# Table of Contents

**Part I  Start**  
1

**Part II  Capture**  
1  
1 Capture Window/Object .................................................................................................................. 5 
2 Capture Scrolling .......................................................................................................................... 9 
3 Capture Region ............................................................................................................................ 10 
4 Color Picker .................................................................................................................................. 15 
5 Capture Video ............................................................................................................................... 16 
   Audio and video Settings ............................................................................................................... 18 
   Video capture dialog .................................................................................................................... 18 
   Video effects ............................................................................................................................... 20 
   Recording the webcam ................................................................................................................ 21 
6 Timed capture ................................................................................................................................. 22 
7 Capture text .................................................................................................................................. 22 

**Part III  Edit image**  
23  
1 Mouse tools .................................................................................................................................... 25 
   Selecting colors ........................................................................................................................... 31 
   Working with objects .................................................................................................................... 32 
2 Image tools .................................................................................................................................... 36 
3 Actions .......................................................................................................................................... 37 
4 Thumbnail bar ............................................................................................................................... 40 

**Part IV  Edit video**  
40  
1 Mouse tools .................................................................................................................................... 42 
2 Project tools .................................................................................................................................. 43 
3 Actions .......................................................................................................................................... 44 

**Part V  Settings**  
45  
1 General .......................................................................................................................................... 45 
   Skin ............................................................................................................................................... 46 
   Language ...................................................................................................................................... 47 
2 Capture ......................................................................................................................................... 48 
   Screenshot .................................................................................................................................... 50 
   Output .......................................................................................................................................... 51 
   Hotkeys ........................................................................................................................................ 52 
3 Edit Mode ...................................................................................................................................... 53 
   Share/Email ................................................................................................................................. 54 
4 Import/Export ............................................................................................................................... 55 

**Part VI  Support**  
55
1 Start

Ashampoo®
Snap 10

For Windows® 7, Windows® 8 and Windows® 10

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Help and Documentation: Manuel Verlaat

Important:
Use of this program and its component modules is subject to the terms and conditions of the license agreement you accepted during installation.

2 Capture

There are 3 ways to access the screenshot features: through the capture bar, through the program symbol in the task bar or through keyboard shortcuts.

Capture Bar

After the installation, the capture bar will be automatically displayed as a marker at the top of your screen once the program is launched. Move your mouse onto the marker to expand the capture bar.

Capture Video
Creates a video capture of your screen. You may optionally display the mouse pointer, highlight mouse clicks and apply visual effects. You will find more details here.

Capture Scrolling Window (Freestyle, Firefox)
Captures a scrollable area such as a text box. The program will automatically scroll the affected area to capture it in its entirety.

Capture Internet Explorer /
Captures an entire web page. The program will automatically scroll the page to capture it in its entirety.
Chrome Website

**Capture Single Window**
Captures a single program window.

**Capture Free Rectangle Region**
Captures a freely selectable rectangular area.

**Capture Freestyle Region**
Captures a free-form area.

**Capture Fixed Region**
Captures a fixed-size area.

**Capture Menu**
Captures a program menu.

**Advanced**

**Capture Multiple Windows/Objects**
Captures all program windows and sub-controls and adds them as editable/positionable objects to your screenshot.

**Timed Capture**
Takes a screenshot once a fixed time amount has passed.

**Capture Text (OCR)**
Applies text recognition to the selected area and adds the recognized text as a text object to a blank screenshot.

**Color Picker**
Detects the RGB values for a selectable display pixel. You may use this feature any number of times in a row and then have the collected values saved either to a color profile or image file.

**Stop Capture / Edit Capture**
Stops the current recording and allows you to edit an existing image file.

**Configure**
Displays the program settings.

---

**Program Icon / Context Menu**

Once launched, you can access the various capturing tools through Snap's context menu. Simply right-click the program icon in the task tray next to the clock.
**Capture Desktop** Captures the entire desktop across all active displays.

**Capture 3D Game / Primary Monitor** This function captures fullscreen applications and games running on your primary display.

**Capture Window/Object** Captures a single program window.

**Capture Menu** Captures a program menu.

**Capture Multiple Objects/Windows** Captures all program windows and sub-controls and adds them as editable/positionable objects to your screenshot.

**Capture Scrolling Windows (Website)** Captures an entire web page. The program will auto-scroll to capture the page in its entirety.

**Capture Scrolling Freestyle (Website)** Captures a scrollable browser area. The program will auto-scroll to capture the area in its entirety.

**Capture Scrolling Window (Text)** Captures a text area. The program will auto-scroll to capture the area in its entirety.

