

Chromebook How To's

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How to Screenshot on Chromebooks




Take a screenshot of your entire screen

Press **Ctrl + Show windows** .

Top keyboard shortcuts



Take a screenshot of part of your screen

Press **Shift + Ctrl + Show windows** . Then, select and drag over the area you'd like to capture.

How to Find and Open Files on Chromebook

https://drive.google.com/file/d/1ecbmQSWqxz9Dh832Da9CrnceP1X2C_Zo/preview

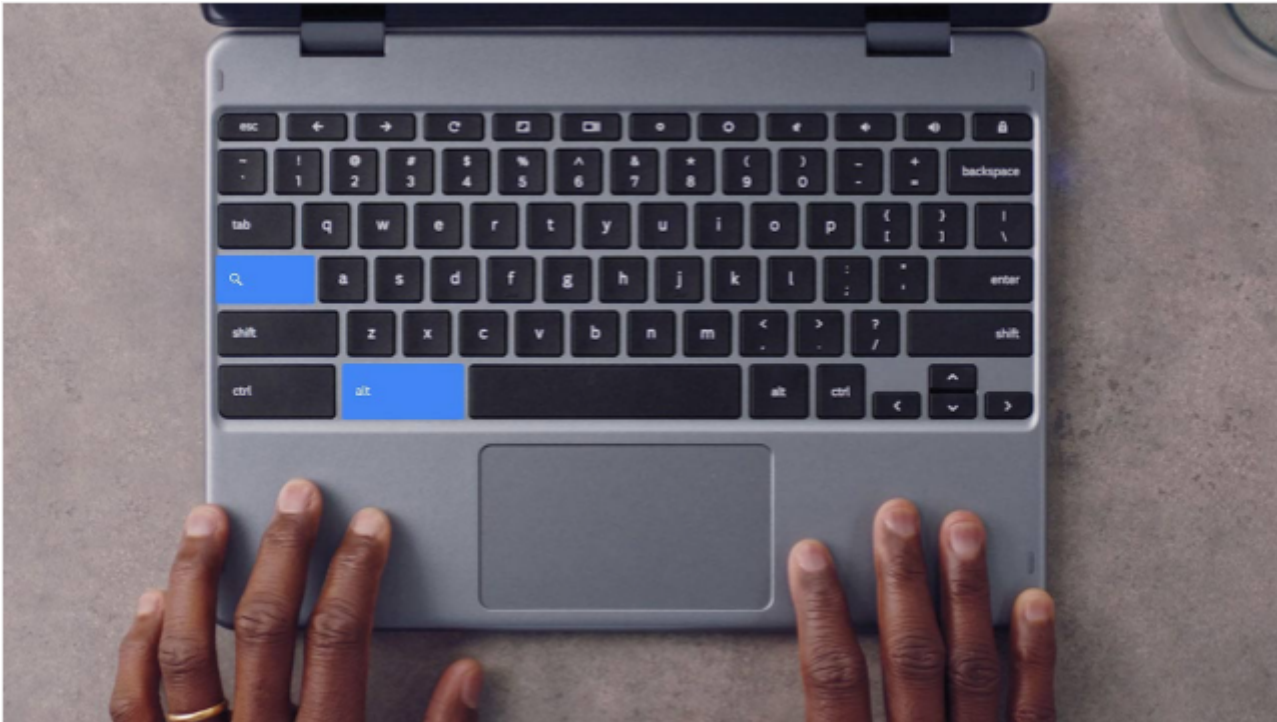
How to Edit Microsoft Office Files on Chromebook

[Click here for How to Edit Microsoft Office Files on Chromebook](#)

How to use Caps Lock on Chromebook

Press Search + alt to Enable Caps Lock

Press Search + alt to Disable Caps Lock



How to Work On Files in Google Drive Without Internet

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