

## Using the Screen Capture Tool to Create a Picture, Backdrop, Material, or Image

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Reference Number: **KB-00791**

Last Modified: **July 31, 2024**

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The information in this article applies to:



### QUESTION

What does the Screen Capture tool do, and how do I use it?

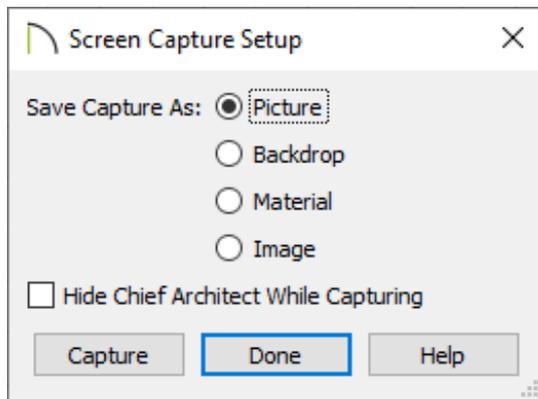
### ANSWER

The Screen Capture tool allows you to add backdrops, images, and materials directly to the library, as well as create picture objects. You can capture screens from within Chief Architect, from a web page, or in other programs.

- [Creating a screen capture](#)
- [Using a captured backdrop](#)
- [Using a captured material](#)
- [Using a captured image](#)

## To create a screen capture

1. Select **Tools > Screen Capture > Screen Capture Setup** .
2. In the **Screen Capture Setup** dialog that appears, select an appropriate option in the Save Capture As section.



- **Picture** creates a picture object that appears on screen immediately.
- **Backdrop** creates a backdrop image that can be displayed in the background of 3D views. When a backdrop is captured, it will appear in the User Catalog.
- **Material** creates a material that can be applied to surfaces. When a material is captured, it will appear in the User Catalog.
- **Image** creates an image that can be used as a billboard or image object that can be seen in 3D views. When an image is captured, it will appear in the User Catalog.
- Check the **Hide Chief Architect While Capturing** box to capture content outside of the program. For example, you may want to check this option if you're capturing an image from a website or from a photo viewing program.

If you're using a Mac, you may have to grant Chief Architect access to record your screen. If you deny the program access, Chief Architect will be unable to capture any content outside of the program. This can further be controlled in the system preferences. To learn more, please access the appropriate Apple resource below:

- [Change Privacy & Security settings on Mac \(macOS Sonoma 14 and macOS Ventura 13\) \(https://support.apple.com/en-gb/guide/mac-help/mchl211c911f/mac\)](https://support.apple.com/en-gb/guide/mac-help/mchl211c911f/mac)

- Change Privacy preferences on Mac (macOS Monterey 12 and prior versions) (<https://support.apple.com/en-gb/guide/mac-help/mh32356/12.0/mac>)

The settings in the Screen Capture Setup dialog are retained between program sessions and will be used whenever you use the Screen Capture tool - until you change them.

3. Click the **Capture** button when you are ready to proceed.
4. Click and drag a selection marquee of what you wish to capture.



5. To create another screen capture of the same type, select **Tools> Screen Capture> Capture Screen**  from the menu.

**Note:** In X16 and newer versions, a Capture View to Clipboard tool is available, of which can be placed onto your toolbars. For more information on

customizing toolbars, please see the [Related Articles](#) section below.

## To use a captured backdrop

1. Select **Edit> Default Settings** , expand the **Camera Tools** category, select a camera tool you would like to apply a backdrop to, then click **Edit**.
2. On the **BACKDROP** panel of the **Defaults** dialog that displays, click the **Select Backdrop** button.
3. In the **Select Library Object** dialog that displays, select the captured backdrop located in the User Catalog, then click **OK**.

This image will now be used as the backdrop for views created using this particular tool going forward.

You can also apply a backdrop to an existing camera view. While in your desired camera view, navigate to **Tools> Active View> Edit Active View**, then access the Backdrop panel.

## To use a captured material

1. Select an object that you want to apply the captured material to and click the **Open Object**  edit button.
2. On the **MATERIALS** panel of the object's **Specification** dialog, click on the name of the component that you want to apply the material to.

3. Click the **Select Material** button to display the **Select Material** dialog and choose the captured material located in the User Catalog.
4. Click **OK** on each dialog to confirm the change.

## To use a captured image

1. Select **View> Library Browser**  to open the Library Browser if it's not already open.
2. Browse to the User Catalog, select the captured image, then click in your desired location to place it in the plan.

This image will now be visible in 3D **Camera**  views.

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### Related Articles

- [📄 Adding and Copying Objects to the User Catalog \(/support/article/KB-03015/adding-and-copying-objects-to-the-user-catalog.html\)](/support/article/KB-03015/adding-and-copying-objects-to-the-user-catalog.html)
- [📄 Changing the Direction of a Material's Pattern and Texture \(/support/article/KB-00194/changing-the-direction-of-a-material-s-pattern-and-texture.html\)](/support/article/KB-00194/changing-the-direction-of-a-material-s-pattern-and-texture.html)
- [📄 Creating a New Material \(/support/article/KB-00767/creating-a-new-material.html\)](/support/article/KB-00767/creating-a-new-material.html)
- [📄 Customizing a Library Material \(/support/article/KB-01006/customizing-a-library-material.html\)](/support/article/KB-01006/customizing-a-library-material.html)
- [📄 Customizing Toolbars \(/support/article/KB-00811/customizing-toolbars.html\)](/support/article/KB-00811/customizing-toolbars.html)
- [📄 Incorporating Custom Colors \(/support/article/KB-00730/incorporating-custom-colors.html\)](/support/article/KB-00730/incorporating-custom-colors.html)
- [📄 Troubleshooting Error Messages Associated With the Program's Data Folder \(/support/article/KB-03125/troubleshooting-error-messages-associated-with-the-program-s-data-folder.html\)](/support/article/KB-03125/troubleshooting-error-messages-associated-with-the-program-s-data-folder.html)



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