tool to remove a background or replace the color in objects such as text or logos throughout an image.

See [Magic Wand](#).

## Related Articles

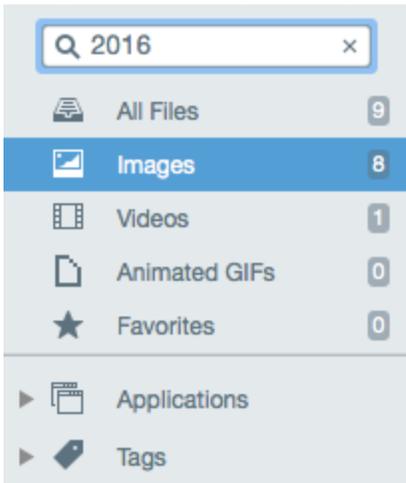
---

[Magic Wand](#)

# Introducing Capture History (Library)

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Snagit automatically saves your capture history to the library including any files opened or edited in Snagit Editor.



Snagit makes it easy to tag and find captures at a later time. Use the Search pane to browse or search for captures by name, file format, date, application, website, or custom tags.

## Related Articles

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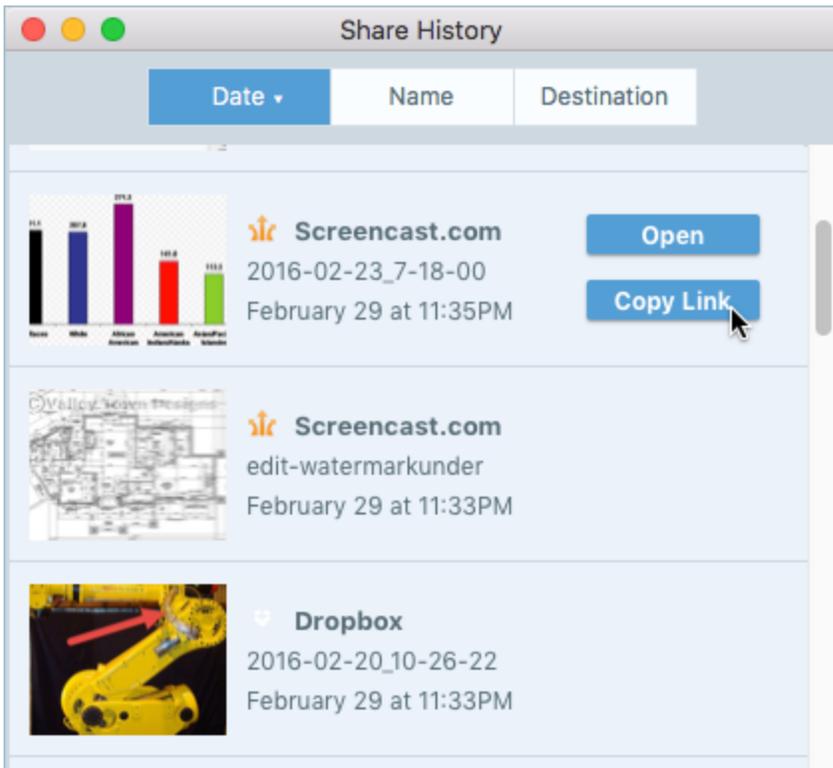
[View the Capture History \(Library\)](#)

[Add Tags to Organize Captures](#)

# Introducing: Share History

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Snagit remembers the captures you've shared. Use the Share History to quickly open the capture in its shared location or to copy the link to share the capture again.



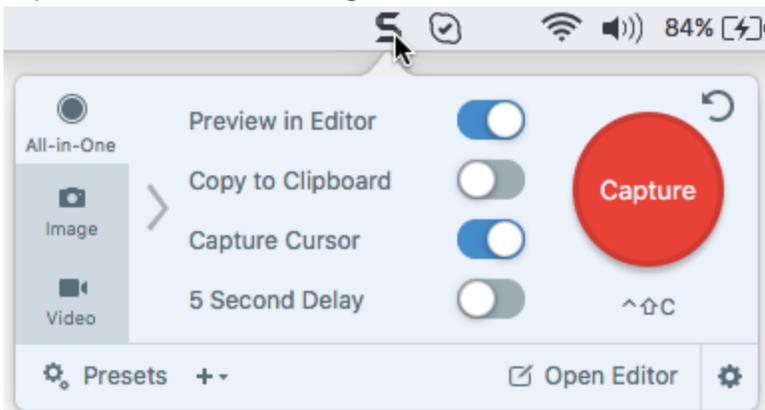
To open your share history in Snagit Editor, click the Share button > Share History. To learn more, see [Share History](#).

## Related Articles

[Share History](#)

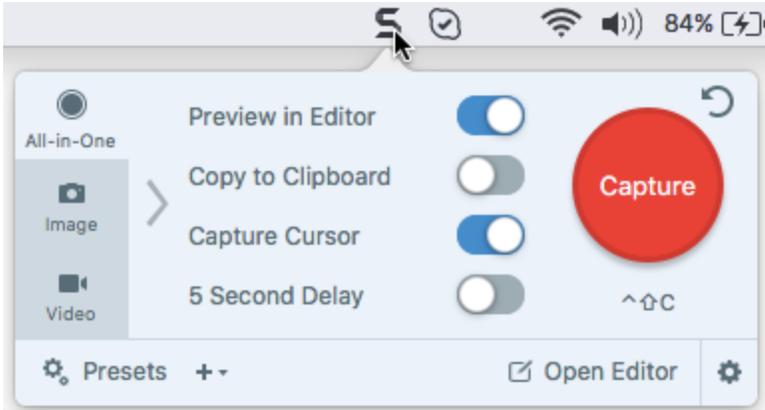
# Capture Window Overview

The Capture window provides the flexibility to meet your capture needs. Take a quick capture, a customized screen capture, or a video recording.

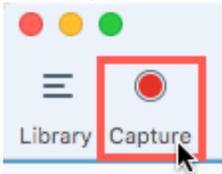


To open the Capture window:

- Click the  icon in the menu bar.



- In Snagit Editor, click the **Capture** button to open the Capture window on the screen.

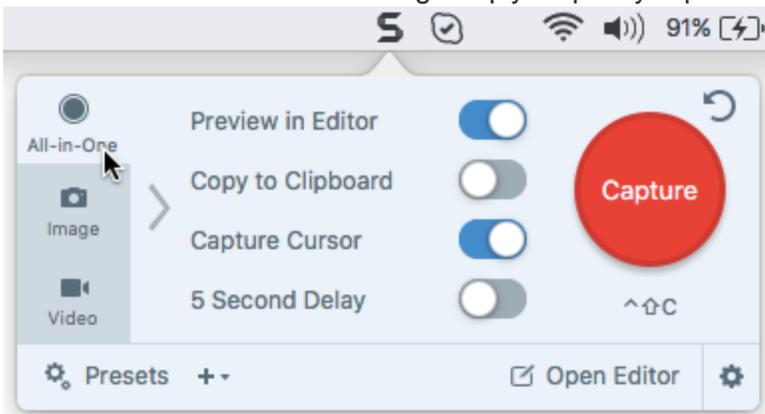


To turn on the dockable capture window, OneClick, select **Snagit > Preferences > General tab > Snagit Shows > OneClick tab**.

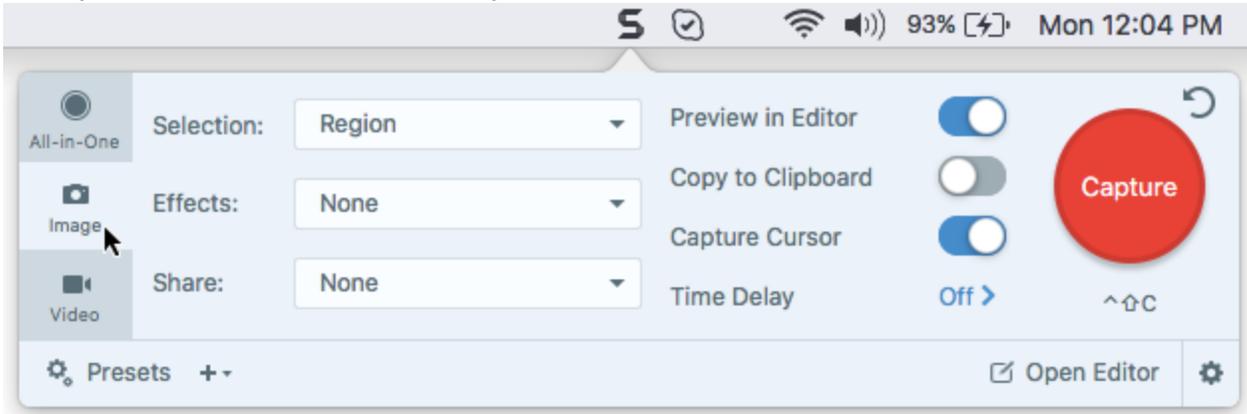
## Capture Tabs

The Capture window is designed for quick and flexible capture. Switch tabs to choose between image, video, or the quick All-in-One capture settings.

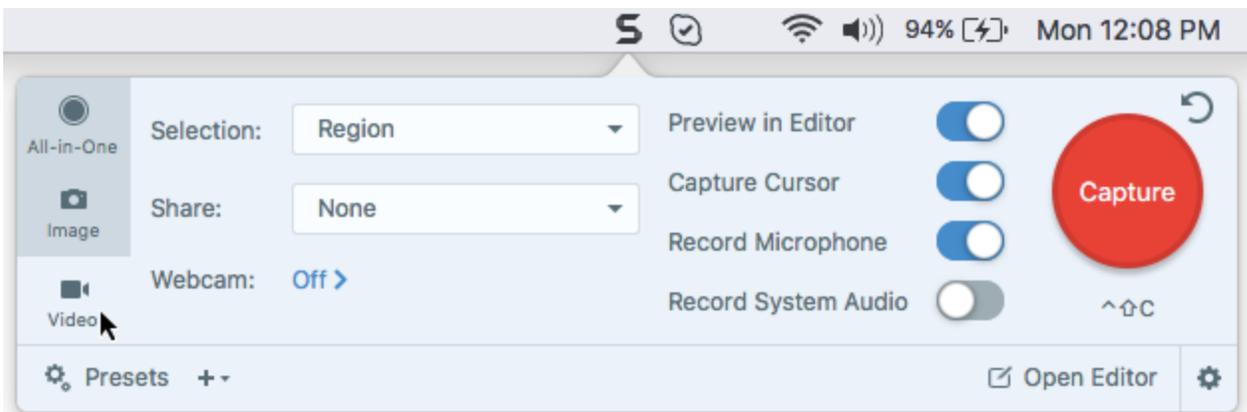
- All-in-One Tab:** The default settings help you quickly capture an image, video, or panoramic capture on-the-fly.



- **Image Tab:** Customize the image capture settings to meet your needs. Automatically add effects, share directly to a destination, add a time delay, and much more.



- **Video Tab:** Customize the video capture settings to meet your needs. Set up audio or a webcam device for the video.

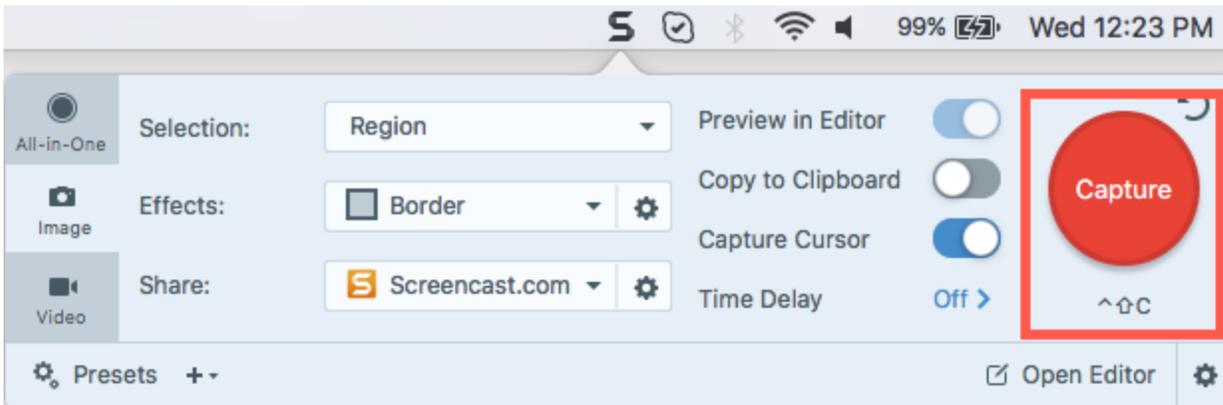


To learn more about the settings on each tab, see the following topics:

- [All-in-One Tab Settings](#)
- [Image Tab Settings](#)
- [Video Tab Settings](#)

## Capture Button

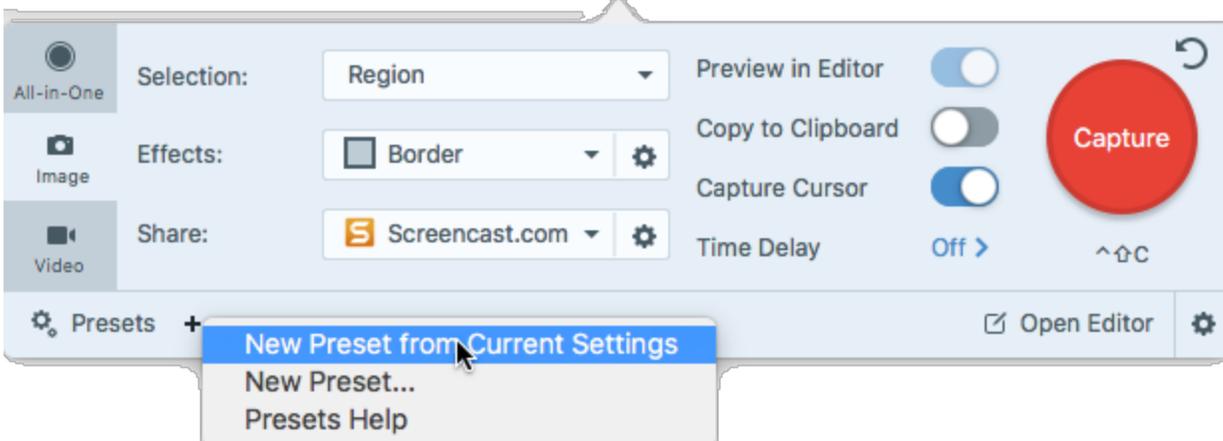
Click the **Capture** button on any tab in the Capture window to start a capture with the current settings. You can also start a capture with the current settings by pressing **Control-Shift-C**, the global capture keyboard shortcut. To learn how to customize the keyboard shortcut, see [Change the Global Capture Keyboard Shortcut](#).



In the example above, when you click the **Capture** button, Snagit captures an image with a border and shares it to Screencast.com.

## Save Capture Settings with Presets

Set up a preset to automatically remember your capture settings.



Use presets to:

- Save commonly used capture settings.
- Eliminate the setup time before each capture.
- Quickly switch between capture types based on the task at hand.
- Reduce the editing required by automatically adding effects or selecting the share location.

See [Save Capture Settings with Presets](#).

## Discover New Ways to Capture with Snagit

To discover more ways to capture with Snagit, see [What Do You Want to Capture?](#)

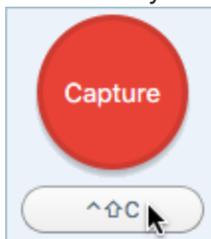
## Change the Capture Keyboard Shortcut

The global capture keyboard shortcut, Control-Shift-C, starts a capture with the currently selected settings in the [Capture window](#). Use the global capture keyboard shortcut instead of the Capture button to:

- Maintain the cursor's position on the screen during capture.
- Quickly capture without interacting with the Capture window.

## Change the Global Capture Keyboard Shortcut

1. [Open](#) the Capture window.
2. Click the keyboard shortcut under the Capture button.



3. Press the desired key combination on the keyboard.

The new keyboard shortcut appears in the field.

### Related Articles

[Capture Keyboard Shortcuts](#)

[Assign a Preset Keyboard Shortcut](#)

[Snagit Mac Keyboard Shortcuts](#)

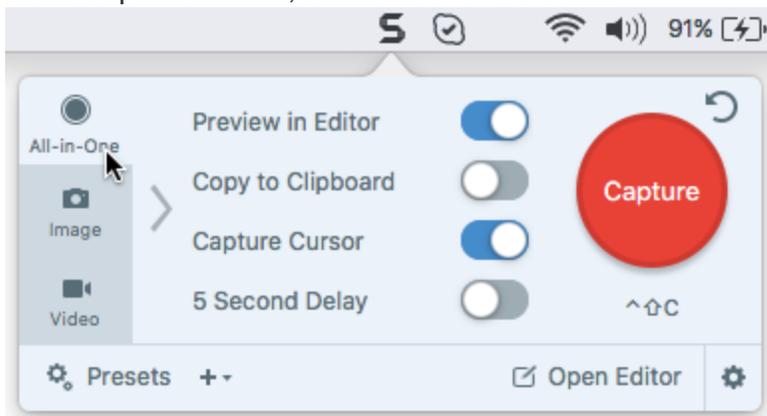
## Capture an Image

Use Snagit to capture a snapshot of anything on your screen.

### Capture an Image with All-in-One

The All-in-One tab provides settings to help you quickly capture an image or video capture on-the-fly.

1. In the Capture window, select the **All-in-One** tab.



2. Click the **Capture** button or press **Control-Shift-C**.

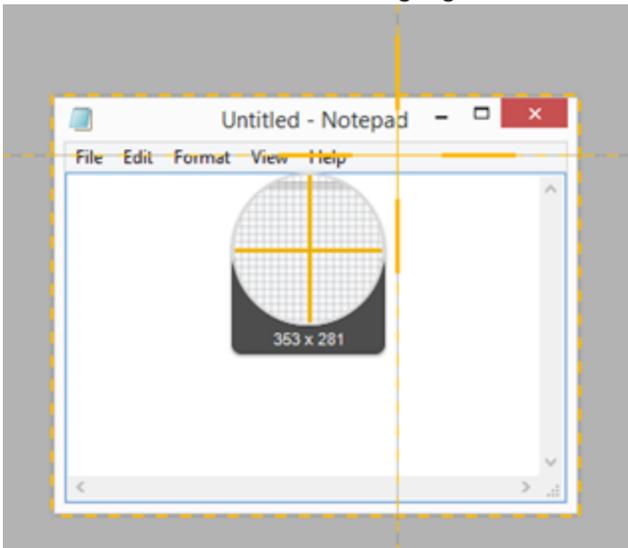


3. The orange crosshairs appear. Complete one of the following to select the area to capture:

- **Fullscreen:** Click the **Fullscreen** button to capture the entire screen.

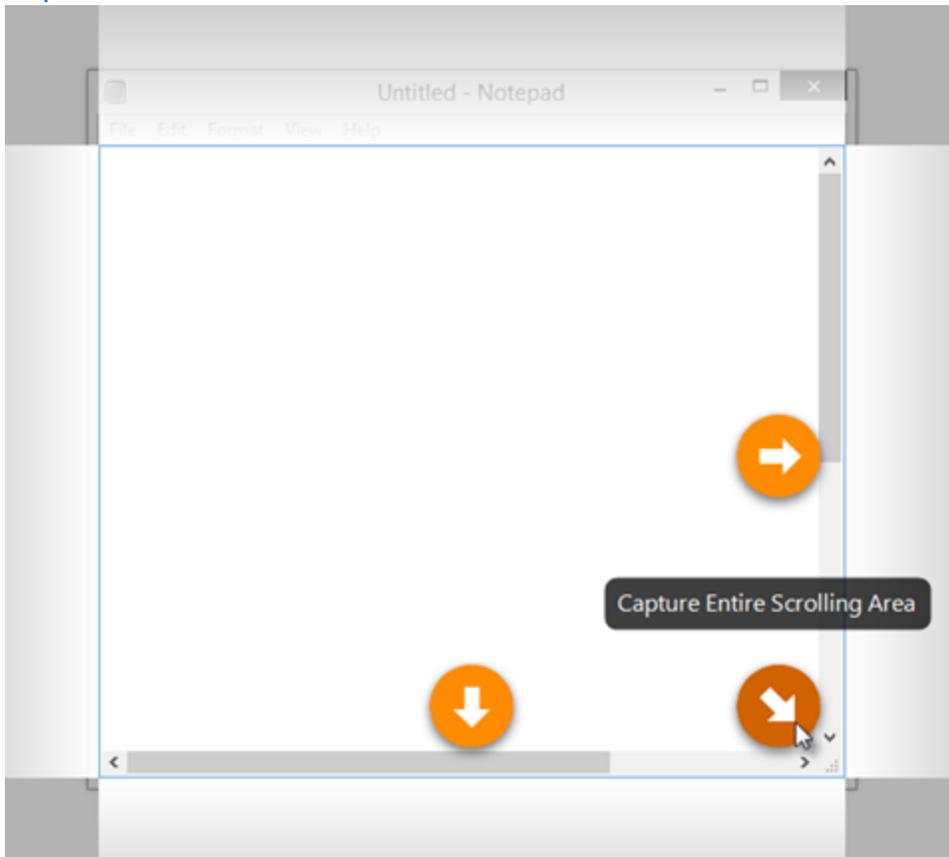


- **Window:** Move the cursor over the window to capture. When an orange dashed border appears around the window, click to select the highlighted area.

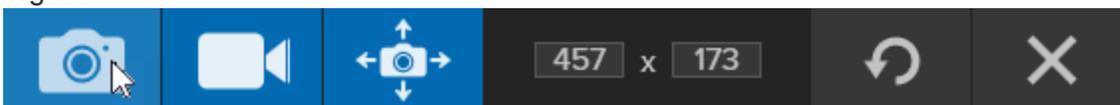


- **Region:** Click and drag to select the desired area on the screen.
- **Scrolling Area:** Move the cursor over the window. Click an arrow to capture the horizontal scrolling area, the vertical scrolling area, or the entire scrolling area. If arrows do not appear, see [Panoramic Scrolling](#)

## Capture.



4. To edit the selected area, complete any of the following:
  - Drag the handles to adjust the selection.
  - To enter a specific size, type custom dimensions in pixels into the **Width** and **Height** fields.
  - To move the selected area on the screen, click within the highlighted area and drag the selection to the desired location.
5. Click the **Image Capture** button to finalize the capture when capturing the entire screen, a window, or a region.

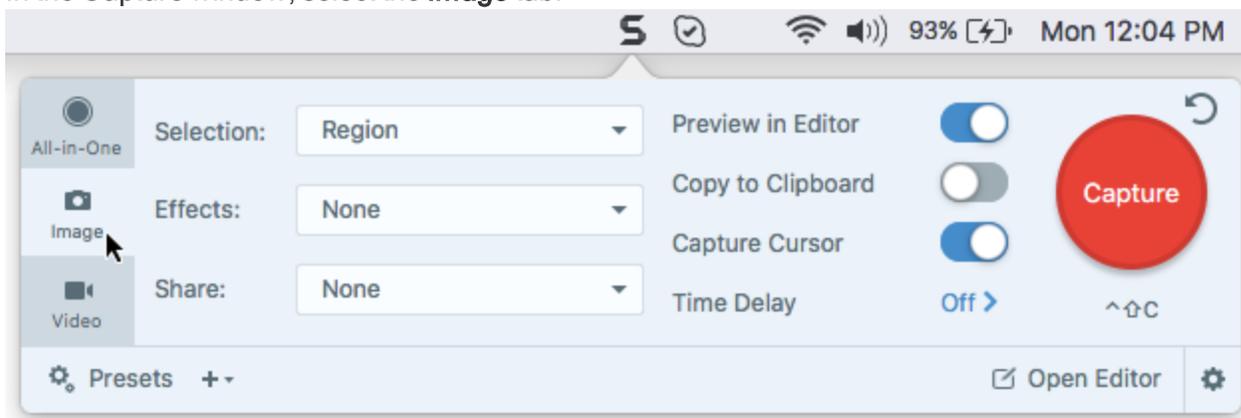


The capture opens in [Snagit Editor](#) where you can preview, edit, and share the capture.

## Set Up an Image Capture

The Image tab allows you to customize the capture.

1. In the Capture window, select the **Image** tab.



2. Choose an option from the **Selection** dropdown.
3. Add an effect, select a share destination, or customize the other capture options on the Image tab. See [Image Tab Settings](#).
4. Click the **Capture** button or press **Control-Shift-C**.



5. For more information on how to capture for each Selection option, see [What Do You Want to Capture?](#)

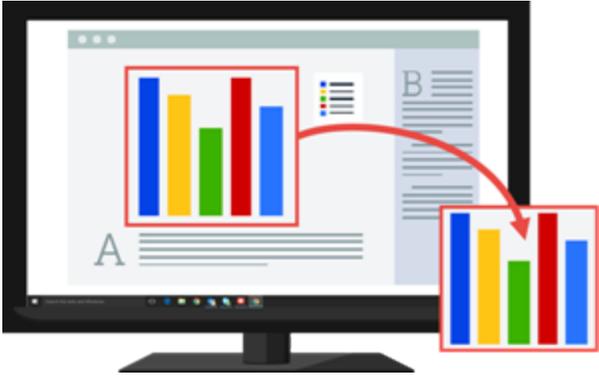
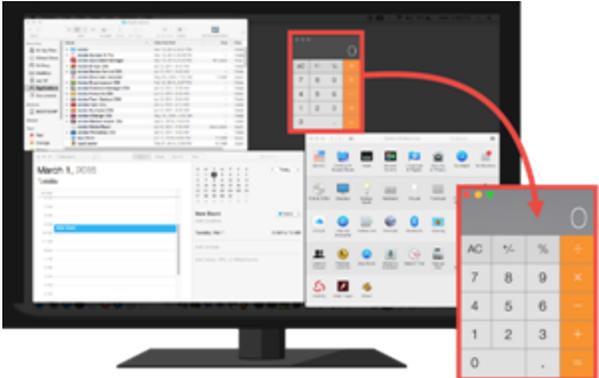
#### TIP: Save a Preset

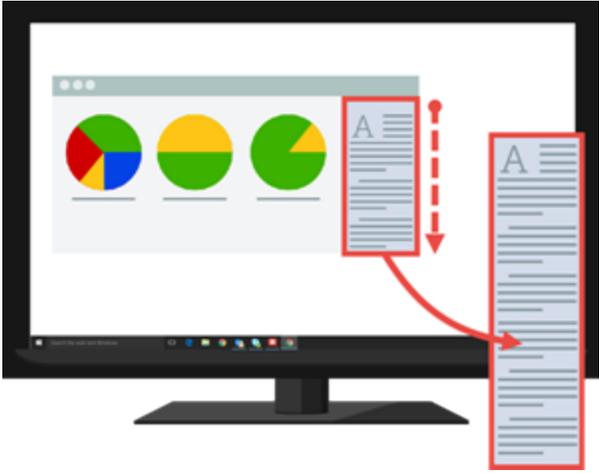
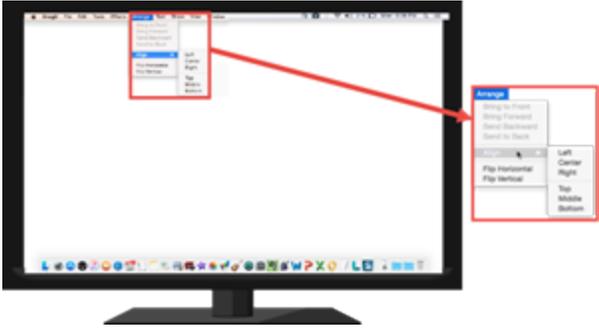
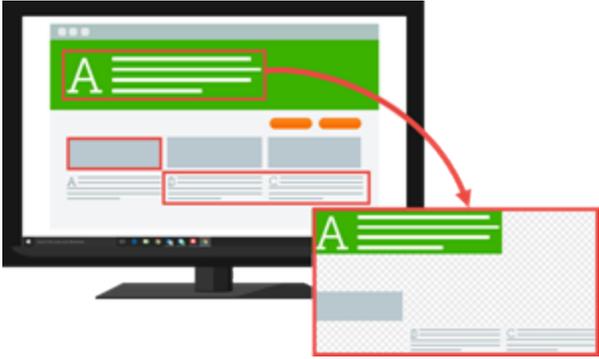
To save the capture settings for future use, select **Add Preset dropdown > New preset from current settings**.

## What Do You Want to Capture?

Discover the many ways to capture with Snagit to meet your needs.

Capture Option	Description
<a href="#">Capture an Image</a>	Capture an image snapshot of anything on your screen.
<a href="#">Capture a Region</a>	Capture a portion of the screen.

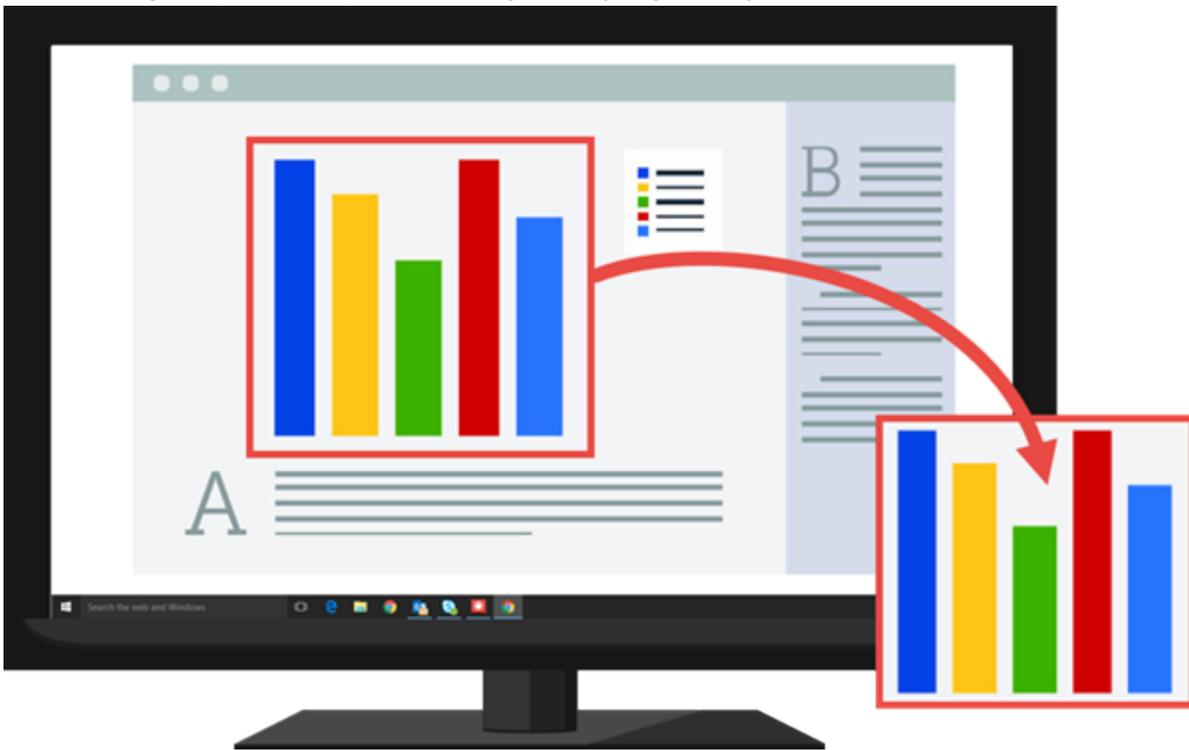
Capture Option	Description
	
<p data-bbox="131 695 428 730">Capture the Entire Screen</p>	<p data-bbox="773 657 1468 768">Capture the full screen. If you have multiple monitors, you can only select one screen at a time.</p>
<p data-bbox="131 814 540 850">Capture an Open or Hidden Window</p> 	<p data-bbox="773 1010 1468 1045">Capture an image of an open or hidden window on the screen.</p>
<p data-bbox="131 1283 448 1318">Capture a Scrolling Window</p> 	<p data-bbox="773 1451 1468 1541">Capture the entire contents of a web browser or application window including the content that extends beyond the visible area in the window.</p>
<p data-bbox="131 1797 461 1833">Panoramic Scrolling Capture</p>	<p data-bbox="773 1766 1403 1829">Capture a continuous area within a window by manually panning or scrolling the window's contents.</p>

Capture Option	Description
	
<p data-bbox="131 751 316 783">Capture a Menu</p> 	<p data-bbox="776 926 1230 957">Capture a dropdown or cascading menu.</p>
<p data-bbox="131 1178 500 1209">Set Up a Time-Delayed Capture</p>	<p data-bbox="776 1167 1455 1230">Add extra time before starting the capture to open a menu or set up items on the screen before capture.</p>
<p data-bbox="131 1268 558 1299">Capture Multiple Areas on the Screen</p> 	<p data-bbox="776 1457 1409 1488">Capture multiple areas on the screen in a single capture.</p>
<p data-bbox="131 1728 412 1759">Capture from a Webcam</p>	<p data-bbox="776 1717 1487 1780">Capture a still image from a built-in webcam or another camera device.</p>
<p data-bbox="131 1829 448 1860">Capture an Entire Webpage</p>	<p data-bbox="776 1818 1487 1881">An alternative method to <a href="#">scrolling capture</a> to quickly capture an entire web page.</p>

Capture Option	Description
<a href="#">Capture with a Preset</a>	<p>Presets automatically remember your capture settings. Use presets to:</p> <ul style="list-style-type: none"> <li>• Save commonly used capture settings.</li> <li>• Eliminate the setup time before each capture.</li> <li>• Quickly switch between capture types based on the task at hand.</li> <li>• Reduce the editing required by automatically adding effects or selecting the share location.</li> </ul>
<a href="#">Record a Video</a>	Record the action on the screen, the web camera, or audio (from a microphone or system audio) as a MP4 video file.

## Capture a Region

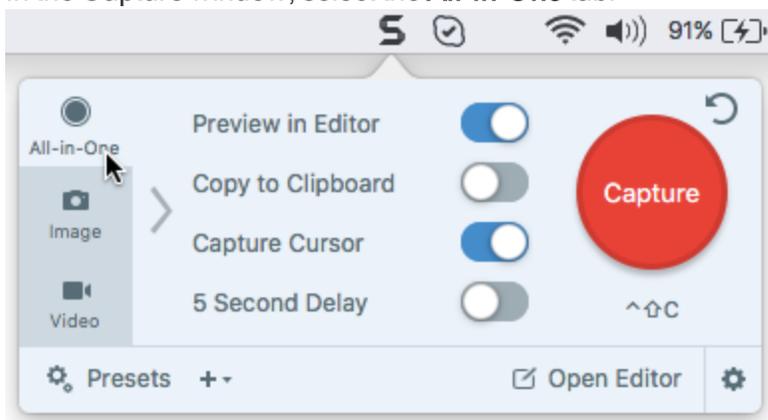
Use the Region option to capture an image of any region on your screen.



## Capture a Region with All-in-One

The All-in-One tab provides preselected default settings to help you quickly capture an image or video capture on-the-fly.

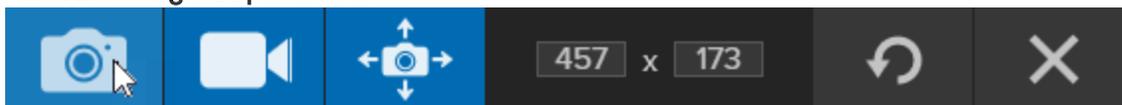
1. In the Capture window, select the **All-in-One** tab.



2. Click the **Capture** button or press **Control-Shift-C**.



3. The orange crosshairs appear. Click and drag to select the desired area on the screen.
4. Click the **Image Capture** button.

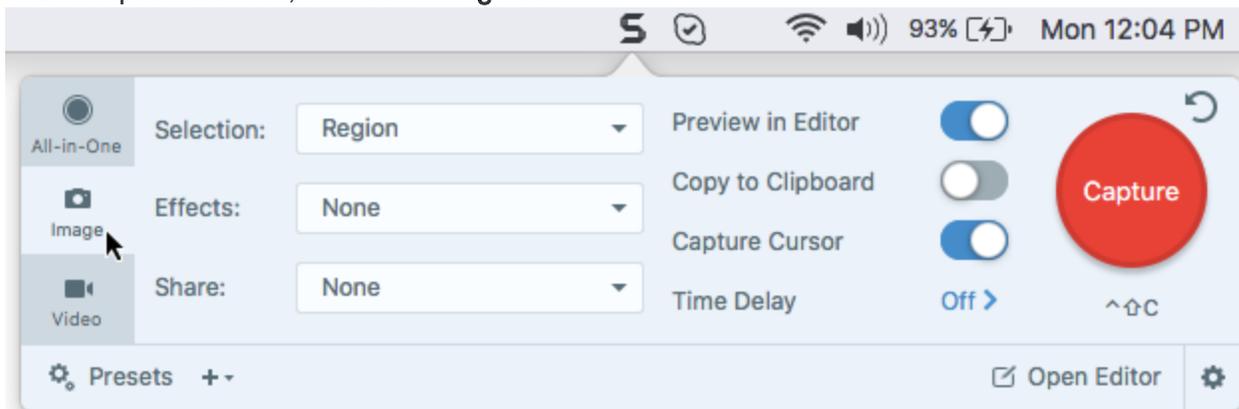


The capture opens in Snagit Editor where you can preview, edit, and share the capture.