**Capture Region** **Capture Free Rectangle Region** Captures a freely selectable rectangular area.
Capture Freestyle Region
Captures a free-form area.

Capture Fixed Region
Captures a fixed-size area.

Capture Custom Region (0, 0, [100x100])
Captures a fixed-size area with a pre-defined position. You can adjust the position/size values here.

Color Picker
Use the Color Picker
Detects RGB color values for single display pixels. You can use this feature any number of times and save the values to a color profile or image file.

Save Collected Colors to File
Saves the current color values to a color profile or image file.

Reset Collected Colors
Deletes the current color values from memory.

Capture Video
Creates a video capture of your screen. You may optionally display the mouse pointer, highlight mouse clicks and apply visual effects. You will find more details here.

Capture Timed
Takes a screenshot once a fixed time amount has passed.

Capture Text (OCR)
Applies text recognition to the selected area and adds the recognized text as a text object to a blank screenshot.

Output
Edit Mode
If enabled, newly created screenshots will automatically be opened in Snap's edit mode unless "Create Multiple Shots" is active.

Clipboard
If enabled, newly created screenshots will be copied to the system clipboard.

User-App
A list of selected external apps is presented here to allow you to open newly created screenshots in an external application such as Ashampoo Photo Commander.

Customize
Displays the program settings.

Multi-Shot
Capture a Single Screenshot
If selected, newly created screenshots will be opened in Snap's edit mode automatically as long as "Edit Mode" is selected under "Output".

Capture Multiple Screenshots
If selected, newly created screenshots will not be opened in Snap's edit mode automatically.

Show Capture Bar
Shows/Hides the capture bar.
Configure Displays the program settings.

Stop Capture / Edit File Stops the current recording and allows you to edit an existing image file.

Open Help Displays the program help.

Service Here, you may check the status of your license, search for program updates, register the program or contact our customer service.

Exit Application Quits Snap.

Keyboard Shortcuts

Apart from the capture bar and the context menu you may also use various keyboard shortcuts to access different capturing tools. You can customize these here.

2.1 Capture Window/Object

Capture Window
Move the mouse pointer over the window you wish to capture. Snap will add a blue border around the detected window. Left-click into the affected area to create the screenshot or right-click to cancel the process.

**Capture Menu**
This feature allows you to capture traditional program menus. Once selected, simply open the desired menu and Snap will then add a selection rectangle. Left-click the selection to capture the menu.

**Capture Multiple Objects/Windows**
This feature captures all non-minimized program windows and arranges them according to the selected option. Program windows will be displayed as editable/movable objects.
2.2 Capture Scrolling

Capture Scrolling Window (Website)

This feature is meant for use with Internet Explorer and Google Chrome. Simply left-click into the browser window to capture the entire currently visible web page.

Capture Scrolling Window (Freestyle)

This feature is meant for use with Mozilla Firefox and non-browser applications. Hold down the left mouse button and select the area you wish to capture. Then, click into the selection. Snap will scroll the
affected area automatically to capture its contents.

**Capture Scrolling Window (Text)**

Use this tool to capture black text on a white background. Hold down the left mouse button and select the area you wish to capture. Then, click into the selection. Snap will scroll the affected area automatically to capture its contents.

### 2.3 Capture Region

**Capture Free Rectangle Region**
While blankets and snacks were already waiting for us we went through a sheer endless movie selection. If I had to elaborate on the meaning of "the agony of choice", this evening would most definitely come up. Even if you happen to find a decent flick after 20 minutes of scrolling there might be better, perfect movies just around the corner. So you keep on looking, barely remembering the promising candidates after 3 minutes of continued searching followed by the inevitable "Why don't we see what Netflix has to offer?".

I like to call this the "Chinese menu" syndrome. At these restaurants, they give you a giant menu with a myriad of delicacies and once you get to "Mongolian warrior with duck" (No. 307) you've either completely forgotten about everything else or thought of a Mongolian warrior with his duck gave you the giggles. Eventually you pick what you already know. Streaming providers know this issue and try to better structuring. This leads to categories such as "Guys that like romantic comedies" or "Guys, that like romantic horror comedies". Some day, there will be a category like camels" and in there you will find "The Mummy" next to "Lawrence of A..."
Hold down the left mouse button and “draw” around the area you wish to capture. Once you release the mouse button, the area will be captured.

