# Tip – Snapshot a Video

- **You can Snapshot a Video and save the Picture and add it to Kingsoft Presentation. You have two options to Snapshot a Video. One is Snipping Tool that mostly comes with Windows 7, 8, and 10.**

- **The second option is PicPick that you have to download for free.**

- **Next, I will explain the best way to get to the place in the Video to Snapshot it.**

- The best way to get to the place in the Video to Snapshot it is using Trim, which shows you how to do that in Step 8 – Part A.

- I tried playing the Video and pause to find the place to Snapshot the Video. It did not work with the Snipping Tool. It worked with PicPick, but the line on the bottom covers part of the video at the bottom. So you can't Snapshot the full Video. That's why you should use Trim.

- Next is a sample of the Trim on the Duplicate Video that I showed in Step 8 – Part A. After that, I will show you how to find Snipping Tool and open it and use it.

- **Here is a sample of Trim the Duplicate Video. You click on the slide to show it on the right. Next is how to find Snipping Tool to Snapshot the Video.**
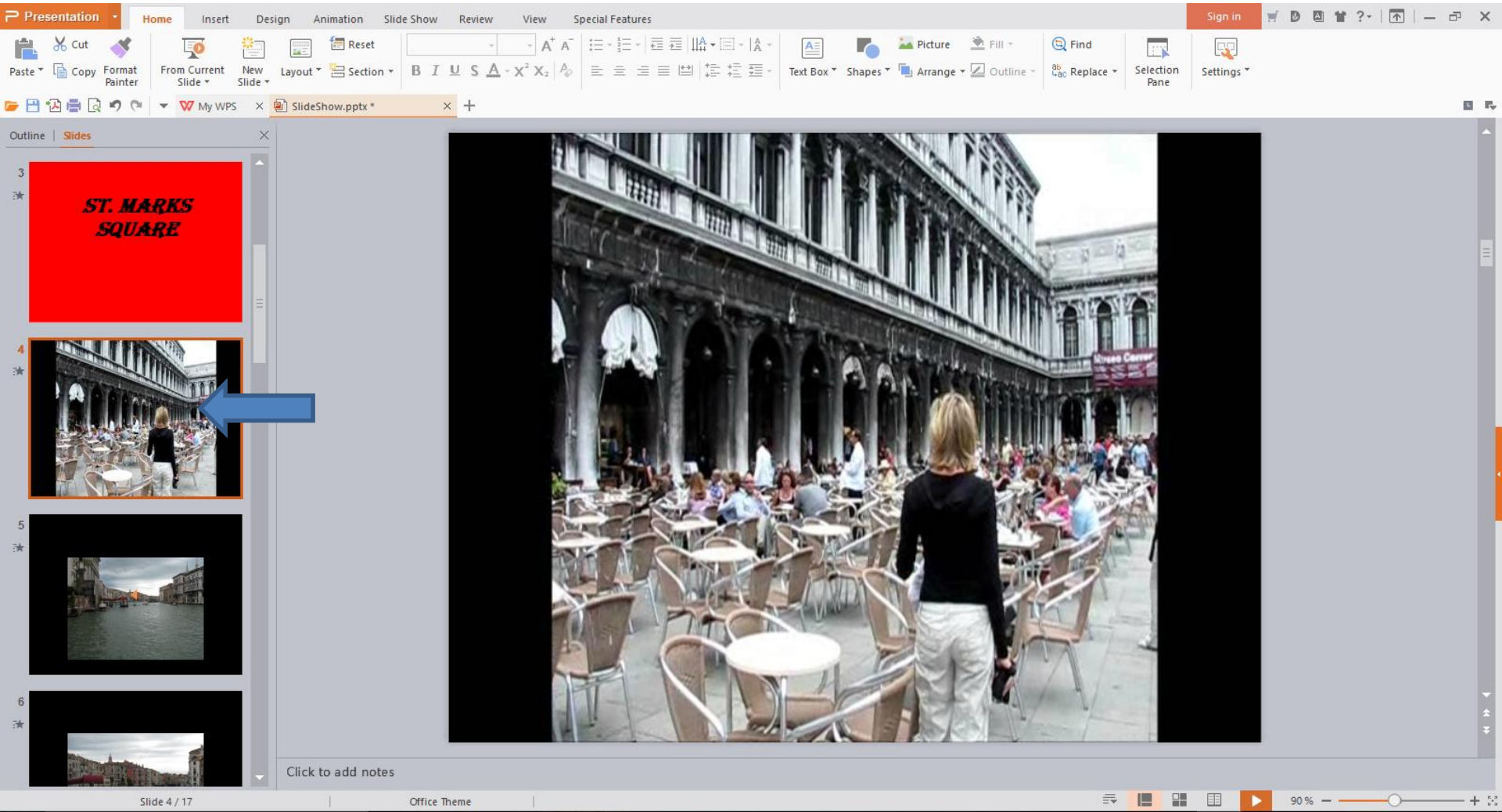
- **You have some options to find Snipping Tool in Windows 10. The easiest is use the Search. If you don't have Windows 10, you can search in the Start Menu in Windows 7. When you click on the Search in Windows 10 and start typing in Snipping Tool, you see it on the Top and click on it.**
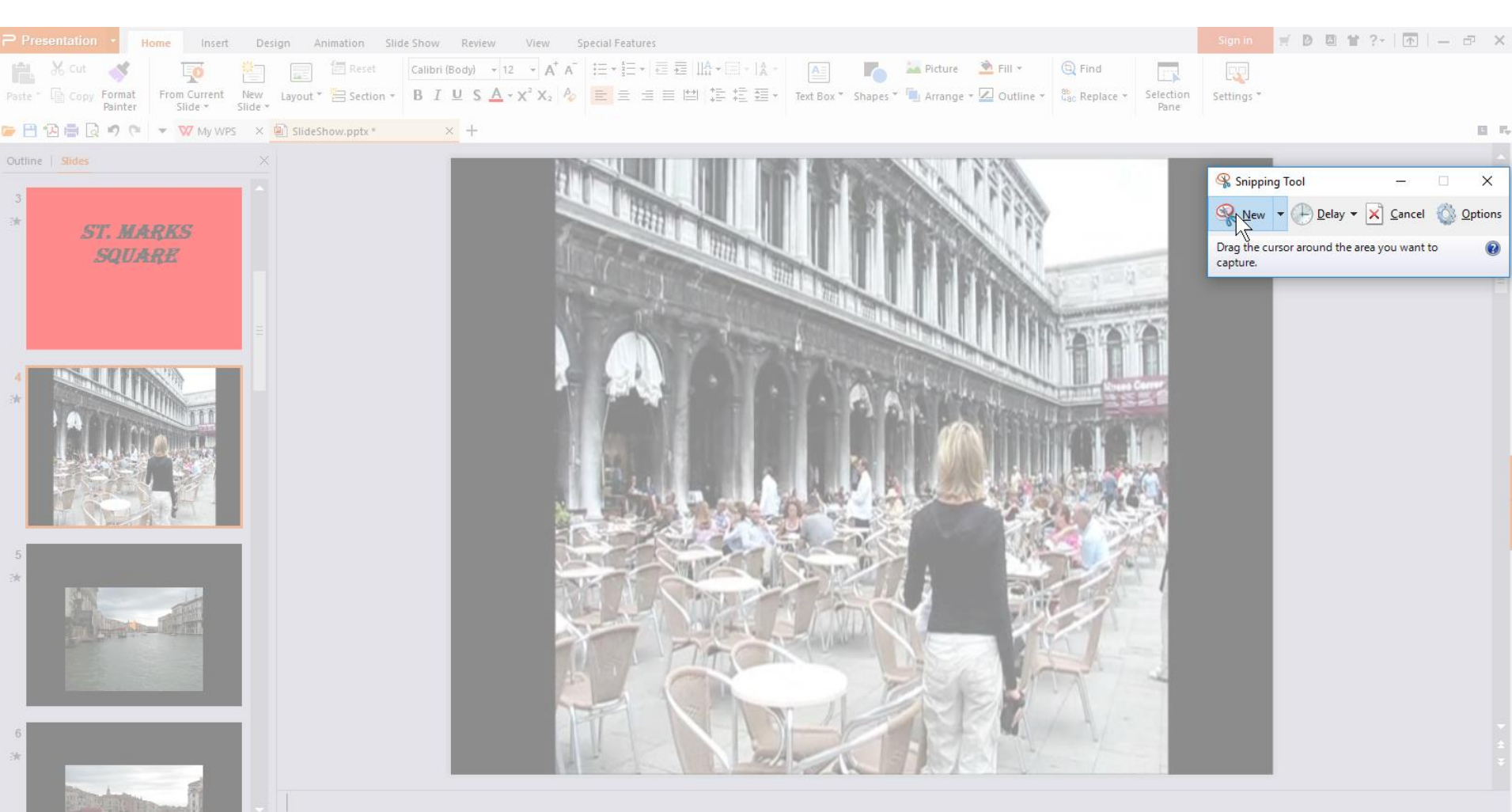
- **Next is what happens.**
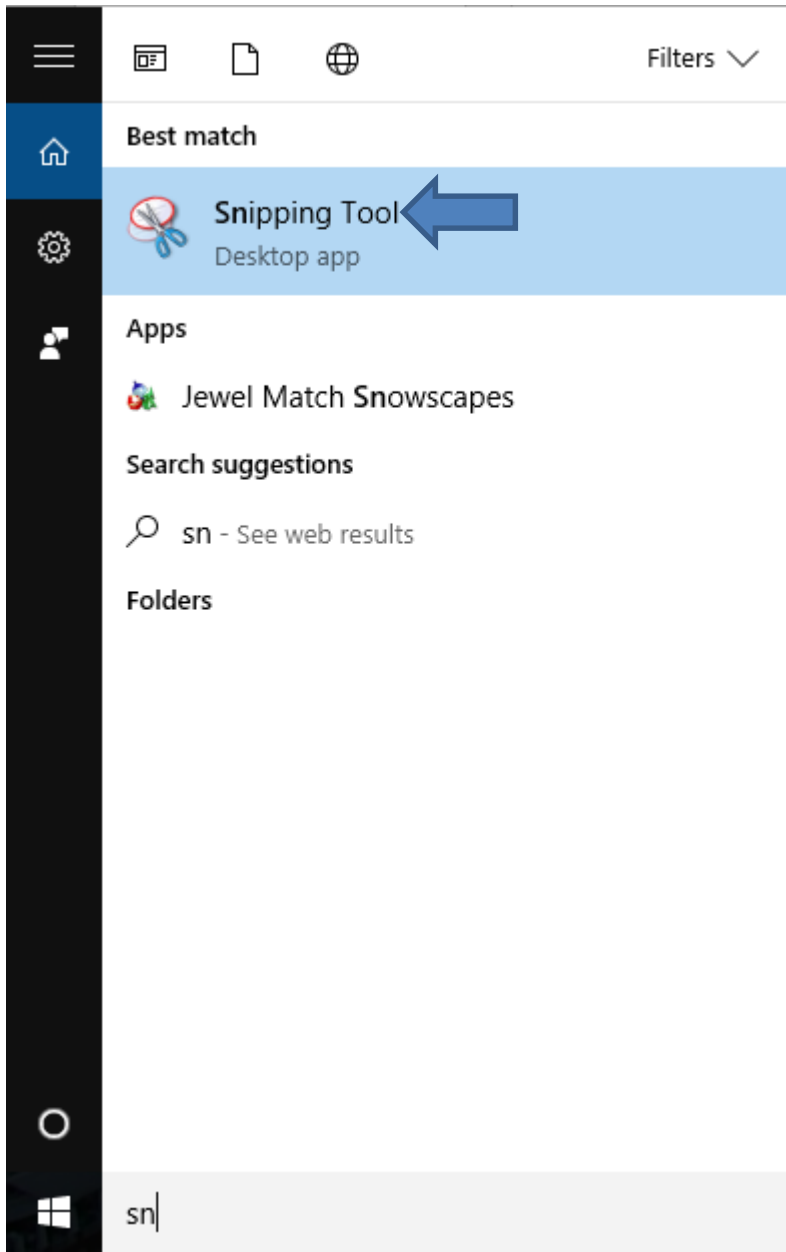
- **You see a new window called Snipping Tool and you see the icon in the Task bar. Next I will zoom in and show how to start.**
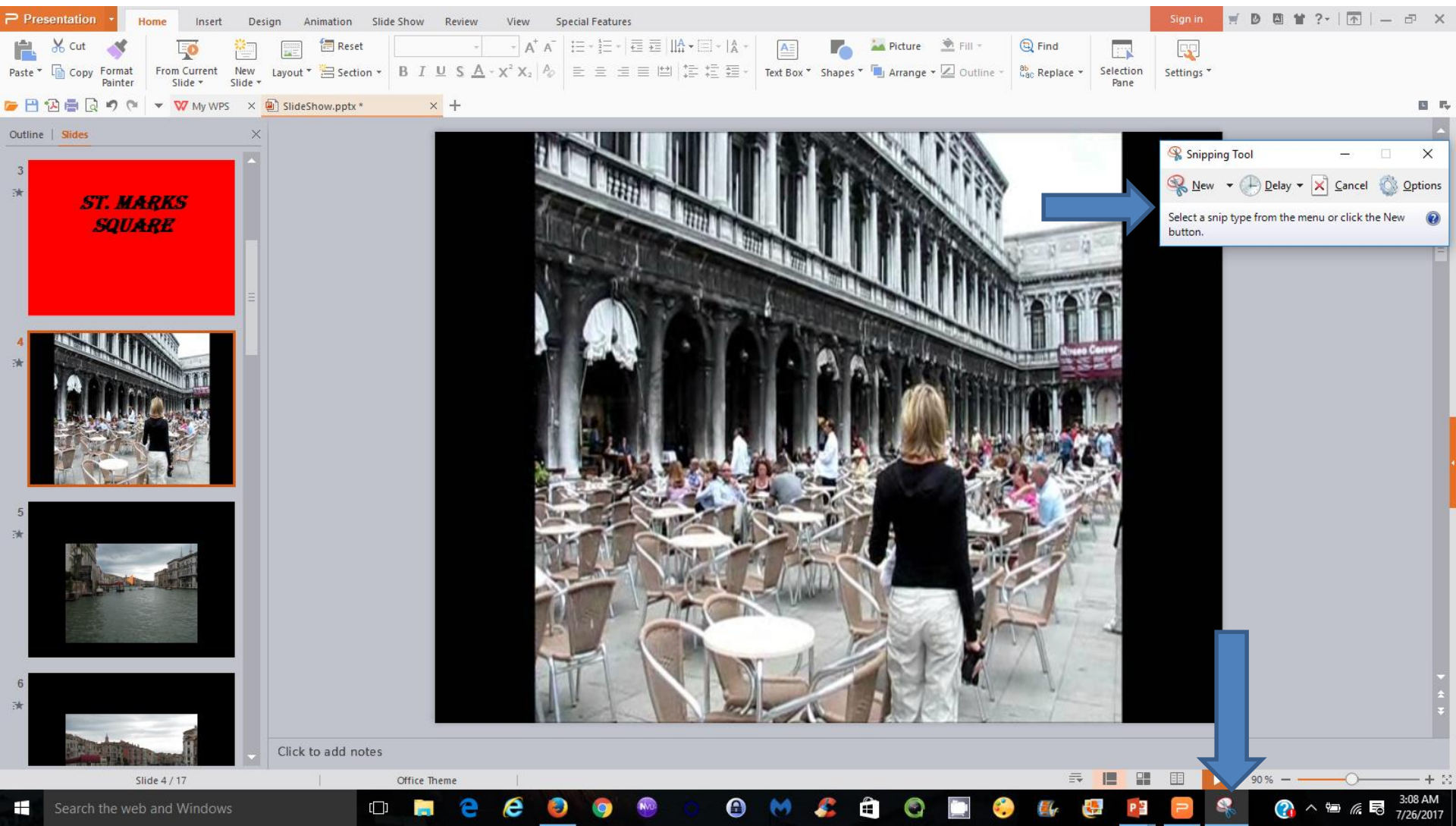
- **You then click on New.**

