

How to Create a Document with Screen Captures

This article briefly explains how to create a Word document that includes screen captures from the fx-9860G. fxNews **strongly recommends using the free emulator for your screen captures**, but we explain both here for completeness.

The Basic Steps are

- Create a new word document
- Create the screen you want to capture using either fx-9860G or the emulator
- Capture from fx-9860G using FA-124 software or capture from emulator
- Paste into word document

Sounds easy? That's because it is!

What You'll Need

- A computer running Windows 2000 or later
- And either
- A Casio fx-9860G
 - The USB cable that came with your fx-9860G
 - The FA-124 software that came on CD with your fx-9860G
- Or
- A copy of the fx-9860G emulator

You can see the emulator option is looking a bit simpler at this stage!

If you don't have the emulator, go to

https://secure.casio.co.jp/edu_e/product/fx9860g/form.html

where after you have filled in a form you get access to OS updates, add-ins, the emulator and other software.

If that address doesn't work (this was written in August 2006 and the web is always changing...) start at the world Casio site and dig down for fx9860G stuff. The world site is at

<http://world.casio.com/>

What To Do – Using Your fx-9860G

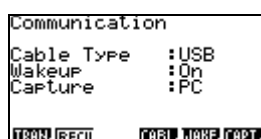
The steps below assume you have already installed the FA-124 software on your computer and it is working correctly. Please see the article *Using The FA-124 Software - Basics* in Volume 1, 2006 for help in installing and using the FA-124 software.

Step 1

Create a new word document and save it using a suitable name.

Step 2

Turn on your calculator and from the Main Menu select Link and check/change settings to look as in this screen:



Step 3

- Start up the FA-124 software.
- Connect the USB cable into the computer.
- Connect the USB cable into the calculator.

At this stage the calculator screen should display the message 'Receiving...'. If it does not, check the above settings in step 2 and start over.

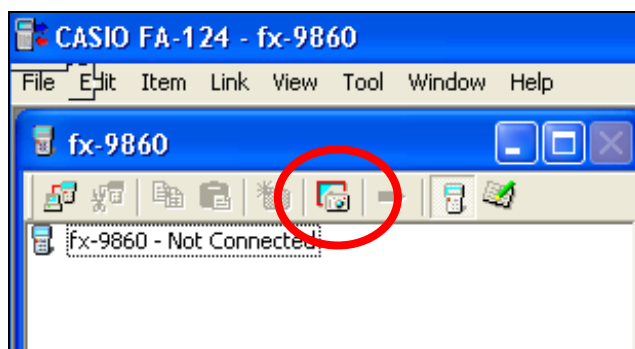
- On the calculator tap AC to see the Terminated message and then tap EXIT.

Step 4

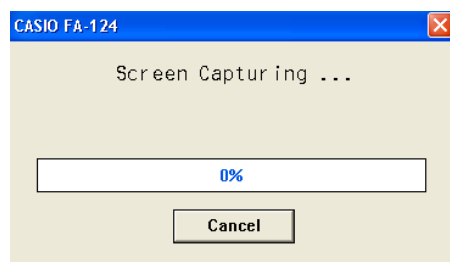
Using the calculator as normal to create the screen just as you want it to look in your word document – it's probably worth practising using the Main Menu screen to start with!

Step 5

Turn your attention to the FA-124 software. Locate the camera button on the tool strip in the fx-9860 window – it's the sixth in from the right and should be in colour (red and turquoise).



Click on the camera button with your mouse and a screen capturing dialogue box appears...



Step 6

Now back to the calculator. Tap SHIFT and then tap the 7 key (above this key in yellow is the word CAPTURE).

Step 7

After a few seconds, the Screen Capturing box disappears in the FA-124 software and the captured image is displayed. Now copy this image using either Edit, Copy or the Ctrl+C key combination.

Step 8

Select your word document, locate the cursor where you want to paste the image and then either use Edit, Paste or the Ctrl+V key combination.

What To Do – Using the fx-9860G emulator

The steps below assume you already have a copy of the fx-9860G emulator on your computer and it is working correctly. Once you've downloaded the free emulator, simply double-click it to get it running. You may or may not get a warning screen before it starts.

Step 1

Create a new word document and save it using a suitable name.

Step 2

Using the emulator to create the screen just as you want it to look in your word document – it's probably worth practising using the Main Menu screen to start with!

Step 3

Right click your mouse anywhere on the emulator and choose the Capture Screen option.

Step 4

Select your word document, locate the cursor where you want to paste the image and then either use Edit, Paste or the Ctrl+V key combination.

Finally...

Vote here

- ☐ I have a copy of the emulator.
- ☐ It's time to get a copy of the emulator.

You've probably realised that using the emulator is going to save you quite a bit of time, whether you're creating worksheets with screen captures, writing eActivities, making programs or anything else!