## Set Up a Region Capture

The Image tab allows you to customize the region capture.

1. In the Capture window, select the **Image** tab.



2. In the Selection dropdown, select **Region**.

3. Add an effect, select a share destination, or customize the other capture options on the Image tab. See [Image Tab Settings](#).
4. Click the **Capture** button or press **Control-Shift-C**.



5. The orange crosshairs appear. Click and drag to select the desired area on the screen.

#### TIP: Save a Preset

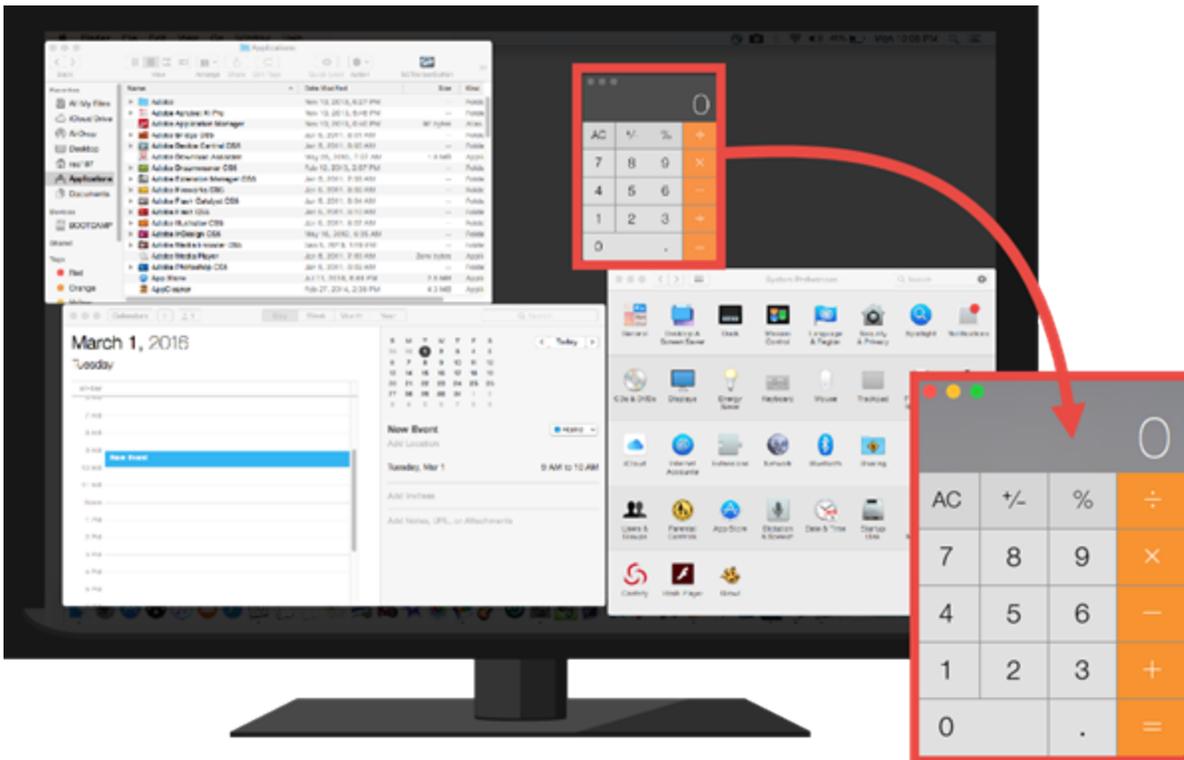
To save the capture settings for future use, select **Add Preset dropdown > New preset from current settings**.

## Related Articles

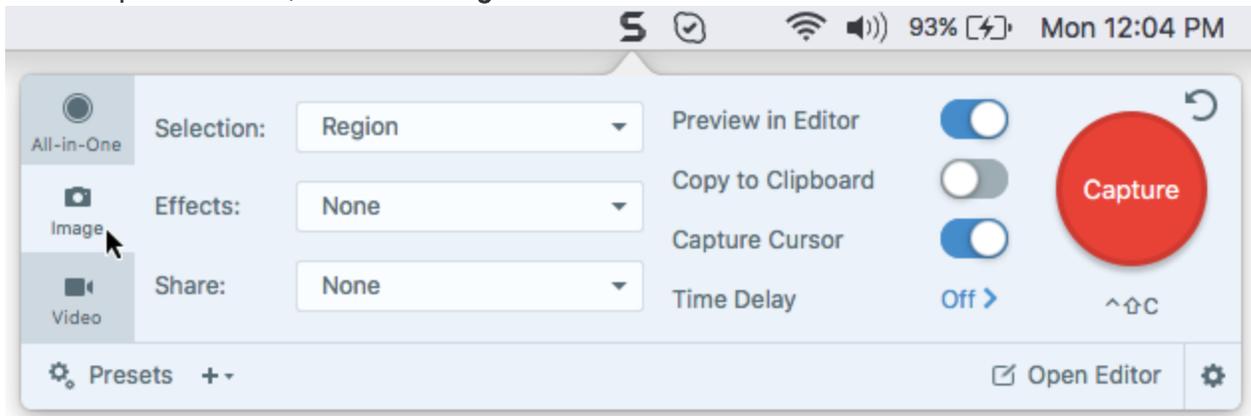
[Image Tab Settings](#)

# Capture an Open or Hidden Window

Use the Mission Control option to capture an image of an open or hidden window on the screen. Mission Control capture displays all the currently open windows on the screen.



1. In the Capture window, select the Image tab.



2. In the Selection dropdown, select **Mission Control**.
3. Add an effect, select a share destination, or customize the other capture options on the Image tab. See [Image Tab Settings](#).
4. Click the **Capture** button or press **Control-Shift-C**.



5. Snagit displays all the open windows on the screen. Move the cursor over the window to capture. Click to capture the window.

## TIP: Save a Preset

To save the capture settings for future use, select **Add Preset dropdown > New preset from current settings**.

# Capture the Entire Screen

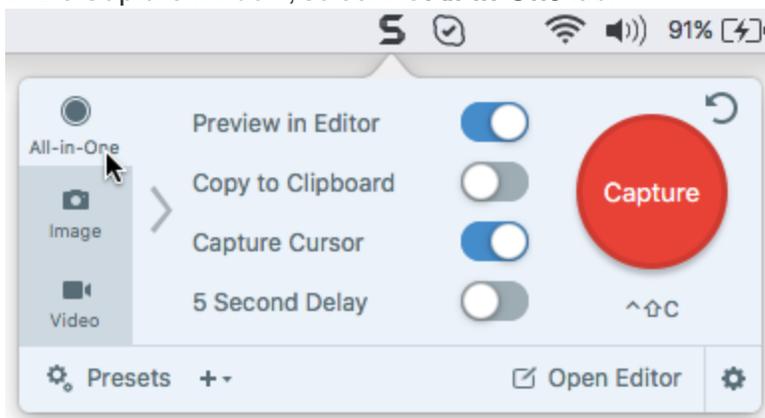
Use the Fullscreen option to capture an image of the entire screen.

If you have multiple monitors, the **Fullscreen** option only captures one monitor.

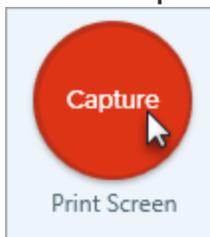
## Capture with All-in-One

The All-in-One tab provides preselected default settings to help you quickly capture an image or video capture on-the-fly.

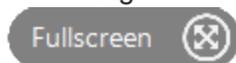
1. In the Capture window, select the **All-in-One** tab.



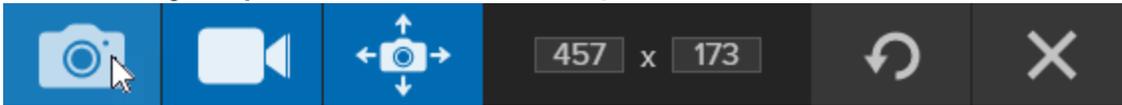
2. Click the **Capture** button or press **Control-Shift-C**.



3. The orange crosshairs appear. Click the **Fullscreen** button to capture the entire screen.



4. Click the **Image Capture** button to finalize the capture.

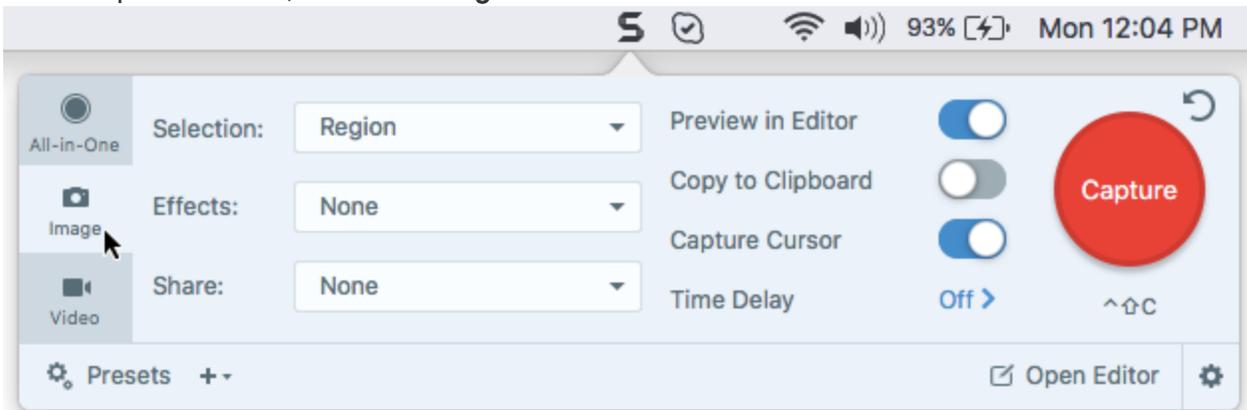


The capture opens in [Snagit Editor](#) where you can preview, edit, and share the capture.

## Set Up an Image Capture

The Image tab allows you to customize the capture.

1. In the Capture window, select the **Image** tab.



2. In the Selection dropdown, select the **Fullscreen** option.
3. Add an effect, select a share destination, or customize the other capture options on the Image tab. See [Image Tab Settings](#).
4. Click the **Capture** button or press **Control-Shift-C**.



Snagit captures an image of the entire screen.

### TIP: Save a Preset

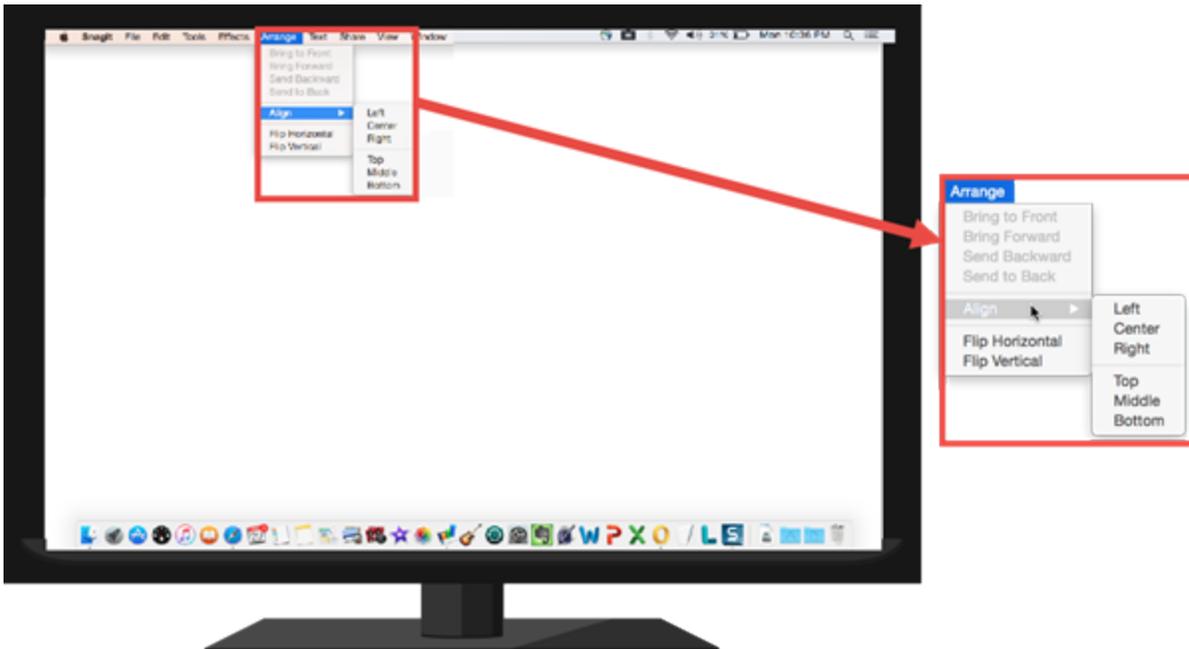
To save the capture settings for future use, select **Add Preset dropdown > New preset from current settings**.

## Related Articles

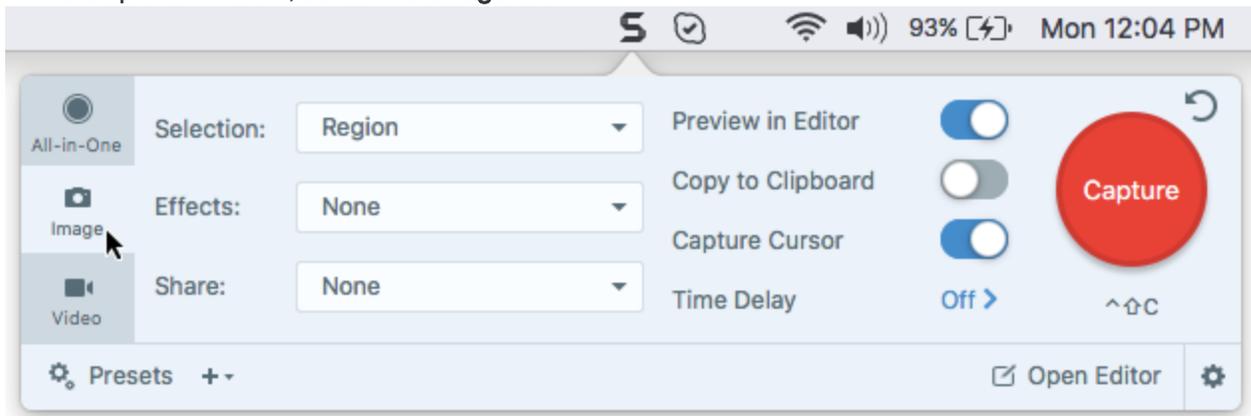
[Image Tab Settings](#)

# Capture a Menu

Use the Menu option to capture a dropdown or cascading menu.



1. In the Capture window, select the **Image** tab.



2. In the Selection dropdown, select **Menu**.
3. Click the **Capture** button or press **Control-Shift-C**.



4. Move the cursor over the menu to capture. Press **Control-Shift-E** to capture the menu.

## TIP: Save a Preset

To save the capture settings for future use, select **Add Preset dropdown > New preset from current settings**.

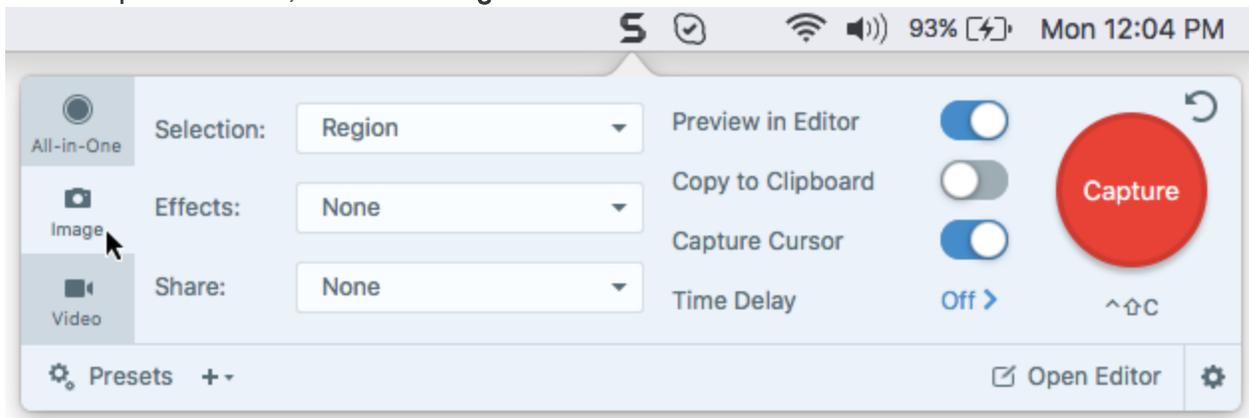
## Related Articles

[Image Tab Settings](#)

# Set Up a Time-Delayed Capture

Use the Delay option to add extra time before starting the capture to open a menu or set up items on the screen.

1. In the Capture window, select the **Image** tab.



2. Choose an option from the **Selection** dropdown.
3. Add an effect, select a share destination, or customize the other capture options on the Image tab. See [Image Tab Settings](#).
4. Enable the **Time Delay** option.
5. Enter the number of seconds for the delay.
6. Click the **Capture** button or press **Control-Shift-C**.



7. The countdown begins in the bottom-right corner of the screen. Open or set up what you want to capture on the screen.

### TIP: Save a Preset

To save the capture settings for future use, select **Add Preset dropdown > New preset from current settings**.

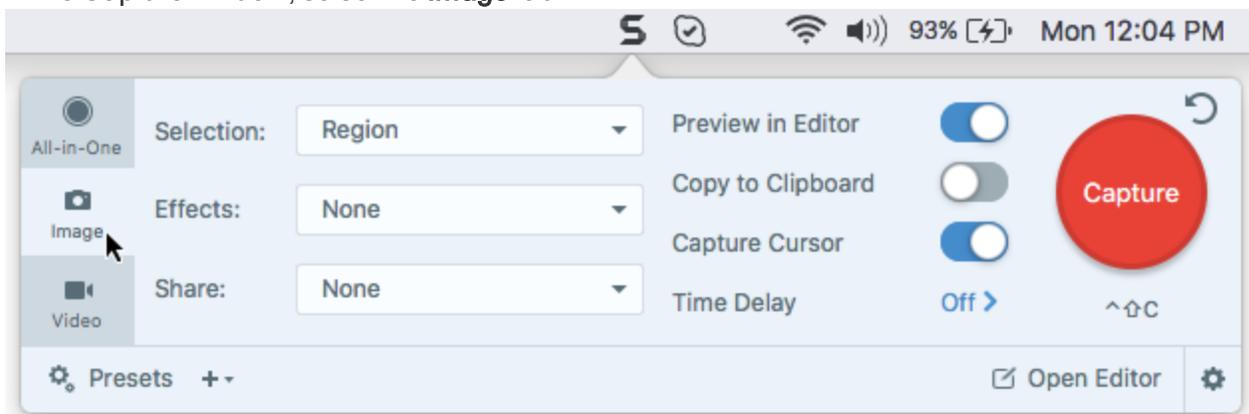
## Related Articles

[Image Tab Settings](#)

# Capture from a Webcam

Use the Webcam option to capture a still image from a built-in webcam or another camera device.

1. In the Capture window, select the **Image** tab.



2. In the Selection dropdown, select **Webcam**.
3. Connect the scanner or camera device to your computer.
4. Click the **Capture** button or press **Control-Shift-C**.



5. Select the camera device from the **Camera** dropdown.
6. Click the **Capture** button.

### TIP: Save a Preset

To save the capture settings for future use, select **Add Preset dropdown > New preset from current settings**.

## Related Articles

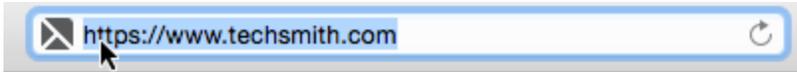
[Record a Video](#)

[Image Tab Settings](#)

# Capture an Entire Webpage

Snagit offers an alternative method to scrolling capture to quickly capture an entire web page.

Drag the icon next to the URL from the address bar onto one of the following locations:



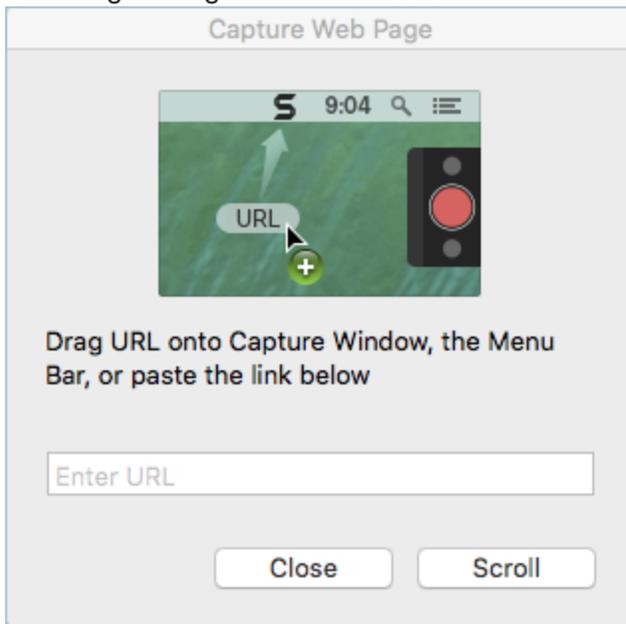
- Menu bar icon



- Snagit Dock icon



- Or, select Capture window > Image tab > Selection dropdown > Webpage. Enter the URL in the Capture Web Page dialog and click the **Scroll** button.



Snagit captures the entire web page including the area not visible in the current web browser window.

## TIP: Save a Preset

To save the capture settings for future use, select **Add Preset dropdown > New preset from current settings**.

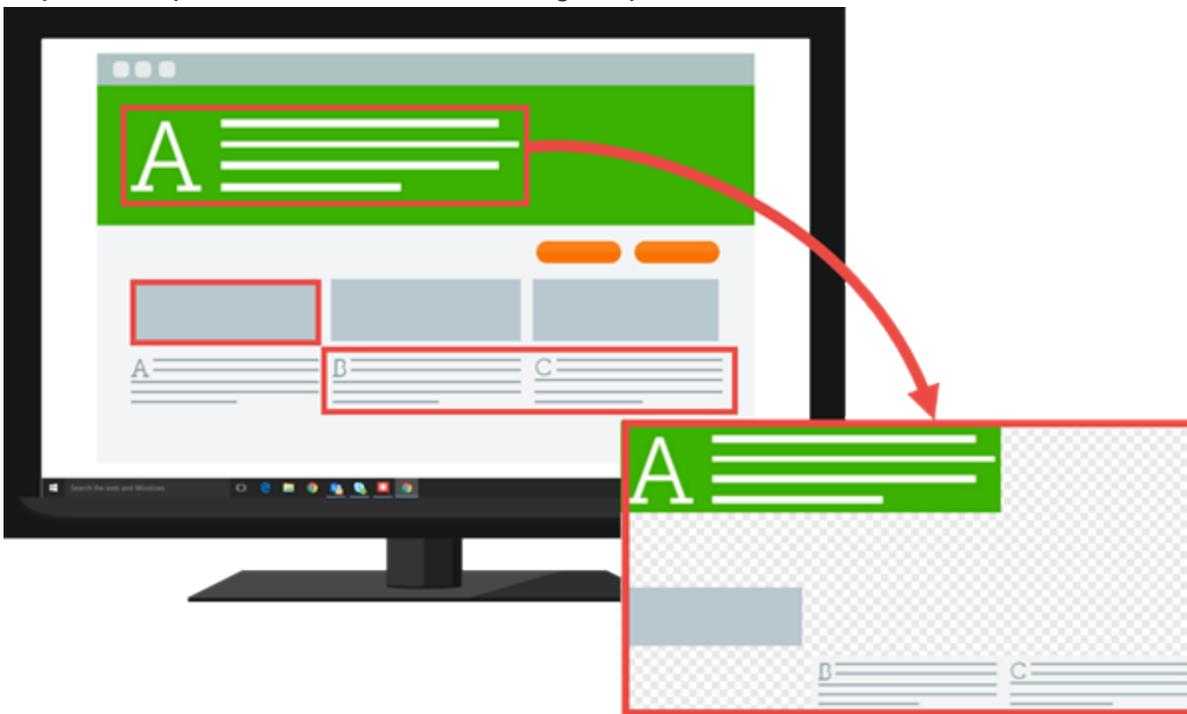
## Related Articles

[Capture a Scrolling Window](#)

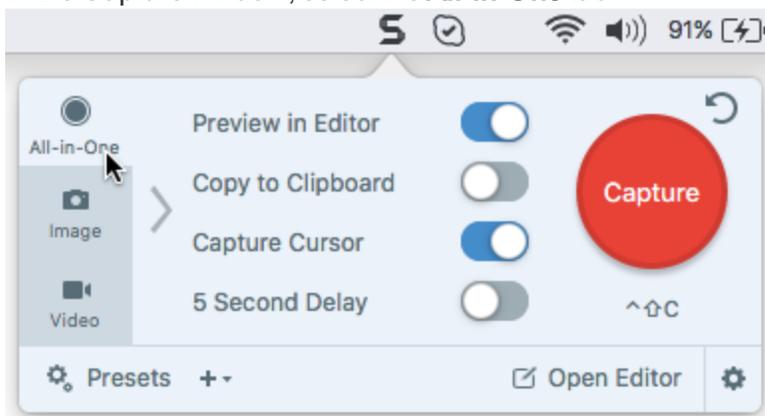
[Panoramic Scrolling Capture](#)

# Capture Multiple Areas on the Screen

Capture multiple areas on the screen in a single capture.



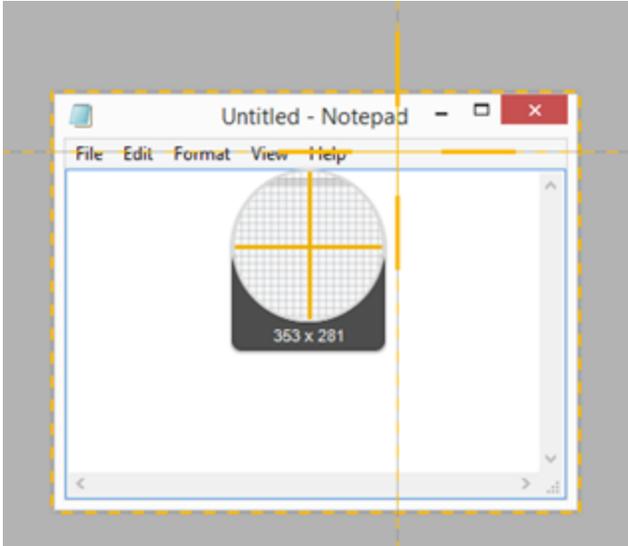
1. In the Capture window, select the **All-in-One** tab.



2. Click the **Capture** button or press **Control-Shift-C**.



3. The orange crosshairs appear. Hold the Command key and complete one of the following to select the area to capture:
  - **Window:** Move the cursor over the window to capture. When an orange dashed border appears around the window, click to select the highlighted area.



- **Region:** Click and drag to select the desired area on the screen.

## Related Articles

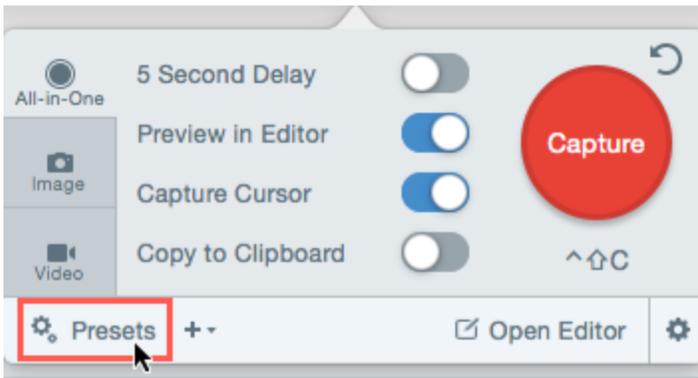
[Image Tab Settings](#)

# Save Capture Settings with Presets

Set up a preset to automatically remember your capture settings. Use presets to:

- Save commonly used capture settings.
- Eliminate the setup time before each capture.
- Quickly switch between capture types based on the task at hand.
- Reduce the editing required by automatically adding effects or selecting the share location.

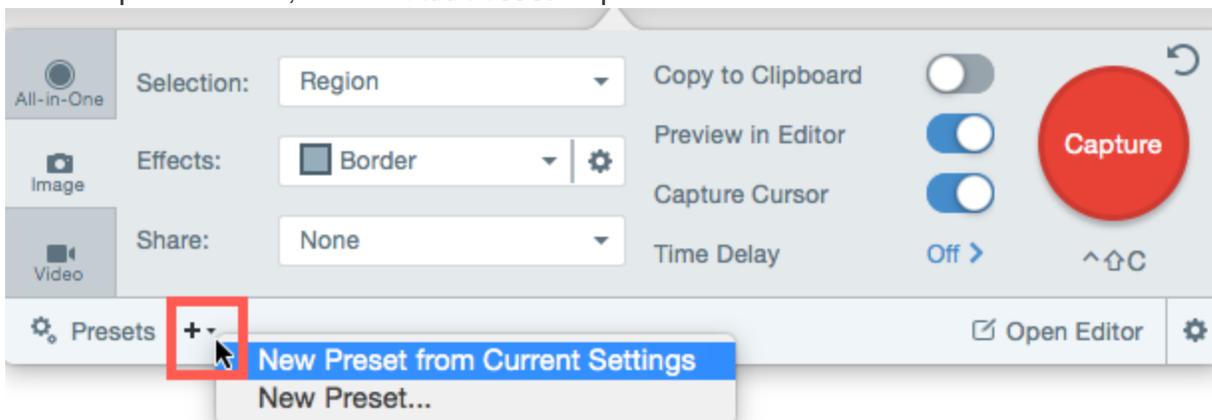
Snagit provides some default presets to get you started. Click the **Presets** button in the Capture window to show the list of presets.



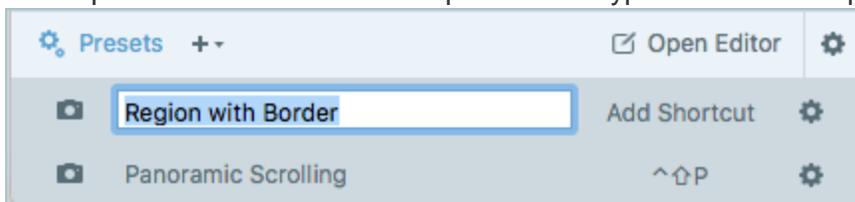
## Add a Preset from the Current Settings

Quickly add a new preset based on the currently selected settings on the tab.

1. In the Capture window, click the **Add Preset** dropdown.



2. Select the **New preset from current settings** option from the dropdown.
3. A new preset is added to the saved presets list. Type a name for the preset and press **Enter**.



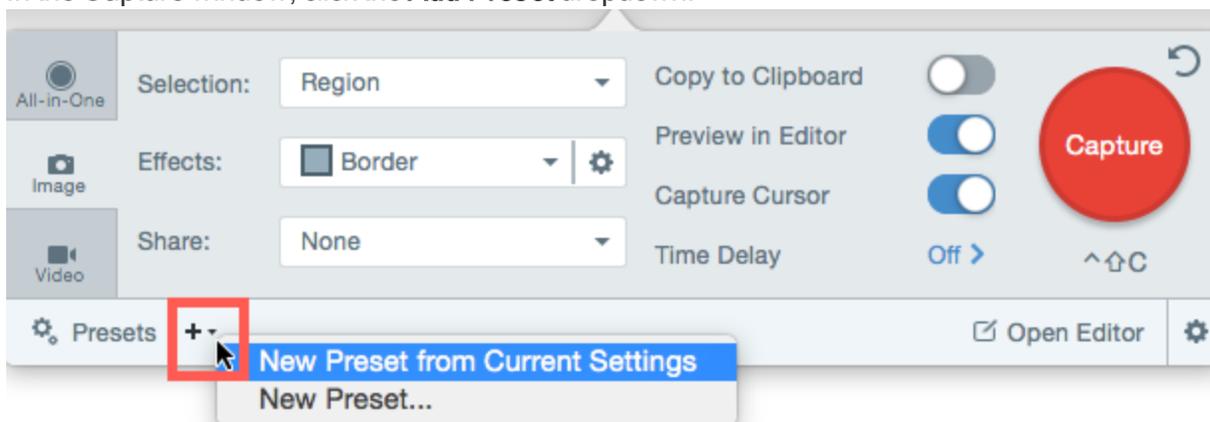
4. To assign a hotkey, click **Add Hotkey**.
5. Press the desired key combination on the keyboard to set the hotkey.

To learn how to use the new preset, see [Capture with a Preset](#).

## Add a New Preset

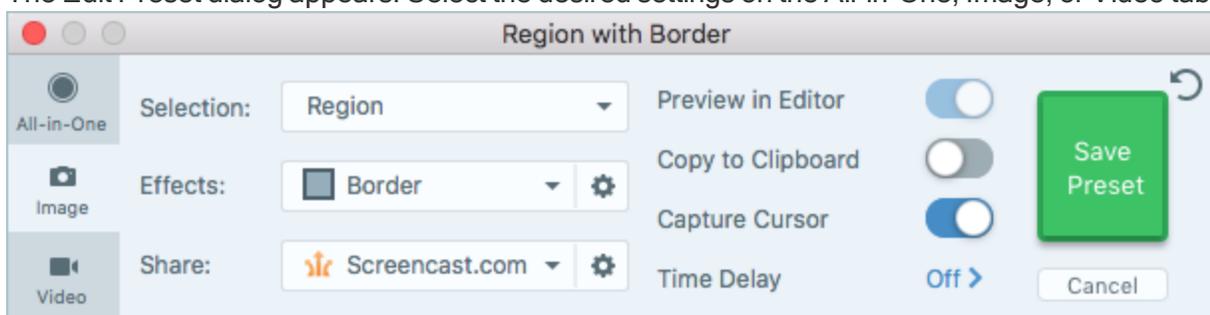
Use the **New Preset** option to select the desired settings to create a new preset.

1. In the Capture window, click the **Add Preset** dropdown.



2. Select the **New preset** option from the dropdown.

3. The Edit Preset dialog appears. Select the desired settings on the All-in-One, Image, or Video tab.



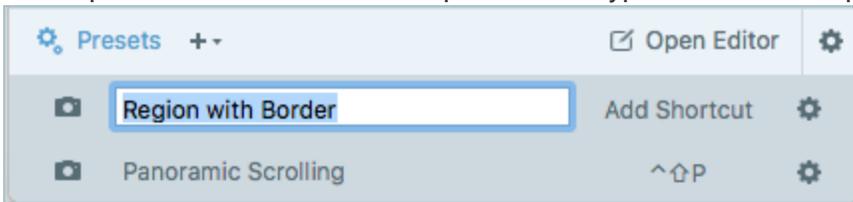
- **All-in-One tab:** Set up a preset where you can choose to capture an image or a video on-the-fly.
- **Image tab:** Set up a preset that captures an image with additional settings such as effects and sharing destinations.
- **Video tab:** Set up a preset that records a video with additional settings such as audio and a webcam.

Snagit only saves the settings on the currently selected tab. If you switch between tabs, the settings from the other tabs are not included in the current preset.

4. Click the **Save Preset** button.



5. A new preset is added to the saved presets list. Type a name for the preset and press **Enter**.



6. To assign a hotkey, click **Add Hotkey**.
7. Press the desired key combination on the keyboard to set the hotkey.

To learn how to use the new preset, see [Capture with a Preset](#).

