

# How to take screenshots of Windows 10 using Windows Ink Workspace

Windows Ink Workspace is a feature available on Windows 10 Anniversary Update and onwards, making it easy for users to take computer screen shots.

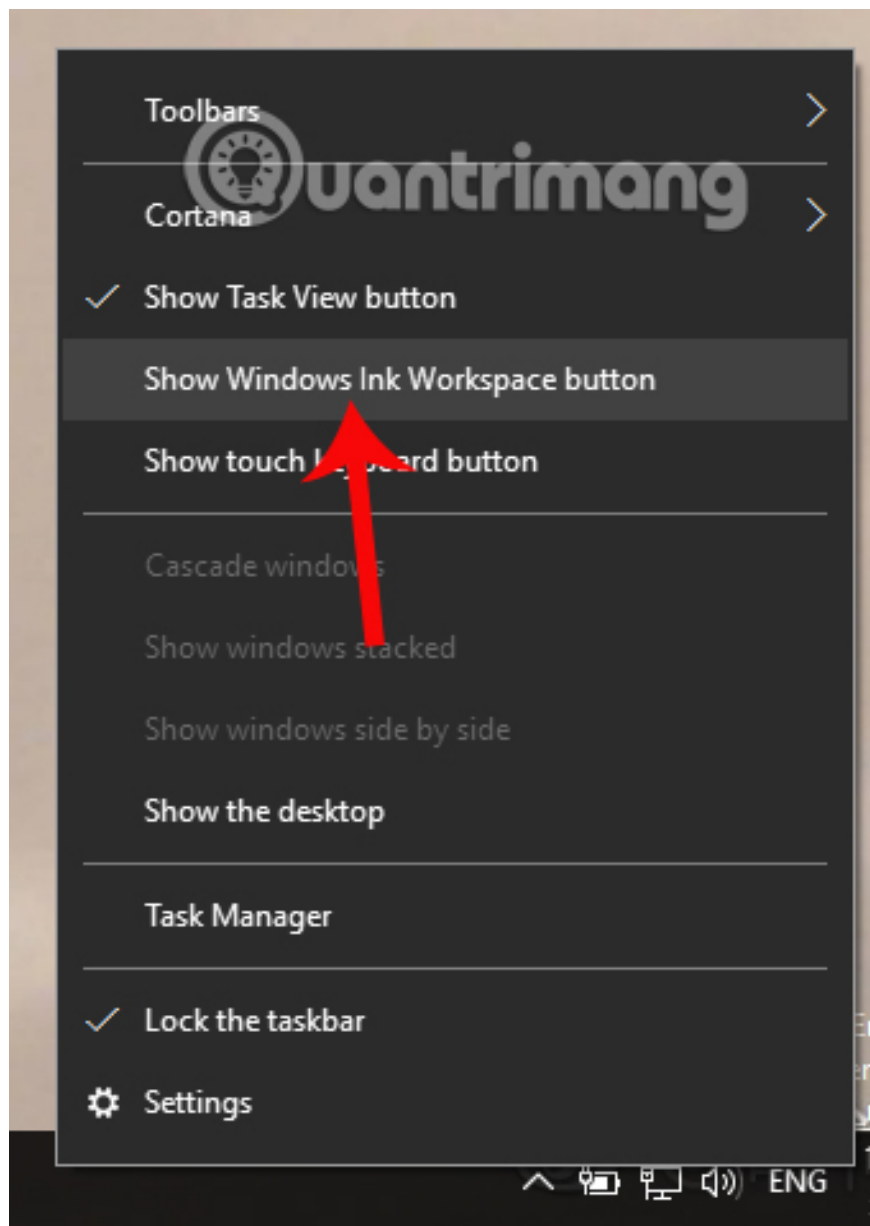
Screen capture on every Windows computer has become a basic operation, familiar to many users. The simplest way is to use the Print Screen key, then edit the image on tools like Paint or use Adobe Photoshop software. In addition, we can also use the Snipping Tool in the article [How to take screenshots on Windows 10](#) that we introduced.

And if you are installing Windows 10 Anniversary Update or more, you can use the built-in Windows Ink Workspace tool. The basic feature of Windows Ink Workspace also captures screen shots like the aforementioned tools, but this tool also provides many other professional features. If you don't know how to take screenshots on Windows Ink Workspace, please refer to the following article of Network Administrator.