**Capture Fixed Region**
<table>
<thead>
<tr>
<th>User Defined (1024x768)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Change User Defined...</td>
</tr>
<tr>
<td>640 x 480 px           (4:3)</td>
</tr>
<tr>
<td>800 x 600 px           (4:3)</td>
</tr>
<tr>
<td>1024 x 768 px          (4:3)</td>
</tr>
<tr>
<td>1280 x 720 px          (16:9)</td>
</tr>
<tr>
<td>1280 x 800 px          (16:10)</td>
</tr>
<tr>
<td>1280 x 1024 px         (5:4)</td>
</tr>
<tr>
<td>1366 x 768 px          (16:9)</td>
</tr>
<tr>
<td>1440 x 900 px          (16:10)</td>
</tr>
<tr>
<td>1600 x 900 px          (16:9)</td>
</tr>
<tr>
<td>1600 x 1200 px         (4:3)</td>
</tr>
<tr>
<td>1680 x 1050 px         (16:10)</td>
</tr>
<tr>
<td>1920 x 1080 px         (16:9)</td>
</tr>
<tr>
<td>1920 x 1200 px         (16:10)</td>
</tr>
<tr>
<td>2560 x 1440 px         (16:9)</td>
</tr>
<tr>
<td>2560 x 1600 px         (16:10)</td>
</tr>
<tr>
<td>3200 x 1800 px         (16:10)</td>
</tr>
<tr>
<td>3840 x 2160 px         (16:10)</td>
</tr>
</tbody>
</table>

Select a size or click "Change User Defined" to customize the first preset.
A romantic evening beneath the death star

Spending your vacation at home always involves some degree of coziness. Same with me, after a day on the road we decided to ease it out on the sofa with a "fine" movie. We didn't narrow it down further and that's when the problems began. In the past, you were at the mercy of TV schedules (with a whopping 3 different channels in my youth!) but now we had over 40 channels, multiple online media libraries, Amazon Prime and Netflix at our disposal. What was supposed to be a relaxing evening turned into a real challenge.

more »

Position the selection over the desired area and left-click to start capturing.

**Capture Custom Region (0, 0, [100x100])**

This feature uses fixed position/size values and doesn't require manual positioning. You may adjust these values [here](#).
2.4 Color Picker

Use the Color Picker

Position the picker over a pixel and left-click to extract its color value. You may repeat this process as often as you like. The HEX value for the most recent pixel will always be copied to the system clipboard. Use the context menu to save the selected values either to a color profile or image file.

If you store the values as a PNG image, the values will be displayed as rounded rectangles with the corresponding HEX values below them:
2.5 Capture Video

Video Settings

Before you can begin recording you will need to adjust the video settings to your needs.

- **What to Capture**
  - **A Single Window**: Depending on your selection, you may have to select the area to be recorded once you click "Start".
  - **Desktop (All Monitors)**: The visible screen contents of all available displays will be captured. No manual selection is required.
  - **Primary Monitor**: Only the main display will be captured. No manual selection is required.
  - **A Rectangular Region**: Hold down the left mouse button and drag to create a selection around the desired area. Left-click the selection to display the recording dialog.
**Fixed Region**
Select the desired size and move the selection rectangle over the desired area. Left-click the selection to begin recording.

**Webcam**
The output from your webcam will be recorded. You will find more details [here](#).

**Resize Video Width/Height**
Use this setting to auto-resize the recording.

**Video-Configuration**
These settings affect the size and quality of your videos. You will find more details [here](#).

**Audio-Configuration**
If needed, Snap can also record audio output from the selected device. Snap can record audio output from the selected audio device. "Primary recording device" means the program will use the currently selected Windows default audio recording device. In most cases, this will either be "Stereomix" or "What-U-Hear" to record the sound you hear. Note that your sound card driver has to support this feature and that it may not be available on your version of Windows.

**Encoding Method**
If your computer is older, you may need to use your hard disk for video buffering. You may select this option here.

**Context Menu**

While recording video, right-click the program symbol to access the video recording context menu.
2.5.1 Audio and video Settings

Either use the presets or select "Custom Codec Configuration" to further adjust the video and audio settings (experts only).

2.5.2 Video capture dialog

Once you have selected which area to record, the video capture dialog will come up.

- **Start/Pause Capture** Starts/Pauses the recording process.
**Stop Capture** Stops the recording process.

**Abort Capture** Cancels the recording process.

**Auto stop capture if content does not change anymore**
Automatically stops recording when the contents of your screen do no longer change significantly.

