European School Education Platform Support

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Taking a screenshot or making a screen recording

Koen - 2025-07-16 - General

Screenshots and/or screen recordings help a lot in debugging a technical issue. Please see below instructions for different systems.

Windows

- Use the built-in <u>snipping tool</u>: In Windows 10 and later this works with all browsers. You can use the *PrtScn* button or the combination *Windows* + *Shift* + *S*.
 - To take a screen *recording* (available if your system is updated) you can click on the video camera icon, or use the combination Windows + Shift + R.
- Use the Xbox Game Bar for screen recordings: This works on Windows 10 and later with all browsers; it only captures 1 screen at a time (the active screen). To activate it, press *Alt* + *Windows* + *R*. You will find the recordings in the folder Videos > Captures.
- Download & use Flameshot
- Download & use <u>ShareX</u> from their website, or get it in the <u>Microsoft app store</u>

macOS

- Use the Screenshot toolbar: To view the Screenshot toolbar, press these three keys together: *Shift* + *Command* + 5. You will see on-screen controls for recording the entire screen, recording a selected portion of the screen, or capturing a still image of your screen.
- Use QuickTime Player: Open QuickTime Player from your Applications folder, then choose File > New Screen Recording from the menu bar.
- Download & use Flameshot

Linux

- Use GNOME's screen recording tool: If your distribution uses a recent version of GNOME (like Ubuntu) or derivatives (like Cinnamon on Linux Mint), you can use this tool. You will find the recordings in the folder Videos > Screencasts.
- Use KDE's screen recording tool Spectacle
- Download & use Flameshot

• Find some <u>other alternatives</u>

What about mobile devices?

Screenshots and screen recordings from mobile devices are not very useful to us. They don't display all necessary information because of the screen size. Please use a laptop or computer.