## Related Articles

[Capture with a Preset](#)

[Assign a Preset Keyboard Shortcut](#)

[Edit a Preset](#)

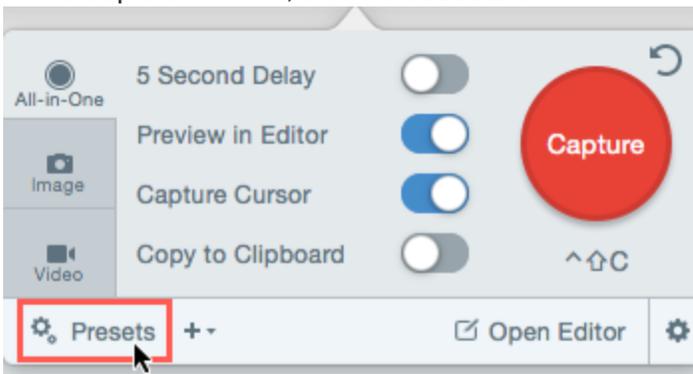
# Capture with a Preset

**Presets** automatically remember your capture settings. Use presets to:

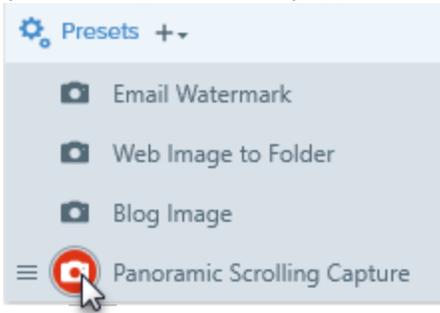
- Save commonly used capture settings.
- Eliminate the setup time before each capture.
- Quickly switch between capture types based on the task at hand.
- Reduce the editing required by automatically adding effects or selecting the share location.

## Start a Capture using a Preset

1. Open or set up what you want to capture on the screen.
2. In the Capture window, click the **Presets** button.



3. The list of available presets expands. Hover your cursor over the desired preset until a red capture icon (Preset Capture button) appears.



4. Click the **Preset Capture** button to start the capture.

## Related Articles

[Save Capture Settings with Presets](#)

[Assign a Preset Keyboard Shortcut](#)

[Edit a Preset](#)

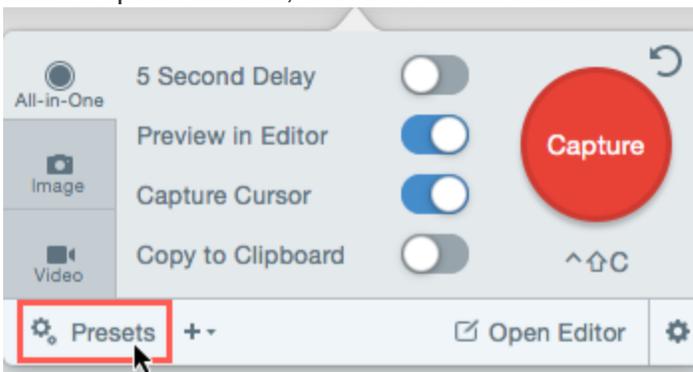
# Assign a Preset Keyboard Shortcut

Set up a [preset](#) to automatically remember your capture settings. You can assign a custom keyboard shortcut to each preset to:

- Maintain the cursor's position on the screen.
- Immediately start captures without interacting with the Snagit application.
- Save time by quickly taking multiple captures with unique captures settings, eliminating the time it takes to set up captures individually.

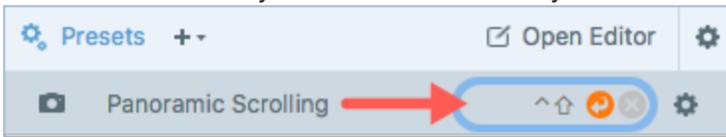
## Assign or Change a Preset Keyboard Shortcut

1. In the Capture window, click the **Presets** button.



2. The list of presets expands. To assign a keyboard shortcut, click **Add Shortcut**.

3. Press the desired key combination on the keyboard to set the keyboard shortcut.



## Related Articles

[Save Capture Settings with Presets](#)

[Capture with a Preset](#)

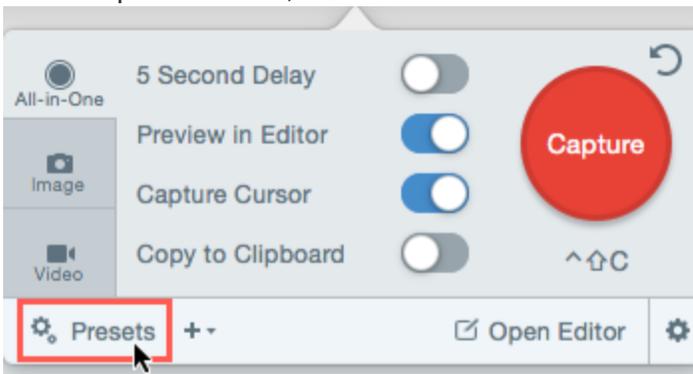
[Edit a Preset](#)

# Edit a Preset

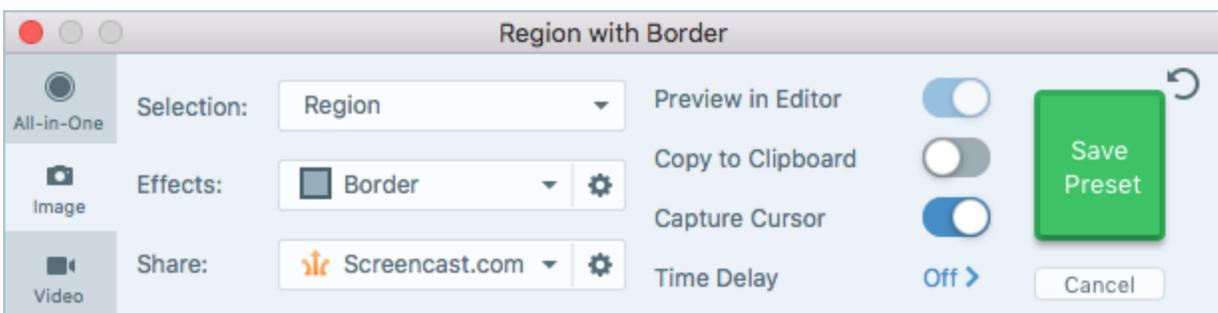
**Presets** automatically remember your capture settings. You can edit existing presets at any time.

## Edit a Preset

1. In the Capture window, click the **Presets** button.



2. The list of available presets expands. Click the ⚙ icon next to the preset and select **Edit**.
3. The Edit Preset dialog appears. Select the desired settings on the All-in-One, Image, or Video tab.



- **All-in-One tab:** Set up a preset where you can choose to capture an image or a video on-the-fly.
- **Image tab:** Set up a preset that captures an image with additional settings such as effects and sharing destinations.
- **Video tab:** Set up a preset that records a video with additional settings such as audio and a webcam.

Snagit only saves the settings on the currently selected tab. If you switch between tabs, the settings from the other tabs are not included in the current preset

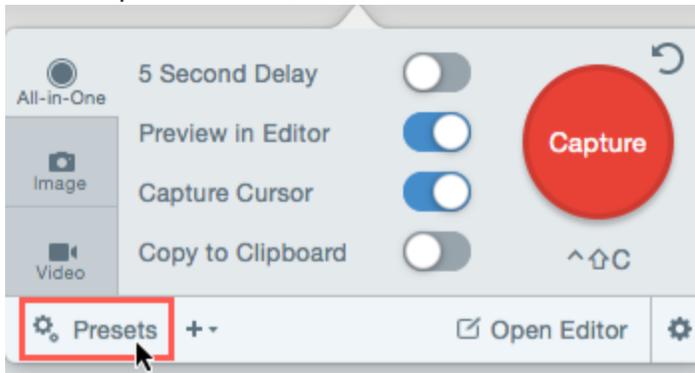
4. Click the **Save Preset** button.



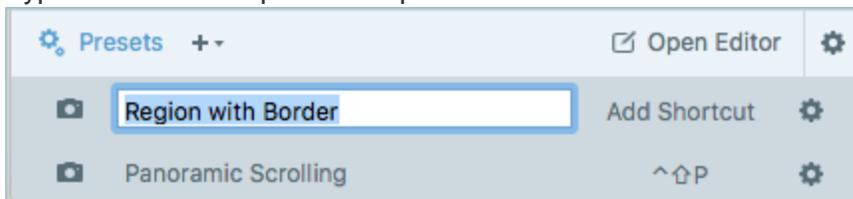
Snagit saves the changes to the preset.

## Rename a Preset

1. In the Capture window, click the **Presets** button.



2. The list of available presets expands. Click the ⚙ icon next to the preset and select **Rename**.
3. Type a name for the preset and press **Enter**.

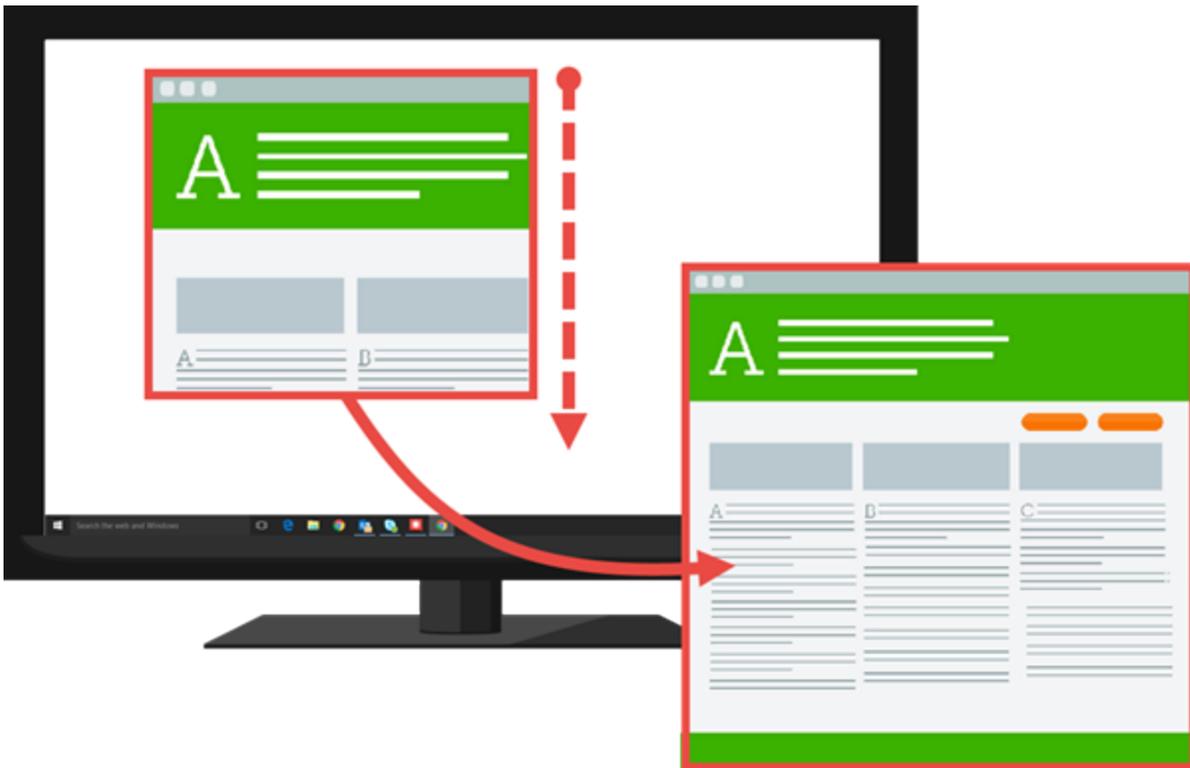


### Related Articles

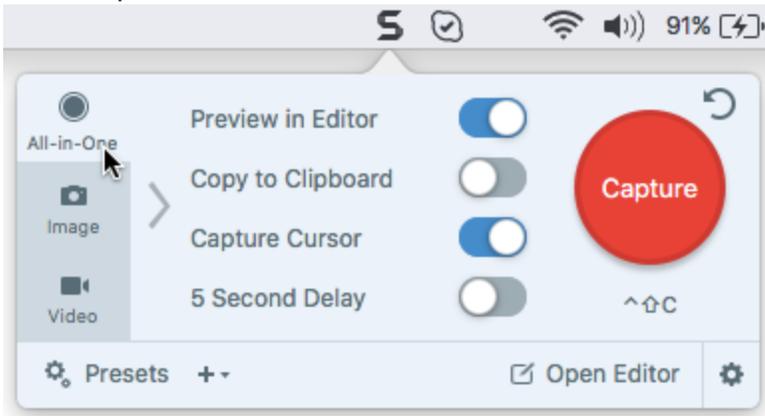
- [Save Capture Settings with Presets](#)
- [Capture with a Preset](#)
- [Assign a Preset Keyboard Shortcut](#)

## Capture a Scrolling Window

Snagit can capture the entire contents of a web browser or application window including the content that extends beyond the visible area in the window.



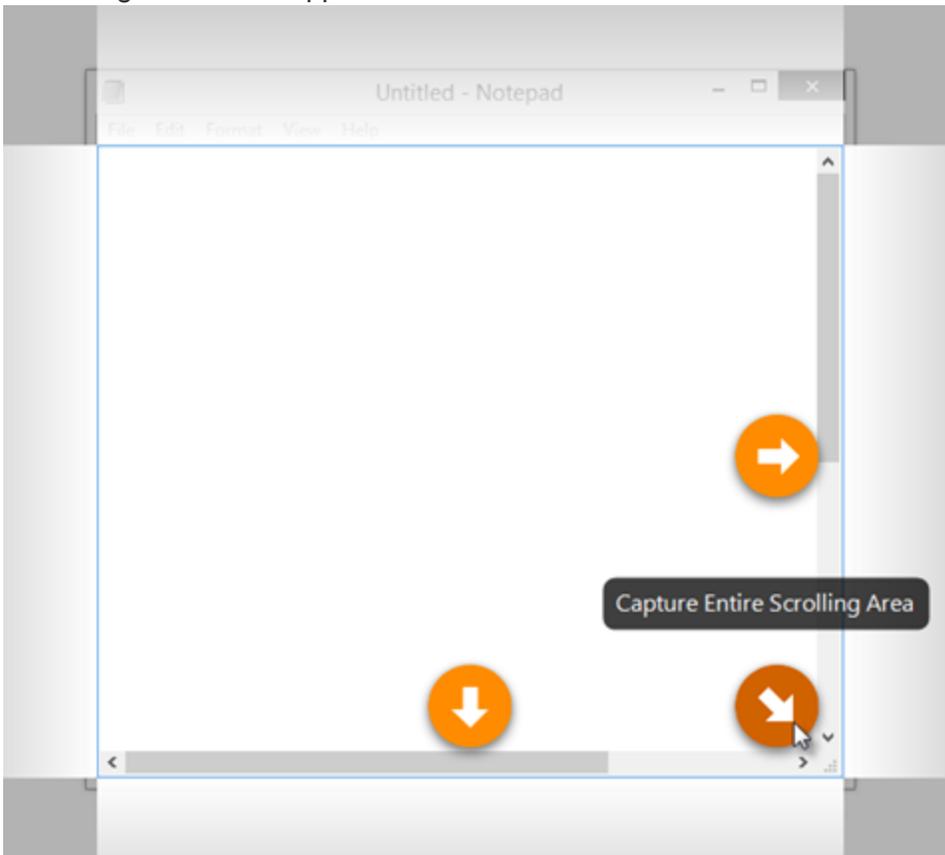
1. Open or set up what you want to capture.
2. In the Capture window, click the **All-in-One** tab.



3. Click the **Capture** button or press **Control-Shift-C**.



4. The orange crosshairs appear. Move the cursor over the window.



Click an arrow to take a capture of the horizontal scrolling area, vertical scrolling area, or the entire scrolling area.

If the scroll arrows do not appear, make sure Scrolling Capture is enabled in the [Capture Preferences](#).

The capture opens in [Snagit Editor](#) where you can preview, edit, and share the capture.

## Related Articles

[Panoramic Scrolling Capture](#)

[Capture an Entire Webpage](#)

# Panoramic Scrolling Capture

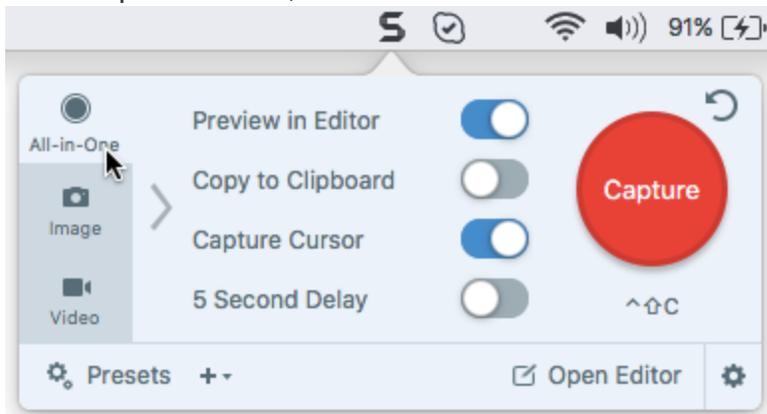
Panoramic Scrolling Capture captures a continuous area within a window by manually panning or scrolling the window's contents.

There are two ways to start a Panoramic Scrolling Capture:

- [Capture with All-in-One](#)
- [Capture with the Preset](#)

## Capture with All-in-One

1. In the Capture window, select the **All-in-One** tab.

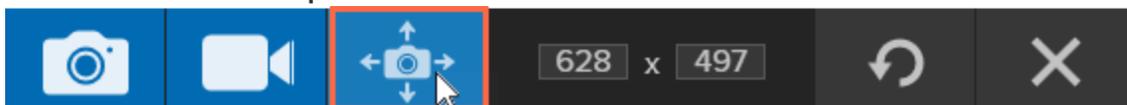


2. Click the **Capture** button or press **Control-Shift-C**.

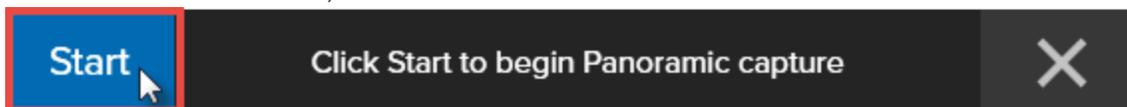


3. The orange crosshairs appear. Click and drag to select an area within a window on the screen. See [Selection Area Tips](#).

4. Click the **Panoramic Capture** button.



5. On the Panoramic toolbar, click the **Start** button.



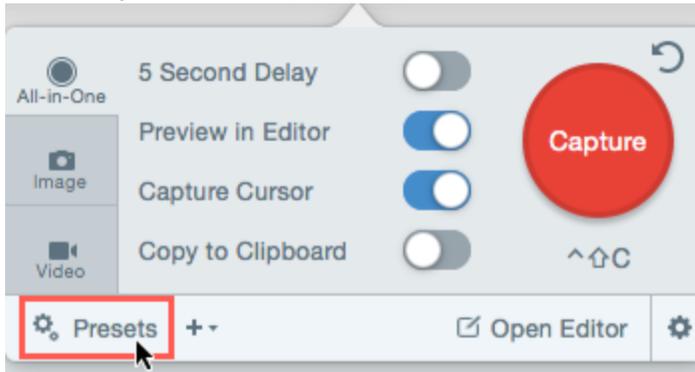
6. In the window, use the scrollbars or click and drag to pan the content in the window to capture. Snagit captures anything shown within the selected area. See [Scrolling and Panning Tips](#).

7. To stop a Panoramic Capture, click the **Stop** button on the Panoramic toolbar. If the toolbar is hidden, click the Capture window icon in the taskbar.

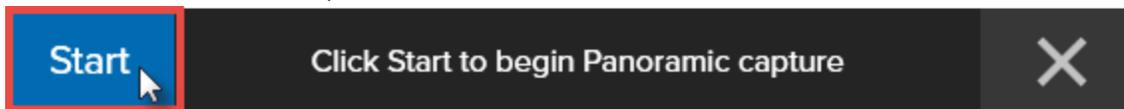
The capture opens in [Snagit Editor](#) where you can preview, edit, and share the capture.

# Capture with the Preset

1. In the Capture window, click the **Presets** button.



2. The list of presets expands. Click the **Panoramic Scrolling Capture** preset.
3. The crosshairs appear. Click and drag to select an area within a window on the screen. See [Selection Area Tips](#).
4. On the Panoramic toolbar, click the **Start** button.



5. In the window, use the scrollbars or click and drag to pan the content in the window to capture. Snagit captures anything shown within the selected area. See [Scrolling and Panning Tips](#).
6. To stop a Panoramic Capture, click the **Stop** button on the Panoramic toolbar. If the toolbar is hidden, click the Capture window icon in the taskbar.

The capture opens in [Snagit Editor](#) where you can preview, edit, and share the capture.

## Selection Area Tips

- Resize the web browser or application window to a larger size so it is easier to view the content as you scroll or pan during capture.
- Do not include the scroll bar in the selection.
- Consider excluding irrelevant content in the capture such as blank margins, online ads, etc.
- Disable floating toolbars before capture.

## Scrolling and Panning Tips

- Scroll smoothly. Do not scroll to fast or slow.
- Scroll or pan one direction at a time. Try not to zigzag.

## Related Articles

[Capture a Scrolling Window](#)

# Capture Keyboard Shortcuts

Keyboard shortcuts allow you to quickly complete tasks in Snagit. The keyboard shortcuts for common commands are also listed in the menus. To complete an action, press the shortcut keys indicated below.

## Image Capture Shortcuts

Option	Keyboard Shortcut
Global Capture	Control-Shift-C
Video Selection Guides	G
Show/Hide Magnifier	M
Cancel Capture	Esc
Show/Hide Capture Help	H
Capture Fullscreen	F
Capture Multiple Regions	Hold the Command key
Scroll Horizontally	R
Scroll Vertically	D
Scroll Diagonally	X
Image Capture	Shift-Control-S
Expose (Window) Capture	Shift-Control-W
Menu Capture	Shift-Control-E

## Video Capture Shortcuts

Option	Keyboard Shortcut
Video Capture	Control-Shift-V

Option	Keyboard Shortcut
Start Recording	Control-Shift-Space
Pause/Resume Recording	Control-Shift-Space
Stop Recording	Control-Shift-V

## Related Articles

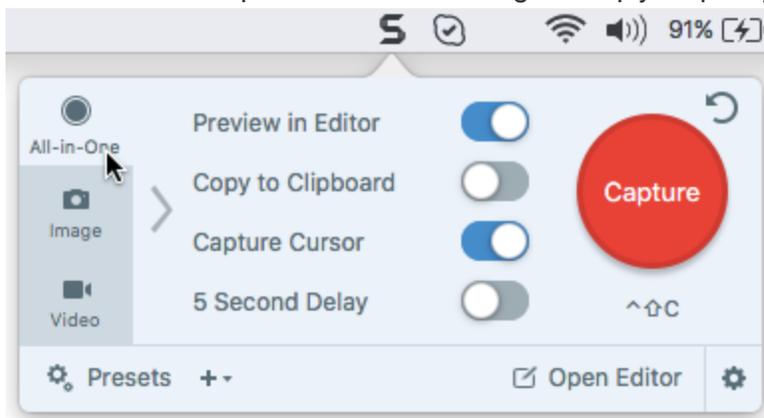
[Change the Global Capture Keyboard Shortcut](#)

[Snagit Mac Keyboard Shortcuts](#)

[Keyboard Shortcut Preferences](#)

# All-in-One Tab Settings

The All-in-One tab provides default settings to help you quickly [capture an image](#) or [video capture](#) on-the-fly.



Option	Description
Copy to Clipboard	Copy the capture to the Clipboard for quick pasting into another program or location after capture.
Preview in Editor	Open the capture in Snagit Editor to preview, edit, and share the image or video. Disable this option to skip previewing and editing the capture in Snagit Editor. Select a <b>Share</b> option in the Capture window, to automatically share to your destination.
Capture Cursor	Include the cursor in the capture. <ul style="list-style-type: none"> <li>For image captures, the cursor is captured as a vector image that can be</li> </ul>

Option	Description
	<p>moved, edited, or deleted from the image.</p> <ul style="list-style-type: none"> <li>For video captures, it is recommended to capture the cursor with video recordings to help show where the action occurs on the screen.</li> </ul>
5 Second Delay	<p>Delay the start of the capture by 5 seconds to allow for additional setup time before capture.</p> <p>After clicking the <b>Capture</b> button, a countdown appears on the bottom-right corner of the screen.</p>
Additional Options	<p>Click the additional options icon to expand the share options for All-in-One capture.</p> <p>Select an option from the <b>Share</b> dropdown to share the capture. To learn more about Share output, see <a href="#">Share Overview</a>.</p> <ul style="list-style-type: none"> <li>If the <b>Preview in Editor</b> option is enabled, you must click the <b>Finish</b> button in Snagit Editor to send the capture to the selected destination.</li> </ul>  <ul style="list-style-type: none"> <li>If the <b>Preview in Editor</b> option is disabled, the capture is automatically sent to the selected destination after capture.</li> </ul> <div style="border: 1px solid #ccc; padding: 10px; margin-top: 10px;"> <p>Only outputs that support both image and video file formats are available. For more sharing destinations, use the <a href="#">Image tab</a>, <a href="#">Video tab</a>, or share a capture from Snagit Editor.</p> </div>

## Related Articles

[Capture Window Overview](#)

[Change the Global Capture Keyboard Shortcuts](#)

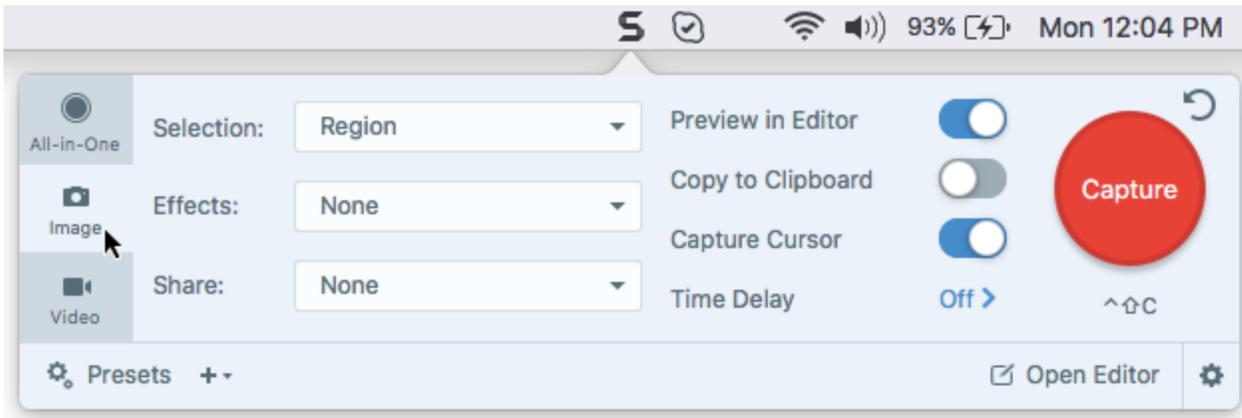
[Save Capture Settings with Presets](#)

[Image Tab Settings](#)

[Video Tab Settings](#)

# Image Tab Settings

The Image tab allows you to customize the image capture settings to meet your needs. Automatically add effects, share directly to a destination, add a time delay, and other customizations.



The Image tab settings include:

- [Basic Settings](#)
- [Selection Settings](#)
- [Effects Settings](#)
- [Share Settings](#)

To get started in capturing an image with the selected settings, see [Capture an Image](#) or [What Do You Want to Capture](#).

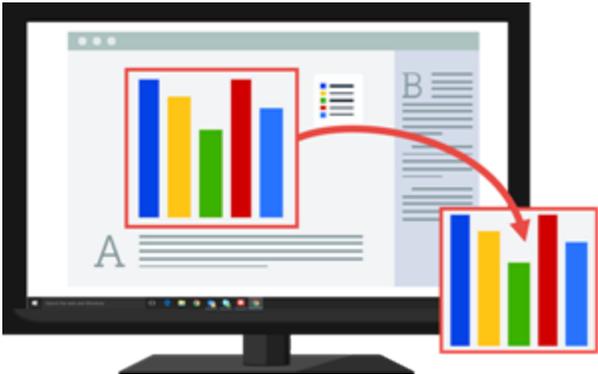
## Basic Settings

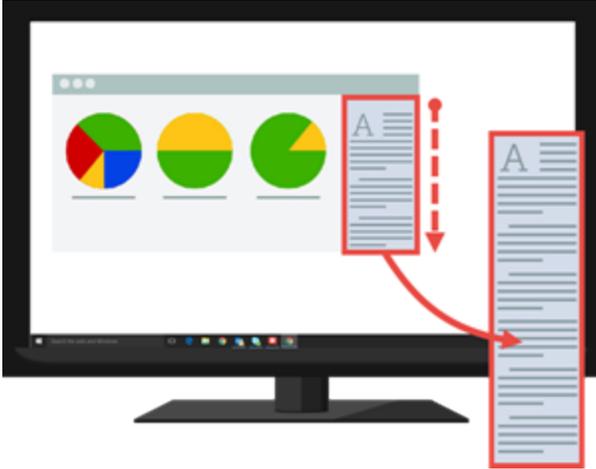
Option	Description
Copy to Clipboard	Copy the capture to the Clipboard for quick pasting into another program or location after capture.
Preview in Editor	Open the capture in Snagit Editor to preview, edit, and share the image. Disable this option to skip previewing and editing the capture in Snagit Editor. Select a <b>Share</b> option in the Capture window, to automatically share to your destination.
Capture Cursor	Include the cursor in the capture. For image captures, the cursor is captured as a vector image that can be moved, edited, or deleted from the image.

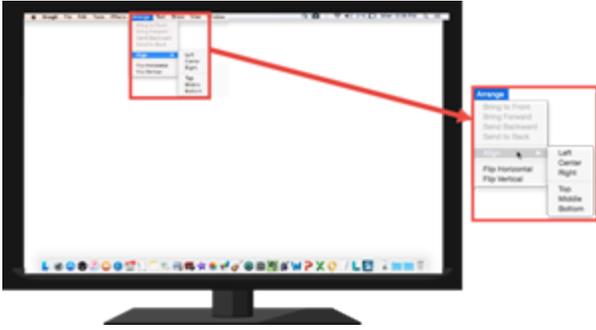
Option	Description
Capture Delay	<p>Delay the start of the capture to allow for additional setup time to open a menu or set up items on the screen. Select from the following Capture Delay options:</p> <ul style="list-style-type: none"> <li>• <b>Delay:</b> Set a capture delay in seconds. See <a href="#">Set Up a Time-Delayed Capture</a>.</li> </ul>

## Selection Settings

Selection defines the area or type of content to capture on the screen. Snagit provides selection options designed to capture difficult to capture items such as menus and content not visible in a window without using the scroll bars.

Option	Description
<p>Region</p> 	<p>Capture a portion of the screen.</p>
<p>Fullscreen</p>	<p>Capture an image of the entire screen.</p> <p>If you have multiple monitors, the <b>Fullscreen</b> option only captures one monitor.</p>
<p>Expose</p>	<p>Capture an open window, dialog, or area in an application on your screen.</p>

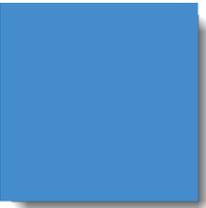
Option	Description
	
<p data-bbox="131 680 331 709">Scrolling Window</p> 	<p data-bbox="773 848 1463 940">Capture the entire contents of a web browser or application window including the content that extends beyond the visible area in the window.</p>
<p data-bbox="131 1157 256 1186">Panoramic</p> 	<p data-bbox="773 1381 1406 1451">Capture a continuous area within a window by manually panning or scrolling the window's contents.</p>
<p data-bbox="131 1719 196 1749">Menu</p>	<p data-bbox="773 1719 1230 1749">Capture a dropdown or cascading menu.</p>

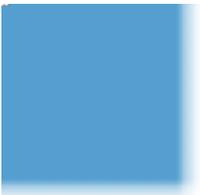
Option	Description
	
<a href="#">Webcam</a>	Capture a still image from a built-in webcam or another camera device.
<a href="#">Webpage</a>	An alternative method to <a href="#">scrolling capture</a> to quickly capture an entire web page.

## Effects Settings

Automatically apply effects to the image capture.

1. Select an option from the **Effects** dropdown.
2. Click the **Properties** button to set the effect properties.
3. To add another effect to the image capture, select the **Add another effect** option. Repeat steps 1 and 2.

Option	Description
<a href="#">Border</a> 	Add an outline border around an image.
<a href="#">Shadow</a> 	Add a shadow effect to a side or around the entire image.

Option	Description
<p data-bbox="118 233 191 260">Edges</p> 	<p data-bbox="613 342 1203 369">Add an edge effect to one or more sides of an image.</p>
<p data-bbox="118 525 256 552">Perspective</p> 	<p data-bbox="613 617 1438 678">Distorts an image to give the appearance of being viewed from a different angle.</p>
<p data-bbox="118 816 237 844">Reflection</p> 	<p data-bbox="613 945 1052 972">Add a mirror-like reflection to an image.</p>
<p data-bbox="118 1148 256 1176">Color Filters</p>	<p data-bbox="613 1148 1068 1176">Apply a filter effect over the entire image</p>
<p data-bbox="118 1218 175 1245">Fade</p> 	<p data-bbox="613 1329 1182 1356">Apply a gradual dimming to the edges of an image.</p>

## Share Settings

Select an output to send the image to after capture.

1. Select an option from the **Share** dropdown.
2. To share to multiple destinations, select the **Add another destination** option.

If the **Preview in Editor** option is enabled, you must click the **Finish** button in Snagit Editor to send the

capture to the selected destination.



Snagit Outputs	Description
FTP	Send the capture to an FTP server using file transfer protocol.
Screencast.com	Upload the capture to TechSmith's hosting service which provides a URL or embed code for quick sharing.
Camtasia	Import image captures to use as assets in a video project.
Mail	Insert the capture into a new email message.
Messages	Insert the capture into a new message.
Google Drive	Upload the capture to Google Drive for image hosting.
Airdrop	Send the capture to another Apple device through AirDrop.
Twitter	Post a tweet to your Twitter account that includes a link to the capture.
TechSmith Relay	Upload an image to TechSmith Relay.
Dropbox	Upload the capture to Dropbox for image hosting.
Facebook	Post a capture onto your Facebook timeline.
Flickr	Upload an image capture onto Flickr.

## Save Settings as a Preset

To save the capture settings for future use, select **Add Preset dropdown > New preset from current settings**.

## Related Articles

[Capture Window Overview](#)

[Change the Global Capture Keyboard Shortcut](#)

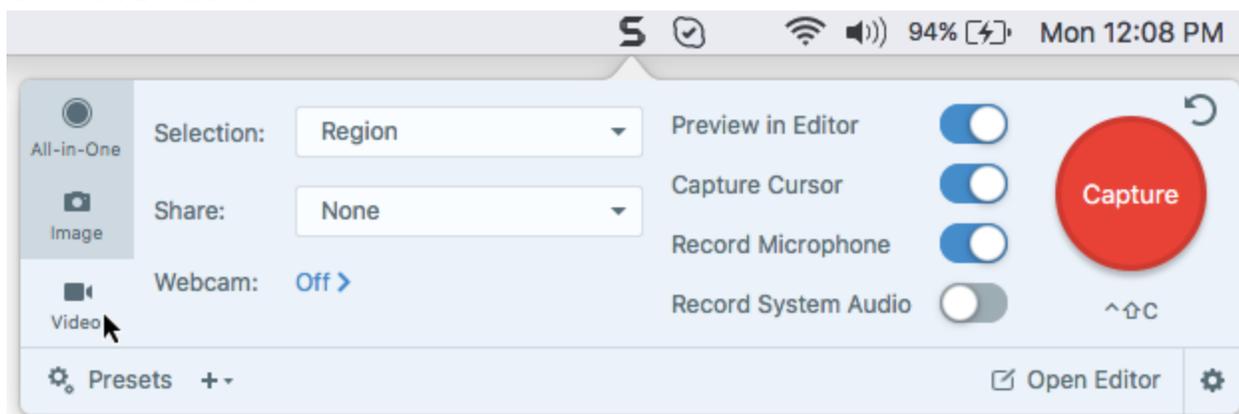
[Save Capture Settings with Presets](#)

[All-in-One Tab Settings](#)

[What Do You Want to Capture?](#)

# Video Tab Settings

The Video tab allows you to customize the video capture settings to meet your needs. Set up audio or a webcam device for the video.