**Stop capture in**
Automatically stops the recording after a fixed amount of minutes.

**Hide Video Controls**
Hides the capture dialog. Use the context menu to show it again.

**Show Mouse**
If enabled, the mouse pointer will also be recorded.

**Show pressed keys**
If enabled, a notification is displayed for every keystroke you make.

**Use Video Effects**
Allows you to add pointer and other video effects. See here for details.

**Show Watermark**
Enables you to show the output from your webcam as an overlay window. You may adjust the size/position via the video effects settings.

**Use Marker**
Use this option to draw onto the live recording window. Use the first and second button controls to delete the most recent or all drawings. Use the third button to adjust the display style for all drawings.

**Draw Arrow**
Use this option to add arrows to your recording. Use the first and second button controls to delete the most recent or all arrows. Use the third button to adjust the display style for all arrows.

**Show Text**
Use this option to add texts to your recording. Added text will always be displayed at the bottom center. Use the button to adjust the display style.
2.5.3 Video effects

Show Mouse Cursor: These options allow you to adjust the display of the mouse pointer during records and to add left/right click effects.

Zoom Effect: If enabled, use the specified key to toggle the zoom effect. While active, everything inside the red rectangle will later be magnified. Use the mouse to reposition the rectangle.

Webcam Position / Size: Use these settings to adjust the size and position of the webcam overlay window.

Watermark with Image: Use these settings to add a watermark with an image to the recordings.
Click the folder icon to select an image file and place it at the specified position.

**with Text**
Enter a text to be placed at the specified position. Click the question mark icon to view a list of available placeholders. For example, type in "$t" to insert the current time at the cursor position.

Use the "Position" dropdown menus to specify the position for your watermark. Enable "Show (C) sign in the center of the capture" to display an additional copyright symbol in your captures.

**Use Video** These are special affects that affect the entire video.

**Effects**

### 2.5.4 Recording the webcam

[Image of webcam recording interface]

Select the desired webcam and resolution and click "Start Video Recording" to begin recording. Use "Take Photo" to take a snapshot of the currently visible webcam content.

### 2.6 Timed capture

**Capture Style**

[Image of timed capture setup]

- **Capture once after a specified time elapsed:**
  - 5 Seconds to wait, then capture.

- **Capture in specified interval:**
  - Time interval for capture: Every 5 Seconds

- **Create time-lapse video:**
  - Time interval for capture: Every 5 Seconds
  - Frames per second: 20

**Note:** Press `<Shift+Pause>` to stop the capture!

**What to Capture**

- **A Single Window**
- **A Rectangular Region**
- **Desktop**
- **Custom Region**
- **Webcam**

[Buttons: Start, Cancel, Help]
Use these settings to specify whether snapshots should be taken once or at regular intervals and, if so, specify the desired time interval.

What to Capture

Use these settings to define which area to capture. You may adjust the width/height for "Custom Region" in the program settings. For "A Single Window", move the mouse pointer of the desired window and left click the selection. For "A Rectangular Region", hold down the left mouse button and drag to select the area to be recorded and click your selection, to begin recording. The other options do not require a manual selection.

2.7 Capture text

Hold down the left mouse button and drag to select the text to be recognized. Use the zoom window to work with pixel precision. Click into your selection to begin the process. The text will be added to your snapshot as a text object.
3  **Edit image**

If enabled, captures will automatically be opened in Snap's edit mode.

1. **Mouse Tools**
2. **Image Tools**
3. **Actions**
4. **Thumbnail Bar**
5. **Scroll Buttons**: Move the mouse over one of the buttons to pan the current screenshot.

**Context Menu**
Right-click into the screenshot to open the context menu.

**Copy Capture to Clipboard**
Copies the current screenshot and all objects to the system clipboard.

**Paste Bitmap from Clipboard**
Pastes the clipboard image into the screenshot as an object at the current mouse position. See [here](#) for details on how to work with objects.

**Paste Object from Clipboard**
Pastes the most recently copied object into the screenshot at the current mouse position. See [here](#) for details on how to work with objects.

**Insert Bitmap from Disk**
Inserts an existing image file into the screenshot as an object at the current mouse position. See [here](#) for details on how to work with objects.
3.1 Mouse tools

These tools help you highlight and annotate your screenshots. See the section "Working with Objects" for details on how to work with objects.
From top to bottom:

**Scroll**
Left-click and hold, then, move your mouse to pan the screenshot.

**Crop/Pixelate**
Left-click and drag to create a selection rectangle. Click into the selection and hold, then, move your mouse to reposition the selection. Drag the border markers to adjust its size.

**Blur**

**Crop**
Retains only the selection and removes everything else. You may also drag the markers around the screenshot itself to crop it.

