

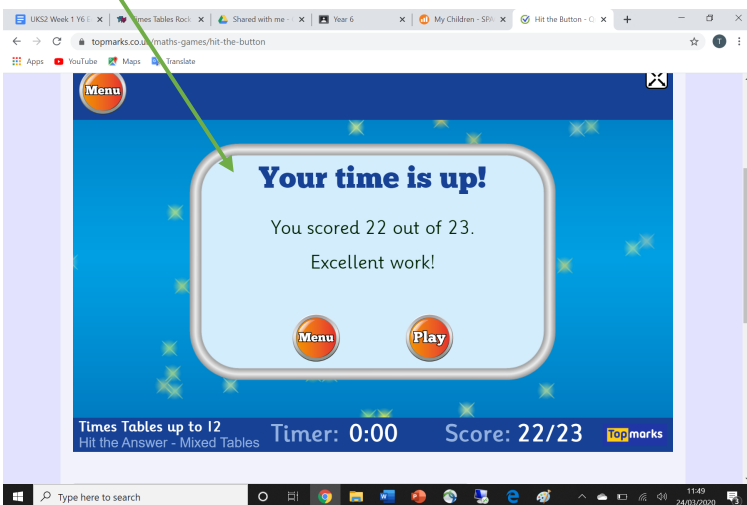
How to add screen shots to your feedback form

1. If you are working on a website such as hit the button or spelling shed, you can take a screen shot of the score.



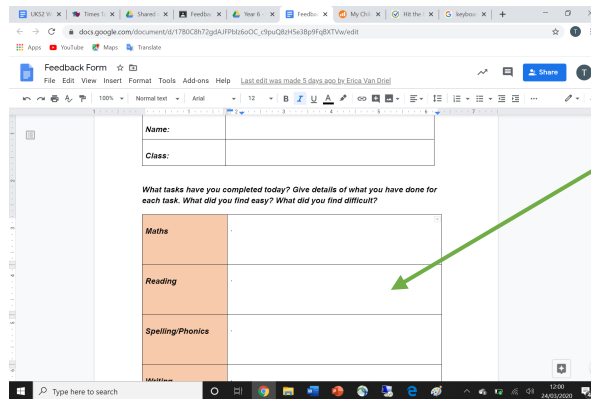
Your keyboard might look something like this. You should look for the button with the green square around it. Press it whenever you want to take a picture of the screen.

Here is a screen shot of a Hit the Button score that I took by pressing this button.



See next page for the rest of the instructions!

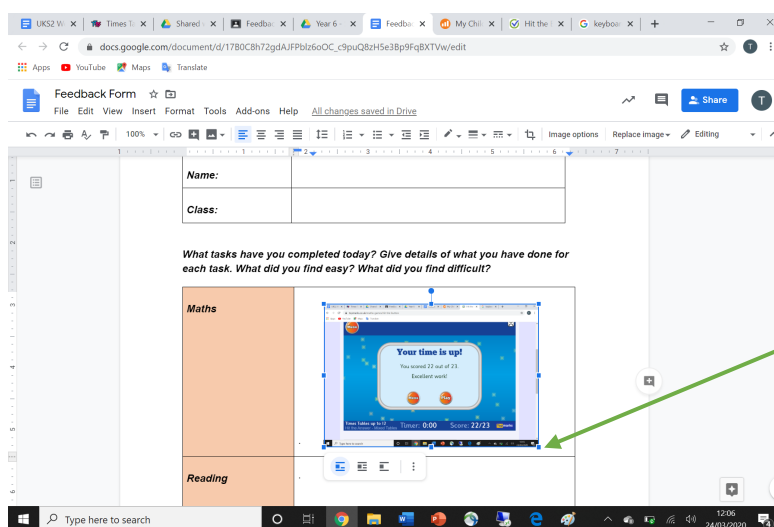
2. You then need to open your feedback form and put the mouse in the box you want to add the screen shot to.



3. Then you need to press Ctrl and V to paste the screen shot you took in step one, into the maths box. Here is a picture of the buttons you need to press to paste your screen shot.



4. You can then adjust the size and position of your screen shot in the feedback form.



You can drag the corners of the blue square to change the size.