- **Next is what happens.**
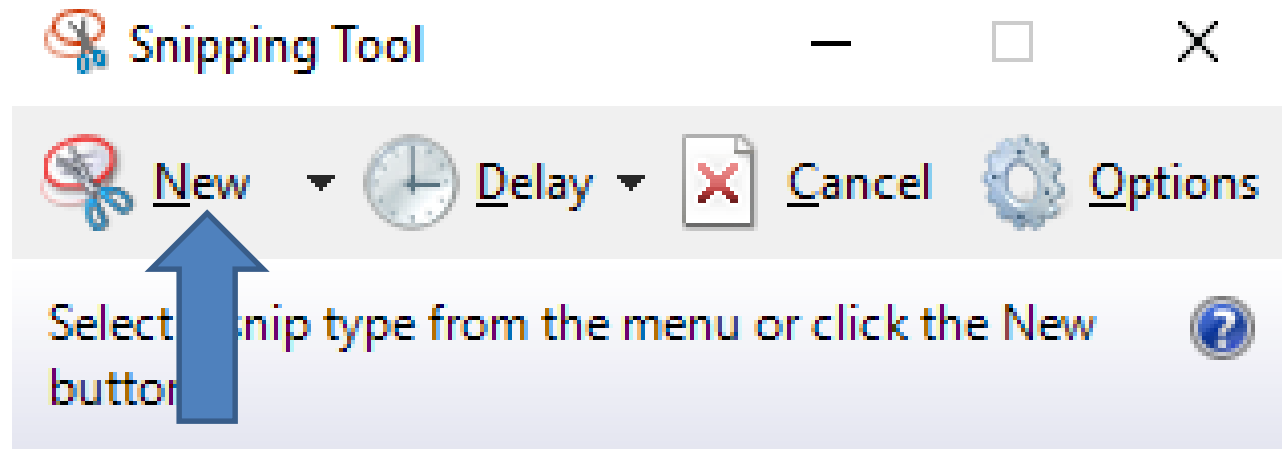
- **You then see the background it highlighted. You then move your cursor to the video on the top and left click and hold it down and drag it to the right and to the bottom. Next is a sample.**

- **Once you start to move the cursor, you see it changed to** **. Below is a sample of dragging it to the right and to the bottom. You see like a red frame. Next is what happens when let it go.**

- **You see it inside the Snipping Tool. You right click on the Picture and you see a list and click on Copy. Once you copy, you can click on X to close Snipping Tool. Next is what**