**Pixelize**
Makes the selection unreadable.

**Zoom**
Zooms into the selection to make it fill up the entire screen.

(More)

**Copy**
Copies the selection into the system clipboard.

**Paste**
Pastes the current clipboard content into the selection. The content will be resized to fit into the selection rectangle.

**Cut**
Copies the selection into the system clipboard and deletes it from the screenshot.

**Crop**
Retains only the selection including the selection rectangle and removes everything else.

**Buttonize**
Applies a 3D border effect to the selection.

**Pixelize**
Makes the selection unreadable.

**Blur**
Blurs the selection.

**Sharpen**
Applies a sharpening effect to the selection.

**Zoom into Selection**
Zooms into the selection make it fill up the entire screen.

**Size**
The options in the upper third affect the screenshot's aspect ratio. If you select "16:10" and drag the border markers or create a new selection, its width and height will be adjusted according to your selected aspect ratio. The options in the center and bottom part will modify both the size of the selection and the aspect ratio for the current and future selections. If you select "640x480px (4:3)", the width height and aspect ratio of your selection will be adjusted accordingly and the selection will be moved to start at the top left corner of your screenshot.

**Eraser**
Use the eraser to overwrite individual pixels either with a color or transparency. See [here](#) for details on how to select a color.

**Blur Pen**
This tool allows you to blur individual pixels. You may adjust the degree of blurriness by selecting different effects.

**Marker Pen**
The marker allows you to highlight individual areas like a text marker.

**Highlight Area**
Hold down the left mouse button and drag to create a selection rectangle. Use the border markers to adjust its size or drag within the selection to reposition it. See [here](#) for details on how to select a color.

**Marker-Mode**
In this mode, the tool will behave like a giant text marker.

**Highlight-Mode**
In this mode, everything except the selection will be darkened using the selected color. Use the slider to adjust the strength of the effect.

**Flood Fill**
Fills a region with transparency, a color or a color gradient.
**Tolerance**
If this setting is high, pixels that resemble the affected pixels in color will also be filled.

**Fill Style**
Select between transparency, a single color or a color gradient and use the buttons to select a primary a secondary color. See [here](#) for details on how to select a color

**Gradient**
You may adjust the direction of the gradient here.

**Add Shape**

**Rectangle**
Hold down the left mouse button and drag to create the object. See [here](#) for details on how to work with objects.

**Ellipse**
Hold down the left mouse button and drag to create the object. See [here](#) for details on how to work with objects.

**Bent Line**

1. Hold down the left mouse button and drag to create a straight line.

2. Drag the marker to adjust the curvature.

3. A new marker will appear allowing you to adjust the curvature further.
4. An additional marker will appear for even more fine-grained control. See [here](#) for details on how to work with objects.

**Straight Line**
Hold down the left mouse button and drag to create the line. See [here](#) for details on how to work with objects.

**Polyline**
Left-click on the starting point, then, left-click on the first end-point. Click on another end-point to create an additional line beginning at the previous end point. Repeat this process as often as needed. Click on an existing end point to finish the line. See [here](#) for details on how to work with objects.

**Pencil**
Hold down the left mouse button and draw directly into your screenshot. See [here](#) for details on how to work with objects.

**Add Arrow**

1. Left-click to set the starting point and drag to create the end point.

2. Drag the border markers to adjust the curvature.

See [here](#) for details on how to work with objects.

**Straight Arrow**
Left-click to set the starting point and drag the mouse to the desired end point. See here for details on how to work with objects.

**Add Text, Hint, Note**

**Text**
Click to set the starting point and start typing. You may also double-click the text object to edit it. See here for details on how to work with objects.

**Hint**
Click to set the starting point and start typing. You may also double-click the hint object to edit it. Drag the arrow head marker to adjust the arrow. See here for details on how to work with objects.

**Note**
Click to set the starting point and start typing. You may also double-click the note object to edit it. See here for details on how to work with objects.

**Stamp**
Once you select a stamp it will automatically be placed in the screenshot. You may then move it like any other object. See here for details on how to work with objects.

**Numbered Button, Zoomed Button**

**Numbered Button**
Left-click where you want the first number to appear. With each click, Snap will increment the number by one. Repeat this process as often as needed. Select this tool again to begin anew.

**Zoomed Button**
Creates a zoomed view of the selected area and adds a rounded border. Simply drag to create a selection around the desired area. See here for details on how to work with objects.

