## **Overview**

**FastStone Capture** is a powerful, flexible and intuitive screen-capture utility. It allows you to capture anything on the screen including windows, objects, full screen, rectangle regions, freehand-selected regions and scrolling windows/web pages. It has innovative features such as a floating Capture Panel, hotkeys, resizing, cropping, text annotation, printing, e-mailing and many more.

## **Features**

- A small floating Capture Panel that can be dragged anywhere or minimized to the Windows tray area
- Resource friendly uses a very small amount of memory, especially when minimized to the Windows tray area
- Global hotkeys to activate the program's capture capabilities anytime, anywhere
- Efficient tools to capture windows, objects, full screen, rectangle/freehand-selected regions and scrolling areas
- Capture web pages in Microsoft Internet Explorer, FireFox and Opera
- Option to specify destination (internal editor, clipboard, file or printer) where the captured image will be sent
- Text/Arrowed line/Highlight/Watermark annotation
- Drop-shadow, torn-edge effects
- Add caption
- Resize, crop, zoom in/out
- Undo/Redo
- Save as BMP, JPEG, JPEG2000, PNG, GIF, TIFF, TGA and PDF
- Send e-mails
- Screen magnifier, Screen color picker
- Multi-monitor support
- Option to run when Windows starts
- And many more ...

# **System Requirements**

- Windows 98SE, ME, NT, 2000, XP, Vista
- 256MB RAM
- 5MB space in hard drive
- Mouse

## **Capture Panel**



**Capture Panel** 

- There are **3** ways to trigger a capture function:
  - Click on one of the capture buttons on the Capture Panel □ □ □ □ □ ⊑ ፱
  - Press a hotkey. For example, by default, pressing the Ctrl+PrtSc key combination will activate a Rectangle capture. Hotkeys can be configured in the program Settings
  - Right Click on the tray icon in the Windows tray area 10:18 and select a capture function from the pop-up menu
- Before making a capture, make sure the right destination is selected. Click on the **Output** button where you can then select one of the following destinations for the captured image:



- **To Editor** captured image will be opened in the internal editor
- **To Clipboard** captured image will be sent to the Windows Clipboard
- **To File -** a "Save As" dialog will open to save the captured image

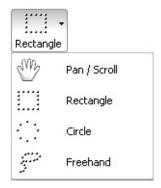
- **To File** (Auto Save) captured image will be saved to a specified folder automatically
- **To Printer** captured image will be sent to the print dialog
- During screen capturing, **right mouse click** or press **Mouse Wheel** or press **Esc** to **discontinue**
- Click on to **minimize** the Capture Panel to the Windows tray area, which keeps the program running in the background with very little CPU/memory usage. To terminate the program, click on
- Click on the **tray icon** in the Windows tray area to **minimize/restore** the floating Capture Panel
- Use **Capture Scrolling Window** to **capture oversize areas** such as a scrolling File/Folder list, a PDF file in Adobe Reader or a web page in a web browser. For **web page capturing**, it works with Microsoft Internet Explorer, FireFox and Opera
- There are **2** ways to open an existing image file in the internal editor:
  - Drag the image from a Web browser or Windows Explorer and drop it on the Capture
    Panel
  - Click on the **Settings** button was and select "**Open File in Editor**" from the drop-down menu

## **Editor**



#### **Editor Toolbar**

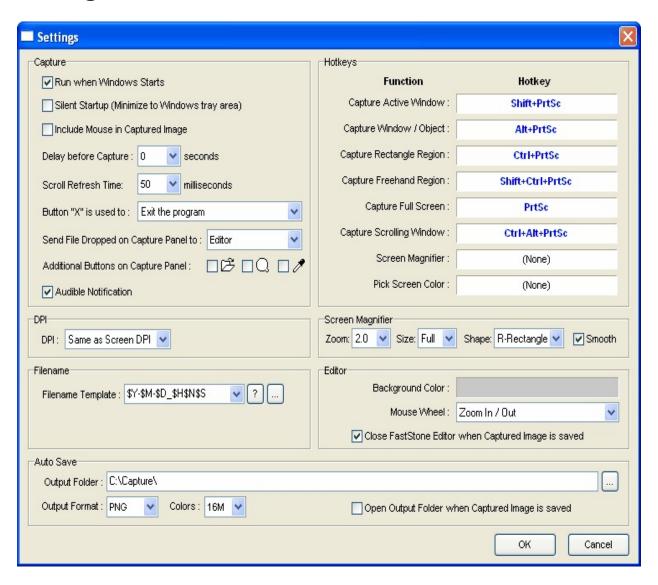
Before making a selection in the editor, make sure it is in the proper Select Mode:



- Drag with **Left Mouse Button** to make a selection
- Drag with **Right Mouse Button** to **pan/scroll** the image if it is larger than the window
- **Double click** on a selection to crop the image
- Scroll Mouse Wheel to zoom in/out on the image. This can be set to scroll up/down in the Settings
- Press **1,2,3,...9** key to zoom the image to **100**%, **200**%, **300**%,...**900**%
- Press **A** or / key to display the image in **actual size**
- Press **B** display the image in **best fit** within the window
- Press + key to **zoom in** on the image
- Press key to zoom out on the image
- Press Ctrl+S key combination to save the image
- Press **Alt+S** key combination to **save the selected part** of the image
- Press **Ctrl+R** key combination to **resize** the image