1. [How to turn on auto-release memory mode Windows 10 Creators Update](#)
2. [Summary of several ways to turn off Windows 10 computer](#)
3. [Instructions for creating the Settings shortcut on Windows 10](#)

## Step 1:

First of all, we need to open the interface that wants to take screenshots on the computer. Next, users need to click on the Windows Ink Workspace icon on the Taskbar taskbar. In case you don't see the icon, right-click on the Taskbar and select **Show Windows Ink Workspace button** .

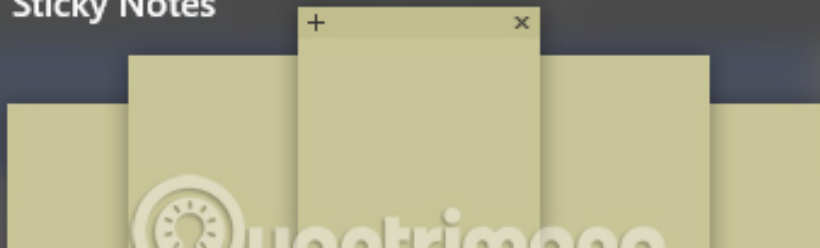


## Step 2:

Next, click on the tool icon in the Taskbar and the Windows Ink Workspace interface will appear. Here, click on **Screen Sketch** .

# WINDOWS INK WORKSPACE

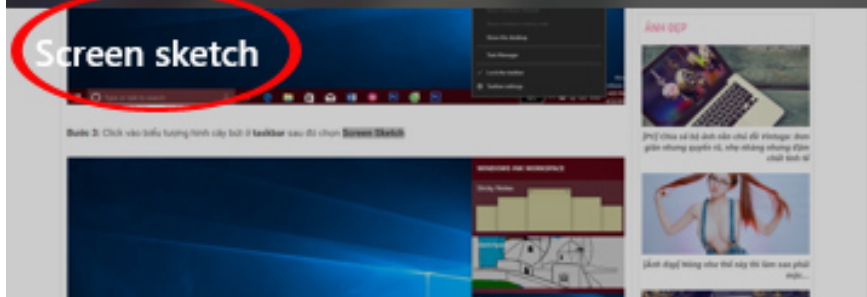
## Sticky Notes



## Sketchpad



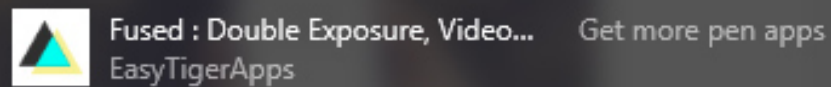
## Screen sketch



## Recently used



## Suggested



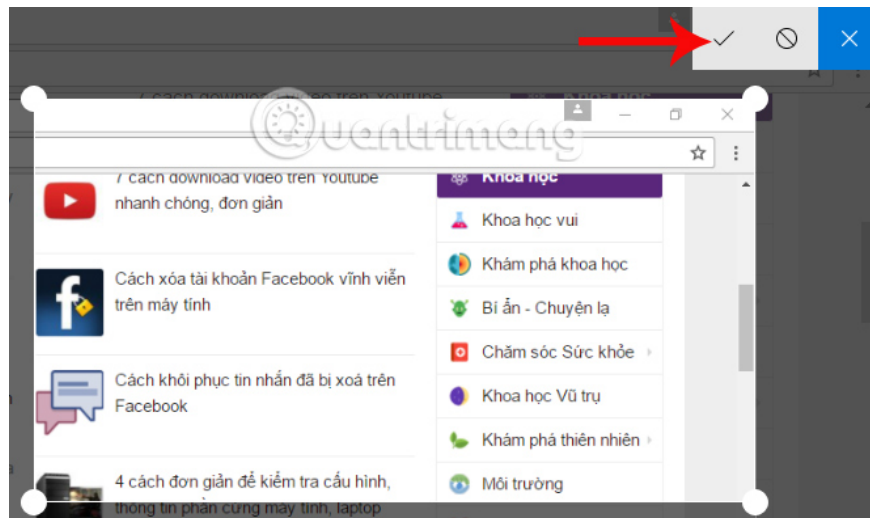
**Step 3:**

After you click this option on Windows Ink Workspace, the screenshot will be taken and an editing window will appear as shown below. The top row will be tools for you to customize the screen interface snapshot.