The Video tab settings include:

- [Basic Settings](#)
- [Selection Settings](#)
- [Share Settings](#)

To get started in recording a video with the selected settings, see [Record a Video](#).

## Basic Settings

Option	Description
Webcam	Record a built-in webcam or other camera device during video capture. The Webcam option switches between displaying the webcam recording (Webcam enabled) and displaying the screen recording (Webcam disabled) in the video capture.
Record Microphone	Record audio using a microphone device during video capture.
Record System Audio	Record the system audio (sounds from your computer's speakers) during video capture.

Option	Description
Preview in Editor	Open the capture in Snagit Editor to preview, edit, and share the video. Disable this option to skip previewing and editing the capture in Snagit Editor. Select a <b>Share</b> option in the Capture window, to automatically share to your destination.
Capture Cursor	Include the cursor in the capture. For video captures, it is recommended to capture the cursor with video recordings to help show where the action occurs on the screen.

## Selection Settings

Selection defines the area or type of content to capture on the screen. To learn more about video dimensions and selection tips, see [Select the Video Recording Area](#).

Option	Description
Region	Select to record a region on your screen. If you need to record at specific dimensions, click the <b>Selection Properties</b> button and select the <b>Fixed region</b> option. Set the dimensions and/or the position in the fields.
Fullscreen	Select to record the entire screen. <b>Note:</b> If you have multiple monitors, the <b>Fullscreen</b> option only captures one monitor.

## Share Settings

Select an output to send the video to after capture.

1. Select an option from the **Share** dropdown.
- 2.
3. To share to multiple destinations, select the **Add another destination** option.

If the **Preview in Editor** option is enabled, you must click the **Finish** button in Snagit Editor to send the capture to the selected destination.



Snagit Outputs	Description
FTP	Send the capture to an FTP server using file transfer protocol.
Screencast.com	Upload the capture to TechSmith's hosting service which provides a URL or embed code for quick sharing.
Camtasia	Import the video capture to edit or use as source clips in a project.
TechSmith Relay	Upload the video capture to TechSmith Relay.
YouTube	Upload the video capture to your YouTube account.
Google Drive	Upload the capture to Google Drive for video hosting.
Dropbox	Upload the capture to Dropbox for video hosting.
Mail	Insert the capture into a new email message.
Messages	Insert the capture into a new message.
Airdrop	Send the capture to another Apple device through AirDrop.
Vimeo	Upload the video capture to Vimeo for video hosting.
Facebook	Post a capture onto your Facebook timeline.
Flickr	Upload the video capture to Flickr.

## Save Settings as a Preset

To save the capture settings for future use, select **Add Preset dropdown > New preset from current settings**.

### Related Articles

[Capture Window Overview](#)

[Change the Global Capture Keyboard Shortcut](#)

[Save Capture Settings with Presets](#)

[All-in-One Tab Settings](#)

[What Do You Want to Capture?](#)

[Record a Video](#)

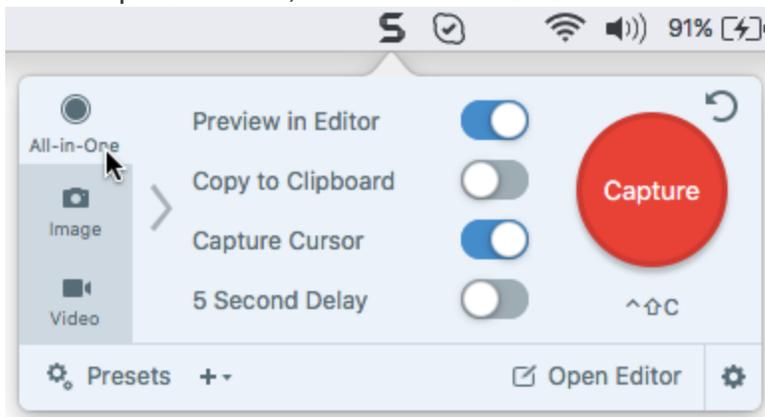
# Record a Video

Record a video of the action on the screen as an MP4 video. You can choose to record microphone audio, system audio, and a webcam. Use Snagit videos to:

- Walk someone through a process or issue.
- Record a demonstration or a how-to video.
- Record a presentation switching between the presentation slides and video of the speaker.
- Send someone audio and visual feedback in a video.
- Record a small portion of an online video or animation.

## Record a Video

1. In the Capture window, select the **All-in-One** tab.

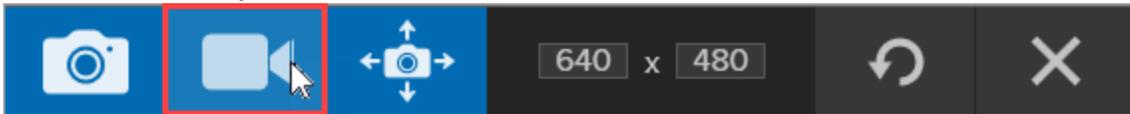


2. Click the **Capture** button or press **Control-Shift-C**.



3. The orange crosshairs appear. Click and drag to select the area to record on the screen or click the **Fullscreen** button to select the entire screen.  
For tips, see [Select the Video Recording Area](#).
4. To edit the selected area, complete any of the following:
  - Drag the handles to adjust the selection.
  - To enter a specific size, type the dimensions in pixels into the **Width** and **Height** fields.
  - To move the selected area on the screen, click within the highlighted area and drag the selection to the desired location.

5. Click the **Video Capture** button.



6. The Video Recording toolbar appears.



The options on the toolbar can be toggled on or off during recording:

- **Webcam:** Record live video of the connected or built-in webcam. Screen video is not recorded when the webcam option is enabled.



- **System Audio:** Record the sound from your computer such as application alerts, audio playing from your speakers, etc.



- **Microphone Audio:** Record the audio from your computer's built-in microphone or from a connected USB microphone.



7. To begin recording, click the **Record** button.



8. To stop the recording, click the **Stop** button or press **Option-Shift-V**.



The capture opens in [Snagit Editor](#) where you can preview, edit, and share the capture.

#### TIP: Save a Preset

If you frequently use the same video dimensions or recording settings, save the settings as a preset for future use. See [Set Up a Custom Video Recording](#).

## Related Articles

[Select the Video Recording Area](#)

[Edit a Video](#)

[Trim or Cut Out Unwanted Video Sections](#)

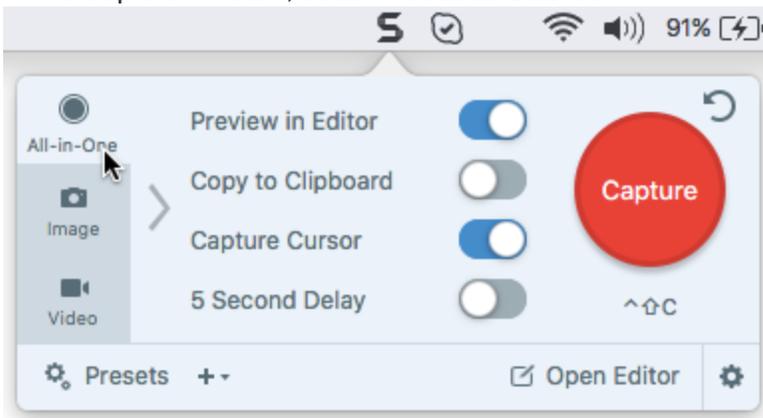
# Select the Video Recording Area

To create quality [videos](#), you should consider the recording dimensions before starting the video recording. It is important to select the appropriate dimensions for where you plan to host or share the video with your audience. Snagit provides several ways to help you select the appropriate dimensions for your video recordings.

## Select the Video Recording Area

Snagit offers the flexibility to record specific dimensions, a 4:3 or 16:9 aspect ratio, the entire screen, a region, or a window. Frame the screen content by selecting a recording area that only includes the relevant screen content.

1. In the Capture window, select the **All-in-One** tab.

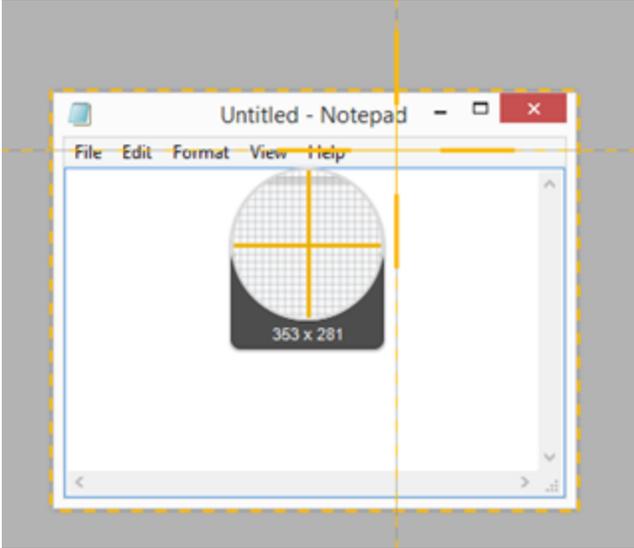
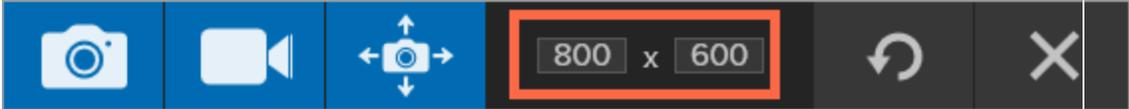


2. Click the **Capture** button or press **Control-Shift-C**.



3. The orange crosshairs appear. To select the area, complete one of the following:

Recording Selection	Steps to Complete
Fullscreen	Click the Fullscreen button. 
Window	1. Hover the cursor over the window to record.

Recording Selection	Steps to Complete
	 <p data-bbox="402 856 1138 890">2. An orange border appears around the window. Click to select.</p>
Region	<p data-bbox="375 940 899 974">Click and drag to select an area on the screen.</p> <p data-bbox="440 1041 846 1075">Hold the Shift key to draw a square.</p>
Custom Dimensions	<p data-bbox="402 1163 1386 1247">1. Click and drag to select an area on the screen. 2. The toolbar appears. Enter the custom dimensions into the Width and Height fields.</p> 

To learn more about setting up a video recording, see [Record a Video](#).

## Select Standard Dimensions

Snagit's video guides show standard or recommended dimensions for common video sharing destinations such as YouTube, websites, and mobile devices.

If you plan to share your video to a location that requires specific video dimensions, it is recommended to record at these dimensions or at the same aspect ratio as the recommended dimensions.

1. When selecting an area to record, press **G** to turn the video selection guides on or off.
2. Click and drag to select the recording area. As you drag the cursor near one of the standard dimensions, the guide dimly appears.
3. Continue to drag the cursor until the selection border highlights to match the guide.

## Related Articles

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[Record a Video](#)

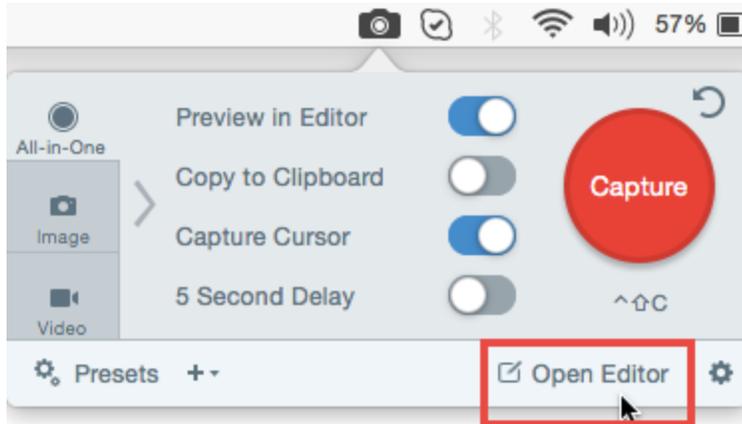
# Snagit Editor Overview

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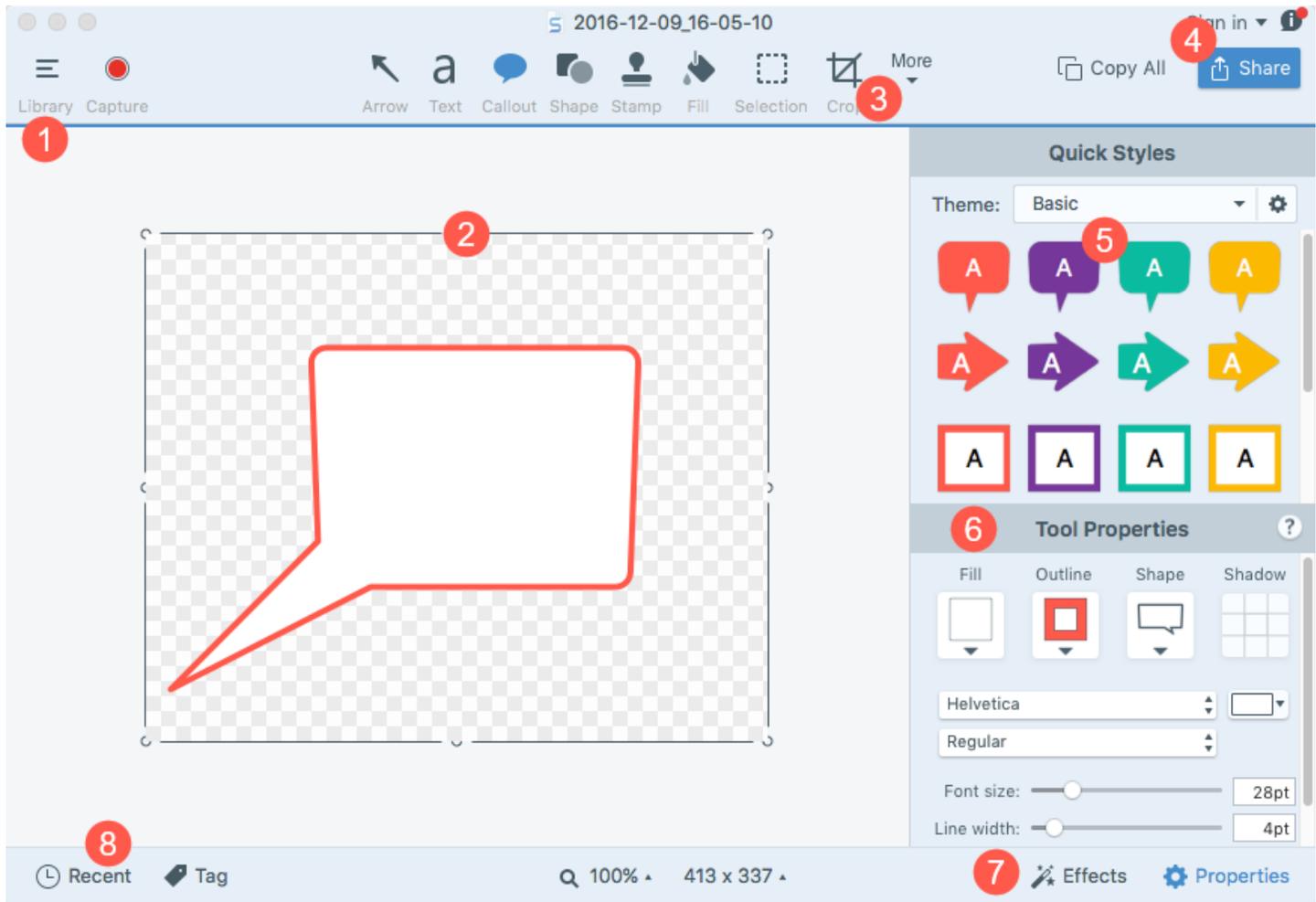
Use Snagit Editor to preview, edit, and share your captures.

## Open Snagit Editor

Click the **Open Editor** button in the Capture window.



# Snagit Editor Overview

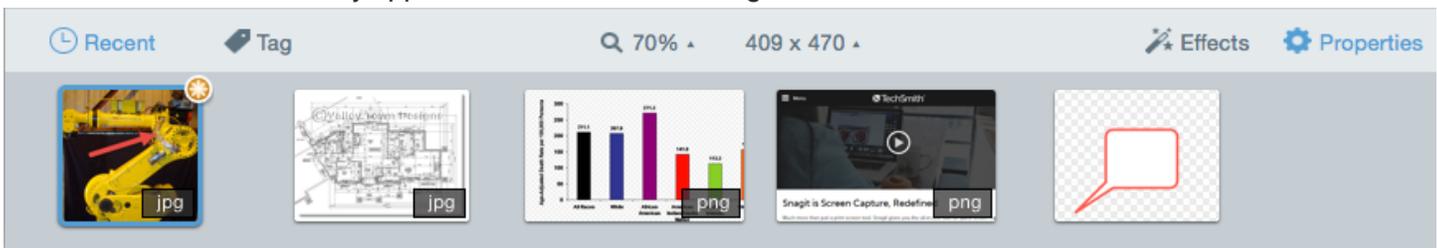


1	<p><b>Library</b> View and organize your capture history. See <a href="#">View the Capture History</a>.</p>
2	<p><b>Canvas</b> Working area to preview and edit captures. See <a href="#">Working on the Canvas</a> and <a href="#">Video Playback in Snagit Editor</a>.</p>
3	<p><b>Toolbar</b> Click to select an editing tool. You can customize the order and tools available in the toolbar. See <a href="#">Tools Overview</a> and <a href="#">Customize the Snagit Editor Toolbar</a>.</p>
4	<p><b>Share</b> Host or share captures to social media or other apps.</p>

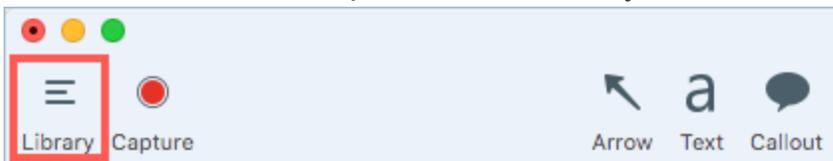
	See <a href="#">Share Overview</a> .
<b>5</b>	<b>Quick Styles</b> Apply or save custom-made styles. See <a href="#">Add a Quick Style</a> .
<b>6</b>	<b>Properties</b> Adjust the properties to customize a tool. See <a href="#">Tools Overview</a> .
<b>7</b>	<b>Effects Panel</b> Click the <b>Effects</b> button to view the image effects available. See <a href="#">Add an Image Effect</a> .
<b>8</b>	<b>Recent Captures Tray</b> Displays recent image and video captures. See <a href="#">Recent Captures Tray</a> .

## Recent Captures Tray

The tray shows the recent image captures, video captures, and other files opened or edited in [Snagit Editor](#). The thumbnail selected in the tray appears on the [canvas](#) in Snagit Editor.



To view additional recent captures, click the **Library** button at the top of Snagit Editor.



## Save a Capture

Snagit automatically saves any unsaved captures as a SNAGPROJ file. An orange sunburst appears on the thumbnail when there are unsaved changes. To save the changes, select **File > Save or Save As**.



The file format displays on the lower right corner of the thumbnail.

## Remove a Capture from the Tray

Snagit automatically saves your capture history to the library including any files opened or edited in Snagit Editor. Click the **Close** icon on a thumbnail to remove it from the tray.



Removing the item from the tray does not delete the file. Click the **Library** button to find and open the item.

## Delete a Capture

To permanently delete a file, right-click on the thumbnail in the tray or in the library and select **Delete**.

### Related Articles

[Snagit Editor Overview](#)

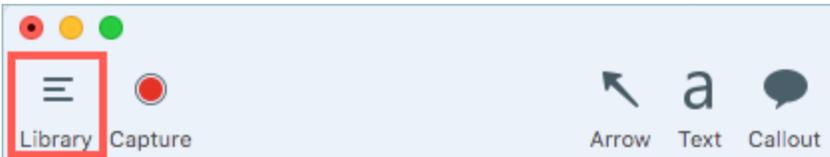
[View the Capture History \(Library\)](#)

[Add Tags to Organize Captures](#)

## View the Capture History (Library)

Snagit automatically saves your capture history to the library including any files opened or edited in Snagit Editor.

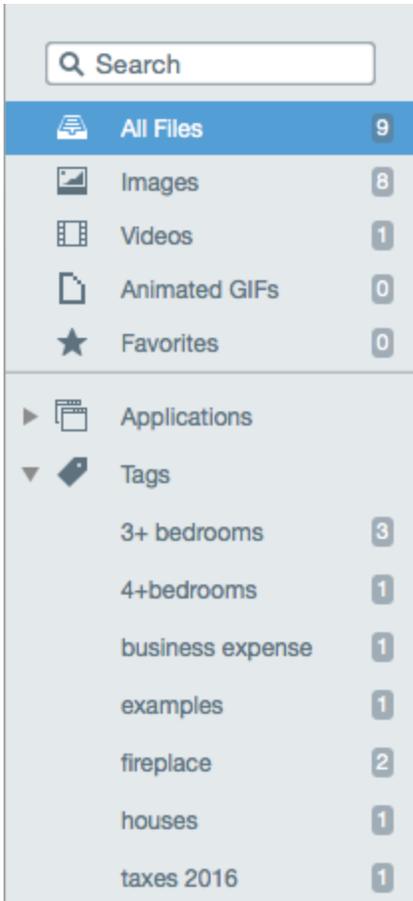
To access the library from Snagit Editor, click the **Library** button at the top of Snagit Editor.



Captures are categorized by:

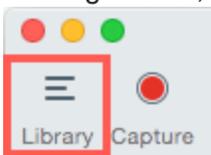
- Capture Type (Images, Videos, Animated GIFs)
- Date (Year and Month)

- Applications: All applications Snagit captured
- Tags: List of tags assigned to captures in Snagit



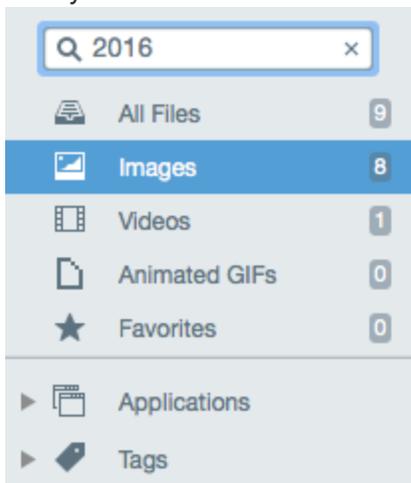
## Search for Captures

1. In Snagit Editor, click the **Library** button.



2. Enter a search term in the **Search** field. You can search by file name, by tags, by application or website captured from.

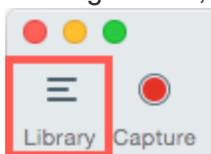
3. The search results appear below the search field. Click an item in the search results to view the captures in the library.



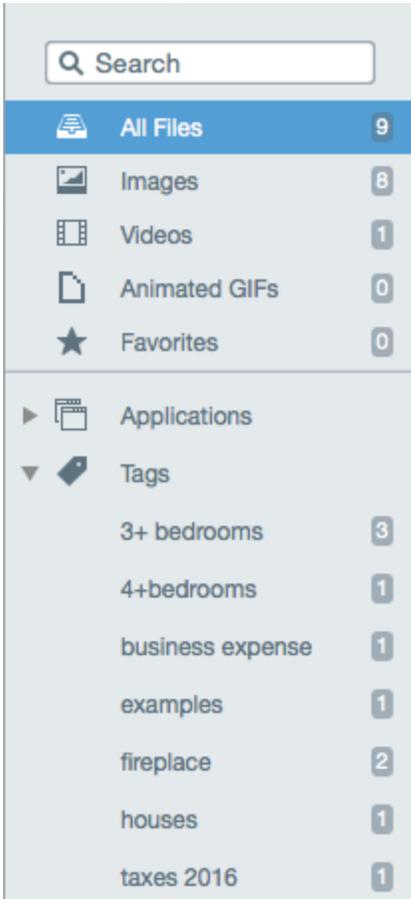
4. To open a capture in the tray, double-click the capture in the library.

## Browse the Capture History

1. In Snagit Editor, click the **Library** button.



- Captures are categorized by date (month and year), applications, or tags. Click a category in the Search pane to view the captures within that category in the library.



- To open a capture in the tray, double-click the capture in the library.

## Viewing Captures in the Library

- Drag the Zoom slider to change the size of the capture thumbnails in the library.
- Snagit captures other information during capture. To view this metadata, right-click and select **Get Info**.
- To open a capture in the tray, double-click the thumbnail in the library.

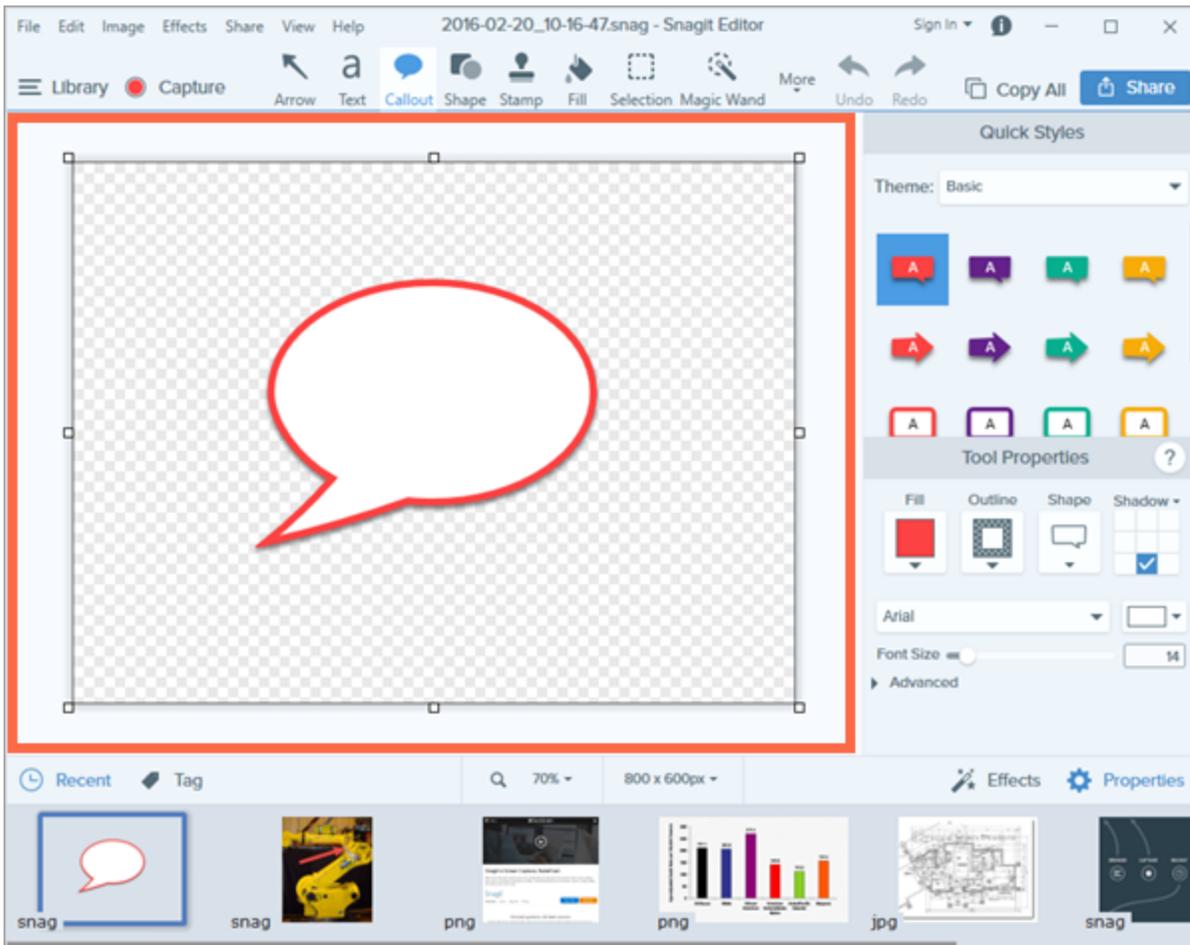
### Related Articles

[View the Share History](#)

[Add Tags to Organize Captures](#)

## Working on the Canvas

The canvas is the area in [Snagit Editor](#) to preview and edit captures. The canvas displays the capture selected in the [Recent Captures Tray](#).



## Preview Captures

Use the canvas to preview image or video captures before sharing.

- [Video Playback in Snagit Editor](#)
- [Zoom In or Zoom Out](#)

## Draw or Arrange Objects on the Canvas

The [Snagit Editor toolbar](#) consists of image editing tools to annotate, edit, and enhance image captures:

- Draw attention with [arrows](#), [text](#), [shapes](#), [highlighter](#), and [callouts](#) to highlight an area.
- Build infographics, mindmaps, and presentation slide graphics with [shapes](#) and [lines](#).
- Hide sensitive information with a [blur](#) or cover up with a [shape](#).
- Add [stamps](#) such as cursors, mobile device frames, proofreader's marks, or fun annotations.
- [Add a sequence of numbers or letters](#) to label steps within a capture.
- [Arrange objects](#) on the canvas.
- [Combine](#) multiple captures.

You can customize the toolbar with the frequently used tools, effects, share options, and commands. See [Customize Snagit Editor Toolbar](#).

## Common Image Editing Tasks

- [Make a Selection](#)
- [Cut, Copy, and Paste](#)
- [Fill an Area with a Specific Color](#)
- [Remove Unwanted Areas from an Image](#)
- [Resize an Image](#)
- [Rotate an Image](#)
- [Create Source Graphics for Future Editing](#)
- [Convert Images](#)
- [Add an Image Effect](#)

## Tips for Working on the Canvas

- To edit moveable objects on the canvas at a later time, save images as a [SNAGPROJ file](#).
- Drag one of the handles on the edge of an image to create more working space on the canvas.
- The checkerboard pattern on the canvas represents transparent areas in an image. To keep transparency, save the image to a file format that supports transparency. See [Transparency Tips](#).

## Arrange Objects

In Snagit Editor, you can edit any objects on the canvas that have not been flattened. Once an object has been flattened, it is a permanent part of the image and cannot be edited.

**TIP:** Save a SNAGPROJ file

Save your image as a SNAGPROJ file to edit objects, annotations, and text at a later time.

## Resize Objects

1. Click to select an object on the canvas.
2. Drag a white handle in or out. To maintain the aspect ratio while resizing an object, hold the **Shift** key.

To resize the entire image, see [Resize an Image](#).

# Move Objects

1. Click to select an object on the canvas.

SHIFT+click to select multiple objects.

2. Click within the object and drag it to a new position on the canvas.

# Rotate Objects

1. Click to select an object on the canvas.
2. If an object can be rotated, a green handle appears at the top of the object. Drag the green handle around the object to rotate it.

To rotate the entire image, see [Rotate an Image](#).

# Flip Objects

1. Click to select an object on the canvas.

SHIFT+click to select multiple objects.

2. Select Arrange > Flip Horizontal or Flip Vertical.

# Align Objects

Use the align options to quickly align a group of objects together.

1. SHIFT+click to select multiple objects.
2. Right-click the group of objects and select Align > an alignment option.

Snagit aligns the edges of the objects based on the alignment option selected.

# Change the Order of Objects

1. Click to select an object on the canvas.
2. Select Arrange > select an Order option.

## Related Articles

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[Rotate an Image](#)

[Resize an Image](#)

# Combine Images

---

In Snagit Editor, you can combine images or objects together on the canvas. Combine images to:

- Show a side-by-side comparison.
  - Enhance an image or graphic.
  - Build a collage or collection of images.
  - Piece together several images to show a process workflow or mockup.
1. Open the images to combine in the tray.
    - In Snagit Editor, select **File > Open**.
    - In the Library, double-click to open an image in the tray.
    - To take a new image capture, see [Capture an Image](#).
  2. Click to select the main image in the tray.
  3. To add an image into the main image, drag the image to add from the tray onto the canvas.
  4. The image is added as an editable object. After adding the image, you can:
    - Click and drag the image to change its position.
    - Drag a white handle in or out to resize the pasted image.
    - Right-click on the pasted image and select Flatten to make the pasted image a permanent part of the main image.

## Related Articles

---

[Arrange Objects](#)

[Working on the Canvas](#)

[Create Source Graphics for Future Editing](#)

# Cut, Copy, and Paste

---

Cut, copy, and paste options provide the flexibility to remove, duplicate, or move items in an image.

## Copy Entire Canvas to the Clipboard

1. In Snagit Editor, click to select an image in the tray.
2. Click the **Copy All** button.

# Copy a Selection to the Clipboard

1. In Snagit Editor, click the **Selection** tool.



2. Click and drag to select an area on the canvas.
3. Select **Edit > Copy** or press **Command-C**.

# Cut Out Part of an Image

1. In Snagit Editor, click the **Selection** tool.



2. Click and drag to select an area on the canvas.
3. Select **Edit > Cut** or press **Command-X**.

# Cut an Object

1. Click to select an object on the canvas. Command-click to select multiple objects.
2. Select **Edit > Cut** or press **Command-X**.

# Cut all Objects

1. Select **Edit > Select All**.
2. Select **Edit > Cut** or press **Command-X**.

# Paste onto the Canvas

After copying (Command-C) or cutting (Command-X) an object or selection from the canvas, select **Edit > Paste** or press **Command-V**.

## Related Articles

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[Make a Selection](#)

[Arrange Objects](#)

[Combine Images](#)

[Remove Unwanted Areas from an Image](#)

# Remove Unwanted Areas from an Image

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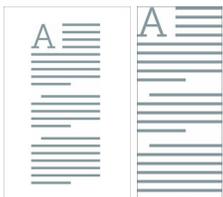
Show only the relevant content in an image to maintain your viewer's focus. Snagit offers several ways to remove areas from an image capture:

- [Manually Trim an Image](#)
- [Auto Trim an Image](#)
- [Crop an Image](#)
- [Cut Out a Section](#)

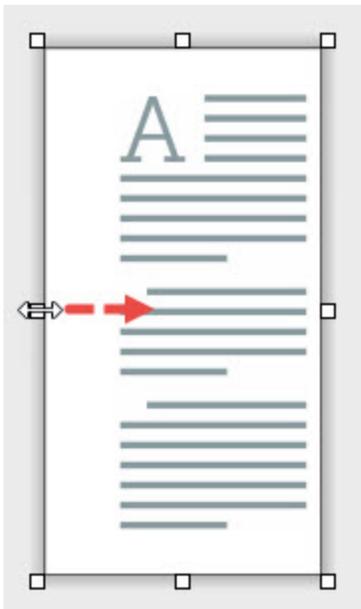
## Trim an Image

Trim an image to remove the extra or unwanted area around an image.

### Manual Trim

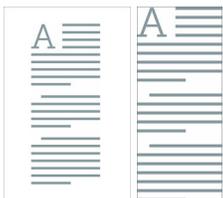


On the canvas, drag one of the white handles on the edge of the canvas to trim the top, bottom, or side of an image.



### Auto Trim

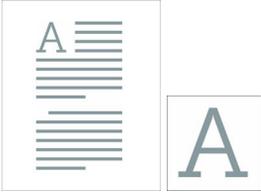
To remove extra canvas space, select **Edit > Trim**.



The area removed from Auto Trim is based on the amount of solid color or transparency around the edges of the canvas.

## Crop an Image

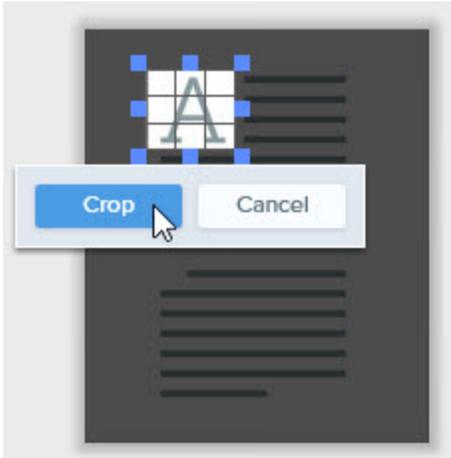
Manually select the area to remove around an image.



1. In Snagit Editor, click to select the **Crop** tool.

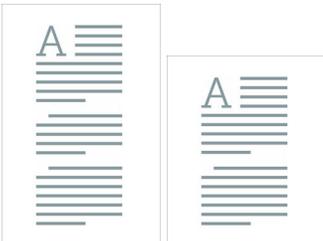


2. Blue handles and grid lines appear over the image. Drag a blue handle in to crop one side of the image.
3. Click the **Crop** button to save the changes.



