Using Adobe Acrobat’s Snapshot Tool to select a print area.

The snapshot tool will allow you to select a subset of a page for printing. It will also allow you to paste that snapshot into another document (word, acrobat, photoshop, etc.)

In Adobe Reader XI and many previous versions of reader the snapshot tool is located under the Edit pulldown. In Acrobat Standard it is under Tools>Select and Zoom.

Step 1: Activate the Snapshot tool

Step 2: Once you select the snapshot tool you can click and drag a rectangular window around the subset of the page you wish to print.
Step 3: Print the selected graphic. Pay close attention to the options identified by the arrows below for the graphic to print correctly. The preview window at the right will give you insight as to how it will look on the printed page.

![Print window](image)

Step 4. Don’t forget to deactivate the snapshot tool. Unfortunately Reader XI does not make it easy to deactivate the snapshot tool. If it is activated each time you click anywhere on the document it takes another snapshot. This is very frustrating and not well thought out by the Adobe folks. If there is a check box adjacent to the snapshot tool, it is still activated.

![Snapshot tool](image)

You can deactivate the tool by selecting another tool:

![Other tool](image)

like marquee zoom
You can also just close the pdf and reopen it.

The best thing if you are going to use the snapshot feature frequently is to just add a few tools to your toolbar.

Right click on the tool bar and add:

Select: ![Select Tool](image)

Marquee Zoom: ![Marquee Zoom](image)

Snapshot: ![Take Snapshot](image)

These can be found in the Select&Zoom and Edit subsections.

The tools will then be in your toolbar for future ease of use.