  Happens.
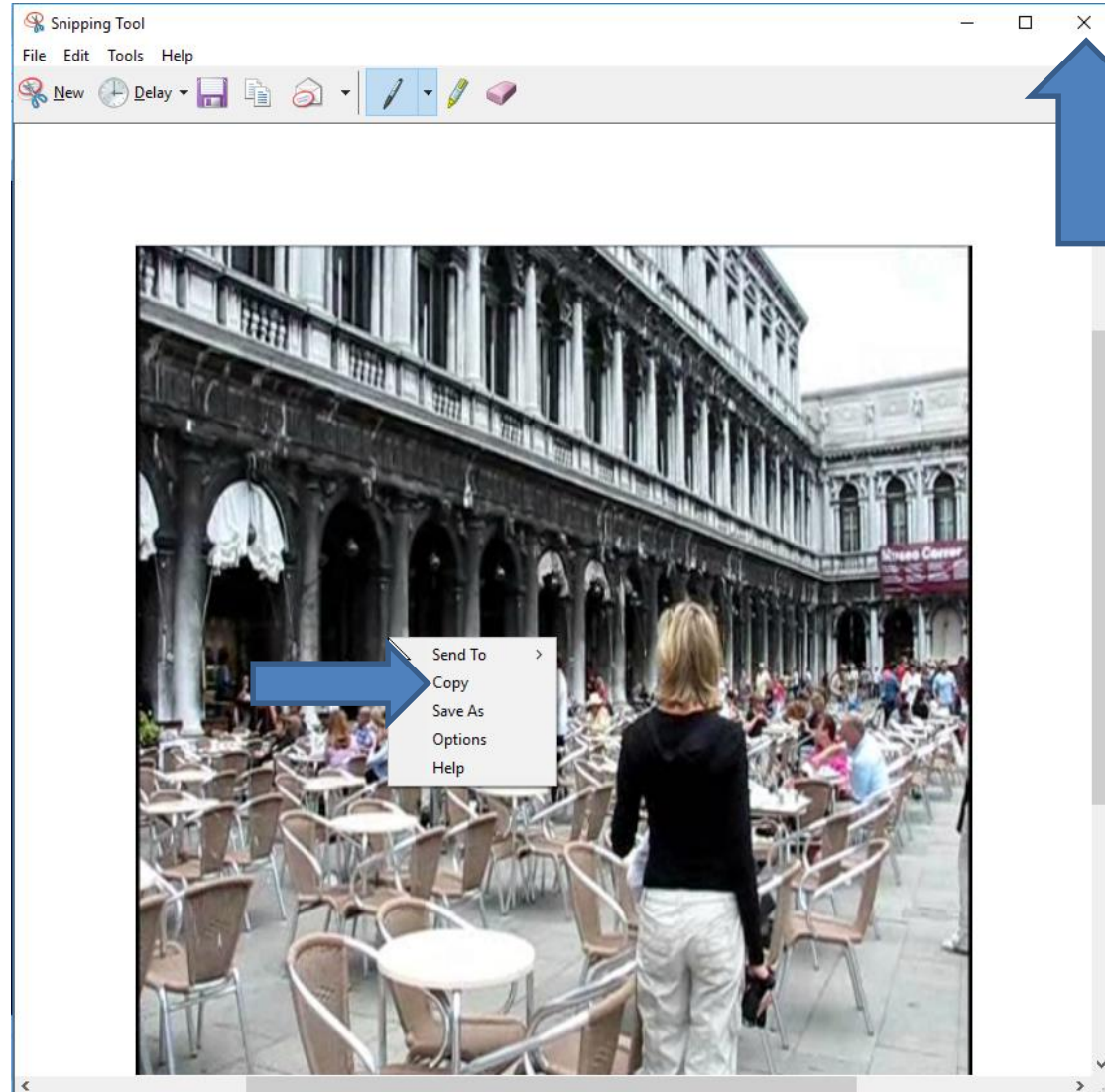
When click on Copy, the window closes. When you can click on X, a new window opens asking Do you want to save changes to the snip. I recommend you click on No. When you

click on No, Snipping Tool closes. Next is how to paste it in Kingsoft Presentation.
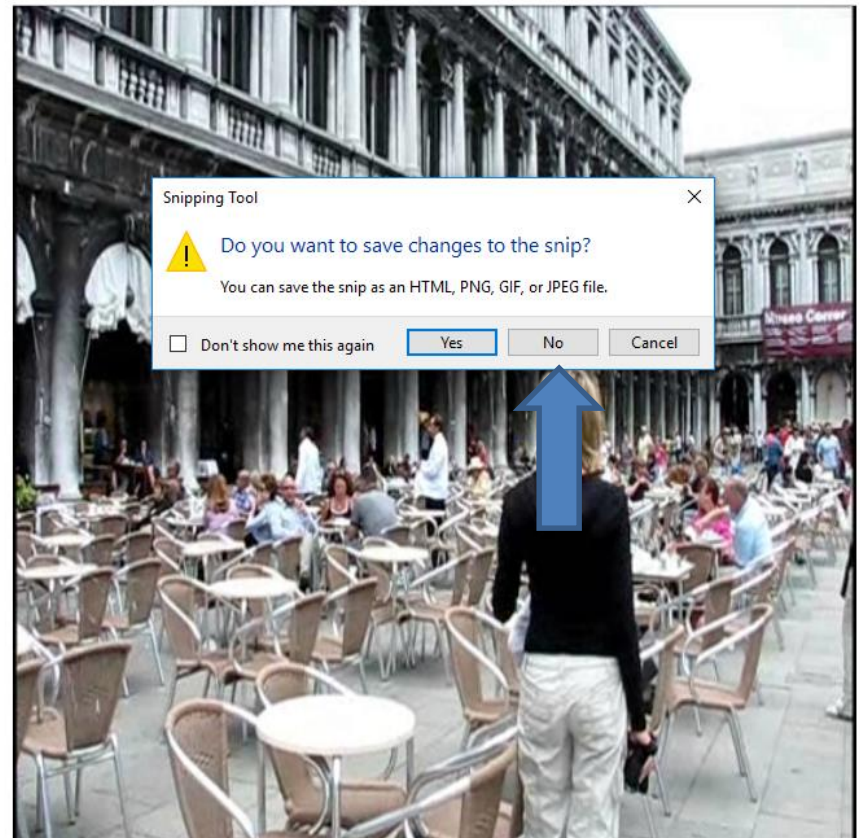
- **Once you close Snipping Tool, I recommend adding a new slide after the first video and maybe delete the Title we added in Step 8 – Part A.**

- **Next is a sample of adding the Slide after the first Video before the Duplicate Video. Also, I deleted the Title.**