**Spotlight**
Applies a spotlight effect. Left-click and drag to create a selection around the desired area.

**Configure**
Opens the program settings.

**Open Help**
Displays the program help.
3.1.1 Selecting colors

Some tools use a separate color selection dialog. Click into the gradient to select a color. You may also click into the color spectrum to adjust the base color. Alternatively, you may also enter RGB or HSV values into the corresponding text fields.

To select the color of a pixel on your screen, drag the color picker icon out of the dialog onto the desired pixel to extract its color.
3.1.2 Working with objects

Most tools create modifiable objects. Left-click an existing object to select it. Click and drag inside the object to reposition it or drag the border markers to resize it. Drag the center square to rotate an object.

Object Hierarchy
The most recently added object always has the highest position on the object hierarchy and appears on top of every other object. To alter this position and have the arrow appear below the ellipse, use the context menu.

**Object Styles**

Click the gear symbol to access existing object styles and click on an entry to adjust the visual appearance of your object. Use "Add" to add the current object style as a new style and "Delete" to delete the selected style from the list.

**Object Properties**

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Whenever you select or create a new object you will see its properties at the bottom of the screen. These are the most frequent object properties:

**Size / Width**
Sets the stroke or border width.

**Color**
Allows you to specify a color through a menu or the [color selection dialog](#).

**Tolerance**
Affects how much an effect extends to pixels of a similar color.

**Shadow**
Enables/Disables the drop shadow effect.

**Line Style**
Adjusts the line style, e.g., turning the outline of a rectangle into a dotted line.

**Opacity**
Affects the opacity of an object. Higher values make objects appear translucent.

**Context Menu**

- **With Highlighted Object at Mouse Cursor**
- **With Selected Object**
- **Next Object**
- **Previous Object**
- **Choose Object: 4 (Ellipse)**

Right-click an object to access its context menu.

**Width**
Snap distinguishes between the currently selected object and the object below the mouse pointer. When a large rectangle sits on top of a small circle, you will usually have to move
the rectangle out of the way or modify the object hierarchy to access the circle. "With Highlighted Object at Mouse Cursor Do" allows you to access the object without doing so.

**Clone (Copy) Object**
Creates a copy and inserts it next to the object.

**Paste Object**
Inserts a copied object at its original position into the screenshot.

**Cut Object**
Copies the object to the clipboard and removes it from the screenshot.

**Delete Object**
Deletes the object from the screenshot.

**Object One Level Up**
Moves the object one level up in the object hierarchy.

**Object One Level Down**
Moves the object one level down in the object hierarchy.

**Move Object to the Front**
Moves the object to the highest level in the object hierarchy.

**Move Object to the Back**
Moves the object to the lowest level in the object hierarchy.

**Export object as graphic to clipboard**
Copies the object as an image to the system clipboard, e.g. to paste it into a Word document.

**Export object as graphic to file**
Stores the object as a separate image file.

**Next Object**
Selects the object that succeeds the current object in the object hierarchy.

**Previous Object**
Selects the object that precedes the current object in the object hierarchy.
Choose Object

This is a list of all objects that sit below the mouse pointer. Click an entry to select the associated object.

Modifying Objects after Saving

Snap allows you to modify objects in saved screenshots. This is possible because Snap creates a separate SNAPDOC file for each capture. This format retains all object settings and properties, unlike traditional image formats, allowing you to alter them at a later time. When you load an existing image with Snap, Snap will always use the SNAPDOC copy, if available. This mechanism also enables you to undo all changes to a screenshot and restore the original image, if needed.

3.2 Image tools

These features let you perform typical image processing tasks such as image rotation. Note that some settings such as the copyright feature not only affect the current file but also future files.

From left to right:

Undo All / Reset to Original

Reverts all changes and restores the original image.

Undo

Undoes the last operation.

Redo

Redoes the last undone operation.

Zoom Out

Zooms out of the image.

Zoom 100%

Resets the zoom level to 100%.

Zoom In

Zooms into the image.

Rotate / Mirror

Rotate 90° Left

Rotates the image 90° left.

Rotate 90° Right

Rotates the image 90° right.

Mirror

Flips the image horizontally.

Flip

Flips the image vertically.

Apply Drop Shadow

Enables/Disables the drop shadow and allows you to adjust the intensity and direction.

Apply Border

Applies a border effect to all or individual image borders. Note that "Rounded Corners"
Apply Fade: Always applies to all borders.

Apply Text: Applies a fade effect with a selectable direction to the image.

Apply Watermark: Allows you to use text as a watermark. Use the variables to add details such as the current date. Click the "?" to display additional information on available variables.

Image: Allows you to insert an image as a watermark.

Show (C) sign in the center: Displays the copyright symbol in the center of the screenshot.