## Cut Out a Section

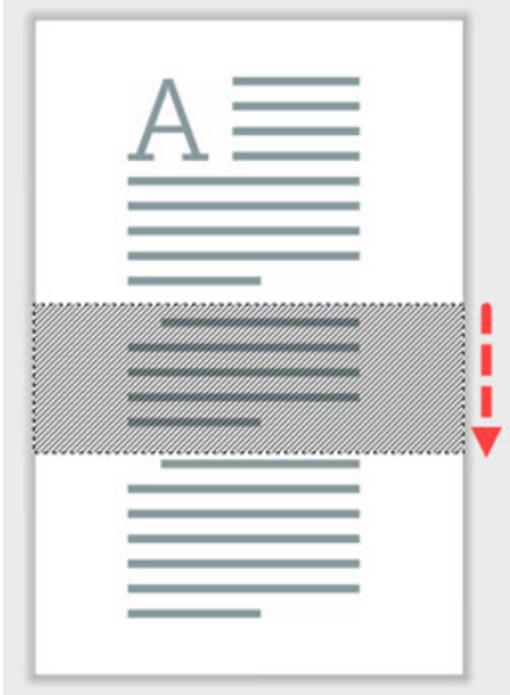
Delete a vertical or horizontal section from an image and join the two pieces together.



1. In Snagit Editor, click to select the **Cut Out** tool.



2. The Quick Styles open. Click to select a style.
3. A line appears on the canvas. Click and drag on the canvas to select the area to remove.



## Related Articles

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[Cut, Copy, and Paste](#)

[Trim or Cut Out Unwanted Video Sections](#)

[Selection](#)

# Zoom In or Zoom Out

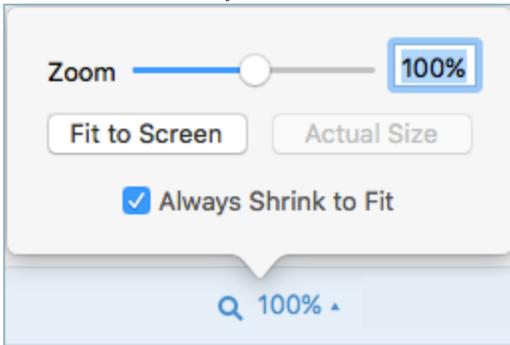
---

Use the Zoom controls to preview an image.

The zoom level does not change the final size of the image. It only applies to the image preview in Snagit Editor and the thumbnail size in the library. See [Resize an Image](#).

# Change the View Percentage

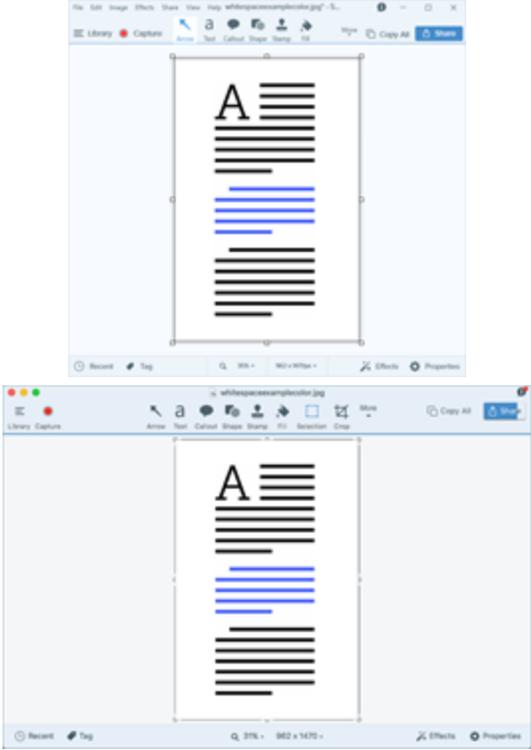
1. Click the **Zoom Options** button above the Recent Captures Tray.

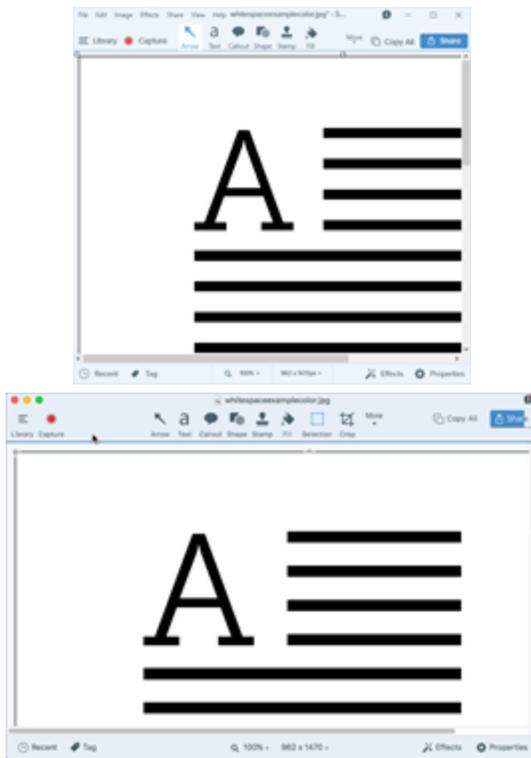


2. Drag the **Zoom** slider or enter a percentage into the field.
3. To reset the preview to the image's current size, click the **Actual Size** button.

# Set the Zoom Preferences

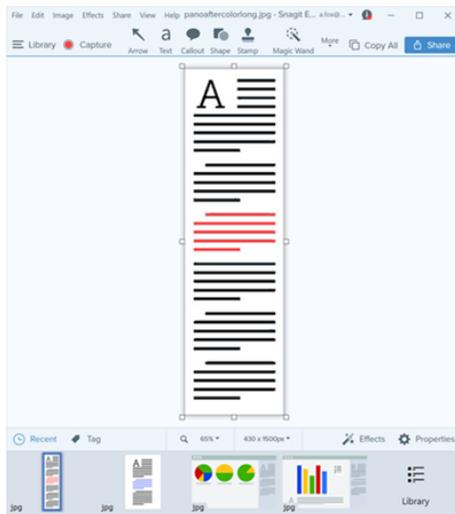
The following options control the display of the capture on the canvas.

Example	View Option
	<p><b>Fit to Screen</b> Display the selected capture to fit the canvas. This option sets the Zoom level based on Snagit Editor's window size.</p>



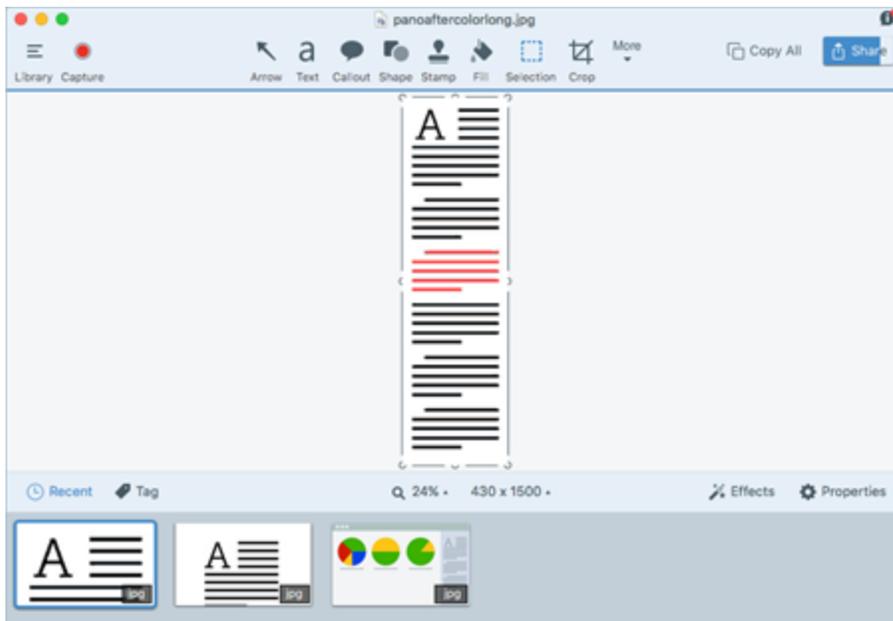
### Actual Size

Display the selected capture at its actual dimensions. This option sets the Zoom level to 100%.



### Always Shrink to Fit

Change the Zoom level to fit the entire capture on the canvas for all open captures.



## Related Articles

[Resize an Image](#)

[Working on the Canvas](#)

# Resize an Image

Change the size of an image to specific dimensions in pixels or by a percentage.

You must flatten any vector objects on the canvas to resize the image.

1. To open the resize options, complete one of the following:
  - In Snagit Editor, select **Edit > Resize Image**.
  - Click the **Resize Image** dropdown above the Recent Captures tray.
2. Select a unit.
3. Enter a **width** and **height**. If you want to enter dimensions at a different aspect ratio than the current image, click the **Lock Aspect Ratio** icon.
4. Click the **Resize** button.

## Related Articles

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[Remove Unwanted Areas from an Image](#)

# Rotate an Image

---

You must flatten any vector objects on the canvas to rotate the image.

1. In Snagit Editor, select **Edit > Rotate**.
2. Enter the rotation in degrees into the **Angle** field.
3. Click the **Rotate** button.

## Related Articles

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[Arrange Objects](#)

[Resize an Image](#)

# Create Source Graphics for Future Editing

---

The SNAGPROJ file format saves the current state of an image and allows for editing of any vector-based objects on the canvas such as text, callouts, stamps, shapes, and pasted images. Use this file format to incorporate feedback, make edits or revisions, and update the image at any time.

The SNAGPROJ file format can only be opened in Snagit on Mac.

## Save an Image as a SNAGPROJ File

1. In Snagit Editor, click to select the image in the tray.
2. Select **File > Save As**.
3. Select **SNAGPROJ - Snagit Project File Type** from the **Format** dropdown.
4. Click **Save**.

## About Vector Graphics

If you save an image containing vector objects to another file format, the objects flatten to become a permanent part of the image.

# Flatten Objects on the Canvas

- Right-click the object on the canvas and select **Flatten** or press **Shift-Command-T**.
- Right-click on an object on the canvas and select **Flatten All** or press **Control-Shift-T**.

## Related Articles

[Tools Overview](#)

# Add Tags to Organize Captures

Add tags to captures to help group or find captures easily at a later time.

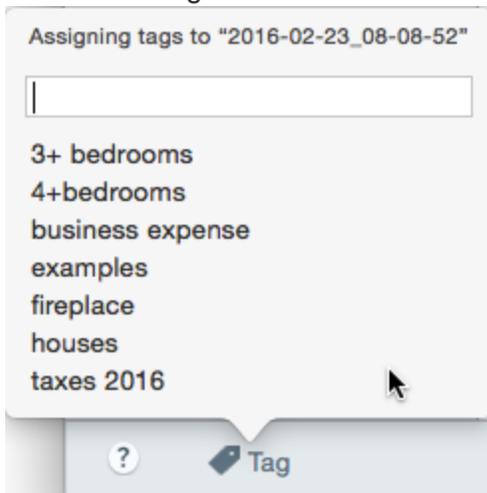
Tags are only visible in Snagit.

## Apply a Tag

1. In Snagit Editor, select a capture in the [tray](#) or in the [library](#).

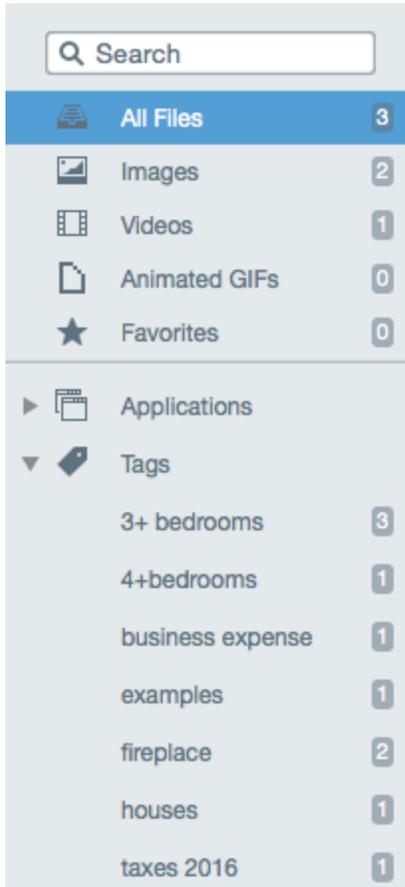
Command-click to select multiple captures.

2. Click the **Tag** button.
3. Enter a new tag or click to select an existing tag from the list.



# View Tags

Snagit automatically saves your capture history to the [library](#). In the Search pane, click the **Tags** category to view a list of all the tags applied to captures.

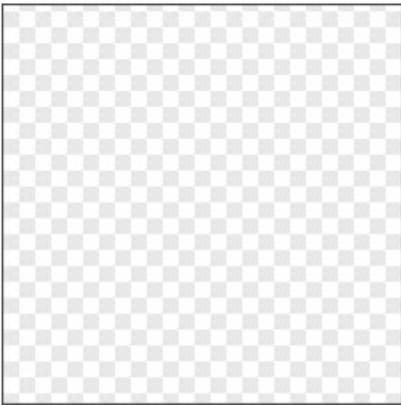


## Related Articles

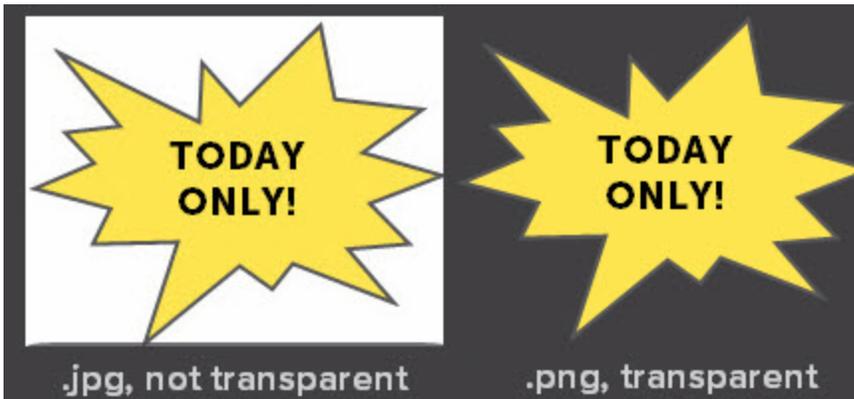
[View the Capture History \(Library\)](#)

# Transparency Tips

Transparency is represented by a checkerboard pattern on the canvas.

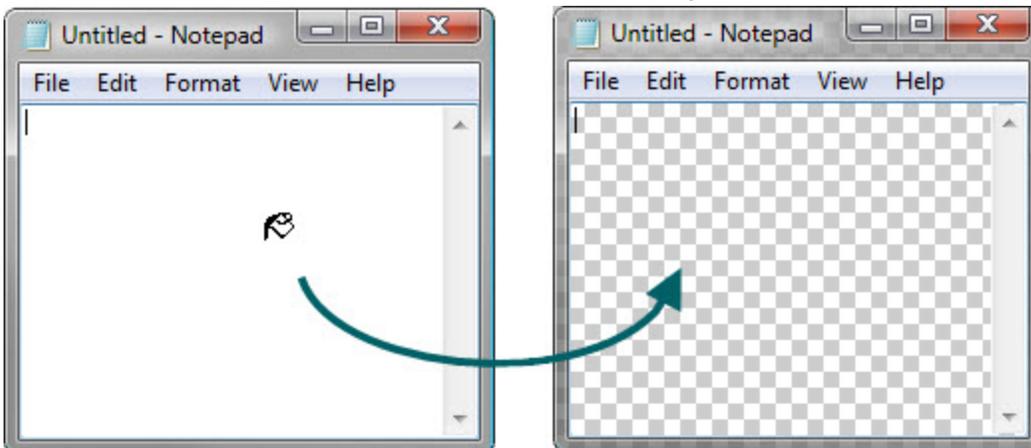


When you add a transparent image, the background behind the image shows through the transparent areas in an image.

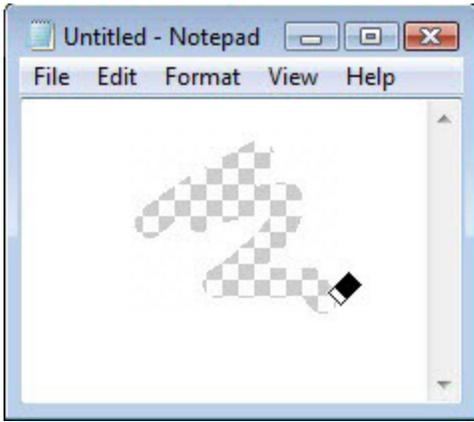


## Fill or Erase an Area with Transparency

The **Fill** tool can be used to fill an area with transparency.



The **Eraser** tool can be used to remove a section of the image, leaving behind only the transparent canvas.



## Save a Transparent Image

To maintain transparency, save the image to a file format that supports transparency: CUR, GIF, ICO, PNG, TIF, or SNAGPROJ.

Transparent areas in an image show the background or any other colors or objects the image is placed over.

### Related Articles

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[Create Source Graphics for Future Editing](#)

[Tools Overview](#)

[Eraser](#)

[Fill](#)

## Convert Images

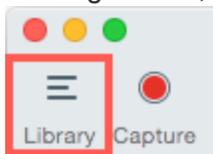
---

Save editing time by modifying multiple files at the same time with the Convert Images option.

- Convert files into another file format.
- Save a group of images to a new file location.
- Apply a naming convention to a set of files.

## Convert Images

1. In Snagit Editor, click the **Library** button.



2. Command-click to select multiple images.
3. Click the **Export** button.
4. Browse to select a location for the set of images.

5. In the Format dropdown, select the file format.
6. To apply a naming convention to the files, select the **Auto Increment File Name** option and enter a name in the field.
7. Click the **Export** button.

## Related Articles

[Add an Image Effect](#)

# Add an Image Effect

Add an effect to enhance an image. Effects can be applied to the entire image or a [selection](#).

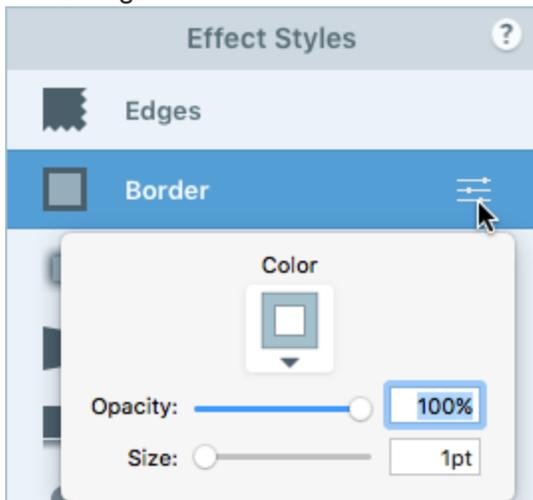
Effects are only available for image captures. Share your video to [Camtasia](#) to enhance it with annotations and effects.

## Add an Image Effect

1. Click the **Effects** button.



2. The Effects panel opens. Select a style from the Quick Effects or click the  button on an effect to customize the settings.



### TIP: Add to Quick Effects

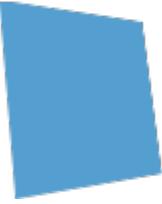
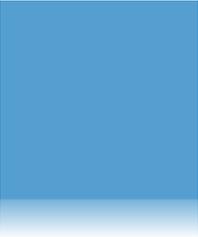
As you edit the properties, a new effect appears at the bottom of the Quick Effects. Click the **+** icon to save the effect for future use

## Remove an Effect

1. Click the **Effects** button.
2. The Effects panel opens. Click a blue effect to turn off the effect.
3. To turn off all effects, click the **No Effects** Quick Effect.

## Snagit Effects

<p>Border</p> 	<p>Add an outline border around an image.</p>
<p>Edges</p> 	<p>Add an edge effect to one or more sides of an image.</p>
<p>Shadow</p> 	<p>Add a shadow effect to a side or around the entire image.</p>
<p>Perspective</p>	<p>Distorts an image to give the appearance of being viewed from a different angle.</p>

	
<p>Reflection</p> 	<p>Add a mirror-like reflection to an image.</p>
<p>Color Filters</p>	<p>Apply a filter effect over the entire image.</p>
<p>Fade</p> 	<p>Apply a gradual dimming to the edges of an image.</p>

## Related Articles

[Add a Quick Effect](#)

[Make a Selection](#)

# Add a Quick Effect

Set up a Quick Effect to automatically remember your custom effect settings for future use.

Effects are only available for image captures. Share your video to [Camtasia](#) to enhance it with annotations and effects.

# Apply a Quick Effect

1. Click the **Effects** button.



2. The Effects panel opens. Hover over a Quick Effect.



3. Click to apply the Quick Effect.

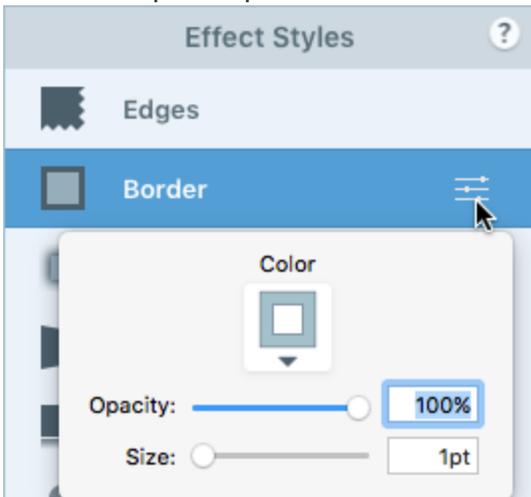
# Save a Quick Effect

After editing the effect properties, you can save the custom effect as a Quick Effect for future use.

1. Click the **Effects** button.



2. The Effects panel opens. Click an effect.



3. Click the properties button. Edit the desired properties.
4. As you edit the properties, a new Quick Effect appears at the bottom of the existing styles.
5. Click the **+** icon to save the new Quick Effect.

The new effect is added to the top of the Quick Effects. To change its location within the Quick Effects, click and drag to move it to a new location.

## Remove a Quick Effect

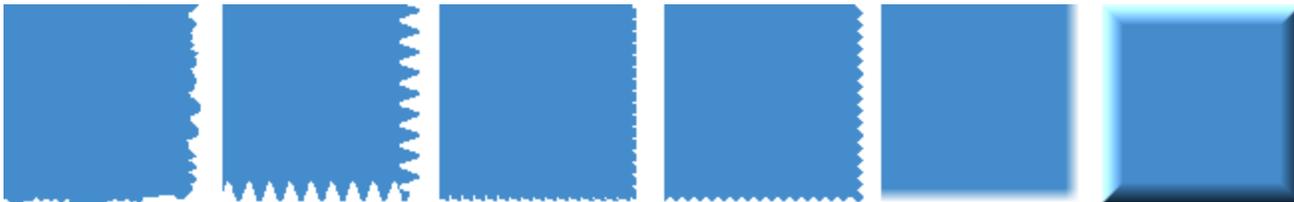
Right-click on the effect to delete and select **Remove Quick Style**.

### Related Articles

[Add an Image Effect](#)

## Edge Effects

Add an edge effect to one or more sides of an image.



Effects are only available for image captures. Share your video to [Camtasia](#) to enhance it with annotations and effects.

## Add an Edge Effect

You can only apply one edge effect at a time. To apply multiple edge effects, repeat this process for each effect.

1. Click the **Effects** button.



2. The Effects panel opens. Click the **Edges** effect.
3. Snagit applies the effect to the canvas. Click the  button on the effect to customize the settings. Click to select which edges to apply the effect.
4. Select an edge style from the **Style** dropdown.
5. Drag the slider to adjust the size of the effect.

### TIP: Add to Quick Effects

As you edit the properties, a new effect appears at the bottom of the Quick Effects. Click the **+** icon to save the effect for future use.

## Related Articles

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[Add an Image Effect](#)

# Capture Info

Add capture metadata such as application, version, time and date, and operating system to the bottom of an image.

Effects are only available for image captures. Share your video to [Camtasia](#) to enhance it with annotations and effects.

## Add a Capture Info Effect

1. Click the **Effects** button.



2. The Effects panel opens. Click the **Capture Info** effect.

## Related Articles

---

[Add an Image Effect](#)

# Border

Add an outline border around an image.

Effects are only available for image captures. Share your video to [Camtasia](#) to enhance it with annotations and effects.

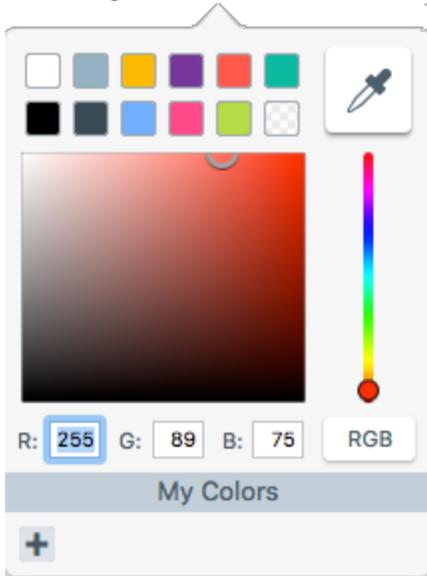
## Add a Border

1. Click the **Effects** button.



2. The Effects panel opens. Click the **Border** effect.
3. Snagit applies the effect to the canvas. Click the  button on the effect to customize the settings.

4. To change the color of the border, click the **Color** dropdown and complete one of the following:



- Click to select a color from the preset colors or from the color palette.
- Click the **Eyedropper** tool and then click to select a color from anywhere on the screen.
- Enter a HEX or RGB value into the field.

5. Drag the slider to adjust the width.

#### TIP: Add to Quick Effects

As you edit the properties, a new effect appears at the bottom of the Quick Effects. Click the **+** icon to save the effect for future use.

## Related Articles

[Add an Image Effect](#)

# Shadow

Add a shadow effect to a side or around the entire image.

Effects are only available for image captures. Share your video to [Camtasia](#) to enhance it with annotations and effects.

# Add a Shadow Effect

1. Click the **Effects** button.



2. The Effects panel opens. Click the **Shadow** effect.
3. Snagit applies the effect to the canvas. Click the  button on the effect to customize the settings.
4. Click to select the shadow location.
5. The effect properties open and a preview of the effect is shown on the canvas. To change the shadow color, click the **Color** dropdown and complete one of the following:



- Click to select a color from the preset colors or from the color palette.
  - Click the Eyedropper tool and then click to select a color from anywhere on the screen.
  - Enter a HEX or RGB value into the field.
6. Drag the sliders to adjust the opacity, offset, and blur.

## TIP: Add to Quick Effects

As you edit the properties, a new effect appears at the bottom of the Quick Effects. Click the **+** icon to save the effect for future use.

## Related Articles

[Add an Image Effect](#)

# Perspective

The Perspective effect distorts an image to give the appearance of being viewed from a different angle.

Effects are only available for image captures. Share your video to [Camtasia](#) to enhance it with annotations and effects.

## Add a Perspective Effect

1. Click the **Effects** button.



2. The Effects panel opens. Click the **Perspective** effect.
3. Snagit applies the effect to the canvas. Click  button on the effect to customize the settings.
4. Drag the sliders to adjust the rotation and tilt values for the effect.

### TIP: Add to Quick Effects

As you edit the properties, a new effect appears at the bottom of the Quick Effects. Click the **+** icon to save the effect for future use.

## Related Articles

[Add an Image Effect](#)

# Reflection

Add a mirror-like reflection to the bottom of an image.

Effects are only available for image captures. Share your video to [Camtasia](#) to enhance it with annotations and effects.

# Add a Reflection Effect

1. Click the **Effects** button.



2. The Effects panel opens. Click the **Reflection** effect.
3. Snagit applies the effect to the canvas. Click the  button on the effect to customize the settings.
4. Drag the sliders to adjust the size and opacity of the effect.

## TIP: Add to Quick Effects

As you edit the properties, a new effect appears at the bottom of the Quick Effects. Click the  icon to save the effect for future use.

## Related Articles

[Add an Image Effect](#)

# Color Filters

Apply a filter effect over the entire image.

Effects are only available for image captures. Share your video to [Camtasia](#) to enhance it with annotations and effects.

# Add a Color Filter Effect

1. Click the **Effects** button.



2. The Effects panel opens. Click the **Color Filter** effect.
3. Snagit applies the effect to the canvas. Click the  button on the effect to customize the settings.

4. Select a color filter from the dropdown:



- **Grayscale:** Convert the image from color to shades of gray.



- **Sepia Tone:** Apply a monochrome effect to the image.



- **Invert:** Replace the colors in an image with its inverse colors, similar to a film negative.



TIP: Add to Quick Effects

As you edit the properties, a new effect appears at the bottom of the Quick Effects. Click the **+** icon to save the effect for future use.

## Related Articles

[Add an Image Effect](#)

# Fade

Apply a gradual dimming to the edges of an image.

Effects are only available for image captures. Share your video to [Camtasia](#) to enhance it with annotations and effects.

## Add a Fade Effect

1. Click the **Effects** button.



2. The Effects panel opens. Click the **Fade** effect.
3. Snagit applies the effect to the canvas. Click the  button on the effect to customize the settings.

4. Click to select which edges to apply the effect.
5. Drag the slider to adjust the size of the effect.

#### TIP: Add to Quick Effects

As you edit the properties, a new effect appears at the bottom of the Quick Effects. Click the **+** icon to save the effect for future use.

## Related Articles

[Add an Image Effect](#)

# Import an Image or Video from a Mobile Device

TechSmith Fuse is a mobile app that allows you to send images and videos from your mobile device directly to Snagit. You can capture, collaborate, and access your content - wherever you are.

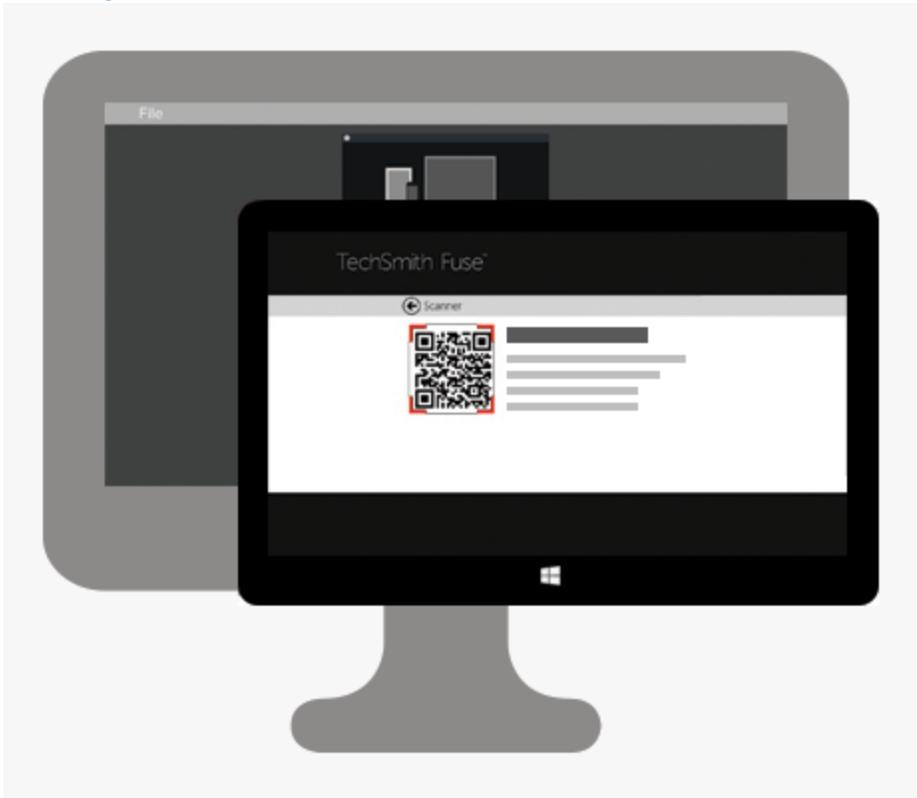
Fuse is available from the [Google Play](#), [Windows Store](#), or the [App Store](#) and supported on mobile devices running the following operating systems:

- iOS version 9 and later (phones and tablets)
- Android version 4.0 and later
- Windows 8.1 and later or Windows RT

## Import Images or Videos from a Mobile Device

1. Install TechSmith Fuse from [Google Play](#), [Windows Store](#), or the [App Store](#) onto your mobile device.
2. In Snagit Editor, select **File > Connect Mobile Device**. The Connect Mobile Device dialog opens.
3. Connect your computer and mobile device to the same network. See [Troubleshooting TechSmith Fuse](#).
4. Open TechSmith Fuse on your mobile device.
5. Select the media to send:
  - Tap **Library** to import from your device or to select existing media.
  - Tap **Video** to record a video.
  - Tap **Photo** to take a photo.
6. Tap **Share** and select **Snagit**.  
If the Snagit icon does not appear, tap **More**.
7. Tap **Connect to Snagit**.

8. The Scanner appears. Point your camera at the QR code in the Connect Mobile Device dialog. See [Tips for scanning the QR code](#).



The image or video is sent to the tray in Snagit Editor.

## Tips for scanning the QR code

Follow these tips for scanning the QR code using TechSmith Fuse on your mobile device:

- Make sure the device is on and connected to the same network as the computer running Snagit.
- Aim the camera on the device at the QR code on the computer screen.
- Position the camera so that the QR code is centered within the corners of the Scanner screen in TechSmith Fuse on your mobile device or tablet.

## About Connecting TechSmith Fuse and Snagit

- Opening the Connect Mobile Device dialog turns on the **Mobile Sharing** option.
- You must scan the QR code in Snagit to establish a connection between the mobile device and Snagit for sending the mobile files.
- Your mobile device and the computer running Snagit must be connected to the same network.
- You must have Snagit open on your computer.

## About Mobile Sharing with TechSmith Fuse

Mobile Sharing allows Snagit to receive files from TechSmith Fuse. It is turned off by default and will only turn on if you:

- Connect TechSmith Fuse to Snagit from a mobile device.
- Select Snagit Editor > File > Editor Options > Advanced tab > Enable sharing to Snagit.

Once Mobile Sharing is turned on, you can connect Fuse to Snagit. Mobile Sharing continues to run until it is turned off.

Snagit opens a port on your computer to establish a secure connection between your mobile device and Snagit. If you have security concerns about the connection remaining open after you have transferred the files from Fuse, you can turn off Mobile Sharing.

## Turn Mobile Sharing Off:

Select Snagit Editor > File > Editor Options > Advanced tab > click the Enable sharing to Snagit option. Mobile Sharing may also turn off if interrupted. This can happen if:

- Your network/router becomes disconnected or needs to be reset.
- Your computer automatically generates new IP addresses.
- You change network providers.

## Related Articles

[Troubleshooting TechSmith Fuse in Snagit](#)

# Troubleshooting TechSmith Fuse

If TechSmith Fuse cannot connect or send files to Snagit, see the following:

- [Unable to send files from TechSmith Fuse to Snagit](#)
- [Unable to scan QR code](#)
- [QR code is missing](#)

For additional help, see the support article on the TechSmith website.

## Unable to send files from TechSmith Fuse to Snagit

If you are unable to send files from TechSmith Fuse to Snagit Editor, check the following:

- Make sure Snagit is open on the computer when sending files from TechSmith Fuse to Snagit.
- Select Snagit Editor > Snagit > Preferences > Advanced tab to make sure the Mobile Sharing option is turned on.
- You must scan the QR code in Snagit to establish a connection between the mobile device and Snagit for sending the mobile files. See [Import an Image or Video from a Mobile Device](#).
- Your mobile device and the computer running Snagit must be connected to the same network.

- Reset the router or wireless network.
- Check your network or firewall settings.

## Unable to scan QR code

If TechSmith Fuse cannot scan the QR code located in the Connect Mobile Device dialog (Snagit Editor > File > Connect Mobile Device), check the following:

- Make sure the device is connected to the same Wi-Fi network as the computer running Snagit.
- Aim the camera on the device at the QR code on the computer screen.
- Position the camera so that the QR code is centered within the corners of the Scanner screen in TechSmith Fuse on your mobile device or tablet.

## QR code is missing

In Snagit, an error message appears in the Connect Mobile Device dialog (Snagit Editor > File > Connect Mobile Device) if a QR code cannot be generated.

A QR code may not be generated if:

- The network/router is disconnected or needs to be reset.
- The specified port is already in use.

If a QR code is not generated:

- Check your network or firewall settings.
- Connect your mobile device and computer to another network.

### Related Articles

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[Import an Image or Video from a Mobile Device](#)

## Import from Google Drive

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Use Google Drive to store images or videos so they are accessible on any device at anytime.