- Press **Ctrl+P** key combination to **print** the whole or part (if selected) of the image
- Press Ctrl+C key combination to copy the whole or part (if selected) of the image to the Windows clipboard
- Press **Ctrl+V** key combination to **paste** from the Windows **clipboard**
- Press **Ctrl+X** key combination to **cut the selected part** of the image
- Press **D** key to **add text**, **arrowed line** and other objects to the image
- Press **G** key to **apply some edge effects** to the image
- Press **N** key to **add caption** to the image
- Press **X** key to **crop** the image
- Press **Esc** key to **close** the Editor

## **Settings**



### Settings

- Run when Windows Starts (Recommended) Load the program and minimize it to the Windows tray area each time you start Windows. When minimized to the tray area, the program uses very little CPU and memory resources. It is in standby, ready to be used any time you want. To activate the program's capture capability:
  - Press a hotkey
  - Or just click on the tray icon in the Windows tray area
- **Silent Startup** The program will minimize to the Windows tray area when it starts

- **Include Mouse in Captured Image** By default, the mouse cursor (pointer) is not drawn in the captured image. Check this option if you want to display the mouse cursor in the captured image
- **Delay before Capture** If you need time to prepare the windows or menus before the capture function activates, you can use this option to add a delay in seconds
- **Scroll Refresh Time** This is the speed of the scrolling capture in milliseconds. If you find the capture cannot keep up with the scrolling, then increasing this value might solve the problem
- **Send File Dropped on Capture Panel to** Graphics files can be dragged and dropped on the floating Capture Panel, which is an efficient way, especially working with Windows Explorer, to edit / view files. You can specify the destination for the dropped file to be the internal editor or the Full Screen viewer.
- Additional Buttons on Capture Panel If you use Open File in Editor / Screen Magnifier /
  Screen Color Picker frequently, check it to make it always accessible on the Capture Panel
- **Filename Template** This option allows you to customize how file names are generated by the software.

```
$Y - Year
```

\$M - Month

**\$D** - Day

\$H - Hour

\$N - Minute

\$S - Second

Example1: when using  $Y-M-D_SHNS$ , a JPEG file might be named as 2006-06-18\_190326.jpg

Example2: when using **ScreenShot**#####, the 32nd screenshot in JPEG format will be named as ScreenShot00032.jpg

- Auto Save Captured images are saved in the specified Output Folder / Output Format without showing the Save As dialog
- Hotkeys (HIGHLY recommended) They provide quick access (just a hotkey press) to capture functions. The hotkeys are global, which means you can use them anytime, anywhere as long as this program is running in the background

Hotkeys can conflict with other programs, so here are some suggestions:

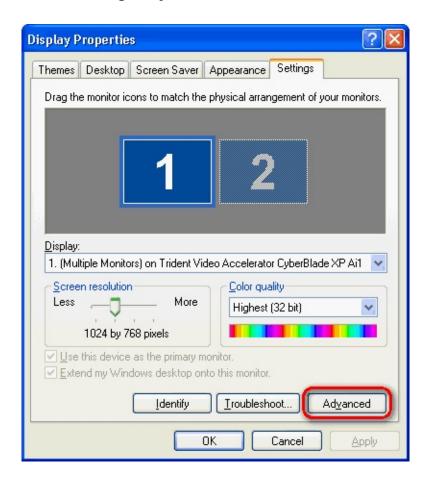
- Use rarely used **key combinations**. For example, by default, the Ctrl+PrtSc key combination is assigned as the hotkey for capturing a Rectangle region
- Never use a common key. For example, you should avoid using single keys A-Z because once they become hotkeys, you might not be able to type properly. Other single keys such as F1-F12 are not good choices either since they are frequently used in many other programs. However, key combinations like Ctrl+Shift+F(x) are usually good choices
- If a hotkey conflicts with another program, you can solve the problem by assigning a different one in the Settings. Of course you always have the option of removing a hotkey.

# To capture a video image from a media player:

1. Right click your **Desktop** and choose the **Properties** command

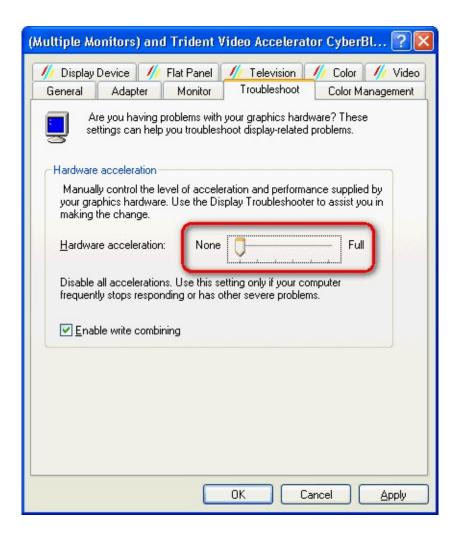


2. Under the **Settings** tab, press the **Advanced** button



3. Under the **Troubleshooting** tab (also called Performance tab in earlier Windows versions),

#### move the Hardware Acceleration slider to None



- **4.** Press **Apply** or **OK** button
- 5. Play your video in a media player and pause the play
- **6.** Use FastStone Capture's "**Capture Window**/**Object**" tool to capture the video image
- 7. After all the required video images have been captured and saved, repeat steps 1 through 4, however this time move the Hardware Acceleration slider to its previous position (usually Full) ---- Do not forget this step.



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Thank you!