- **Here is a sample of adding the Slide after the first Video before the Duplicate Video and I deleted the Title. You then click on Paste in the upper left and next is what happens.**
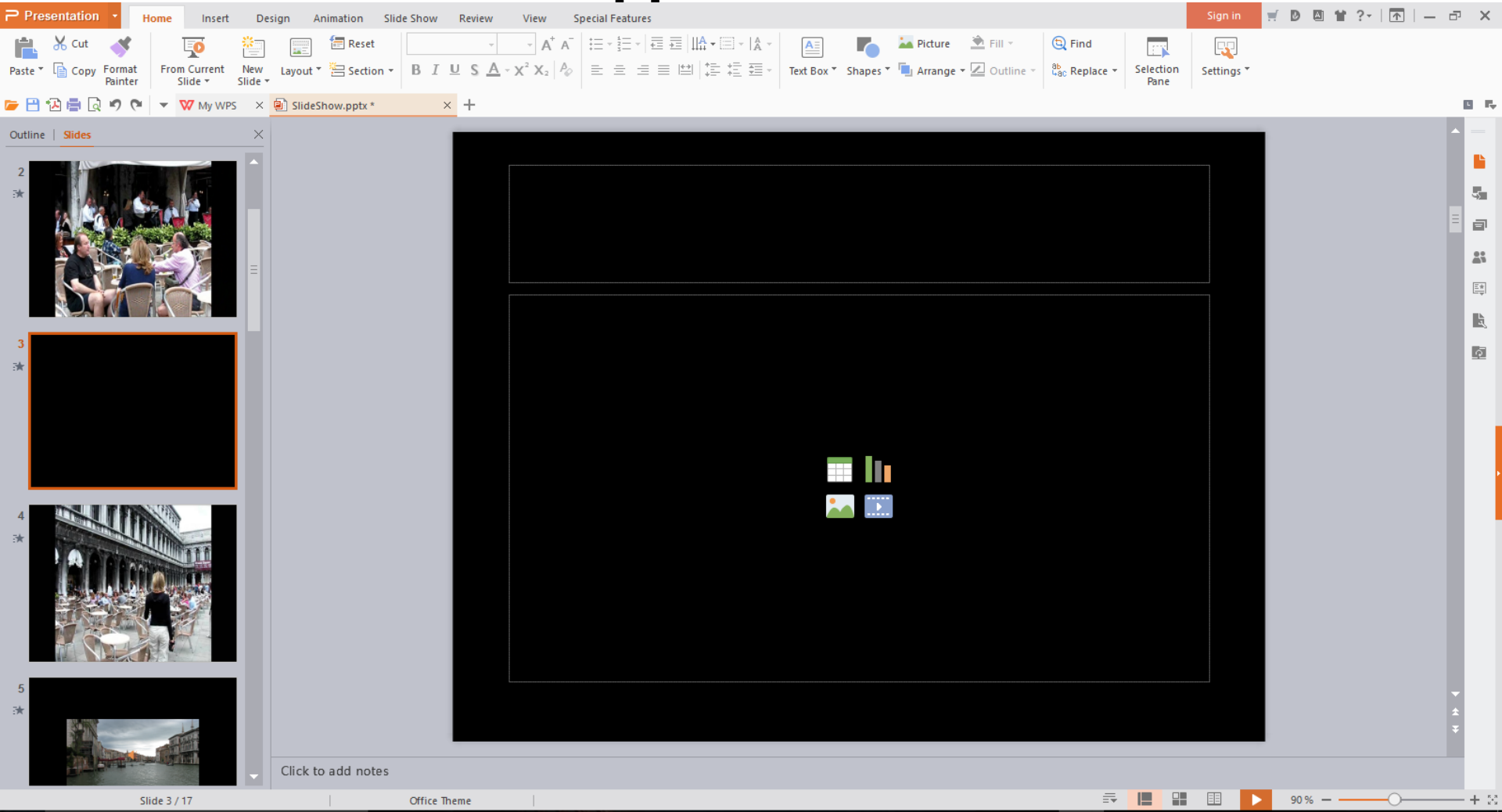
- **You then see it. You can change the size, like Video I showed you. I also showed you in the first course to change size of a Photo. Next is a sample.**

- **Here is a sample of changing the Size. Next is how to use PicPick vs Snipping Tool.**

- As I showed you in Movie Maker, to learn more about PicPick Screen Capture, there is a free on-line course on my website.

mycomputerbasics.weebly.com/screen-capture.html

- It also shows you the PicPick download.

- Once you download it, open it.

- Then go back to Kingsoft Presentation.

- Once you open PicPick and go back to Kingsoft Presentation and click on the video again, you press and hold the Shift Key and click on the PRT SC Key on the top and next is what it looks like.

