In Mac OS X, you can use keyboard shortcuts to quickly capture screenshots in the PNG (Portable Network Graphics) image format. For timed screenshots or if you need to include a cursor, use the Apple utility Grab, located in the Applications > Utilities folder. Screenshots produced with Grab are saved as TIFF files.

**Capture screenshots using keyboard shortcuts**

*Note*: Screenshots are automatically saved to your desktop. To copy a screenshot to the clipboard instead, add `Control` to the keyboard shortcut.

1. Capture the entire desktop: Press `Command-Shift-3`
2. Capture selected areas of the desktop: Press `Command-Shift-4` Click and drag the cross-hair cursor to select the area you want to capture, then release mouse button to take the screenshot.
3. Capture a specific application window: Press `Command-Shift-4`, then press Space-bar. The cursor turns into a camera. Move the cursor/camera over the application window you want to capture and click the mouse button.

**Capture screenshots using Grab**

1. Click on 🎥 in the dock to open Grab (or go to the Applications > Utilities folder).
2. To **include a cursor** in your screenshot, open Preferences in the Grab menu and select a pointer type.
3. Select Capture from the Grab menu and choose a capture mode: Selection, Window, Screen, Timed Screen. A window with capture instructions automatically appears.