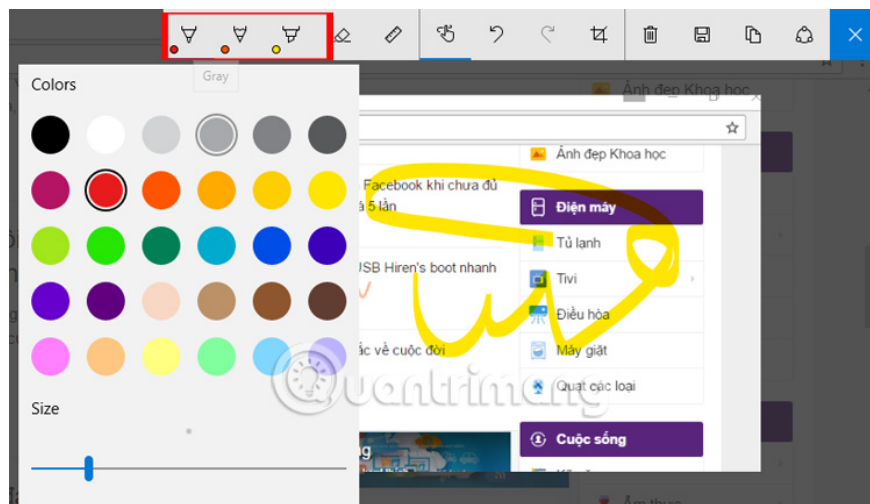


## Step 4:

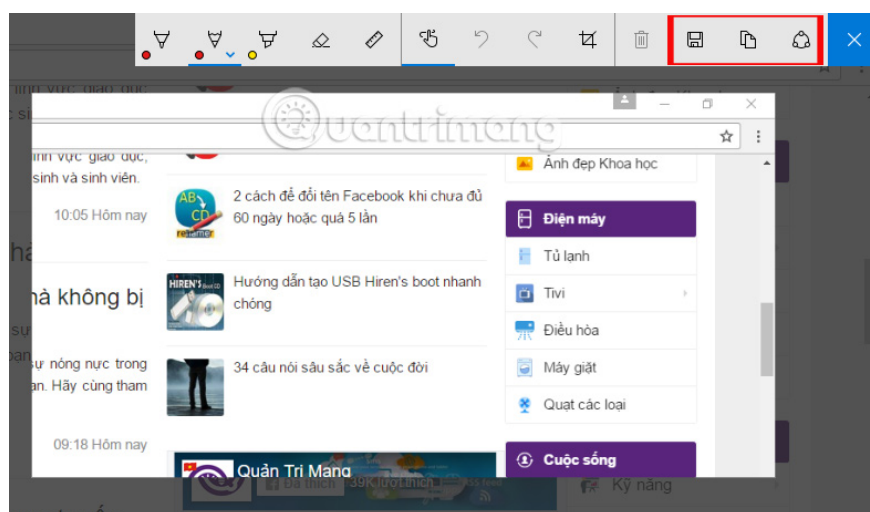
In the Screen Sketch interface, we can crop the screenshot with **the Crop icon**. The user moves the square frame position or collapsed, stretching to select the cutting area. Then press **the tick icon** to cut the selected screenshot.



Or you can draw scanned screenshots with pen types that Windows Ink Workspace provides. We can choose the types of brushes and colors at the color palette in the list.



Click the **Copy** or **Save icon** to save the screenshot. Users can also share this screenshot with the **Share icon** right on the Windows 10 computer.



Above is how to use Windows Ink Workspace tool to take a screenshot of Windows 10 computer screen, Anniversary Update version or more. Windows Ink tool brings users many other image editing features, in addition to the ability to capture screen interface.

I wish you all success!

You finished reading the article "**How to take screenshots of Windows 10 using Windows Ink Workspace**" edited by the [TipsMake](#) team. We hope this article has provided you with many useful tech tips and tricks. You can search for similar articles on tips and guides. Thank you for reading and for following us regularly.