1. In Snagit Editor, select **File > Import/Export from Cloud > Import from Google Drive**.
2. If you have not previously logged into your Google account, the Connect with Google Drive dialog appears. Enter your email and password and click **Sign in**.
3. Click **Allow** in the Connect with Google Drive dialog.
4. The Import from Google Drive dialog appears. Click to select the image or video to import into Snagit. Command-click to import multiple images or videos.
5. Click the **Import** button.

The images or videos open in the tray in Snagit Editor.

# Import from My Places

Import your files from a shortcut in My Places, such as OneDrive for Business.

1. In Snagit Editor, select **File > Import from My Places**. You may be prompted to sign in to your TechSmith Account.
2. Select a location from My Places.

If you do not have any locations in My Places or to import from a new location, see [Add or Remove a Place](#).

3. Browse to select the file to import.
4. Click **Import**.

The file opens in the tray and on the canvas in Snagit Editor.

## Related Articles

[Share to OneDrive for Business \(My Places\)](#)

# Tools Overview

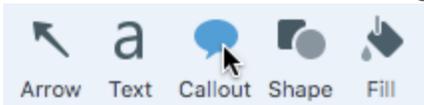
The [Snagit Editor toolbar](#) consists of image editing tools to annotate, edit, and enhance image captures:

- Draw attention with [arrows](#), [text](#), [shapes](#), [highlighter](#), and [callouts](#) .
- Make precise selections on the canvas with the [Selection](#) and [Magic Wand](#) tools. Use auto-fill to fill in removed areas.
- Build infographics, mindmaps, and presentation slide graphics with [shapes](#) and [lines](#).
- Hide sensitive information with a [blur](#) or cover up with a [shape](#).
- Add [stamps](#) such as cursors, mobile device frames, proofreader's marks, or fun annotations.
- [Add a sequence of numbers or letters](#) to label steps within a capture.
- Remove areas with the [Crop](#) or [Cut Out](#) tools to show only the relevant content in an image.

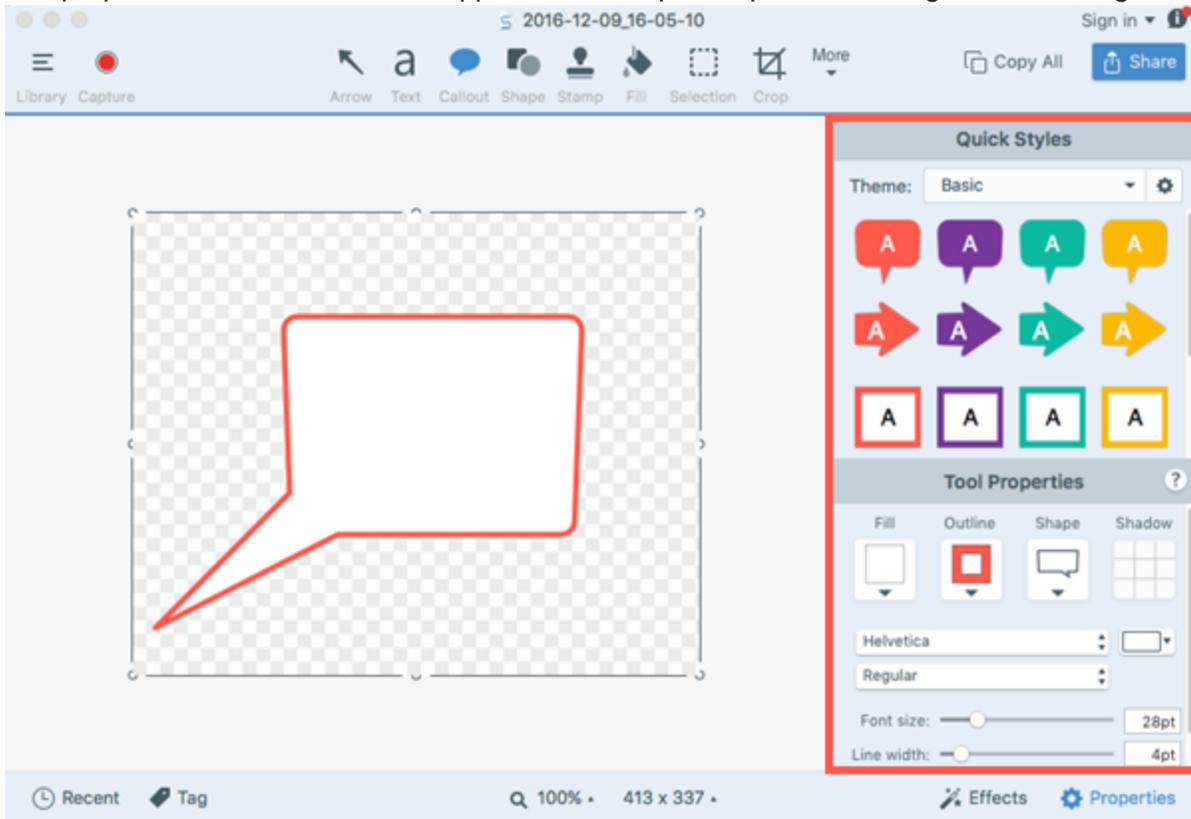
The annotation tools are only available for image captures. Share your video to [Camtasia](#) to enhance it with annotations and effects.

# Getting Started with the Tools

1. Click to select a tool from the Snagit Editor toolbar.



2. The properties for the selected tool appear in the Properties panel on the right-side of Snagit Editor.



3. To select the tool properties, complete one of the following:
  - Click to select a style from the [Quick Styles](#). The Quick Styles contain preset or custom styles.
  - Edit the settings for the tool in the Properties panel.
4. The method for drawing the quick style on the canvas depends on the tool selected. Follow the instructions outlined for each [tool](#).

## Customize the Toolbar

You can customize the toolbar with the frequently used tools, effects, share options, and commands. See [Customize the Snagit Editor Toolbar](#).

### Related Articles

- [Customize the Snagit Editor Toolbar](#)
- [Working on the Canvas](#)

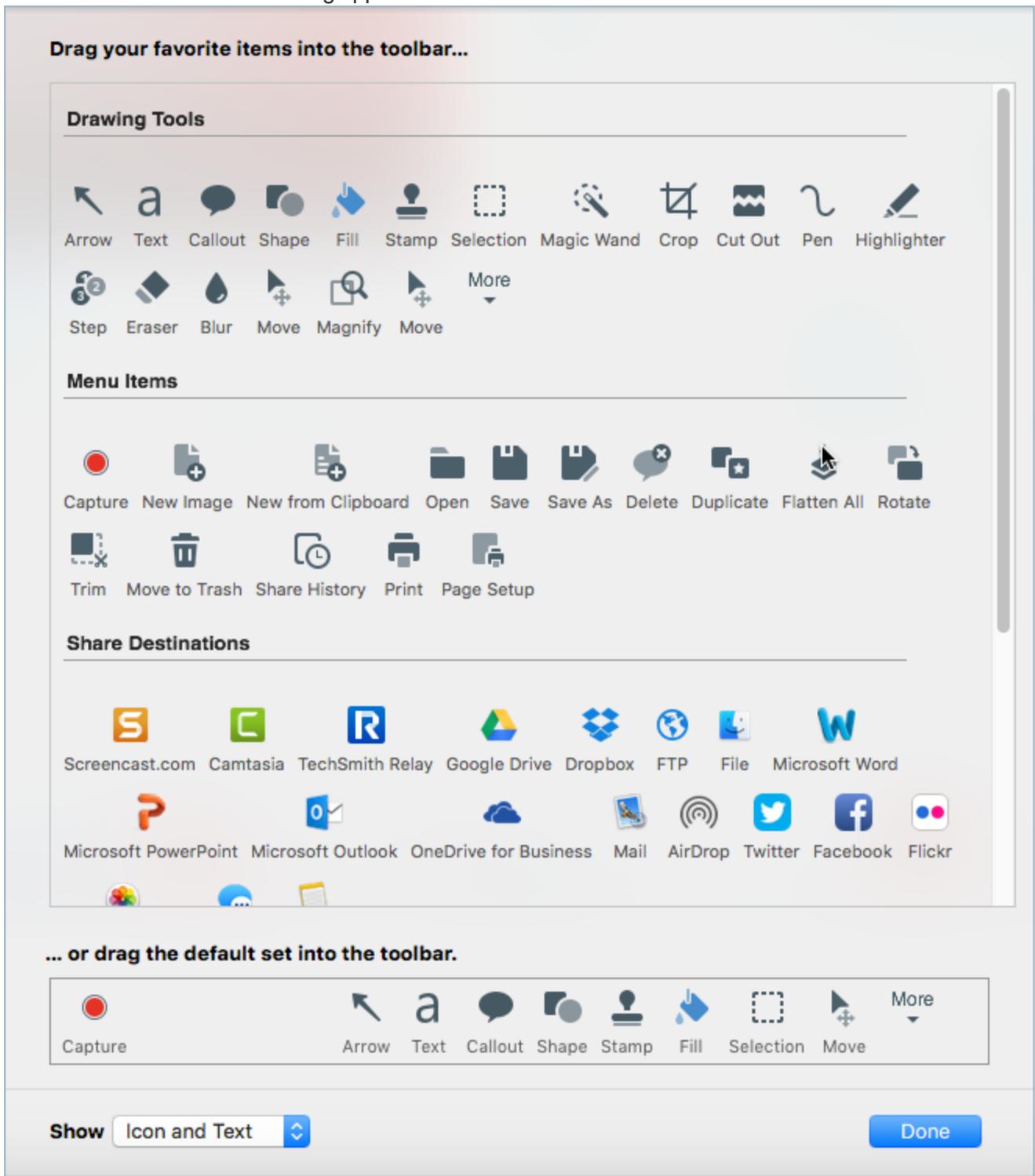
# Customize the Snagit Editor Toolbar

Customize the editing toolbar for quick access to your favorite tools, effects, and share destinations. You can add, remove, or arrange the options on the toolbar.

1. In Snagit Editor toolbar, click **More** and select **Customize Toolbar**.



2. The Toolbar Customization dialog appears.



- To add an option to the toolbar, drag the option from the dialog onto the desired location on the toolbar.
- To remove an option from the toolbar, drag the option off of the toolbar.
- To rearrange options on the toolbar, drag the option to the desired location on the toolbar.

3. After customizing the toolbar, click **Done**.

- In the toolbar, you can choose to show icons and text labels or icons only. To change this option, right-click on the toolbar and select **Icon and Text** or **Icon Only**.

## Related Articles

[Tools Overview](#)  
[Add a Quick Style](#)

# Add a Quick Style

Set up a Quick Style to automatically remember your custom tool style for future use.

To create a set of Quick Styles across the tools based on a preselected color palette, see [Create a Theme](#).

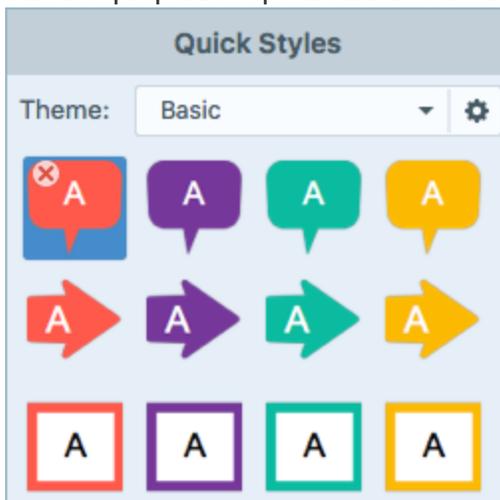
The annotation tools are only available for image captures. Share your video to [Camtasia](#) to enhance it with annotations and effects.

## Apply a Quick Style

- In Snagit Editor, click to select a tool.



- The tool properties open. Click to select a Quick Style.

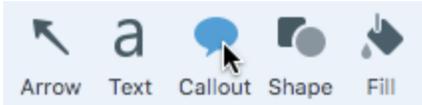


- The method for drawing the quick style on the canvas depends on the tool selected. Follow the instructions outlined for the [tool](#).

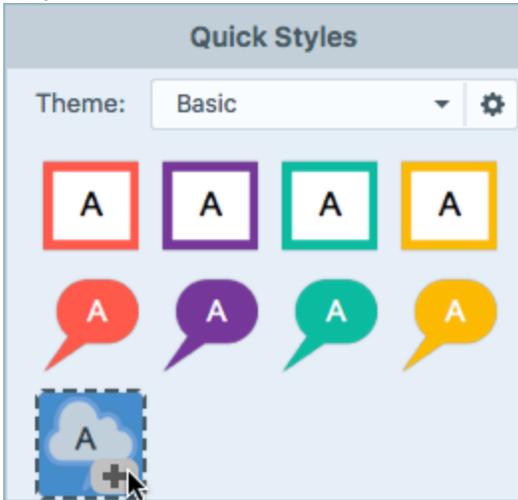
## Save a Quick Style

After editing the tool properties, you can save the custom tool properties as a Quick Style for future use.

1. In Snagit Editor, click to select a tool.



2. The tool properties open. Edit the desired properties.
3. As you edit the properties, a new Quick Style appears at the bottom of the existing styles.



4. Click the + icon to save the new Quick Style.
5. To change its location within the Quick Styles, click and drag to move it to a new location.

## Remove a Quick Style

Right-click on the style to delete and select **Remove Quick Style**.

### Related Articles

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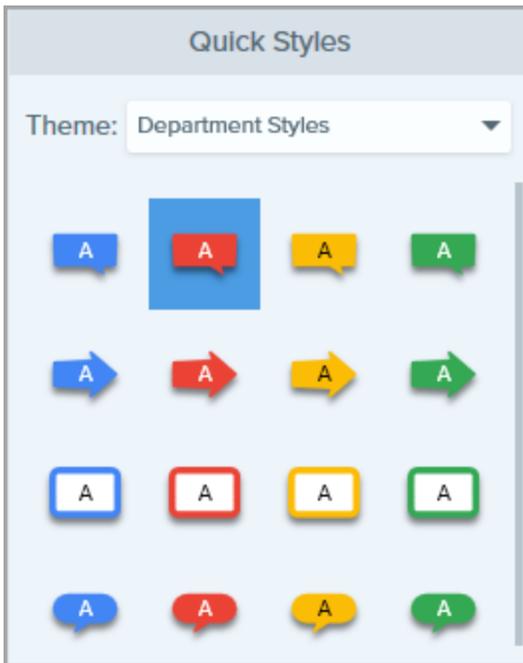
[Tools Overview](#)

[Themes](#)

## Themes

---

Themes consist of a set of unique [Quick Styles](#) for each project, organization, or style guidelines you work with.



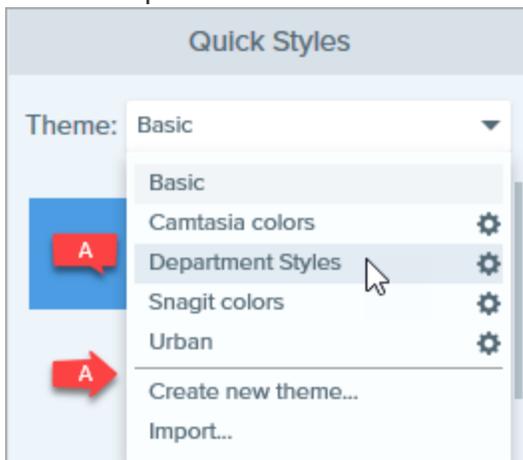
The **Basic theme** includes all of Snagit's default Quick Styles. To set up your own theme, see [Create a Theme](#).

## Open a Theme

1. Click to select a tool from the Snagit Editor toolbar.



2. The properties for the selected tool appear in the Properties panel on the right-side of Snagit Editor. Click the **Theme** dropdown to select a theme.



The Quick Styles for the selected theme appear.

## Related Articles

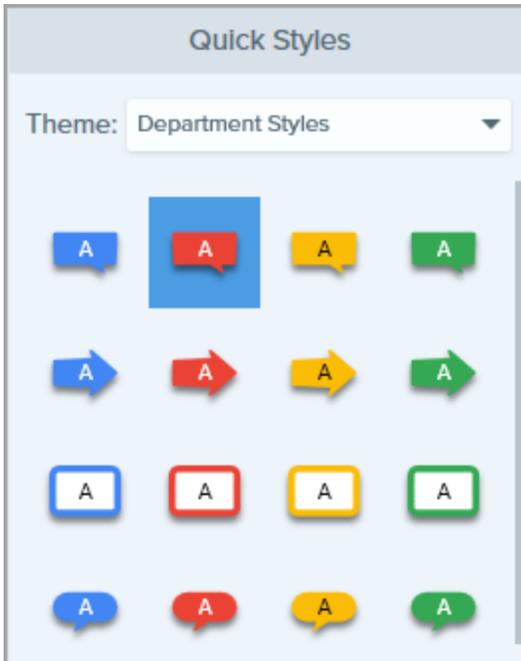
[Create a Theme](#)

[Edit a Theme](#)

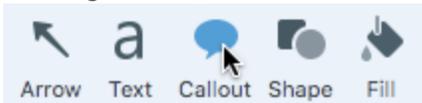
[Import or Export a Theme](#)

# Create a Theme

Create themes consisting of unique [Quick Styles](#) for each project, organization, or style guidelines you work with. Snagit helps you set up a theme based on the selected color palette.



1. In Snagit Editor, click to select a tool.

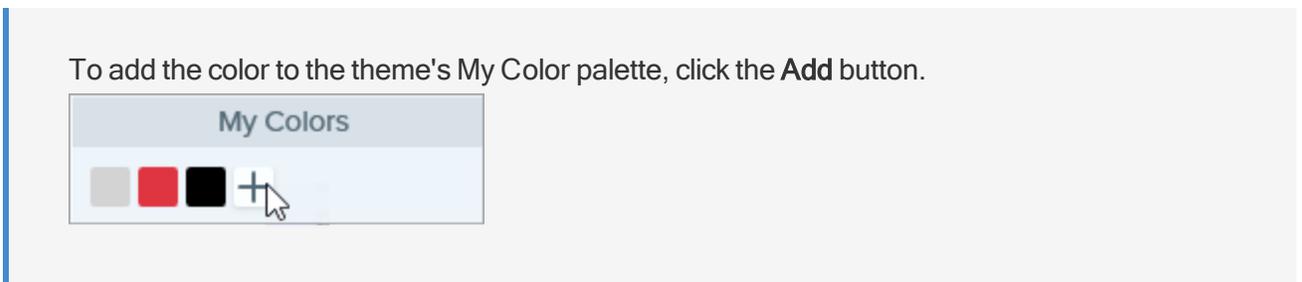


2. The tool properties open. Click the  icon and select the **New Theme** option.

3. The New Theme dialog appears. Click the **Colors** dropdown to select a color to use to automatically generate Quick Styles for the theme.



- Click to select a color from the preset colors or from the color palette.
- Click the Eyedropper tool and then click to select a color from anywhere on the screen.
- Enter a HEX or RGB value into the field.



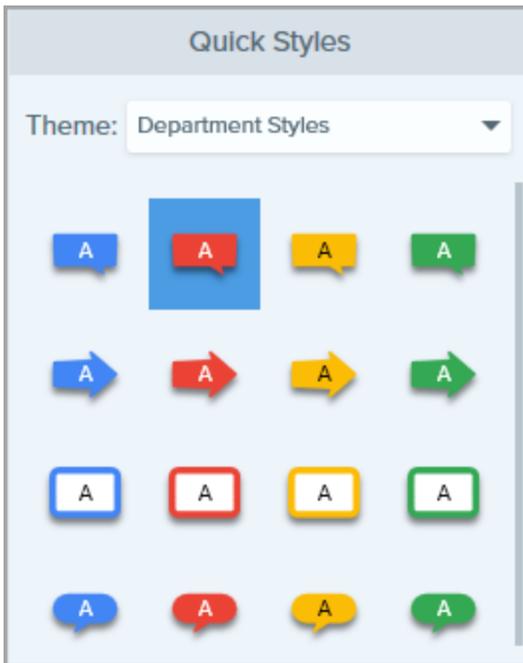
4. Press the ESC key to exit the color selection.
5. To add another color, click the **Add** button. Continue until you have added the desired theme colors.

#### Theme Color Tip

It is recommended to select 4-8 colors for generating the new theme.

6. Enter a descriptive name in the **Theme name** field.
7. Click the **Create** button.

Snagit automatically generates a set of Quick Styles based on the colors selected. The new theme is available in most tools.



To edit the automatically generated Quick Styles for the theme, see [Edit a Theme](#).

## Related Articles

[Themes](#)

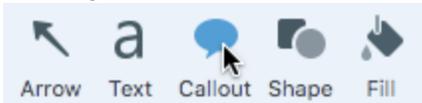
[Edit a Theme](#)

[Import or Export a Theme](#)

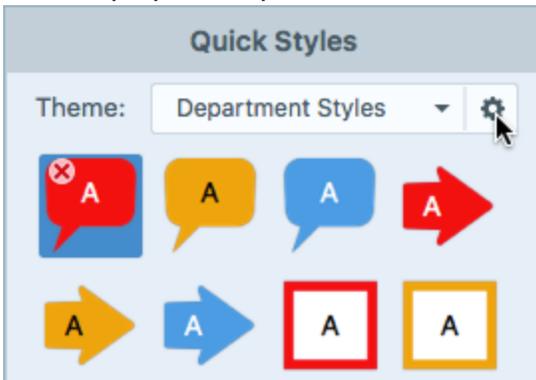
# Edit a Theme

Themes consist of unique [Quick Styles](#) for each project, organization, or style guide you work with. Snagit helps you set up a theme based on the selected color palette. You can add more styles or edit the theme at any time.

1. In Snagit Editor, click to select a tool.



2. The tool properties open. Click the  icon and select **Edit**.



3. The Edit Theme dialog appears. Complete the desired edits.
4. Click **Save**.

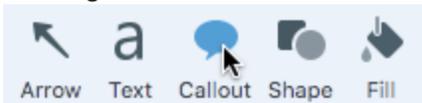
**IMPORTANT:**

Editing a theme overwrites your existing Quick Styles in the theme. To maintain your existing styles, you can edit the Quick Styles individually. See [Manually Add or Edit Quick Styles](#).

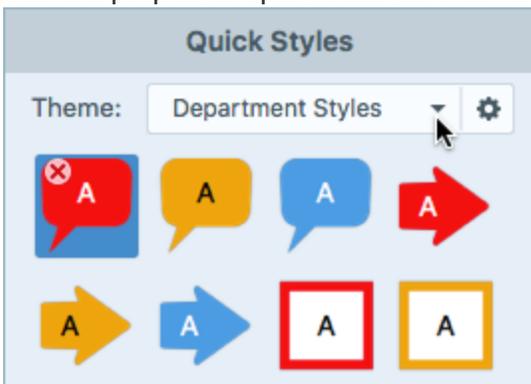
## Manually Add or Edit Quick Styles

When creating a new theme, Snagit automatically generates Quick Styles based on the selected colors. You can customize these Quick Styles for each tool to fit your needs.

1. In Snagit Editor, click to select a tool.



2. The tool properties open. Click the **Theme** dropdown and select a theme from the list.



3. In the Quick Styles, click to select the style to edit.
4. Edit the tool properties. As you edit the properties, a new Quick Style appears at the bottom of the existing

styles.

5. Click the **+** icon to save the new Quick Style.

## Delete Quick Styles

Right-click on a Quick Style and select **Delete Quick Style**.

The Quick Style is permanently deleted from the selected theme.

### Related Articles

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[Themes](#)

[Create a Theme](#)

[Import or Export a Theme](#)

## Arrow

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Add an arrow to call attention or highlight an item in the image.

Tools are only available for image captures. Share your video to [Camtasia](#) to enhance it with annotations and effects.

## Add an Arrow

1. In Snagit Editor, click to select the **Arrow** tool.



2. The tool properties open. Select a style from the Quick Styles or edit the properties to create a custom arrow.
3. Click and drag on the canvas to draw the arrow.

### TIP: Add to Quick Styles

As you edit the properties, a new Quick Style appears at the bottom of the Quick Styles. Click the **+** icon to save the custom style for future use.

# Add a Curved Arrow or Line

1. In Snagit Editor, click to select the **Arrow** tool.



2. The tool properties open. Select a style from the Quick Styles or edit the properties to create a custom arrow.
3. Click and drag on the canvas to draw the arrow.
4. Click and drag the yellow handle to add a curve.

## Related Articles

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[Tools Overview](#)

[Add a Quick Style](#)

[Arrange Objects](#)

[Create Source Graphics for Future Editing](#)

# Text

---

Add captions, headings, or other text to an image.

Tools are only available for image captures. Share your video to [Camtasia](#) to enhance it with annotations and effects.

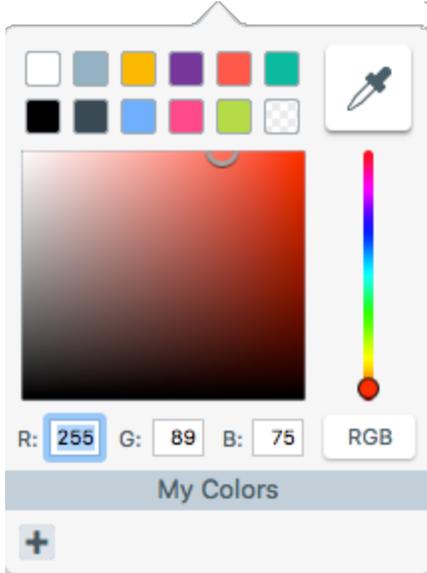
## Add Text

1. In Snagit Editor, click to select the **Text** tool.



2. The tool properties open. Select a style from the Quick Styles or edit the properties to customize the text settings.

3. To select the text color, click the **Outline** or **Fill** dropdown and complete one of the following:



- Click to select a color from the preset colors or from the color palette.
  - Click the Eyedropper tool and then click to select a color from anywhere on the screen.
  - Enter a HEX or RGB value into the field.
4. Click and drag to draw a text box on the canvas.
5. Enter text within the text box.

#### TIP: Add to Quick Styles

As you edit the properties, a new Quick Style appears at the bottom of the Quick Styles. Click the **+** icon to save the custom style for future use.

## Edit Text

1. Click to select the text box on the canvas.
2. To move the text box, click within the text box and drag it to a new position on the canvas.
3. Use the handles to control the following:
  - To resize the text box, drag the **white** handles.
  - To edit the font, color, or text size, click and drag to select the text or double-click to select all text. Use the options in the text editing toolbar on the canvas to edit the text.
  - To rotate the callout, drag the **green** handle.

## Related Articles

[Tools Overview](#)

[Add a Quick Style](#)

[Create Source Graphics for Future Editing](#)

[Add a Callout](#)

# Callout

Add a callout to call attention or highlight an item in the image. A callout includes an annotation plus text.

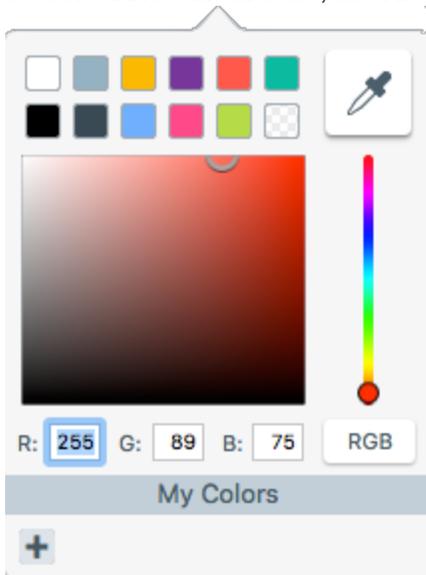
Tools are only available for image captures. Share your video to [Camtasia](#) to enhance it with annotations and effects.

## Add a Callout

1. In Snagit Editor, click to select the **Callout** tool.



2. The tool properties open. Select a style from the Quick Styles or edit the properties to create a custom callout.
3. To select the callout color, click the **Outline** or **Fill** dropdown and complete one of the following:



- Click to select a color from the preset colors or from the color palette.
- Click the Eyedropper tool and then click to select a color from anywhere on the screen.
- Enter a HEX or RGB value into the field.

4. Click and drag on the canvas to draw the callout.
5. Enter text within the callout.

#### TIP: Add to Quick Styles

As you edit the properties, a new Quick Style appears at the bottom of the Quick Styles. Click the **+** icon to save the custom style for future use.

## Edit a Callout

1. Click to select the callout on the canvas.
2. To move the callout, click within the callout and drag it to a new position on the canvas.
3. Use the handles to control the following:
  - To resize the callout, drag the **white** handles.
  - To add an extra callout tail, drag the **blue** handle out.
  - To rotate the callout, drag the **green** handle.
  - To move the callout body around the callout tail, drag the **anchor point**.

### Related Articles

[Tools Overview](#)

[Add a Quick Style](#)

[Create Source Graphics for Future Editing](#)

## Shape

Add a shape or frame to an image.

Tools are only available for image captures. Share your video to [Camtasia](#) to enhance it with annotations and effects.

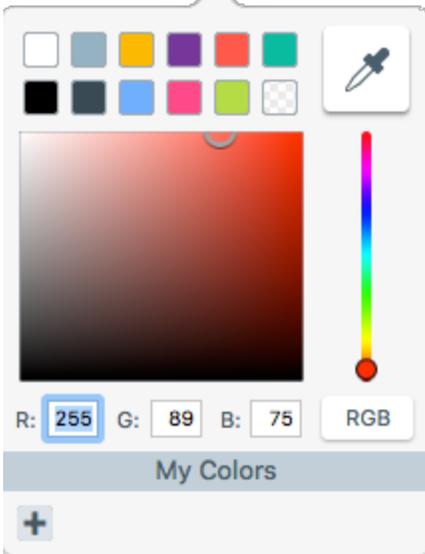
## Add a Shape

1. In Snagit Editor, click to select the **Shape** tool.



2. The tool properties open. Select a style from the Quick Styles or edit the properties to create a custom shape.

3. To select the shape color, click the **Outline** or **Fill** dropdown and complete one of the following:



- Click to select a color from the preset colors or from the color palette.
- Click the Eyedropper tool and then click to select a color from anywhere on the screen.
- Enter a HEX or RGB value into the field.

4. Click and drag on the canvas to draw the shape.

#### TIP: Add to Quick Styles

As you edit the properties, a new Quick Style appears at the bottom of the Quick Styles. Click the **+** icon to save the custom style for future use.

## Edit a Shape

1. Click to select the shape on the canvas.
2. To move the shape, click within the shape and drag it to a new position on the canvas.
3. Use the handles to control the following:
  - To resize the shape, drag the **white** handles.
  - To rotate the shape, drag the **green** handle.

## Related Articles

[Tools Overview](#)

[Add a Quick Style](#)

[Create Source Graphics for Future Editing](#)

# Fill

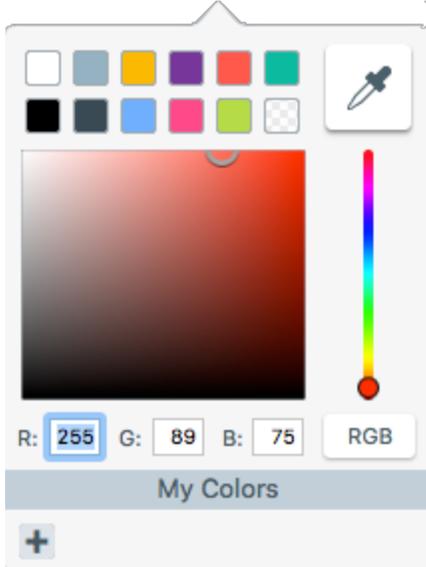
The Fill tool flood-fills a flattened area in an image with another color.

Tools are only available for image captures. Share your video to [Camtasia](#) to enhance it with annotations and effects.

1. In Snagit Editor, click to select the **Fill** tool.



2. The tool properties open. Select a style from the Quick Styles or edit the properties to customize the fill settings.
3. To select a color, click the **Color** dropdown and complete one of the following:



- Click to select a color from the preset colors or from the color palette.
  - Click the Eyedropper tool and then click to select a color from anywhere on the screen.
  - Enter a HEX or RGB value into the field.
4. Click to apply the fill color to a location on the canvas.

## TIP: Add to Quick Styles

As you edit the properties, a new Quick Style appears at the bottom of the Quick Styles. Click the **+** icon to save the custom style for future use.

## Related Articles

---

[Tools Overview](#)

[Add a Quick Style](#)

[Create Source Graphics for Future Editing](#)

# Stamp

---

Annotate an image with Snagit's default stamps or download more from the TechSmith website.

Tools are only available for image captures. Share your video to [Camtasia](#) to enhance it with annotations and effects.

## Add a Stamp

1. In Snagit Editor, click to select the **Stamp** tool.



2. The tool properties open. In the Quick Styles, select a stamp.
3. Click on the canvas to add the stamp.
4. To move the stamp, click and drag to move the stamp to the desired location.
5. To resize the stamp, click and drag a white handle in or out.

## Download More Stamps

1. In Snagit Editor, click the **Stamp** tool.
2. The tools properties open. Click the **Download More** button.
3. The Stamps website appears. Click the **Download** link for the Stamp set to download.

## Related Articles

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[Tools Overview](#)

[Create Source Graphics for Future Editing](#)

# Crop

---

The Crop tool removes unwanted areas from the edges of an image.

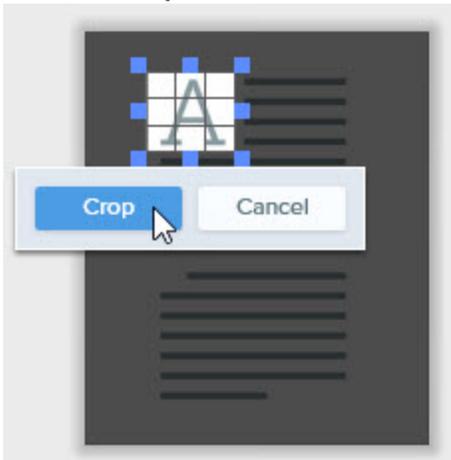


Tools are only available for image captures. Share your video to [Camtasia](#) to enhance it with annotations and effects.

1. In Snagit Editor, click to select the **Crop** tool.



2. Blue handles and grid lines appear over the image. Drag a blue handle in to crop one side of the image.
3. Click the **Crop** button to save the changes.



## Related Articles

[Tools Overview](#)

[Remove Unwanted Areas from an Image](#)

[Trim or Cut Out Unwanted Video Sections](#)

[Select the Video Recording Area](#)

# Selection

The Selection tool provides options for selecting parts of an image. After making a selection on the canvas, you can cut, copy, move, delete, edit, or apply effects to the selection.

## Selection Overview

To open the selection options, click the **Selection** tool in the Snagit Editor toolbar.



The tool properties appear on the right-side of Snagit Editor. Before selecting an area on the canvas, adjust the following properties:

**1 Selection Shape**  
Choose a selection shape: Square, Ellipse, Polygon, or Freehand.

**2 Snap to Object**  
Turn on to snap to text or irregular-shaped objects within the selected area. Drag the slider to adjust the object selected.

**3 Background Fill**  
Choose an option to fill the area when the selection is moved or deleted. Auto-Fill automatically fills the area based on the content surrounding the selection.

**4 Optimize For**  
Speed is best for solid-colored content or if the fill details are not important. Select Photo Quality for advanced customization and higher quality fill.

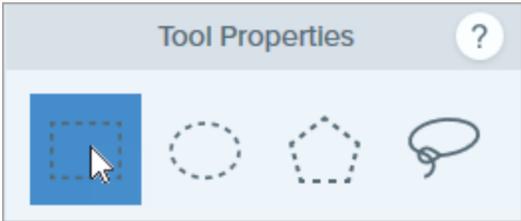
## What Do You Want to Select?

Learn how to make a selection based on your image editing needs.

What do you want to select?	Steps
<p><b>Select an Area</b> Select an area on the</p>	<p>1. In the Tool Properties, select a shape.</p>

What do you want to select?	Steps
-----------------------------	-------

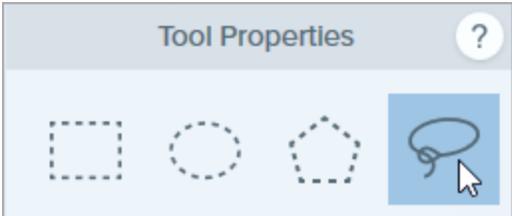
canvas.



2. Click and drag on the canvas to select the area.

**Select an Irregular-Shaped Object**  
 Select objects or text that include rounded edges, jagged edges, or irregular shapes.