Transparency: Adjusts the opacity of all watermarks.

Apply Mouse: Displays the captured mouse pointer.

Apply Date and Time: Inserts the current date/time as a text object. See here for details on how to work with objects.

Apply Effects: Applies an image effect, e.g. "Pencil Drawing", to the current screenshot. Watermarks, mouse pointer and time stamp objects are not affected.

Change Background: Decreases the color depth to 24bit and replaces all transparent pixels with a color.

Convert to 24bit: Integrates all objects into the image. After that, objects will no longer be editable.

Flatten layers: Adjusts the image size.

Resize Capture: Adjusts the size of the canvas. For example, if your image is 500x500 pixels and you use a value of 800, Snap will create a 300 pixel wide border around the image that allows you to add additional objects outside the image. If your image is 24bit, the border will be of the specified color. Otherwise, it will be transparent.

Rename Capture: Allows you to enter a new file name.

Open Help: Displays the program help.

3.3 Actions

You will find details on available actions for video recordings here.
These features allow you to save and share your recordings.

From top to bottom:

**Keep Capture** Applies all changes and saves the file.

**Reject/Delete** Deletes the current recording.
Capture

Send Capture by Email Launches your default email application and creates a new email with your image as attachment.

Send Capture by Webmail Allows you to send your recording via Google Mail, Yahoo Mail or Mail.ru.

Save a Copy of the Capture to the Cloud Uploads the image to DropBox, Microsoft OneDrive or Google Drive. To use a service you need to have the standalone client provided by each file hoster installed on your machine.

Upload Capture to Ashampoo Webspace Uploads the image to Ashampoo Web and opens it in your web browser. You may share this link with others to enable them to view your recording.

Upload Capture to Facebook or Twitter Uploads the image to Facebook or Twitter. You will need to input your user name and password.

Export Capture Saves the recording to a separate file.

Export Capture to Adobe Photoshop / PSD Format Opens the image in Adobe Photoshop, if installed. Otherwise, your image will be saved to a PSD file and placed in the "_PSD" folder that sits in your default output directory. You may select a different output directory in the program settings.

Copy Capture/Path to Clipboard / Zoom In Copies the current image to the system clipboard.

Print Capture / Prints the current image.

Zoom 100%

Send Capture to Other App Opens the current image in an external application. See here for details.

Keep Capture and Open Output Folder Saves the current modifications and opens the output folder.

Open a Capture from Disk Loads an existing image.

Open Help Displays the program help.
3.4 Thumbnail bar

The thumbnail bar displays a miniature view of all images and videos in your output folder. Move the mouse over a thumbnail to view a bigger preview. Left-click on a thumbnail to load the associated file. The folder icon indicates that a file is open/modified.

Collages

Use the plus symbol to combine several images into one. Simply load the first image and click the plus sign, to create a new image with your current image on the left and the second image on the right. Repeat this process as often as you like.

4 Edit video

If enabled, captures will automatically be opened in Snap's edit mode.
1. Mouse tools
2. Project tools
3. Actions
4. Timeline
4.1 Mouse tools

Add marker  Adds a cut mark at the current position.
Cut video   Cuts all current selections from the video.
Export selection as WMV  Exports the selection as a WMV video.
Export selection as GIF  Exports the selection as a GIF animation.
Append video  Appends an existing video to the current project.
Open help  Displays the program help.

Working with the timeline / cut marks

Left-click the timeline to set the current position (green marker) and click "Add marker" to add a cut mark.
A selection will automatically be created (blue area). Drag the start/end markers to adjust the beginning/end of the selection.

Click the red X to remove a selection. Click "Cut video" to cut all current selections from the video. You may have multiple selections at once if needed.

### 4.2 Project tools

Use these button to undo/redo your actions or to rename your current file.
### 4.3 Actions

- **Keep video**  Applies all changes and saves the file.
- **Reject/Delete video**  Delete the current recording.
- **Send video by email**  Launches your default email application and creates a new email with your video as attachment.
- **Send video by webmail**  Enables you to send your video through Google Mail, Yahoo Mail or Mail.ru.
- **Upload video to the cloud**  Uploads the recording to DropBox, Microsoft OneDrive or Google Drive. To use a service you need to have the standalone client provided by each file hoster installed on your machine.
- **Upload video to Ashampoo Web**  Uploads the recording to Ashampoo Web and opens it in your web browser. You may share this link with others to enable them to view your recording.
Export video  Exports the video to a separate file.

Export video as GIF animation  Exports the video as a GIF animation, e.g. for use with websites.

