

TAKING SCREENSHOTS

Taking a screenshot is easy; just follow the instructions below that apply to your platform.

Mac
Simply press Command-Shift-4; your cursor will turn into a crosshairs. Clicking and holding the mouse button, drag to select the section of your screen you would like to photograph. When you release the mouse button, the picture will be taken, and the image saved to your desktop.

Windows
On Windows, methods for capturing screenshots vary somewhat depending upon the version of the operating system in use, but a good method to try is to look for the Snipping tool, which is an Accessories Program. Open the program (Start button>All Programs>Accessories>Snipping), click New, select the area of the screen you would like to photograph, and click Save.

For a full list of Windows screenshot techniques, see [CNET's helpful rundown](#).

Something to Keep in Mind when Screenshotting: Context

When taking screenshots (or making scans/photocopies), keep in mind that if the copy of the article you provide doesn't show the publication's name, USCIS will have no evidence that it did, in fact, appear in a major publication.

Post-Impressionist 'Art' The Girl with Sunflower" by Vincent Van Gogh



Special Correspondent THE NEW YORK TIMES.
LONDON, Nov. 10.—There is an exhibition of works by the "Post-Impressionists" at the Grafton Gallery in London, and it is drawing large numbers of visitors, who are at any rate assured. Some of the artists who look at the Post-Impressionists' productions, however, are too angry to feel from an artist friend, as follows:
"Good God, has it come to this? Will the sun have the same old? The good growth that has smothered French art and now is coming here and will the press go on encouraging it and depicting every coming artist who has a touch of the sunflower? I do not permit in my own art to be influenced by the sunflower. I do not think that Manet's influence is all it is made out to be. I am sure that both and important truth in the state of art are beneath contempt, gross exaggeration of characteristics, and a painting and ordered by the show that I got I must write you a line to let you off the steam!"
Another artist, says Mr. Spielmann, is leaving the gallery as I entered it. He volunteered the information (as that the exhibition was amusing and interesting, Oh that two or three artists were sincere, and the rest incompetent fanbores, who agree of their own inability ever to do anything on their own account, thought it a capital notion to join the foot and imitate the others, as the only way of attracting attention, and say that, nevertheless, the use of the black line' was here brought to perfection."
A third artist, a member of a royal art society, snarled up to Mr. Spielmann as the latter "was examining a horrible work of the unknown painter Van Gogh, who did himself to death by self-mutilation in the desire to send pieces of himself to his friends."
"You do not approve," I asked. "I am afraid," he said, "that the only objection the public exhibition of a hundred million of the world's best work, was a Junatic. 'Ah, was the 'Foggy,' I have the greatest respect for liberty."

Given by itself, this article comes with no context; it could have been published anywhere.



Providing the full page on which the article appeared, on the other hand, shows that the article was, in fact, published in the New York Times. Always provide copies that give context; for magazines, always provide covers.