1. In the Tool Properties, select **Freehand**.

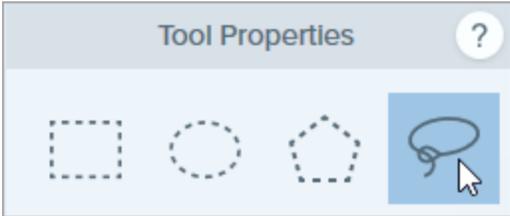


2. Enable the **Snap to Object** option.
3. Click and drag on the canvas to draw around the object to select.



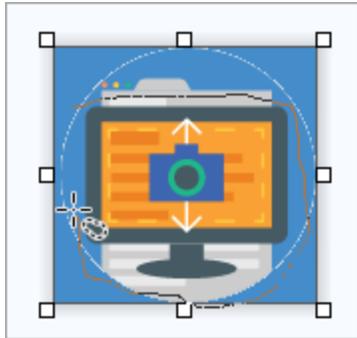
4. Snagit snaps to an object within the area. To adjust the selection, drag the **Select** slider in the Tool Properties.



What do you want to select?	Steps
	<p>5. Drag the <b>Select</b> slider to adjust what is selected on the canvas.</p> 
<p><b>Select a Group of Vector Objects</b></p> <p>Select a group of vector objects to edit or align on the canvas. Vector objects include callouts, text annotations, arrows, and other objects created from the Snagit Editor tools.</p>	<ul style="list-style-type: none"> <li>• Hold the <b>Command</b> key and click to select each object.</li> <li>• To select all the vector objects in an image, select <b>Edit &gt; Select All</b>.</li> </ul> <div style="background-color: #f0f0f0; padding: 10px; border: 1px solid #ccc;"> <p>White handles appear when you hover the cursor over a vector object in an image. If the handles do not appear, the object is a permanent part of the image. To learn how to select non-vector objects, see <a href="#">Select an Irregular-Shaped Object</a>.</p> </div>
<p><b>Remove or Edit the Background</b></p> <p>Remove the background from an image or replace the background color.</p>	<ol style="list-style-type: none"> <li>1. In the Tool Properties, select <b>Freehand</b>.</li> </ol>  <ol style="list-style-type: none"> <li>2. Enable the <b>Snap to Object</b> option.</li> <li>3. Select the <b>Transparent</b> option for the Background Fill.</li> </ol>

What do you want to select?	Steps
-----------------------------	-------

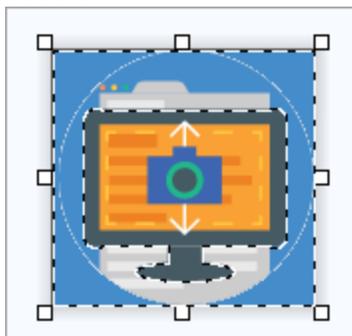
- Click and drag on the canvas to draw around the content to keep.



- Drag the **Select** slider to adjust what is selected on the canvas.



- Right-click on the canvas and select **Invert Selection** to switch to the area outside the current selection.



- Press the **Delete** key.

The background selection is deleted from the canvas.



<b>Erase or Move Text and Objects</b>	<ol style="list-style-type: none"> <li>In the Tools Properties, select a shape.</li> <li>Select the <b>Auto-Fill Background</b> option.</li> </ol>
---------------------------------------	--

What do you want to select?	Steps
<p>When moving or deleting items in an image, Snagit can automatically fill the removed area to match the surrounding content. Rearrange or erase items such as text, buttons, logos, icons, etc.</p>	<div data-bbox="386 306 906 688" style="border: 1px solid #ccc; padding: 10px; margin-bottom: 10px;"> <p style="text-align: center;">Background Fill:</p> <div style="display: flex; justify-content: space-around;"> <span>Transparent</span> <span style="border: 1px solid #ccc; padding: 2px;">Auto-Fill</span> </div> <p>Optimize for: <span style="border: 1px solid #ccc; padding: 2px;">Photo Quality</span></p> <p>Detail: <span style="display: inline-block; width: 100px; border-bottom: 1px solid #ccc; position: relative; margin: 0 10px;"> <span style="position: absolute; left: 0; top: -5px;">Less</span> <span style="position: absolute; right: 0; top: -5px;">More</span> </span></p> <p>Quality: <span style="display: inline-block; width: 100px; border-bottom: 1px solid #ccc; position: relative; margin: 0 10px;"> <span style="position: absolute; left: 0; top: -5px;">Low</span> <span style="position: absolute; right: 0; top: -5px;">High</span> </span></p> </div> <div style="background-color: #f0f0f0; padding: 10px; margin-bottom: 10px;"> <ul style="list-style-type: none"> <li>• Use Optimize for: <b>Speed</b> when the content surrounding the selection is a single color, simple, or when detail is not important.</li> <li>• Use Optimize for: <b>Photo Quality</b> when the content surrounding the selection is complex such as a pattern or a photo. This advanced option allows you to drag the sliders to customize the level of detail and quality for the fill.</li> </ul> </div> <ol style="list-style-type: none"> <li>3. Select the area on the canvas.</li> <li>4. Click and drag to move the selection to another location or press the <b>Delete</b> key to delete the selection.</li> </ol> <p>The removed area is automatically filled based on the content surrounding the original selection.</p>

## Related Articles

[Tools Overview](#)

[Cut, Copy, and Paste](#)

[Magic Wand](#)

[Add an Image Effect](#)

# Magic Wand

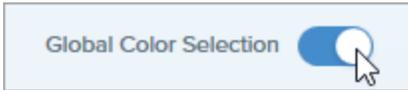
The Magic Wand tool selects an area on the canvas based on color. The tool is ideal for selecting areas of a single color that do not include complex backgrounds or patterns.

# Remove a Solid Color Background

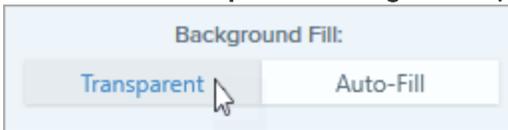
1. In Snagit Editor, click to select the **Magic Wand** tool.



2. The tool properties open. To select all instances of the selected color throughout the image, turn on the **Global Color Selection** option.



3. Turn on the **Transparent Background** option.



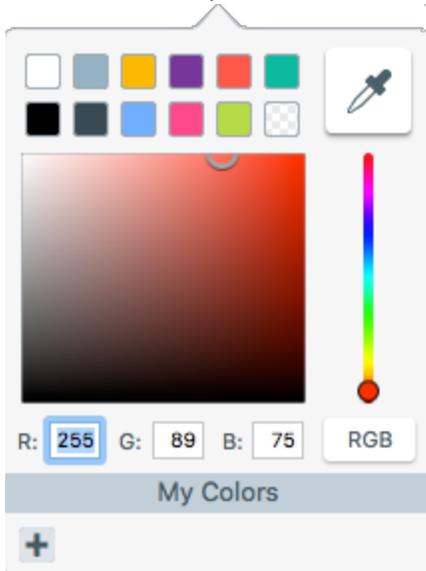
4. Click to select the color to change on the canvas.
5. Drag the **Select** slider to adjust what is selected on the canvas.



6. Press the **Delete** key to delete the selected background.
7. In Snagit Editor, select the **Fill** tool.



8. To select a color, click the **Color** dropdown and complete one of the following:



- Click to select a color from the preset colors or from the color palette.
  - Click the Eyedropper tool and then click to select a color from anywhere on the screen.
  - Enter a HEX or RGB value into the field.
9. Click to apply the fill color to a location on the canvas.

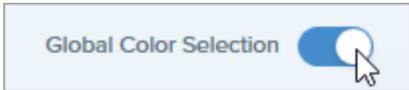
## Change the Color of Text or Objects

Select to change the color of text, logos, or other items in an image. You can change all items of the same color in the image with the **Global Color Selection** option.

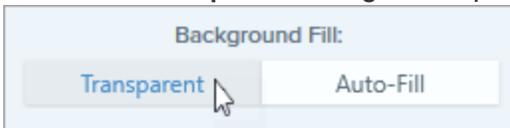
1. In Snagit Editor, click the **Magic Wand** tool.



2. The tool properties open. Turn on the **Global Color Selection** option.



3. Select the **Transparent** Background option.



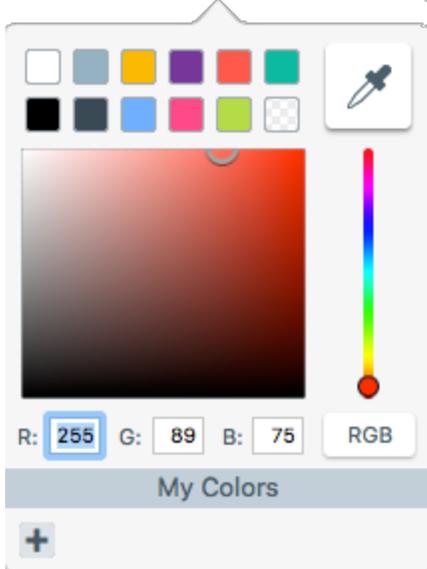
4. Click to select the color to change on the canvas.
5. Drag the **Select** slider to adjust what is selected on the canvas.



6. Press the **Delete** key.
7. In the Snagit Editor toolbar, select the **Fill** tool.



8. To select a color, click the **Color** dropdown and complete one of the following:



- Click to select a color from the preset colors or from the color palette.
- Click the Eyedropper tool and then click to select a color from anywhere on the screen.
- Enter a HEX or RGB value into the field.

9. Click to apply the fill color to a location on the canvas.

## Related Articles

[Tools Overview](#)

[Selection](#)

# Cut Out

The Cut Out tool deletes a vertical or horizontal section out of an image and joins the two pieces together.

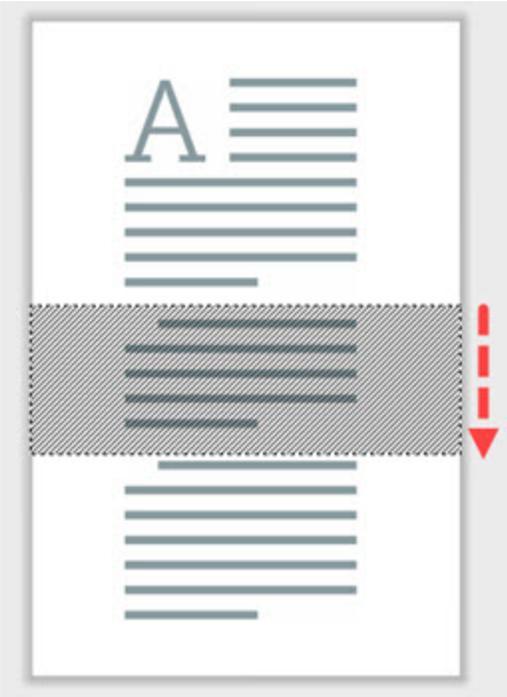


Tools are only available for image captures. Share your video to [Camtasia](#) to enhance it with annotations and effects.

1. In Snagit Editor, click to select the **Cut Out** tool.



2. The Quick Styles open. Click to select a horizontal or vertical style.
3. A line appears on the canvas. Click and drag on the canvas to select the area to remove.



## Related Articles

[Tools Overview](#)

[Remove Unwanted Areas from an Image](#)

[Create Source Graphics for Future Editing](#)

# Pen

Draw freehand lines on an image.

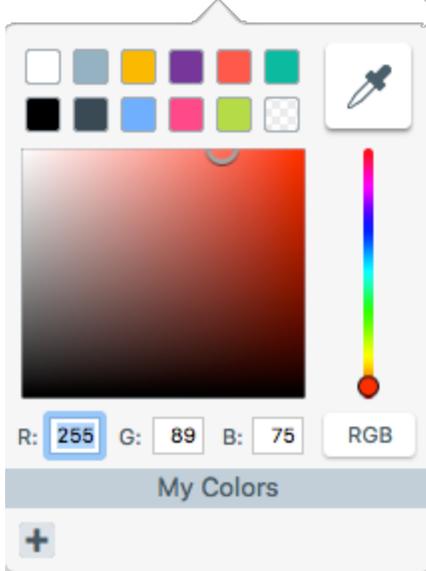
Tools are only available for image captures. Share your video to [Camtasia](#) to enhance it with annotations and effects.

1. In Snagit Editor, click to select the **Pen** tool.



2. The tool properties open. Select a style from the Quick Styles or edit the properties to customize the pen settings.

3. To select a color, click the **Color** dropdown and complete one of the following:



- Click to select a color from the preset colors or from the color palette.
- and then click to select a color from anywhere on the screen.
- Enter a HEX or RGB value into the field.

4. Click and drag on the canvas to draw with the Pen tool.

#### TIP: Add to Quick Styles

As you edit the properties, a new Quick Style appears at the bottom of the Quick Styles. Click the **+** icon to save the custom style for future use.

## Related Articles

[Tools Overview](#)

[Add a Quick Style](#)

[Create Source Graphics for Future Editing](#)

# Highlighter

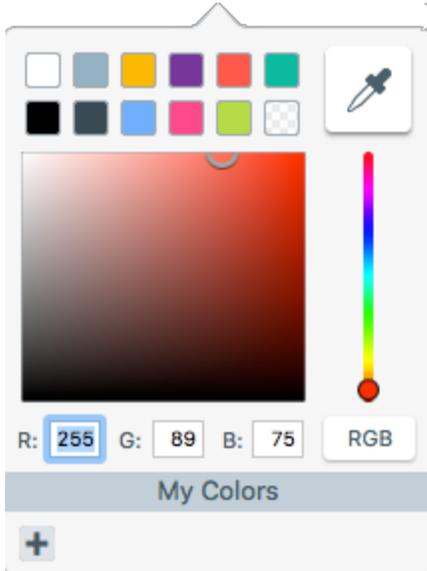
The Highlighter tool highlights a rectangular area in an image.

Tools are only available for image captures. Share your video to [Camtasia](#) to enhance it with annotations and effects.

1. In Snagit Editor, click to select the **Highlighter** tool.



2. The tool properties open. Select a style from the Quick Styles or edit the properties to customize the highlighter settings.
3. To select a color, click the **Color** dropdown and complete one of the following:



- Click to select a color from the preset colors or from the color palette.
  - Click the Eyedropper tool and then click to select a color from anywhere on the screen.
  - Enter a HEX or RGB value into the field.
4. To adjust the color transparency, drag the **Opacity** slider left or right.
  5. Click and drag on the canvas to draw the highlight.

#### TIP: Add to Quick Styles

As you edit the properties, a new Quick Style appears at the bottom of the Quick Styles. Click the **+** icon to save the custom style for future use.

## Related Articles

[Tools Overview](#)

[Add a Quick Style](#)

[Create Source Graphics for Future Editing](#)

# Step

The Step tool adds a series of numbers or letters in sequence to an image.

Tools are only available for image captures. Share your video to [Camtasia](#) to enhance it with annotations and effects.

## Add Steps

1. In Snagit Editor, click to select the **Step** tool.



2. The tool properties open. Select a style from the Quick Styles or edit the properties to create a custom step
3. To select the color, click the **Fill** or **Text** dropdown and complete one of the following:



- Click to select a color from the preset colors or from the color palette.
  - Click the Eyedropper tool and then click to select a color from anywhere on the screen.
  - Enter a HEX or RGB value into the field.
4. Select a shape from the **Style** dropdown.
  5. Select a sequence style.
  6. Move the cursor to the desired location on the canvas and click the mouse to add the step.
  7. The cursor icon shows the next step number or letter in the sequence. Repeat step 3 until all steps are added to the image.

## TIP: Add to Quick Styles

As you edit the properties, a new Quick Style appears at the bottom of the Quick Styles. Click the **+** icon to save the custom style for future use.

## Start a New Sequence

1. In Snagit Editor, click to select the **Step** tool.



2. The tool properties open. Click the **Restart** button.
3. Move the cursor to the desired location on the canvas and click the mouse to add the step.

The step sequence restarts to 1, A, or a.

## Enter a Specific Value for a Step

You can start a sequence at a specific number or letter value other than 1 or A, or edit the values for existing steps on the canvas.

1. Double-click the step on the canvas.
2. Enter a value.

Values must follow the sequence of 1 to 9999, A to Z, or AA to ZZZZZ. The following values are not supported:

- Combination of numbers and letters (1b).
- Characters other than numbers and letters (%).
- Combination of uppercase and lowercase letters (Ab).

## Related Articles

[Tools Overview](#)

[Add a Quick Style](#)

[Create Source Graphics for Future Editing](#)

## Eraser

The Eraser tool erases any flattened area in an image to expose the canvas.

Tools are only available for image captures. Share your video to [Camtasia](#) to enhance it with annotations and effects.

1. In Snagit Editor, click to select the **Eraser** tool.



2. The tool properties open. Select a style from the Quick Styles or edit the properties to customize the eraser settings.
3. Click and drag on the canvas to erase the desired areas.

## Related Articles

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[Tools Overview](#)

[Remove Unwanted Areas from an Image](#)

[Create Source Graphics for Future Editing](#)

# Blur

---

Add a blur to hide or mask sensitive information in an image.

Tools are only available for image captures. Share your video to [Camtasia](#) to enhance it with annotations and effects.

1. In Snagit Editor, click to select the **Blur** tool.



2. The tool properties open.
3. Drag the slider to adjust the blur amount.
4. Click and drag on the canvas to draw the blur.

## Related Articles

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[Tools Overview](#)

[Create Source Graphics for Future Editing](#)

# Magnify

---

Magnify an area on the canvas to highlight or show the details.

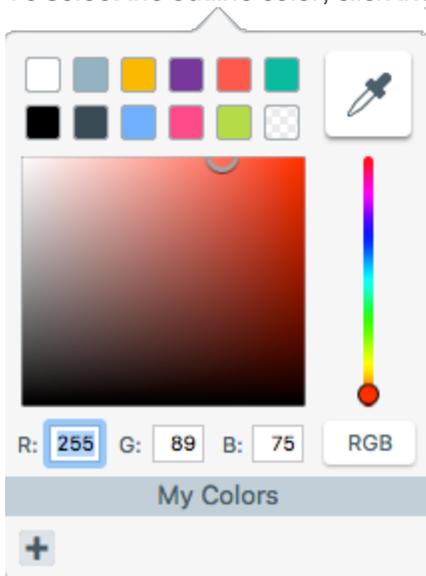
Tools are only available for image captures. Share your video to [Camtasia](#) to enhance it with annotations and effects.

## Magnify an Area

1. In Snagit Editor, click to select the **Magnify** tool.



2. The tool properties open. Select a style from the Quick Styles or edit the properties to create a custom style.
3. To select the outline color, click the **Color** dropdown and complete one of the following:



- Click to select a color from the preset colors or from the color palette.
  - Click the Eyedropper tool and then click to select a color from anywhere on the screen.
  - Enter a HEX or RGB value into the field.
4. Click and drag on the canvas to draw the area to magnify.

## Edit the Magnified Area

1. Click to select the magnified area on the canvas.
2. To move the area, click within the magnified area and drag it to a new position on the canvas.
3. To resize the area, drag the **white** handles.

## Related Articles

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[Tools Overview](#)

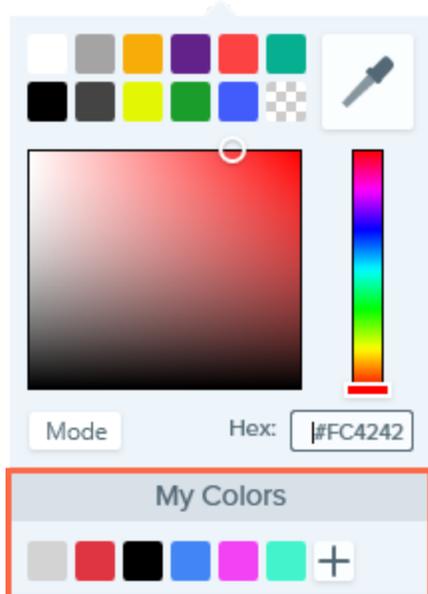
[Add a Quick Style](#)

[Create Source Graphics for Future Editing](#)

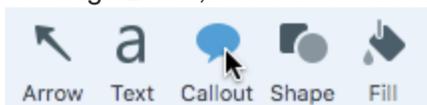
# Customize My Colors

---

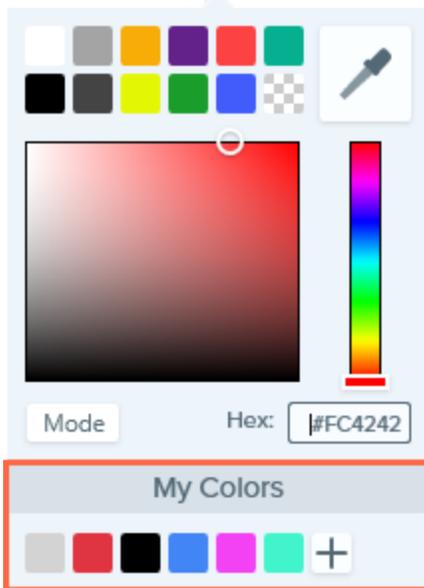
You can customize the color palette that appears in My Colors.



1. In Snagit Editor, click to select a tool.



2. The tool properties open. In the Tool Properties, click the **Color** dropdown.



3. To add a new color to My Colors, click the **Add** button.
4. To delete a color from My Colors, right-click on the color and select **Delete Color**.

The changes to My Colors are saved across all tools.

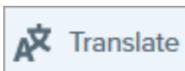
## Translate Text and Callouts

The Translate option helps you to quickly create images for multiple languages. Snagit extracts the source text from [text annotations](#) and [callouts](#) into a .xliff file to send to your translator. You can import the file into Snagit to automatically generate translated images.

### Send Text for Translation

Complete the following steps to extract text from [text annotations](#) and [callouts](#) to send for translation:

1. In the library, select .snagproj files with text annotations or callouts.
2. Click the **Translate** button to extract the text for translation.



3. In the **Extract As** field, enter a project name.

Snagit tags the source files with a project name and a language tag so you can quickly locate the images in the library.

4. Select a location to save the .xliff file.
5. Click the **Extract** button.
6. Send the .xliff file to your internal translator or localization vendor to add the target language translations.

# Import Translations

After the text translations are added to the .xliff file, you can import the file into Snagit Editor to automatically generate the translated images.

1. In Snagit Editor, select **File > Import/Export > Import Translation**.
2. Select the .xliff file that contains the translations and click **Open**.
3. Select the translated language from the dropdown and click **OK**.
4. Snagit automatically generates the localized images based on the translations in the .xliff file. Snagit tags the translated images with a project name and a language tag so you can quickly locate the graphics in the library.
5. The **Review Imported Translations** dialog appears if there are any images or issues for you to review.

Click a message in the list to open the file to review on the canvas. See [Review Translated Images](#).

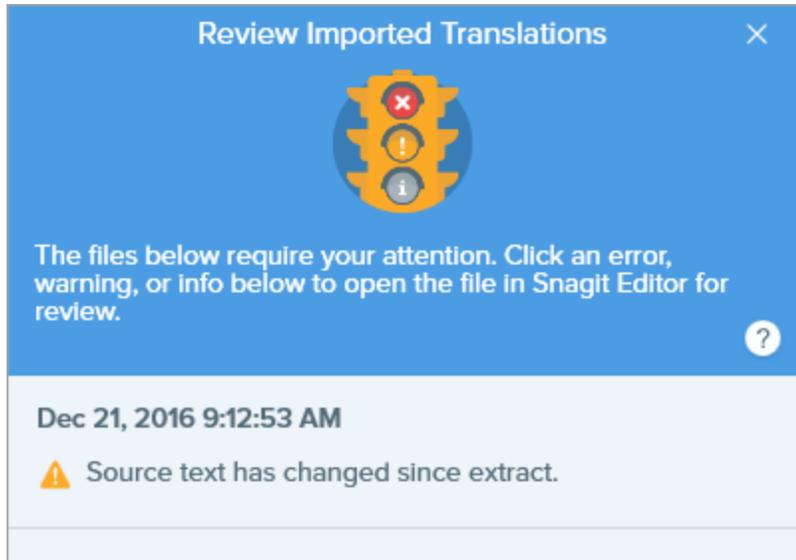
## Related Articles

[Review Translated Images](#)

[Create Source Graphics for Future Editing](#)

# Review Translated Images

After [importing the translated .xliff](#) into Snagit Editor, the **Review Imported Translations** dialog appears.



To review an item:

1. Click an [info](#), [warning](#), or [error](#) message in the dialog to open the file on the canvas.
2. Review and edit the .snagproj or .xliff file based on the message.
3. Repeat for the next error or warning in the list.

# Info

Info messages provide additional information about the localized image.

Message	User Action
No issues found.	No action required.
Callout resized to fit translation.	<p>The length of translated text is too long to fit in the original callout. Snagit automatically resizes the callout to fit the translation.</p> <p>Click the message to preview the changes on the canvas.</p> <p><b>Suggested Edits:</b></p> <ul style="list-style-type: none"><li>• Make sure the callout is not covering up important content in the image. To move the callout, click within the callout and drag it to a new location.</li><li>• To resize the callout, drag the <b>white</b> handles.</li><li>• Select the text in the callout and change the font size.</li></ul>
Localized text updated with new translation.	<p>There was a previous version of the localized image. Snagit updated the localized image with the new translation provided in the .xliff file.</p> <p>Click the message to preview the changes on the canvas.</p>

# Warnings

Warnings display items for you to review in the .snagproj or .xliff file.

Message	User Action
Source text has changed since extract.	<p>The text in the original file has changed since it was extracted for translation. The imported translation may be out-of-date.</p> <p>To send the latest changes for translation, see <a href="#">Translate Text and Callouts</a>.</p>
Callout or text box missing from the original image.	<p>The callout or text annotation has been deleted from the original image.</p> <p>Click the message to preview the changes on the canvas.</p>
Imported file does not contain translation.	<ol style="list-style-type: none"><li>1. Make sure the translation was added to the .xliff file.</li></ol>

Message	User Action
	<ol style="list-style-type: none"> <li>Update the .xliff file with the translations.</li> <li>Select <b>File &gt; Import/Export &gt; Import Translation</b> option and select the updated file.</li> </ol>
Source file contains additional callouts.	<p>Snagit detected new callouts or text annotations that were added to the .snagproj file after the text was extracted.</p> <p>To send the latest changes for translation, see <a href="#">Translate Text and Callouts</a>.</p>

## Errors

Errors inform you if the import was not successful or if there are issues to troubleshoot.

Message	User Action
Imported data is not valid.	<p>To troubleshoot this issue, check the following items in the .xliff file:</p> <ul style="list-style-type: none"> <li>Run the .xliff file through a validator to identify any invalid code.</li> <li>Make sure the file adheres to the XLIFF version 2.0 specifications.</li> <li>Remove the formatting when copying the translations into the .xliff file.</li> <li>Verify that you added translations for each source text entry.</li> </ul> <p>After updating the .xliff file, select <b>File &gt; Import/Export &gt; Import Translation</b> option to import the updated file.</p>
Unable to create translation file.	Verify that you have sufficient permissions and disk space.
File Not Found. File may have been moved or deleted.	Snagit cannot find the original .snagproj file. The file may have been moved or deleted.

### Related Articles

[Translate Text and Callouts](#)

## Edit a Video

After [recording a video capture](#), the MP4 file opens in Snagit Editor to preview and edit.

### 1. Preview

To learn how to review the video before sharing it with others, see [Video Playback in Snagit](#).

### 2. Cut or Trim

To learn how to cut out unwanted parts of the video such as mistakes, ums or coughs, or trim the beginning or end of the video, see [Trim or Cut Out Unwanted Video Sections](#).

### 3. Create Additional Content from Video

Learn how to [save individual video frames as still images](#) or how to create an [Animated GIF file](#) from the video.

### 4. Save and Share

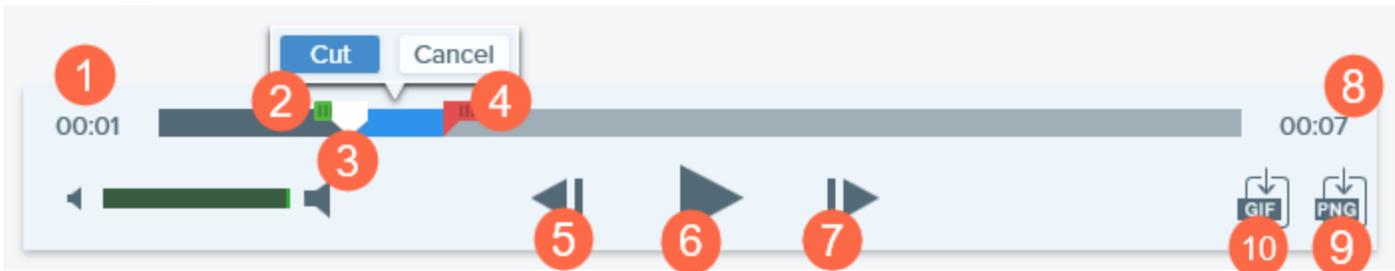
To learn about the many ways to share a video from Snagit, see [Share Overview](#).

TIP: Need More Editing Options?

For additional editing options, share the video to [Camtasia](#).

## Video Playback in Snagit Editor

After recording a video capture, the MP4 video file opens in Snagit Editor to preview and edit. The video playback controls appear under the video.



	Video Control	Description
1	Elapsed time	Displays the elapsed time at the playhead's position on the timeline.
2	Start handle	Drag the handle to select the starting point for a video selection.
3	Playhead	Controls which frame in the video is displayed. Drag the playhead to jump to a specific point in the video.

	Video Control	Description
4	End handle	Drag the handle to select the end point for a video selection.
5	Previous Frame	Click to move back one frame. Hold down the button to rewind.
6	Play / Pause	Play or pause the video.
7	Next Frame	Click to move forward one frame. Hold down the button to fast forward.
8	Time	Displays the total duration of the video.
9	Save Frame as PNG	Save the current video frame as a still image. The new image opens in the tray.
10	Create Animated GIF	Save entire video or the current selection as an <a href="#">Animated GIF file</a> .

## Related Articles

[Edit a Video](#)

[Trim or Cut Out Unwanted Video Sections](#)

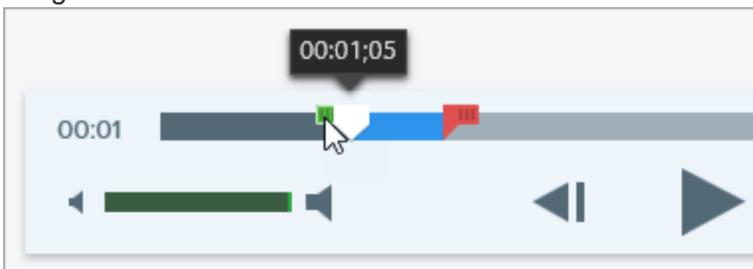
[Create an Animated GIF Video](#)

[Save a Video Frame as an Image](#)

# Trim or Cut Out Unwanted Video Sections

Cut out unwanted parts of a video such as mistakes, ums or coughs, or trim the beginning or end of the video.

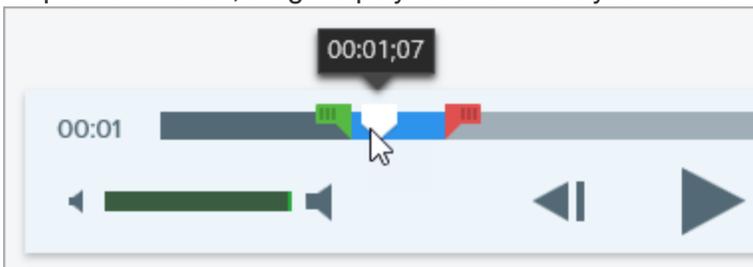
1. Drag the **Start handle** on the timeline to the location to start the cut.



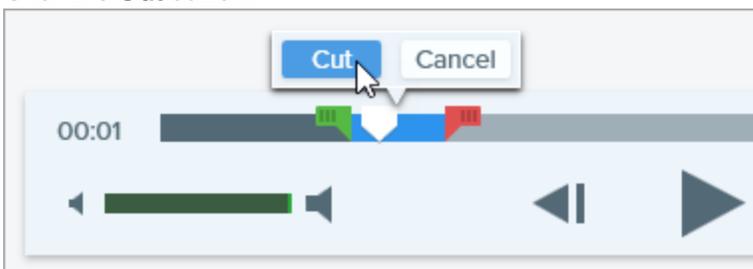
2. Drag the **End handle** on the timeline to the location to end the cut.



3. To preview the cut, drag the playhead to where you want to start the video playback. Click the **Play** button.



4. Click the **Cut** button.



The segment cut from the video is shown as a yellow line on the timeline.



TIP: Need More Editing Options?

For additional editing options, share the video to [Camtasia](#).

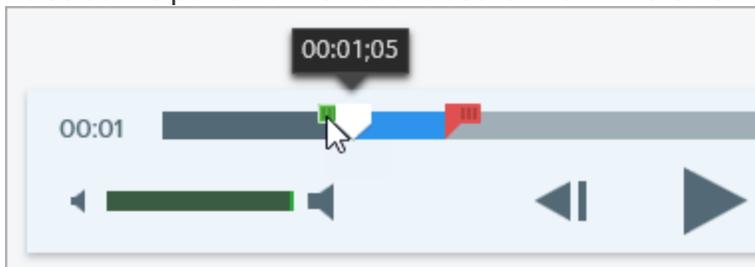
## Related Articles

[Video Playback in Snagit Editor](#)

[Create an Animated GIF Video](#)

# Create an Animated GIF Video

1. Open a [video capture](#) or click to select a video from the [Recent Captures Tray](#).
2. To select the portion of the video to use for the Animated GIF, drag the start or end handle on the timeline.



**TIP: Keep it Short!**

It is recommended to select a segment less than 30 seconds.

3. Drag the playhead to a location within the selection. Click the **Play** button to preview the selection.
4. Continue to make edits using start and end handles until you are satisfied with the selection.
5. Click the **Create Animated GIF** button.
6. The Create GIF dialog appears. Select an **Optimize For** option:
  - **Screen Video (Default)**: Select this option if the video contains screen recording.
  - **High Motion Video**: Select this option if the video contains real world video or games.
  - **Custom**: Select this option if you want to customize the settings. See [Custom GIF Settings](#).
7. Click the **Create** button.

Snagit produces the Animated GIF file and adds it to the beginning of the Recent Captures Tray.

## Custom GIF Settings

Setting	Description
Frame Rate	Number of frames per second. A higher frame rate produces smoother video playback and can result in larger file sizes.

Setting	Description
Dimensions (unit)	Select the unit to display the width and height dimensions.
Dimensions (Width and Height)	Enter the width and height dimensions for the Animated GIF file. Decreasing the dimensions can result in lower file sizes for the Animated GIF.
Lock Aspect Ratio	It is recommended to lock the aspect ratio, the ratio of the width to the height of a video. Unlocking the aspect ratio may result in skewed or blurry video content.
Enable Dithering	Enable Dithering to prevent color banding and to produce smoother video content. Dithering can result in larger file sizes.
Looping	If looping is enabled, the Animated GIF plays back on a continuous loop. If looping is disabled, the Animated GIF plays until the end of the video.
Dynamic Colors	This option is recommended for most videos. Enabling this option can result in increased file sizes. If you need to decrease the file size, you may consider disabling this option for videos with low color variation.
Fade to Black	Add a transition to the end of the Animated GIF to fade the last frame to black.

## Related Articles

Ways to Use Animated GIF

[Record a Video](#)

[Edit a Video](#)

[Trim or Cut Out Unwanted Video Sections](#)

[Share Overview](#)

# Save a Video Frame as an Image

Capture the current video frame as a still image.

1. Open a video capture or click to select a video from the [Recent Captures Tray](#).
2. Drag the playhead to the desired video frame.
3. Click the **Save Frame as PNG** button.

The new image opens in the tray.

## Related Articles

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[Record a Video](#)

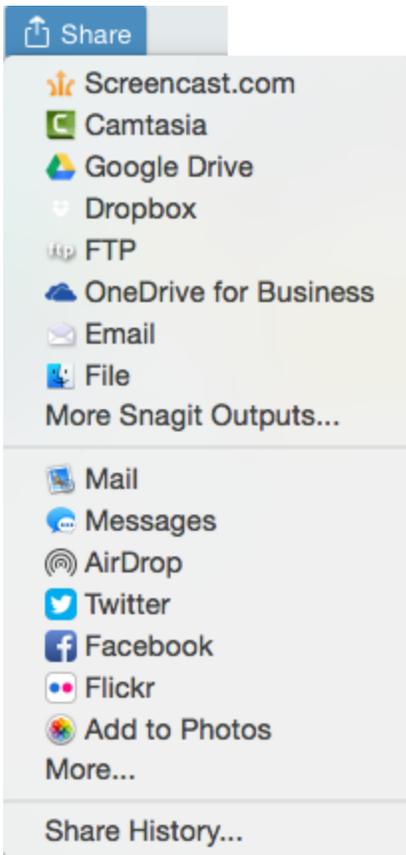
[Edit a Video](#)

# Share Overview

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Quickly share your images or videos using the Snagit outputs.

