

MS PAINT

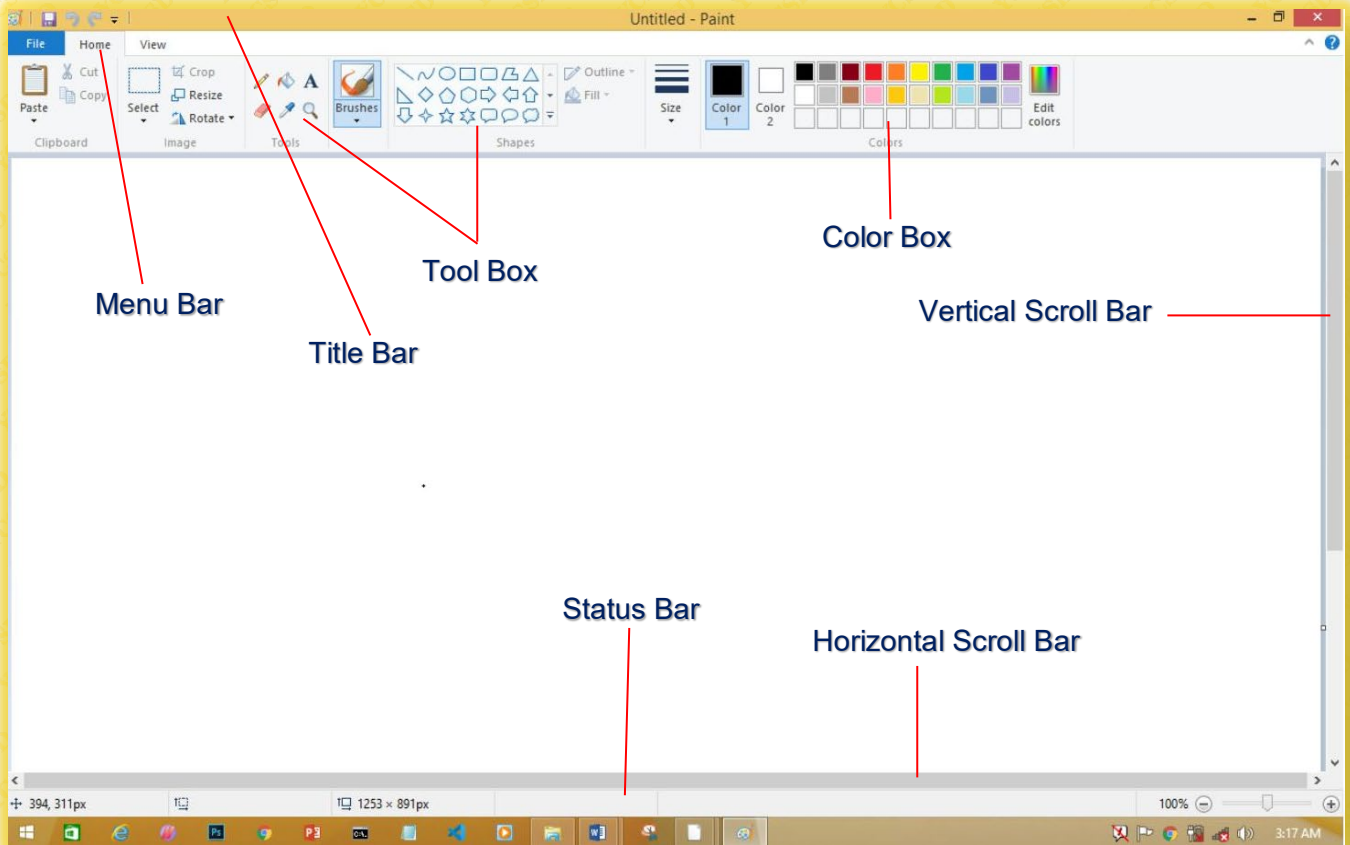


MS-Paint

Introduction:

Paint is a drawing tool. It is a part of Windows. You can use to create simple or elaborate drawings. These drawings can be either black-and-white or color, and can be saved as bitmap files. You can print your drawing. You can also use it for creating your desktop background, or paste it into another document. You can even use paint to view and edit scanned photos. You can also use Paint to work with pictures, such as .jpg, .gif, or .bmp files. You can paste a Paint picture into another document you've created. The extension file name of Paint is **.bmp**.