- **When you press and hold the Shift Key and click on the PRT SC Key on the top, you see a new window in the upper left that helps you when you move the cursor. You move the cursor to the upper point of the video and the left click and hold it down and move the cursor to the bottom right. Next is what happens.**
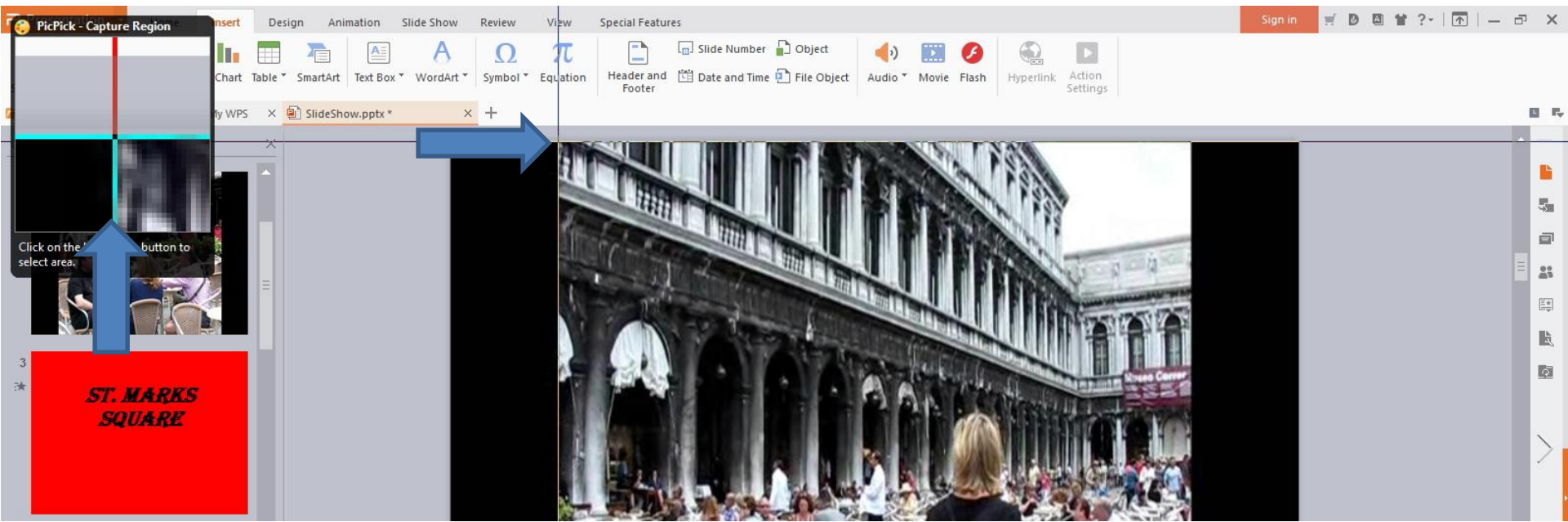