1. In Snagit Editor, click to select a capture in the [tray](#).
2. Click the **Share** button and select an output.



Snagit disables the outputs that do not support the file format of the selected capture in the tray.

# Default Outputs

Output	Image	Video
<b>File</b> Save an image or video capture to a file location.	✓	✓
<b>Email</b> Insert the image capture into a new email message.	✓	
<b>FTP</b> Send the capture to an FTP server using file transfer protocol.	✓	✓
<b>Microsoft Word</b> Insert the image capture into a Microsoft Word document.	✓	
<b>Microsoft PowerPoint</b> Insert the image capture into a Microsoft PowerPoint presentation slide.	✓	
<b>Microsoft Excel</b> Insert the image capture into a Microsoft Excel workbook.	✓	
<b>Screencast.com</b> Upload the capture to TechSmith's hosting service. Screencast.com provides a URL or embed code for quick sharing.	✓	✓
<b>Camtasia</b> Import image captures to use as assets in a video project. Import video captures to edit or use as source clips in a project.	✓	✓
<b>TechSmith Relay</b> Upload an image or video to TechSmith Relay.	✓	✓
<b>YouTube</b> Upload the video capture to your YouTube account.		✓
<b>Google Drive</b> Upload the capture to Google Drive for image or video hosting. A link to the capture is copied to the Clipboard.	✓	✓
<b>Dropbox</b> Upload the capture to Dropbox for image or video hosting. A link to the capture is copied to the	✓	✓

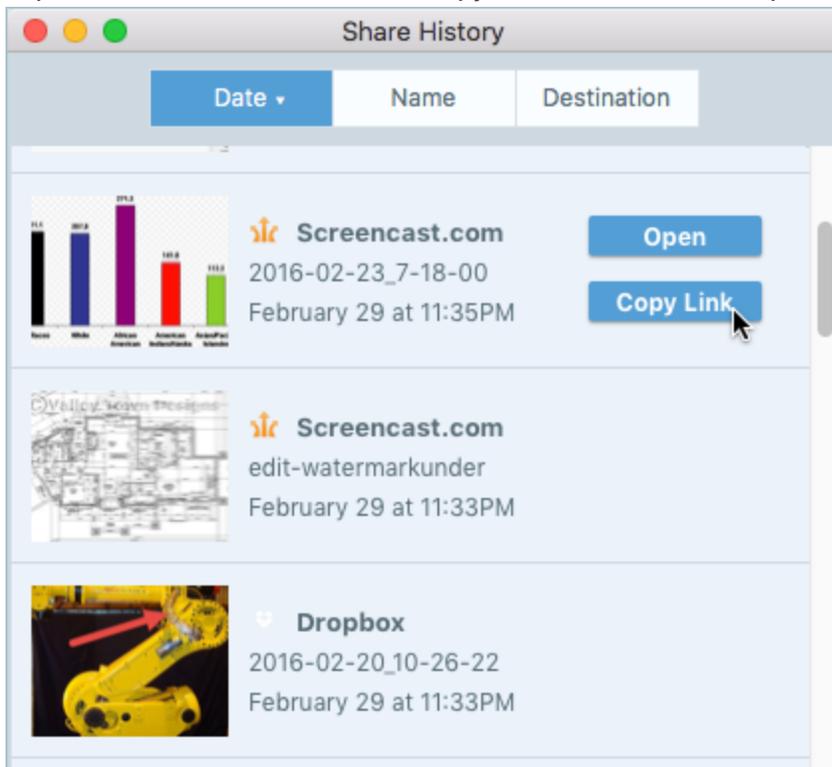
Output	Image	Video
Clipboard.		
<a href="#">My Places: OneDrive for Business</a> Upload the capture to Microsoft OneDrive for Business to access it at any time across computers or devices.	✓	✓

## Download More Outputs

TechSmith offers additional outputs you can download online. To download additional outputs, select **Share > More Snagit Outputs**.

## Share History

Snagit remembers your captures shared to web-based destinations. Open the share history to quickly open the capture in its shared location or to copy the link to share the capture again.



To open your share history in Snagit Editor, click the **Share button > Share History**.

# Open a Shared Capture

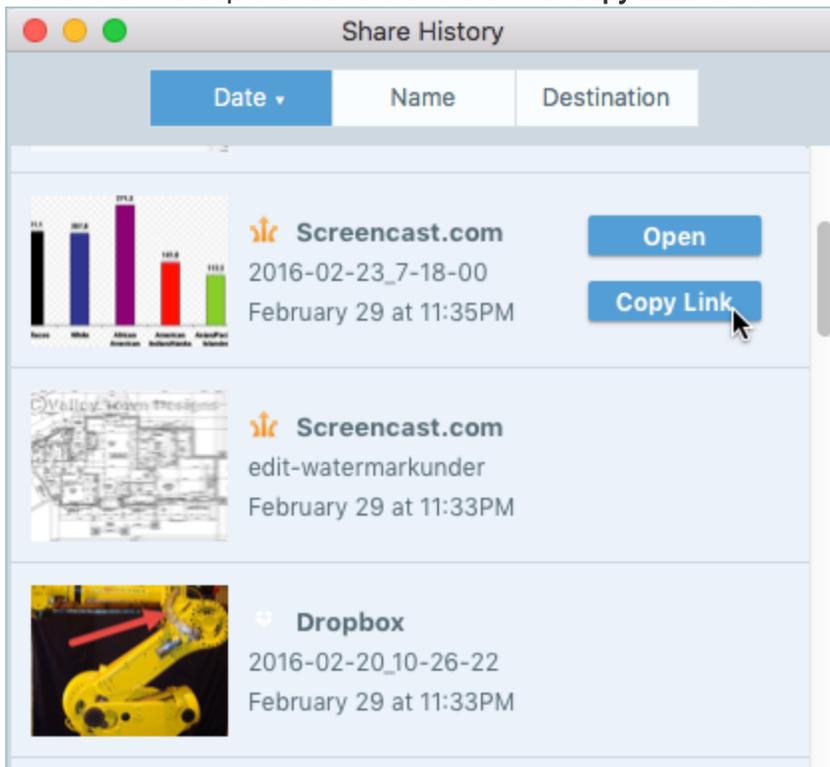
1. In Snagit Editor, click the **Share** button > **Share History**.
2. Hover over the capture to open and click the **Open Link** button.

Snagit opens the capture in its shared location in a web browser.

# Reshare the Capture Link

Snagit it makes it easy to find and reshare captures at any time.

1. In Snagit Editor, click the **Share** button > **Share History**.
2. Hover over the capture to share and click the **Copy Link** button.



The link is copied to the Clipboard. To share the link, paste the link (Command-V) into the desired location.

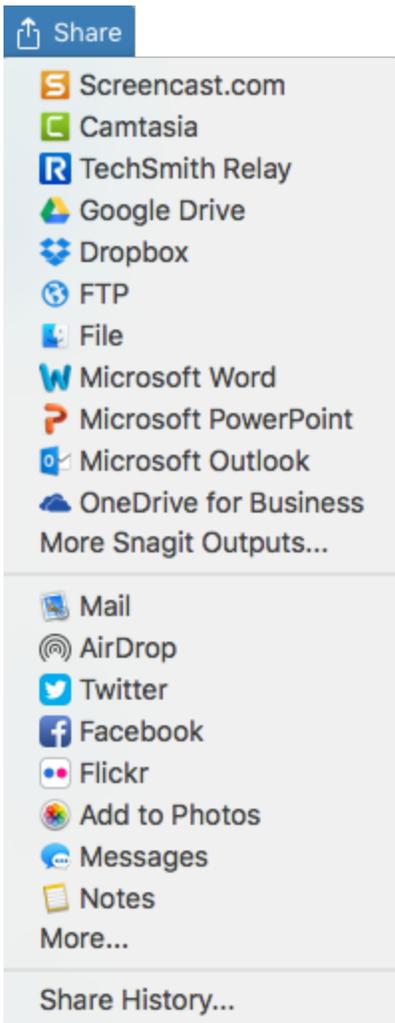
## Related Articles

[Share Overview](#)

[View the Capture History \(Library\)](#)

# Manage Snagit Outputs

Quickly share your images or videos using the Snagit outputs. The Snagit outputs appear in Share menu in Snagit Editor.



## Download Additional Outputs

TechSmith offers additional outputs you can download online.

In Snagit Editor, select **Share > More Snagit Outputs**.

## Add a New Output

You can customize the following items for the output:

- Save or change your account settings.
  - Set up multiple accounts for the same output, such as a business account and a personal account.
  - Create a custom name for an output.
1. Select **Snagit > Preferences > Output tab**.
  2. Click the **Add** button and select an output from the list.

3. Enter an Output Name.

If you set up multiple accounts for the same output, make sure to enter a unique name for each output. For example, "Twitter-Work" and "Twitter-Personal."

4. Customize the output settings.
5. Close the Preferences dialog.

## Remove an Output

1. In Snagit Editor, select **Snagit > Preferences > Outputs tab**.
2. Select the output to remove and click the **Remove** button.

### Related Articles

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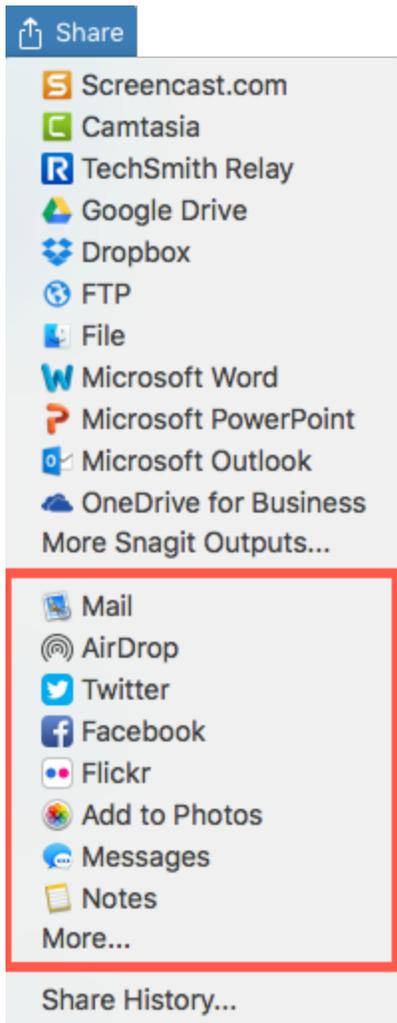
[Share Overview](#)

[Add Mac Extensions](#)

## Add Mac Extensions

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You can add third-party mac extensions as share destinations in the Share menu.



1. In Snagit Editor, click the **Share** button and select **More**.
2. The System Preferences dialog appears. Click **Share Menu** and select the extensions you want to use in Snagit.
3. Close the System Preferences dialog.

## Related Articles

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[Share Overview](#)

[Add Snagit Outputs](#)

# FTP

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Send a capture to a FTP (File Transfer Protocol) server. Use FTP to transfer files to an outside network using a secure connection.

1. In Snagit Editor, click to select an image or video in the [Recent Captures Tray](#).
2. Select **Share > FTP**.
3. The Send with FTP dialog appears. Select the desired [FTP options](#) and click **OK**.

# FTP Options

Option	Description
Server	Enter the IP address or DNS name of the target FTP server.
Port	Enter the port number (usually 21 for FTP).
Directory	Enter the directory path to the server.
Server authentication	Enter the Username and Password into the fields for server authentication.

## Related Articles

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[Share Overview](#)

# YouTube

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Upload a video to YouTube for video hosting. YouTube provides a URL for quick sharing to your audience or an embed code for embedding the capture on a website or blog.

YouTube resizes the video to fit within their standard dimensions. For best results, record at YouTube's recommended dimensions.

1. In Snagit Editor, click to select a video in the tray or library.
2. Click the **Share** button and select **YouTube**.
3. The Connect with YouTube dialog appears. Sign in using a YouTube or Google account.
4. Click the **Allow** button.
5. Click the **Upload** button.

The video uploads onto your YouTube account and the video's URL is copied to the Clipboard.

## Related Articles

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[Share Overview](#)

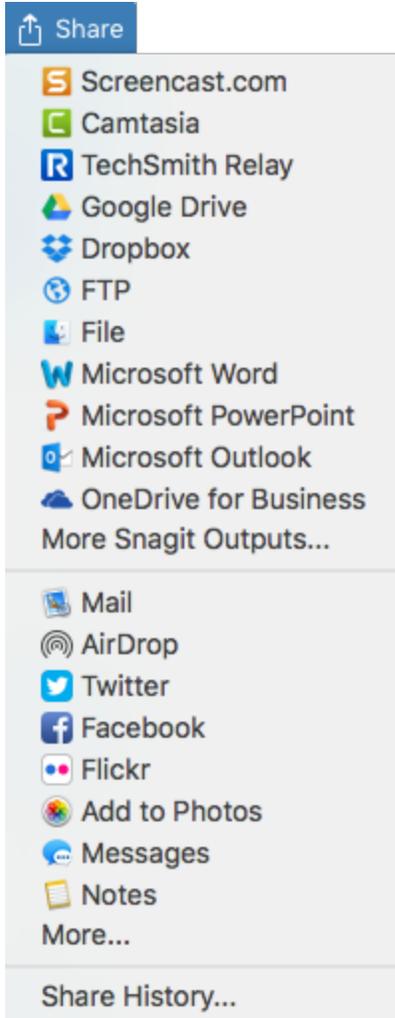
[Manage Snagit Outputs](#)

# Microsoft Word

---

Insert an image into a Microsoft Word document.

1. In Snagit Editor, click to select an image in the tray or library.
2. Click the **Share** button and select **Word**.



If you have not previously added the Microsoft outputs, click the **Share** button and select **More Snagit Outputs**. Click the **Add** button and select the desired Microsoft output from this list.

Snagit inserts the image into an open or new Microsoft Word document.

## Related Articles

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[Share Overview](#)

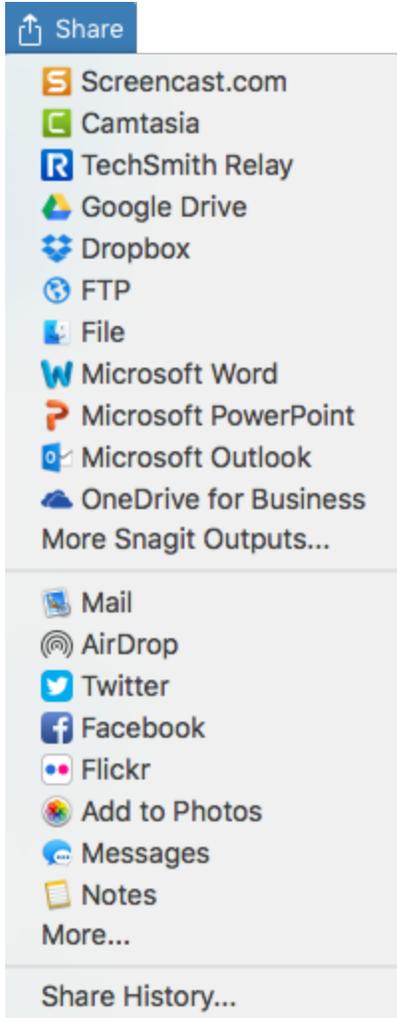
[Manage Snagit Outputs](#)

# Microsoft PowerPoint

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Insert an image into a Microsoft PowerPoint presentation.

1. In Snagit Editor, click to select an image in the tray or library.
2. Click the **Share** button and select **PowerPoint**.



If you have not previously added the Microsoft outputs, click the **Share** button and select **More Snagit Outputs**. Click the **Add** button and select the desired Microsoft output from this list.

Snagit inserts the image into an open or new Microsoft PowerPoint presentation.

## Related Articles

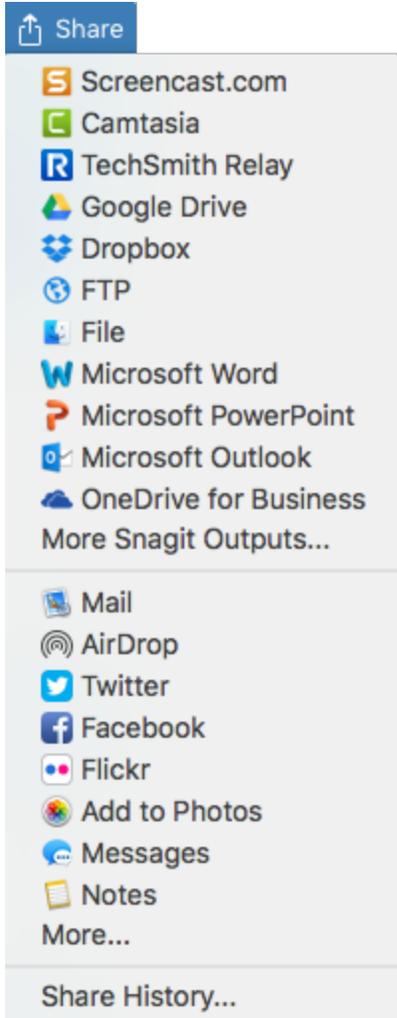
[Share Overview](#)

[Manage Snagit Outputs](#)

# Microsoft Excel

Insert an image into a Microsoft Excel workbook.

1. In Snagit Editor, click to select an image in the tray or library.
2. Click the **Share** button and select **Excel**.



If you have not previously added the Microsoft outputs, click the **Share** button and select **More Snagit Outputs**. Click the **Add** button and select the desired Microsoft output from this list.

Snagit inserts the image into an open or new Microsoft Excel workbook.

## Related Articles

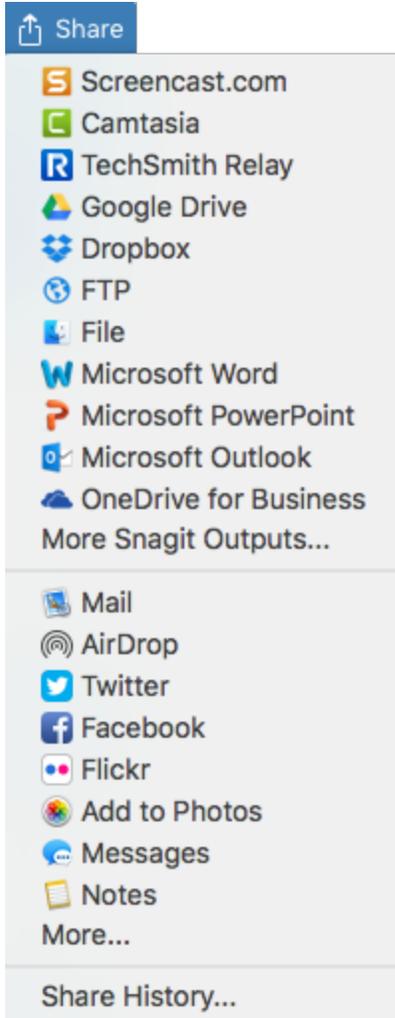
[Share Overview](#)

[Manage Snagit Outputs](#)

# Screencast.com

Upload an image or video onto Screencast.com for hosting. Screencast.com provides a URL for quick sharing or an embed code for adding the capture onto a website or blog.

1. In Snagit Editor, click to select an image or video in the tray or library.
2. Click the **Share** button and select **Screencast.com**.



If you are not currently logged into your TechSmith account, sign in or set up an account. See [About TechSmith Accounts](#).

Snagit uploads the image or video onto Screencast.com and copies the URL or embed code onto the Clipboard.

## Related Articles

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[Share Overview](#)

[Manage Snagit Outputs](#)

# Camtasia

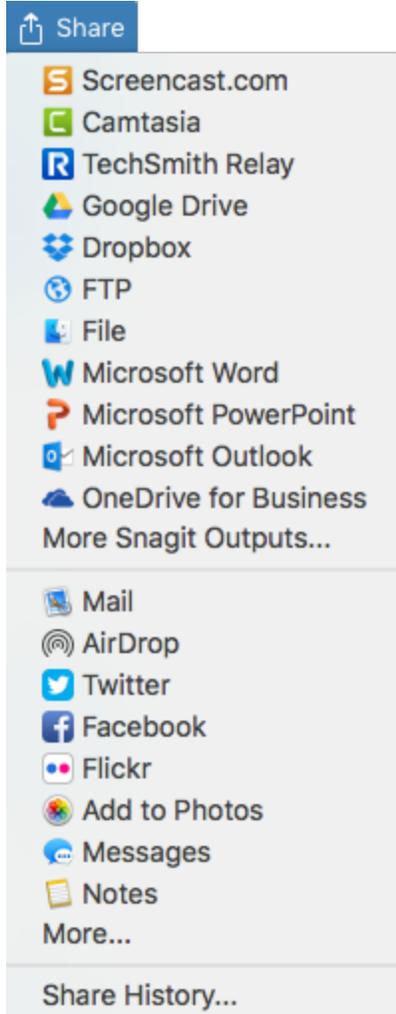
---

Import an image or video capture into Camtasia, TechSmith's screen recording and video editing software. Use Camtasia to:

- Import still images or videos to use as source files in your Camtasia projects.
- Enhance video captures recorded in Snagit with callouts, text, titles, captions, effects, and much more.

You must have Camtasia version 2.0 or later installed to share captures using this output.

1. In Snagit Editor, click to select an image or video in the tray or library.
2. Click the **Share** button and select **Camtasia**.



Snagit imports the MP4 video or image file into the Clip Bin in Camtasia.

## Related Articles

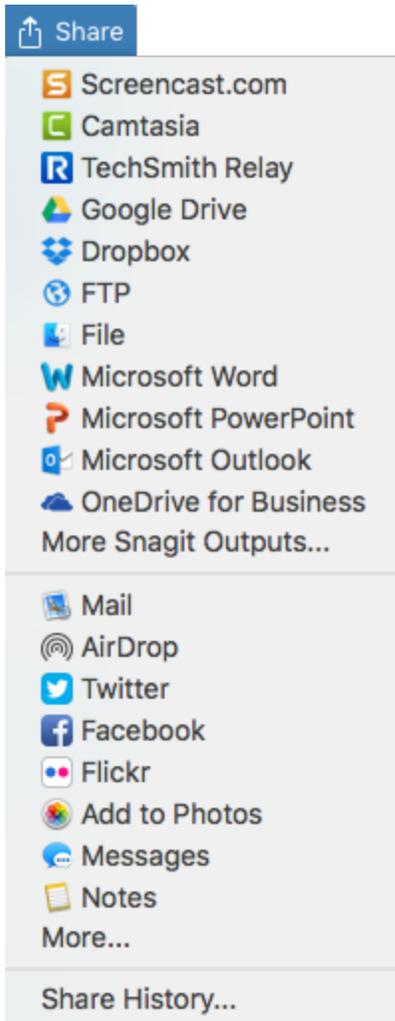
[Share Overview](#)

[Manage Snagit Outputs](#)

# Google Drive

Upload images and videos into Google Drive to host content so it is accessible from any web browser or mobile device. Control who can view, edit, and comment on the content.

1. In Snagit Editor, click to select an image or video in the tray or library.
2. Click the **Share** button and select **Google Drive**.



3. If you have not previously logged into your Google account, the Connect with Google Drive dialog appears. Enter your email and password and click **Sign in**.
4. Click **Allow**.
5. The Send to Google Drive dialog appears. Enter a file name, select the folder to upload the capture to, and click **Upload**.

Snagit uploads the image or video into the selected Google Drive folder and copies the URL onto the Clipboard. Videos may take some time to process in Google Drive.

To customize the output, click the **Share** button and select **More Snagit Outputs**. Select the output from the list to access its settings.

## Related Articles

[Share Overview](#)

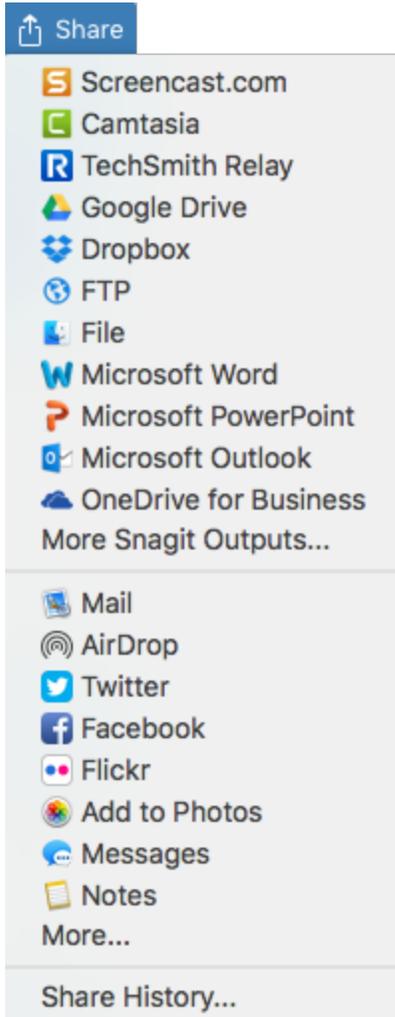
[Import from Google Drive](#)

[Manage Snagit Outputs](#)

# Dropbox

Upload images and video to Dropbox to host content so it is accessible from any web browser or mobile device.

1. In Snagit Editor, click to select an image or video in the tray or library.
2. Click the **Share** button and select **Dropbox**.



3. If you have not previously connected Snagit to your Dropbox account, the Connect with Dropbox dialog appears. Enter your email and password and click **Sign in**.
4. Click **Allow**.
5. The Dropbox Share Options dialog appears. Enter a file name, select the folder to upload the capture to, and click **Upload**.

Snagit uploads the image or video into the selected Dropbox folder and copies the URL onto the Clipboard. Videos may take some time to process in Dropbox.

To customize the output, click the **Share** button and select **More Snagit Outputs**. Select the output from the list to access its settings.

## Related Articles

[Share Overview](#)

[Manage Snagit Outputs](#)

# OneDrive for Business (My Places)

Upload the capture to OneDrive for Business to access it at any time across computers or devices.

## Share to My Places

1. Click to select a file to share in the tray.
2. In Snagit Editor, select **Share > OneDrive for Business**.
3. Click the **Browse** button to select a location.

If you do not have any locations in My Places or to share to a new location, see [Add a Place](#).

4. Enter a file name.
5. Click **Upload**.

The capture uploads to the selected My Places location.

## Add a Place

Use My Places to add a list of shortcut locations to import, export, or share access to files at any time across computers or devices.

1. In Snagit Editor, select **File > Import from My Places**.
2. Click the **Add** button.

3. Click **OneDrive for Business**.
4. Enter an email and password.
5. Click **Sign in**.

The shortcut location is added to My Places.

## Remove a Place

1. In Snagit Editor, select **File > Import from My Places**.
2. Click to select the Place to remove from My Places.
3. Click the **Remove** button.
4. Click **Yes**.

The shortcut location is deleted from My Places.

### Related Articles

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[Import from My Places](#)

# Snagit Mac Keyboard Shortcuts

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Keyboard shortcuts allow you to quickly complete tasks in Snagit. The keyboard shortcuts for common commands are also listed in the menus. To complete an action, press the shortcut keys indicated below.

## Image Capture Shortcuts

Option	Keyboard Shortcut
Global Capture	Control-Shift-C
Video Selection Guides	G
Magnifier	M
Cancel Capture	Esc
Hide Capture Help	H
Capture Fullscreen	F
Capture Multiple Regions	Hold the Command key
Scroll Horizontally	R
Scroll Vertically	D

Option	Keyboard Shortcut
Scroll Diagonally	X
Image Capture	Shift-Control-S
Expose (Window) Capture	Shift-Control-W
Menu Capture	Shift-Control-E
Repeat Last Capture	Shift-Control-R

## Video Capture Shortcuts

Option	Keyboard Shortcut
Video Capture	Control-Shift-V
Start Recording	Control-Shift-Space
Pause/Resume Recording	Control-Shift-Space
Stop Recording	Control-Shift-V
Repeat Last Capture	Shift-Control-R

## Edit Shortcuts

Option	Keyboard Shortcut
Open Editor	Command-Shift-E
Enter Full Screen	Control-Shift-F
Open Preferences	Command-comma
Hide Snagit	Command-H
Quit Snagit	Command-Q
New Image	Command-N
New from Clipboard	Shift-Command-N

Option	Keyboard Shortcut
Open	Command-O
Close Snagit	Command-W
Close Capture	Shift-Command-W
Close All	Option-Command-W
Save	Command-S
Save As	Shift-Command-S
Save All	Option-Command-S
Print	Command-P
Undo	Command-Z
Redo	Shift-Command-Z
Cut	Command-X
Copy	Command-C
Copy All	Option-Command-C
Paste	Command-V
Duplicate	Shift-Command-D
Delete	Delete key
Select All	Command-A
Deselect All	Command-D
Invert Selection	Shift-Command-I
Jump to Next Frame	Right arrow
Jump to Previous Frame	Left arrow
Jump to Beginning	Command-Return
Jump to End	Shift-Command-Return
Draw a Perfect Square or Circle Move or Draw an Object In a Line	Hold the Shift key while dragging.

Option	Keyboard Shortcut
Crop to Canvas	Command-K
Trim	Shift-Command-X
Flatten	Shift-Command-T
Flatten All	Control-Shift-T
Actual Size	Command-0
Zoom to Fit	Shift-Command-0
Zoom In	Command-plus
Zoom Out	Command-minus
Resize Image	Shift-Command-R
Rotate Image	Command-R
Switch to Library	Command-1
Show/Hide Effects panel	Command-2
Show/Hide Properties	Command-3
Show/Hide Recent Captures Tray	Option-Command-T
Next Capture in Tray	Command-[
Previous Capture in Tray	Command-]
Open Share History	Option-Shift-S

## Tools Shortcuts

Option	Keyboard Shortcut
Arrow and Line	Control-A
Text	Control-T
Callout	Control-D
Shape	Control-U

Option	Keyboard Shortcut
Fill	Control-F
Stamp	Control-I
Crop	Control-C
Selection	Control-L
Magic Wand	Control-W
Cut Out	Control-X
Pen	Control-P
Highlighter	Control-H
Step	Control-S
Eraser	Control-E
Blur	Control-B
Move	Control-V
Magnify	Control-M

## Related Articles

[Change the Global Capture Keyboard Shortcut  
Keyboard Preferences](#)

# Troubleshooting Snagit Helper Application

To help Snagit run properly, you may need to manually quit some Snagit applications.

1. Select Applications > Utilities > Activity Monitor.
2. Type "Snagit" into the Filter field in the upper-right corner of the Activity Monitor.
3. A list of any Snagit helper applications appears. Select an application from the list and click the **Quit Process** button.
4. Click **Force Quit**.
5. Repeat steps 3 and 4 for the remaining Snagit applications.
6. Relaunch Snagit.

## General Preferences

To open the Snagit Preferences, select Snagit > Preferences > General tab.

Option	Description
Always keep Snagit running in the background	Keep Snagit running in the background to start a capture at anytime.
Snagit Shows	Choose the display for the capture options. Capture window is the default display. <ul style="list-style-type: none"><li>• <b>Capture Window:</b> Displays the capture options from a window in the menu bar. The Capture window provides options for both quick and customized capture.</li><li>• <b>OneClick Tab:</b> Displays the quick capture options as a tab on the upper-right side of the screen. The quick capture options display when you hover the cursor over the blur bar.</li><li>• <b>Capture Window &amp; OneClick Tab:</b> Displays the capture options in the menu bar and as a tab on the side of the screen.</li></ul>
Editor color theme	Choose between the two Snagit interface color themes: Light or Dark.
Show TechSmith notification feed	Show Snagit news, updates, and tips in the upper-right corner of Snagit Editor.
Send anonymous usage information	Send anonymous data on Snagit usage to help TechSmith improve future versions.
Automatically check for updates	Automatically check or download the latest version of Snagit when connected to the Internet.

## Related Articles

[Capture Preferences](#)  
[Manage Snagit Outputs](#)  
[Keyboard Preferences](#)  
[Advanced Preferences](#)

# Capture Preferences

To open the Snagit Preferences, select Snagit > Preferences > Capture tab.

Option	Description
Hide Snagit when capturing	Minimize Snagit during capture.
Show video countdown	Displays a three second countdown before starting the video recording.
Show quick controls in fullscreen recordings	Displays the <b>Webcam</b> button and <b>Pause</b> button in the bottom right corner of the screen during a fullscreen video recording.
Scrolling capture	This option only appears when Snagit's scrolling capture is disabled. Click the <b>Enable</b> button to install additional options to improve Snagit's scrolling capture capabilities.
Downsample Retina video recordings	Scales down Retina video recordings. It is recommended to enable this option.  If video quality is a concern, you may want to consider disabling this option. When disabled, the text and graphics appear crisper, but the video may result in larger file sizes and dimensions.
Automatically start video recording	Automatically start the video recording after selecting the video recording area.  By default, this option is disabled. You must click the <b>Record</b> button to start the recording.
System Audio Component	The TechSmith Audio Capture Component allows you to record system audio (the sound from your computer speakers) during a video capture.
Camera	Select a built-in or connected camera device for recording camera video.
Microphone	Select a built-in or connected audio device for recording microphone audio.
Input Level	Measures the audio level for the selected microphone audio device.

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[Keyboard Preferences](#)

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# Keyboard Preferences

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Keyboard shortcuts allow you to quickly complete tasks in Snagit. You can change the following default shortcuts:

- All-in-One Capture (Shift-Control-C)
- Image Capture (Shift-Control-S)
- Video Capture (Shift-Control-V)
- Window (Expose) Capture (Shift-Control-W)
- Menu Capture (Shift-Control-E)
- Pause/Resume Recording (Control-Shift-Space)
- Repeat Last Capture (Shift-Control-R)

## Change a Default Keyboard Shortcut

1. Select Snagit > Preferences > Keyboard tab.
2. Click the keyboard shortcut button.
3. Press the desired key combination on the keyboard.

The new keyboard shortcut appears in the field.

## Related Articles

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[Change the Global Capture Keyboard Shortcut](#)

[Snagit Mac Keyboard Shortcuts](#)

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# Advanced Preferences

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To open the Snagit Preferences, select Snagit > Preferences > Advanced tab.

Option	Description
Scale down retina images when sharing	<p>If you open an image captured on a Retina display on a regular monitor, the capture appears twice as large as the same content captured on a regular monitor. This option scales down retina image captures when you:</p> <ul style="list-style-type: none"> <li>• Share an image with Snagit outputs.</li> <li>• Drag images from Snagit Editor into another location.</li> </ul> <div style="border: 1px solid #ccc; padding: 10px; margin-top: 10px;"> <p>If you frequently switch between sharing the original image and sharing the scaled down image, hold the Shift key when dragging the image from Snagit into another location. Holding the Shift key when dragging pastes an image opposite of the default behavior selected for this option. For example, if this option is enabled, holding the Shift key pastes an image of the original size captured.</p> </div>
Always create new canvas at this size	Sets the default image dimensions when you select File > New Image (Command-N). If you enable this option, the dialog to enter custom dimensions for a new image will not open.
Always use black and white menu bar icon	Select this option if you do not want to display the red Snagit menu bar icon when recording a video capture.
Autosave location	<p>Unsaved image captures are stored as .snagproj files and video captures as .mp4 files in: User name/Documents/Snagit/Autosaved Captures.</p> <p>Click the <b>Choose</b> button to select another location.</p>
Drag and paste format	Set the default file format when dragging captures from Snagit Editor into another application or location.
Turn On/Off Mobile Sharing	<p>You can import images and videos from a mobile device into Snagit Editor. Turn on this option to allow sharing between a mobile device and Snagit. See <a href="#">Import an Image or Video from a Mobile Device</a>.</p> <ul style="list-style-type: none"> <li>• <b>Keep original image dimensions:</b> Snagit automatically resizes mobile images for better viewing in Snagit Editor. Enable this option to import mobile images at the original dimensions.</li> <li>• <b>Connection Name:</b> TechSmith Fuse remembers each connection and allows you to choose which instance of Snagit to send the mobile images or videos. You can customize the name of each connection to be sure you are sending the files to the correct computer running Snagit.</li> <li>• <b>Port:</b> Port number for connecting TechSmith Fuse to Snagit.</li> </ul>

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