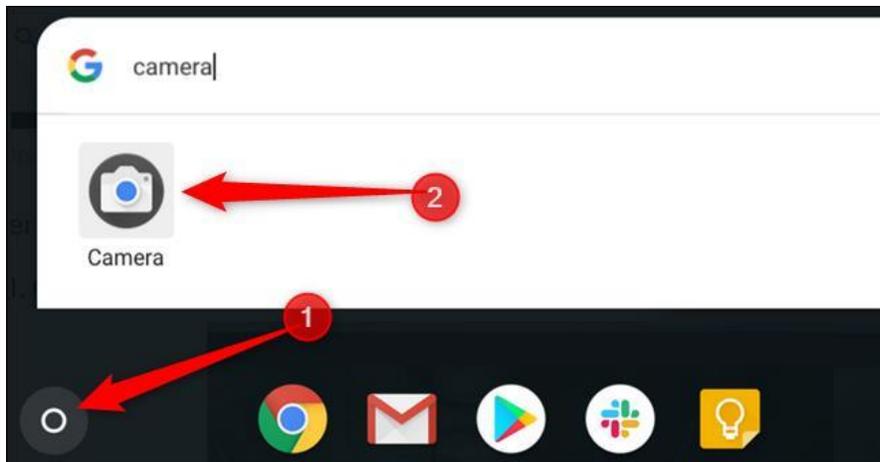# How to Take a Photo on a Chromebook

Your Chromebook comes equipped with a built-in camera you can use to post pictures to complete your Google Classroom assignments. Here's how to take a photo on a Chromebook.

For this tutorial, we will use the stock Chromebook camera app.

First, open the Camera app on your Chromebook. You'll find it under the launcher menu. Tap the "Search" button on the keyboard and search for "Camera." Alternatively, click the "All Apps" button and look for the camera icon.

Once the app opens, click the shutter button, located on the right side, to snap a picture.

By default, the photo is taken in landscape orientation. However, if you click "Square" before the shutter button, your photos will be square in shape with equal portrait and landscape dimensions.
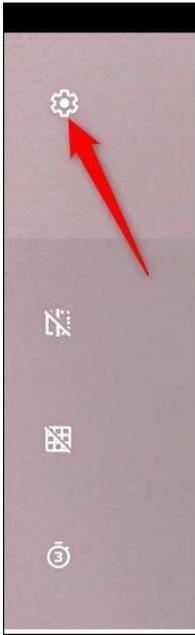
As soon as you hit the shutter button, a thumbnail of the most recent picture will appear in the bottom-right corner. You can press the shutter button to capture even more photos.
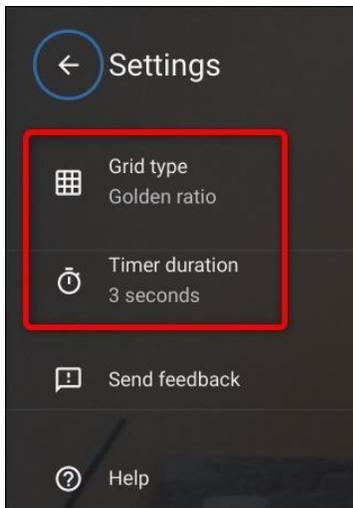
Three additional icons along the left side of the window give you even further assistance when taking photos on your Chromebook. Click on any of these to do the following:

- Mirror the Photo: Flip the camera's perspective from left to right.
- Use Gridlines: Add a grid to help you straighten your picture before you snap it.
- Timer: Take photos with a delayed timer.

Click on either "Grid Type" or "Timer Duration" to change it to your preference. You can choose between 3×3, 4×4, and the Golden Ratio, and 3- or 10-second delays, respectively.
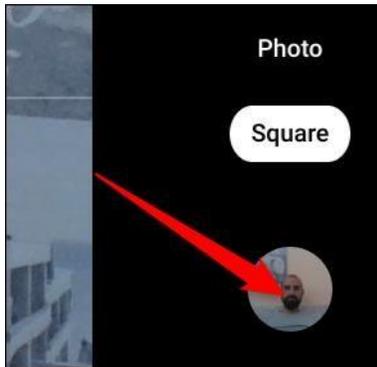

How to Locate Your Photos

After you've finished taking images, you'll need to find the photos on your Chromebook to view, edit, and share them with your friends and family. This can be done directly from the Camera app or from inside the Files app. Here's how.

Note: Your photos will be automatically saved in the Files app if your Chromebook is running Chrome OS version 69 or above.
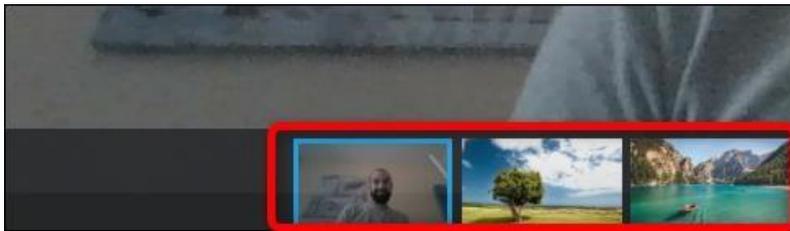
RELATED: *How to Update Your Chromebook*

Using the Camera App

As mentioned above, as soon as you take a photo, a thumbnail of the most recent image will appear in the bottom-right corner underneath the shutter icon. Click on the thumbnail to view the photo in the Gallery app.

After the Gallery app opens, you'll see all your photos at the bottom of the window. Click on one to display it in the viewing area.

If you no longer want a photo, select it, and then click the trash can icon at the top of the window.
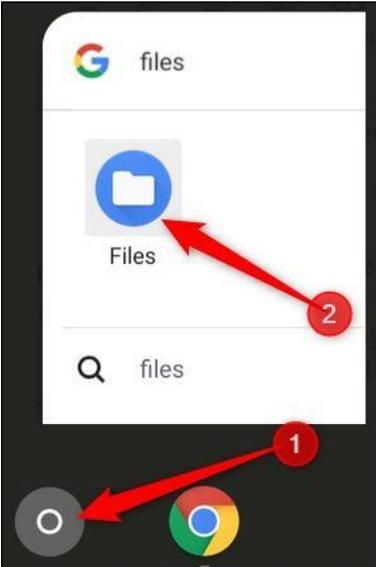

Click "Delete" to remove the file.

Are you sure you want to delete
"IMG_20190821_102715.jpg"?
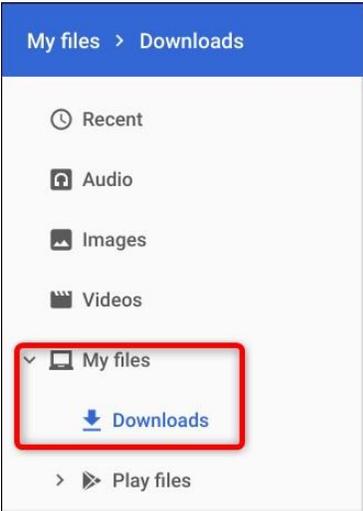
CANCEL   DELETE

Using the Files App

First, open the Files app on your Chromebook. You'll find it in the launcher by tapping the "Search" button on the keyboard and searching for "Files." Alternatively, click the "All Apps" button and look for the icon.

The default directory for saved photos can be found under My Files > Downloads on the left side of the Files app.

From here, click on a photo and then choose from the top of the window what to do next. Click "Open" to decide what app to open the picture, the Share icon to send it to a friend, or the trash can icon to delete it from your Chromebook.

After you click "Open," you can also select "Change Default" if you want your images to automatically open in an app other than Gallery.