

# How to use Text Actions in Snipping Tool on Windows 11

Initially, Windows 11 lacked native optical character recognition (OCR). The closest thing to OCR can be done using Microsoft PowerToys which provides the ability to copy text from images.

Luckily, Microsoft has changed all that with a new feature in Snipping Tool. After the update, Snipping Tool has a new 'Text Actions' feature that can help you copy text from screenshots. Let's explore this new feature in detail through the following article!

## What is the Text Actions feature in Snipping Tool?

At the time of writing, the current version of Snipping Tool allows you to take and annotate screenshots. You can even record the screen using the Snipping Tool.

However, the latest build of the Microsoft Insider Dev and Canary channels has an updated version of the Snipping Tool, including the "Text Actions" feature. This brings OCR support to screenshots, meaning you can scan captured images to find text.

You can copy a selected portion of the specified text or copy all the text from the screenshot before saving. Furthermore, you can also re-edit the text and then copy the remaining text from the image.

## How to enable and use the Text Actions feature in Snipping Tool

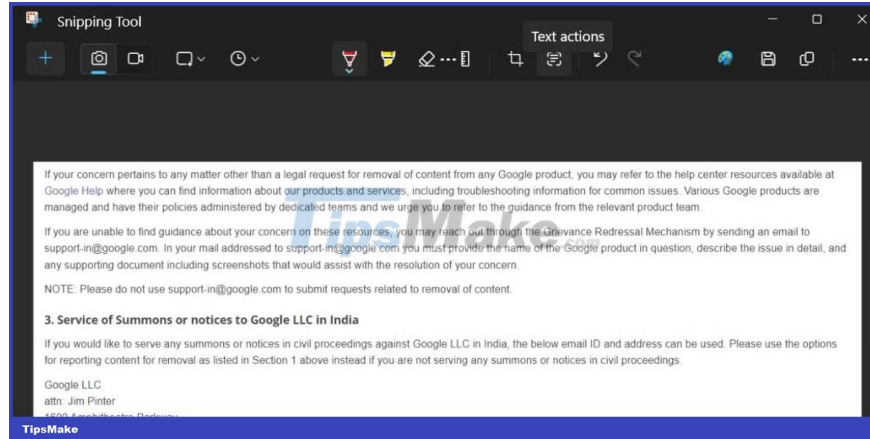
The Text Actions feature in Snipping Tool is available to Windows Insiders in Canary and Dev channels. So if you're using one of these channels, update your Windows Insider PC to the latest build available.

You can also use UUP Dump to download Windows Insider builds without registering for the Windows Insider program. After installing the latest build, you must check for available updates for Snipping Tool using the Microsoft Store. The Text Actions feature is included in version 11.2308.33.0 and above. So you must install the latest update for Snipping Tool to update to this version.

Follow these steps to use the Text Actions feature in the Snipping Tool:

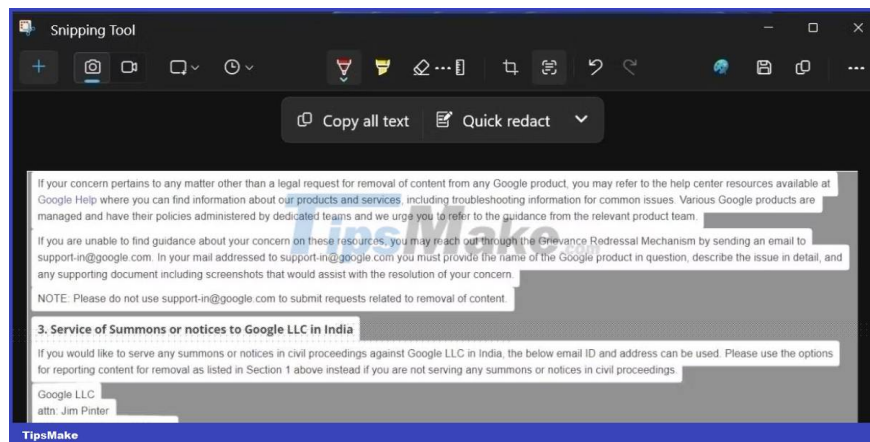
1. Press the Win key , type Snipping Tool and press the Enter key. Alternatively, press the Win + Shift + S keys to launch the tool.
2. Now, select any screenshot size option and take a screenshot.

3. Switch to the Snipping Tool window which will display the screenshot. Click the Text Actions icon .



4. This feature will identify all the text in the captured screenshot and highlight it. Click and drag your mouse to select a specific word or sentence from the screenshot.

5. Click Copy all text to copy everything from the image and save it to the clipboard.



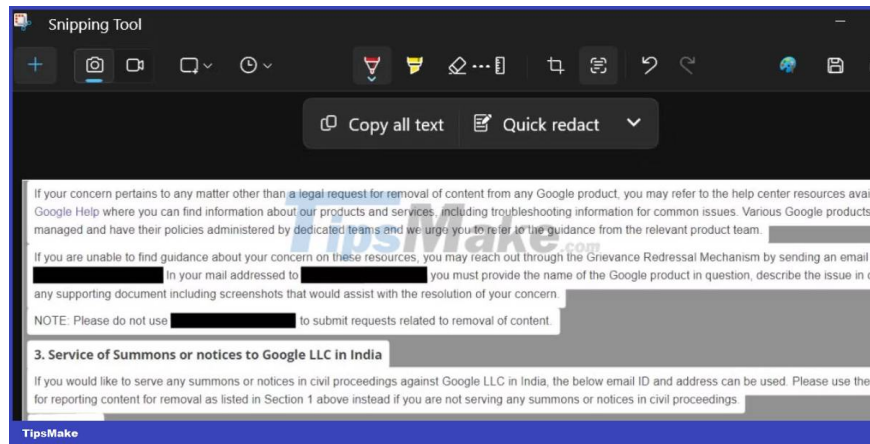
6. Press the Win key , type Notepad and press Enter.

7. Paste all copied text into Notepad and save for later use.

## How to rearrange text in Snipping Tool

In addition to text recognition and copying, you can also edit text in the Snipping Tool. Redacting a document means excluding certain types of text that contain sensitive information. Currently, you only get two redaction options in the tool: Email address and phone number.

After taking a screenshot and clicking the Text Actions button, you will see a Quick Redact option next to the Copy All text option . Click on the Quick Redact option , it will deselect and hide all phone numbers and email addresses. Now you can copy the remaining text using the Copy All text button .



If you only want to apply one type of redact option, click the arrow icon next to the Quick Redact option . Now, uncheck any options and then click on the Quick Redact option again. Finally, if you want to remove the redaction effect from the screenshot, click the arrow icon and then click the Remove all redactions button .

Text Actions in the Snipping Tool eliminate the need to use Google Lens in a web browser. It also works without the Internet and can even redact sensitive information. This feature is expected to arrive with the Windows 23H2 update for all Windows users.

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