

How to take a screenshot on your iPhone, iPad, and iPod touch

Learn how to capture the screen on your iOS device, and add drawings or text with Markup.

1. On an iPhone 8 or earlier, press and hold the Top or Side button.
2. Immediately click the Home button, then release the Top or Side buttons.
3. In iOS 11, a thumbnail of your screenshot appears in the lower-left corner of your device. Tap the thumbnail to [add drawings and text with Markup](#), or press and hold the thumbnail to share the screenshot. Swipe left on the thumbnail to dismiss it.

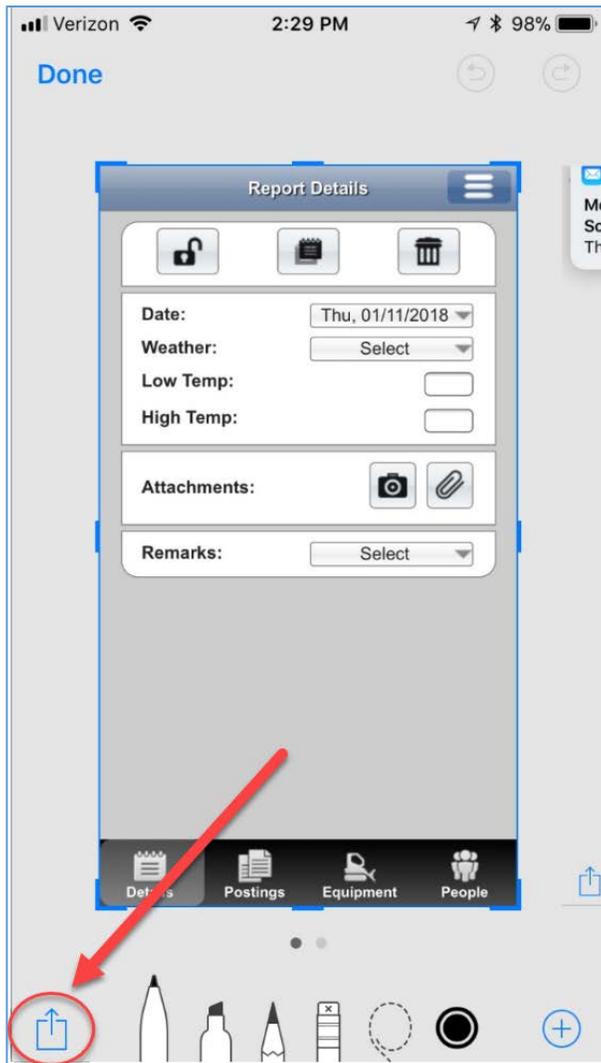
To find the screenshot you just took, along with ones you've taken before, go to Photos > Albums and tap Screenshots.



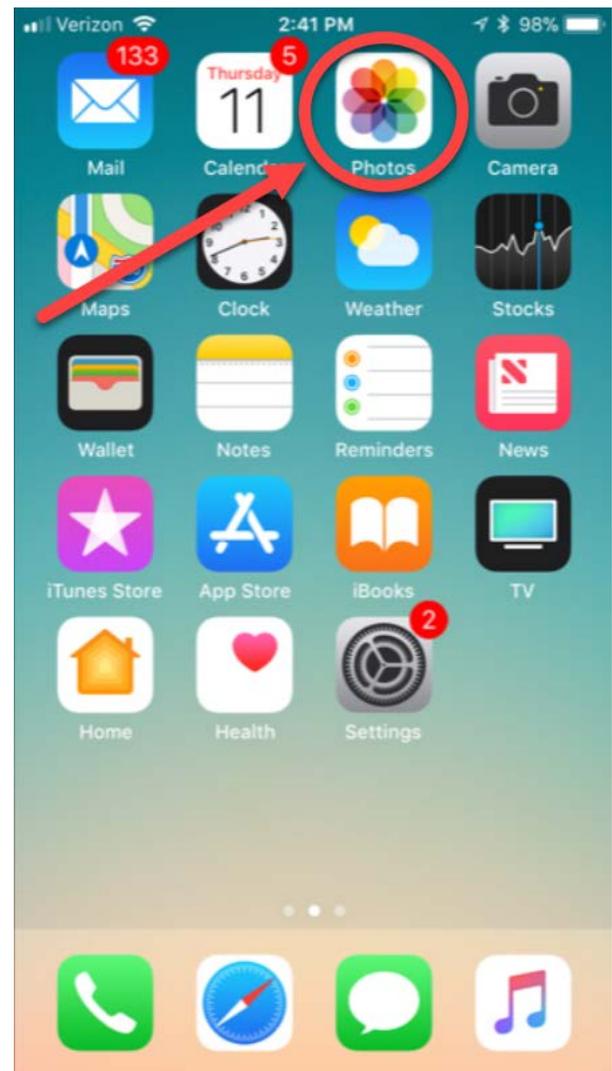
How to email your screen shot:

Step 1:

If you have iOS 11, click on the upload icon at the bottom left of your screen:

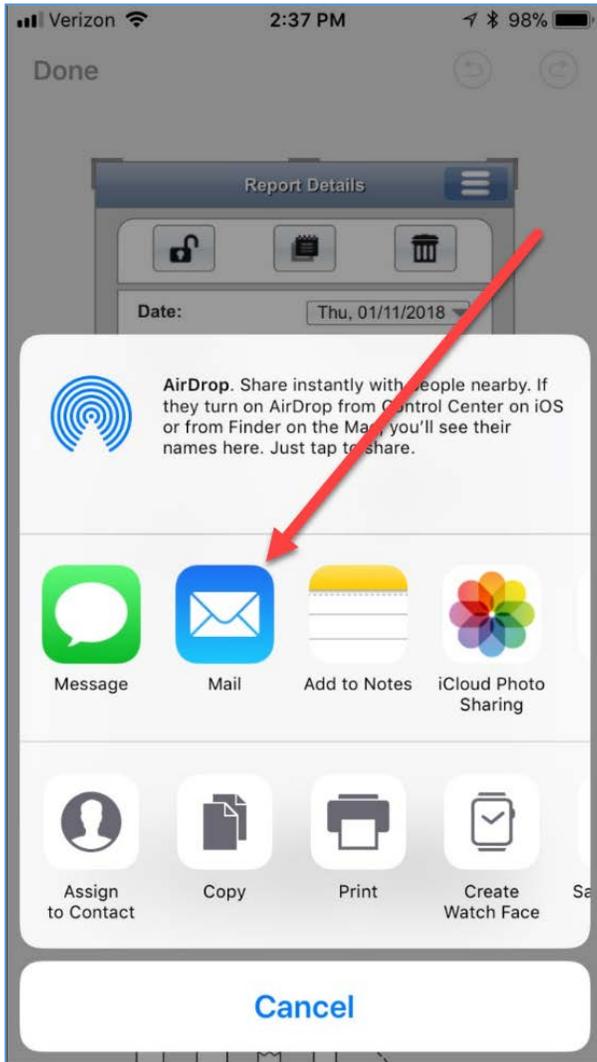


If you do not have iOS 11, go to your Photos to find your screen shot:



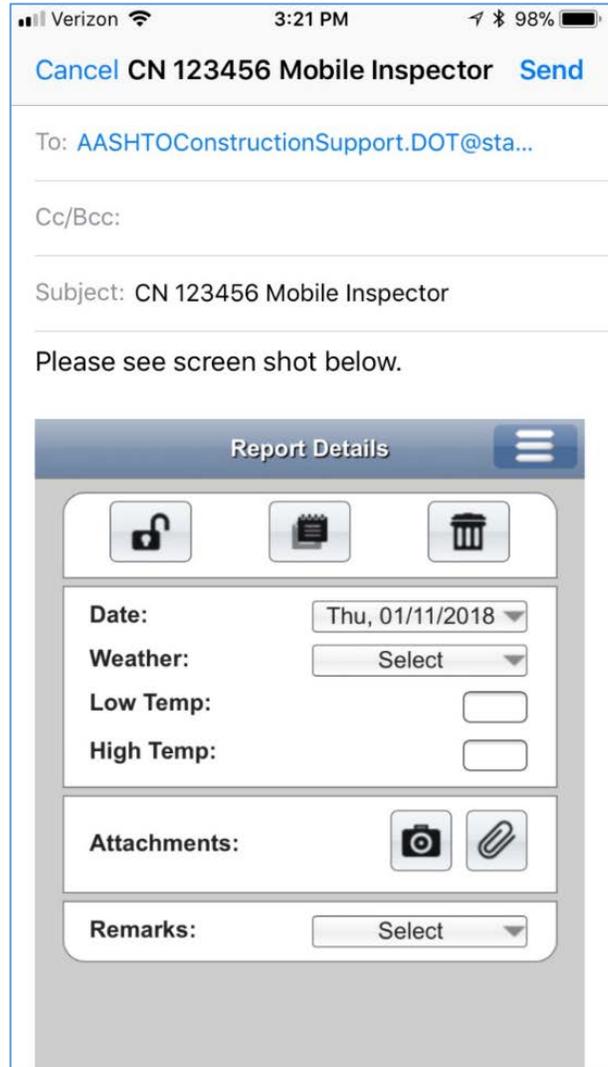
Step 2:

Select the Mail icon to email your screen shot:



Step 3:

Make sure you include the Contract number in the Subject line, and include a short message in the body of the email.



Note:

AASHTOWare Project™ Construction Support email:

MN_DOT_AASHTO Construction Support: aashtoconstructionsupport.dot@state.mn.us