- **Here is a sample of moving the cursor to the bottom. Next is what happens when you let go.**
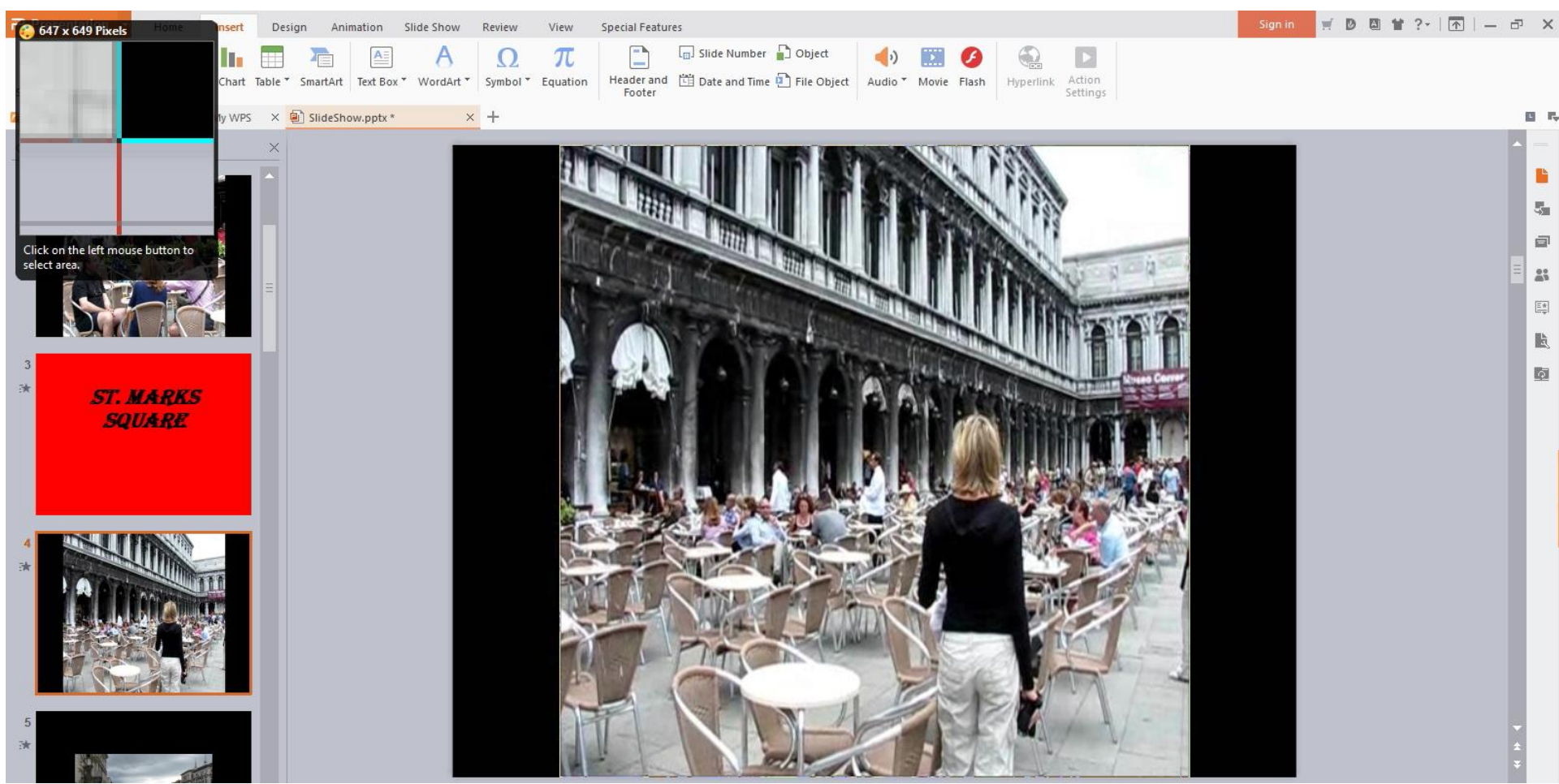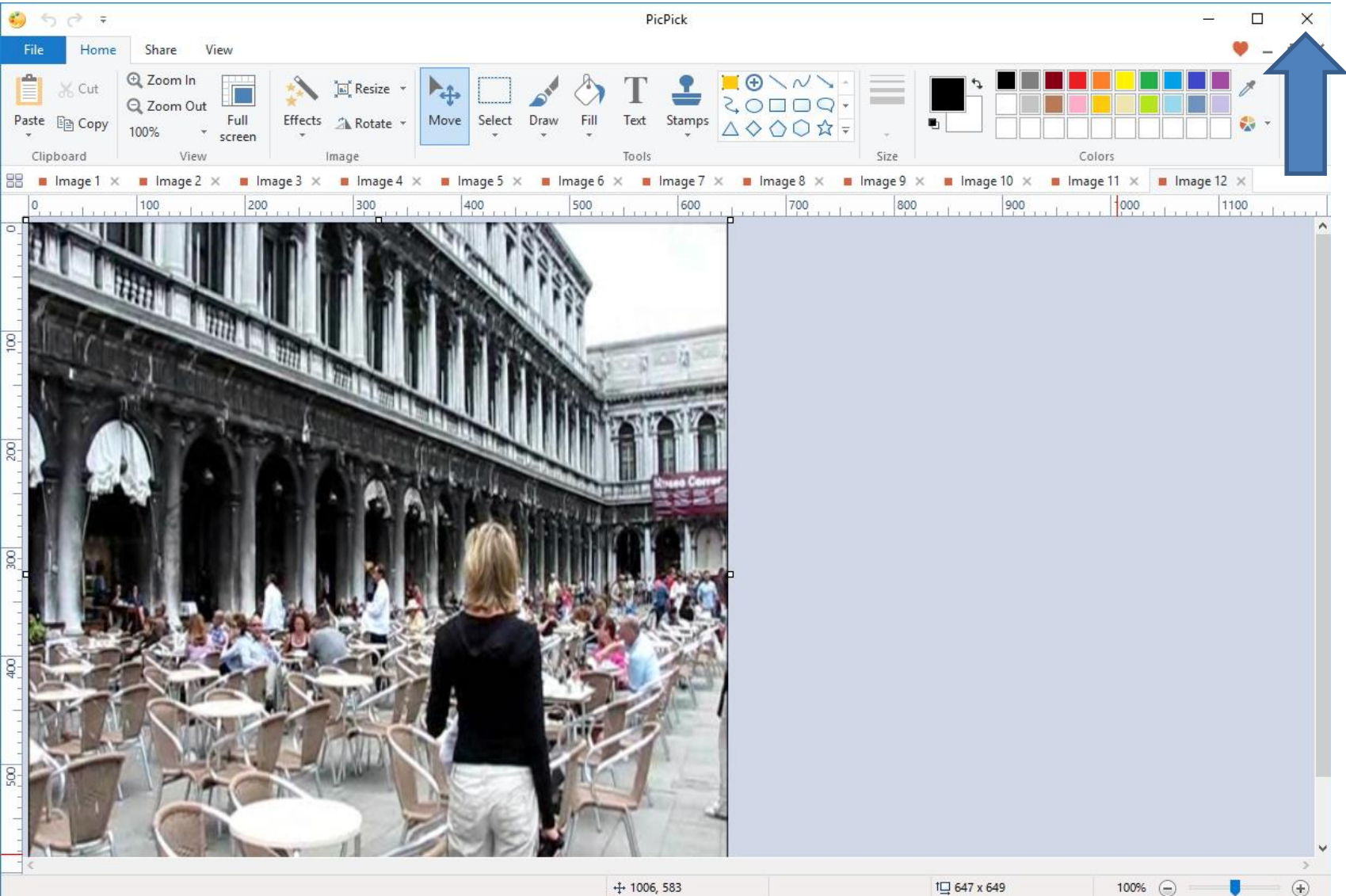
- **It opens PicPick and you click on Copy in the upper left and next explains paste again.**
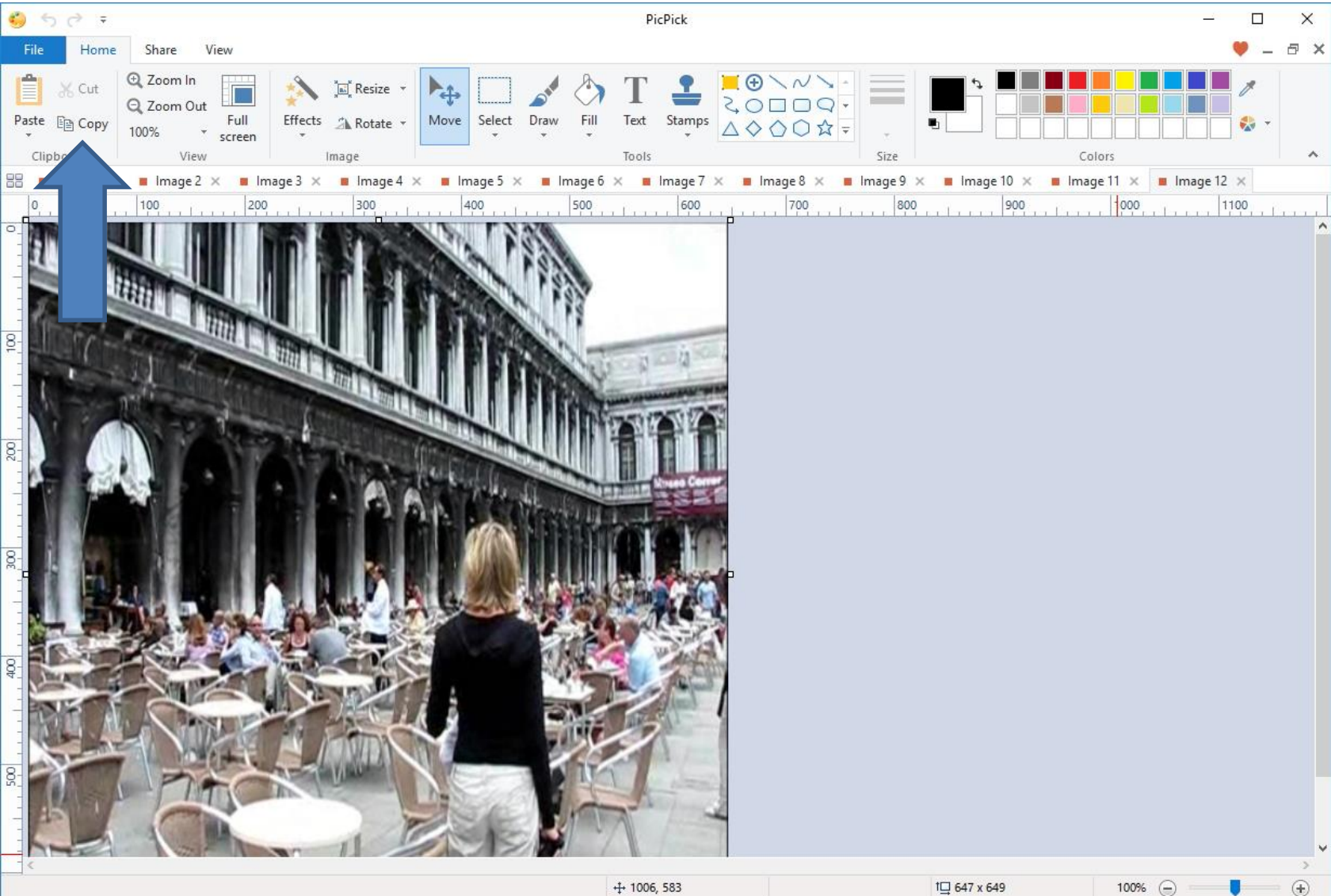
- **Once you copy, you go back to Kingsoft Presentation and follow the same process to add a new Slide and Paste it and change the size.**