Start > All Programs > Accessories > Paint to open the **Main Paint Window**.



Title Bar

It is positioned top of windows. It shows the **name of the application, document or File name**.

Menu Bar

It is positioned below the title bar. It contains **Home, View etc.**

Tool Box

It has many tools **like Pencil, Eraser, and Line Etc.** We can you these tools for Drawing Something.

Color Box

It has many Colors. You can use these Colors for your painting.

Status Bar

It shows the status of our Mouse Pointer, Zoom and other options.

Scroll Bar [Horizontal and Vertical]

We used this option when the document does not fit in the window or Zoomed.

Minimize Button

With the help of this option you can reduce the window to an icon and arrange it on the desktop. This option does not quit the application.

Maximize Button

With the help of this option you can enlarge the active window so that it fills the entire desktop.

Close Button

This icon is used to close your current application windows.

File Menu

New:

The new command is used to create a **new file document**.

Open:

The open command is used to **open an existing document**.

Save:

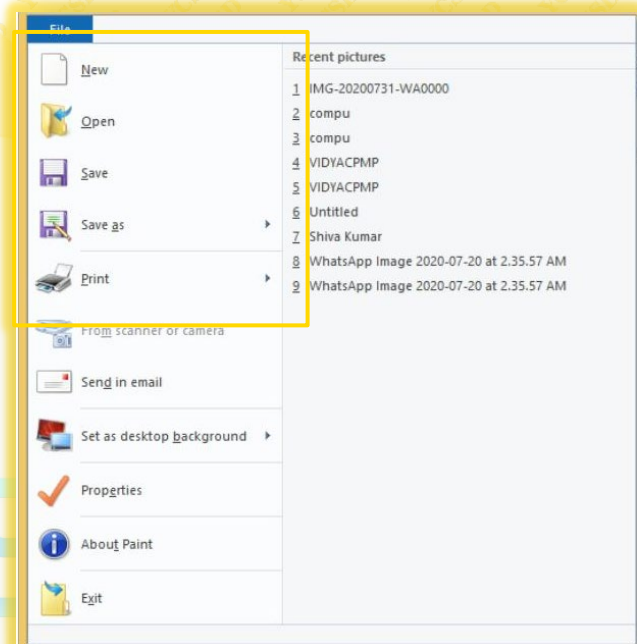
The save command is used to **save the active document or the changes in the existing file**.

Save As:

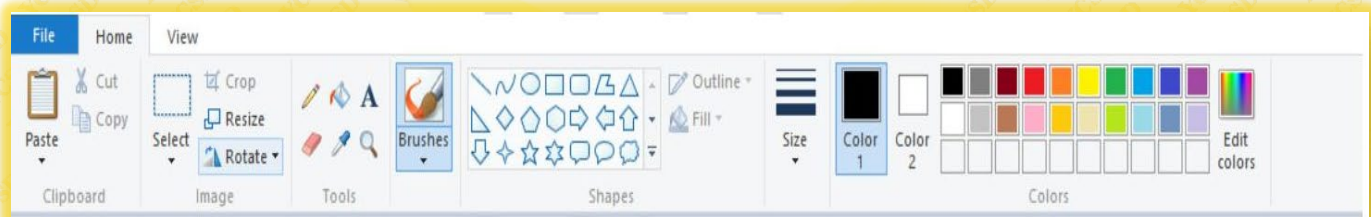
The Save As command is used to **save the active document with a new name**.

Print:

The print command is used to **print the active document and sets printing options**.



Home Menu



Undo:

To undo the last action or step.

Cut:

To cut the selection from the active document and place it on the clipboard.

Redo:

To redo the previously undone action.

Copy:

To copy the selection and place it on the clipboard.

Paste:

To paste the cut or copied contents from the clipboard.

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For Student

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Student Registration No.

Date Of Birth

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