Send video to  Opens the current video in an external application. See here for details.

Open local video file  Opens an existing video file.

Open help  Displays the program help.

5  Settings

5.1  General

Determines, whether Snap should launch with Windows and whether the program logo should be visible
during program launches. Enable automatic crash reports to help us improve the application and reset
the default settings, if required.

**Service**

Use these buttons to enable/disable service notifications, to check the status of your license or to
search for updates. You may also search for new Ashampoo offers or contact our customer service.

### 5.1.1 Skin

Adjust the visual appearance of the application here. If tool bars appear too small/big, you may also select
a different size for them here.
### 5.1.2 Language

Select your desired program language here.
5.2 Capture

**Capture**

- **Play sound on capture**
- **Monitor Windows capture hotkey**

**Monitor Browsers**

- Monitor browsers for photos copied to memory and paste them into Snap automatically.
- Options for different browsers:
  - Microsoft Edge
  - Internet Explorer
  - Mozilla Firefox
  - Google Chrome

**Website URL**

- Record current website URL when capturing a website in a browser.
- Display the website URL below the screenshot as a text object.

**Fixed Region Size**

- Width: 1024
- Height: 768

**Custom Region**

- X: 0
- Width: 100
- Y: 0
- Height: 100

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Enable/Disable the click sound that gets played whenever you take a capture.

If you would like Snap to monitor the Printscreen key you can enable that here.
Show Zoom Window at bottom right

Determines, whether the zoom window will stay fixed at the bottom right, if possible, or follow the mouse cursor.

Show Capture Bar

Enables/Disable the capture bar.

Show Touch Screen Gripper

Determines, whether the capture bar will use a bigger trigger area that is easier to hit with your fingers when collapsed.

Without gripper:

With gripper:

Monitor Browsers

These settings allow Snap to open images that you copy in your browser in Snap's edit mode.

Website URL

These settings allow you to include the origins (URL) for captured website contents both as part of the image metadata and visually as text overlays.

Fixed Region Size / Custom Region

These settings are used as defaults by "Capture Fixed Region" and "Capture Custom Region".
5.2.1 Screenshot

Use these settings to specify the background color for recordings as well as the color that is used for drop shadows.

**Background** Specifies the background color for recordings as well as the color that is used for drop shadows.

**Fixed Region Size**

These values will be used for all capture tools that used a fixed size.

**Custom Region**

These values apply to all tools that use a custom position and size. "X" and "Y" refer to the starting point. Values of zero mean the capture will start at the top left corner of the screen.

**Watermark** Adds a watermark to your images. These settings are identical to the [watermark tool](#).

**Cursor** Shows/Hides the captured mouse cursor. These settings are identical to the [pointer tool](#).

**Shape** Applies a border effect to individual or all image borders.
5.2.2 Output

Output Format  Specifies the output format for all image captures.

Output Directory  Specifies the output directory for all captures.

Output Filename  Specifies the file naming scheme for all captures. "My Recording $d $t" would label all files "My Recording " followed by their creation date and time. Click the "?" for details on available variables.

What to do with the screenshot after capture?

Use these settings to specify how newly created captures will be handled. Select "Send the screenshot to this app" to open all newly created captures in an external application, e.g. Adobe Photoshop. Use the pencil icon to customize the list of available external applications:
Use the arrow buttons to modify the sort order and the minus button to delete an entry from the list. Click the folder button to select an external application (.exe file) and then click "Add app" to add it to the list.

5.2.3 Hotkeys

You may assign different keyboard shortcuts to various capture tools here.
## 5.3 Edit Mode

Edit mode window determines the position of the edit mode window.

Always on top If enabled, the edit mode window will always appear on top of other applications.

Stay at current object If enabled, Snap will keep the currently selected object tool instead of reverting back to scroll mode each time an object has been created.

Tools These settings affect the drop shadow effect used for objects, e.g. arrows.
5.3.1 Share/Email

**Email**
Determines, whether multiple screenshots will be bundled in a PDF file or send out as separate attachments. You may also specify a default email address that will be used with all emails.

**Export**
Specifies, whether images that have been sent to the clipboard or emailed should be deleted. You may furthermore specify how the program will handle exported Photoshop files.

**Resize on Share**
These settings enable you to auto-resize your images if their width exceeds the specified value.
5.4 Import/Export

- Import: Imports all program settings from an external file.
- Export: Exports all program settings to an external file.
- Import from Previous Version: Imports program settings from a previous Snap version.

6 Support

Website: [http://www.ashampoo.com](http://www.ashampoo.com)
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