- **Next is what happens when you close PicPick.**

- **You click on X in the upper right of PicPick and next is what happens.**

- **When you click on X in the upper right of PicPick, a new window opens – Do you want to save changes to Image. I recommend you click on Don't Save and next is what happens.**
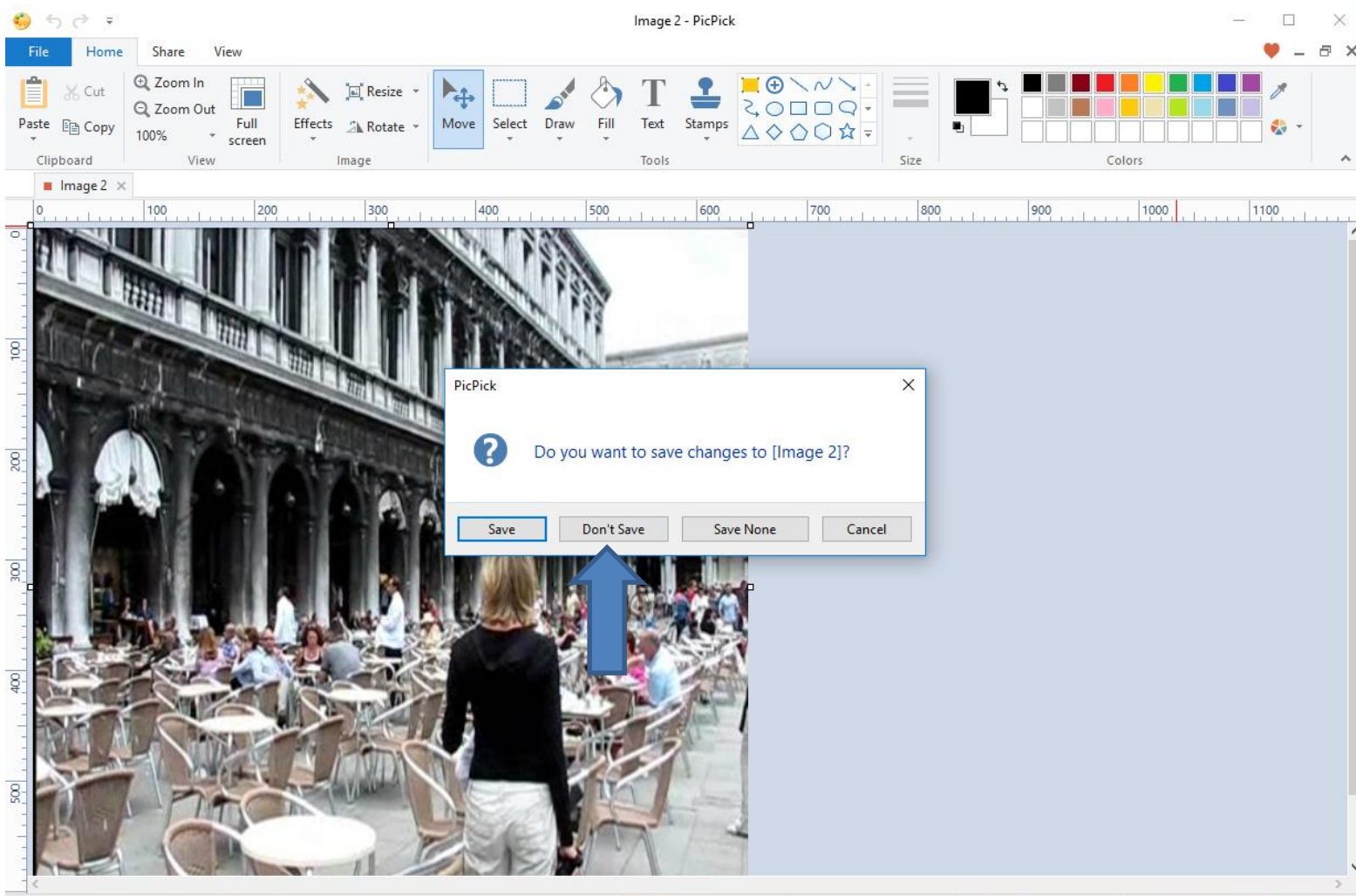
- **When you click on X in the upper right of PicPick, a new window opens – Do you want to save changes to Image. I recommend you click on Don't Save and next is what happens.**
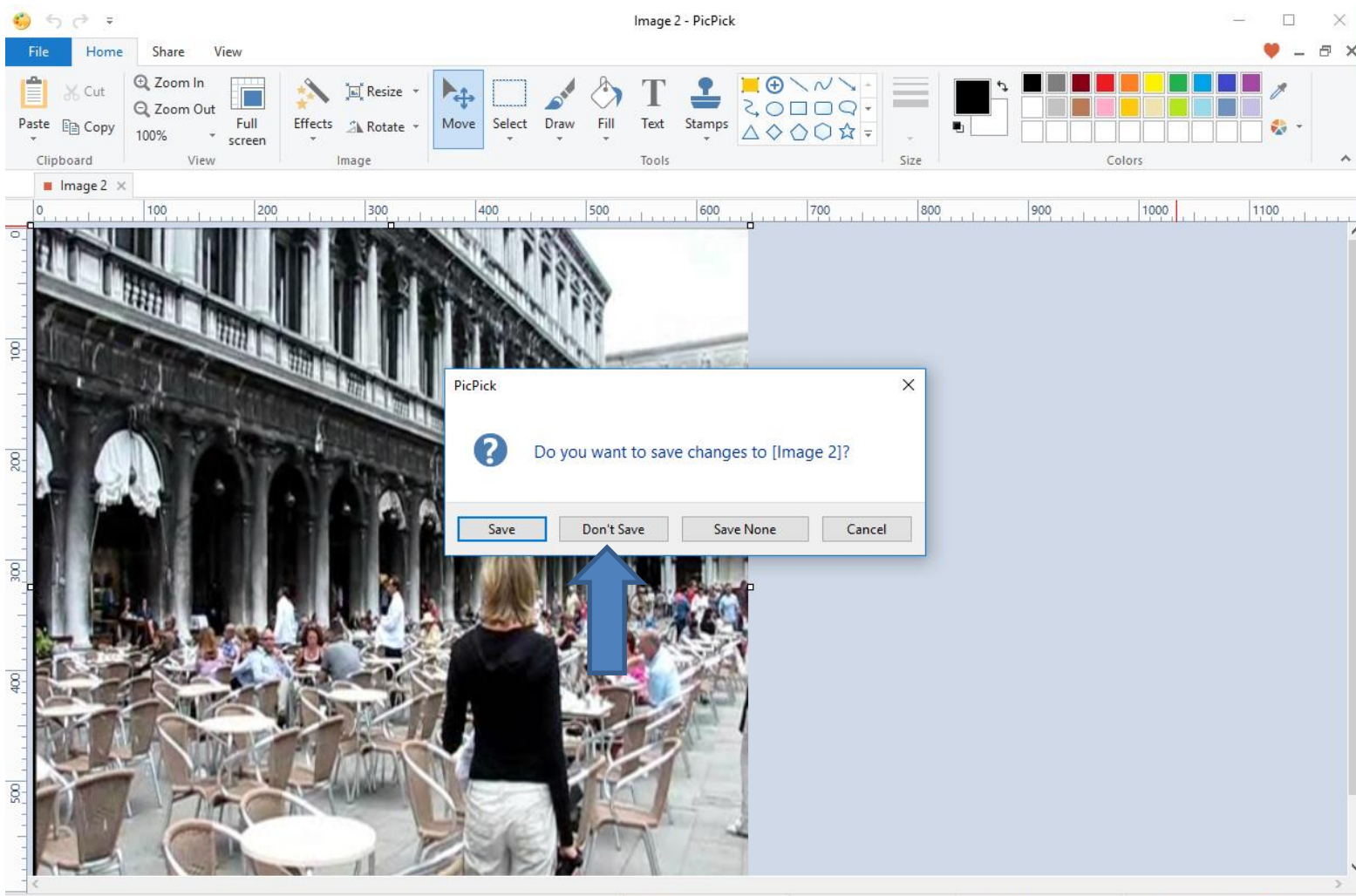
- PicPick closes. If you want to save the Picture to your computer, you have two options.
- If you did it with Snippng Tool and don't close it, you can save it. If you did it with PicPick and don't close it, you can save it.
- The second option is copy and paste to a folder in your computer. I recommend that. The reason is if you edit that picture. The first course shows you how to copy and paste it.
- This is the End of the Tip.