ScreenPrint32

ScreenPrint32 is a utility that allows you to print your screen without leaving the application that you are working in. Once loaded, it can be used within any application – Word, Teraterm, Excel, UI. When you press the “printscreen” key on your keyboard, ScreenPrint32 will send a copy of your current screen to the printer that you select. Once set up, ScreenPrint32 will ‘auto load’ every time your PC is rebooted and you will not have to re-load it. This can be disabled from within the configuration options if you wish.

The ScreenPrint32 icon can be found on the lower right hand corner of your desktop near the time stamp. When loaded, it looks like this:

![ScreenPrint32 Icon](image)

### Getting Started

**Getting Started**

To start ScreenPrint32 for the first time, navigate to the newly created program group in your start menu and select ‘ScreenPrint32’. By default, ScreenPrint32 will simply print the entire screen area when the ‘Prt-Scr’ key is pressed, if this is all you want to do then you need not configure anything, just click ‘OK’.

The General tab allows you to select the portion of the screen you wish to print. The “Load at Startup” box, if clicked, will load ScreenPrint32 every time you boot your PC. It is set to auto load as a default. Click OK to accept your changes, if any.
The Print Options tab allows you to pick a default printer and default orientation. Click OK to accept your changes, if any.

Disabling ScreenPrint32 temporarily
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If you want to cut and paste from your screen while ScreenPrint32 is enabled you will have to disable it first. Right click the ScreenPrint32 icon on the bottom right hand corner of your screen and uncheck the “Enable ScreenPrint32” option. Once you finish your cut and paste, just right-click the icon again and check the “Enable ScreenPrint32” option.

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