

Photography Tip



What is
wrong
with this
picture?

Mac Basics 301

Nov 7, 2013

“for the beginner”

Mockingbird Public Library 1:00 PM 11/7/2013

Purpose Of The Class

How to use the Mac Computer!

Not so much....how to use one specific app!



Apple Mac Help

Tom Miller

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The Library **d o e s n o t** [a n d i s
n o t] offer this presentation!

We are all volunteers. Presentation is free of charge.

Thanks to the library for providing the facility.

Thanks to Barbara Kelly and Bill Emery, Bob Kolquist

If you have a “question”

Bob is here early!

Get here before 1:00
STAY AFTER

Hard to have several people talking at one time.

But not during the presentation!

tommillermachelp.com

My Website

Every slide is there!



Mac Help

Tom Miller

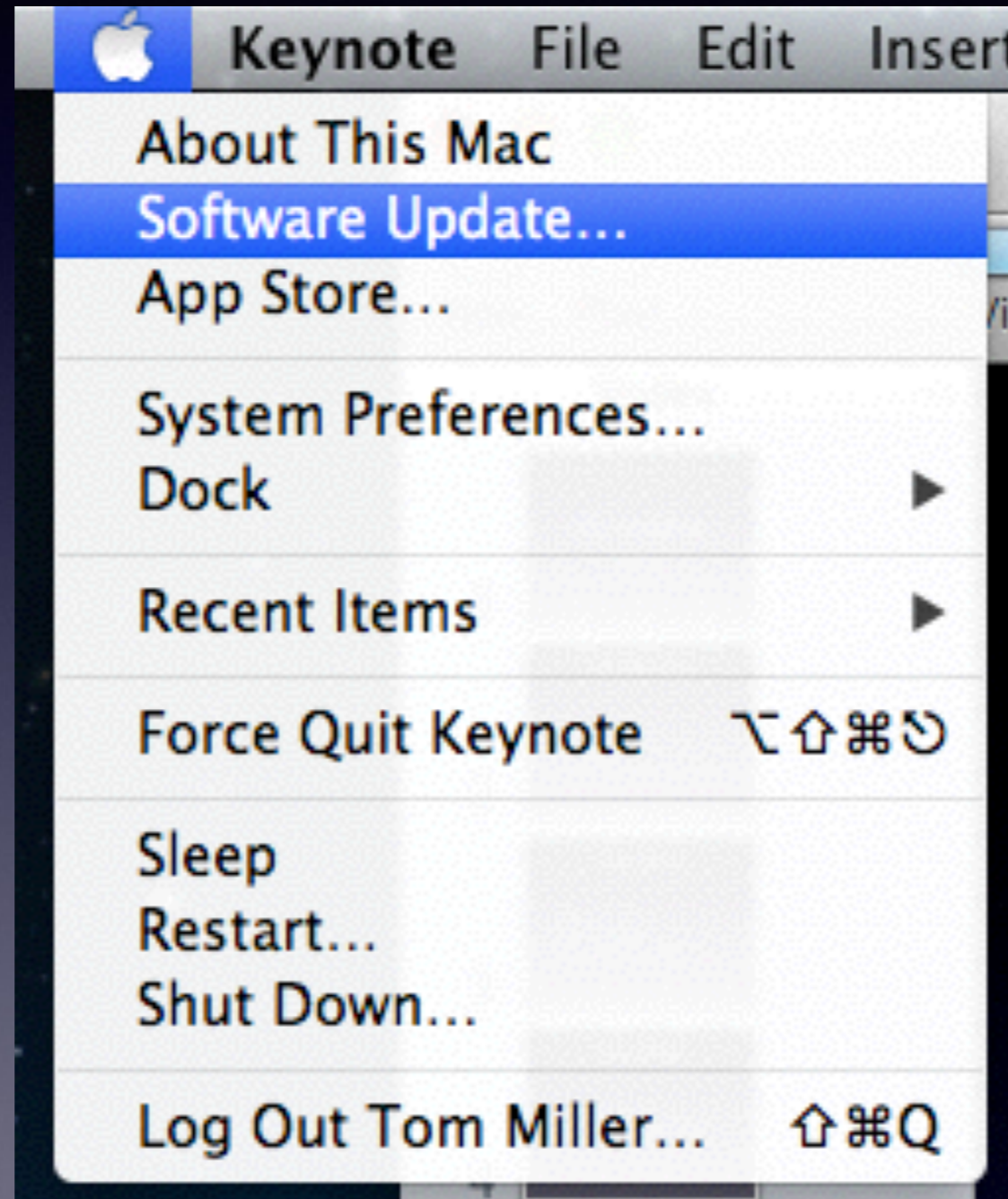
tdmill@me.com

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Review

The Apple
The Dock
System Preferences
Finder
Spotlight
Menu Bar

The Apple



The Dock

- Dock can be visible
- Dock can be invisible
- Fast access to most used apps

Everyone's Dock will be slightly different!

Dock *Cont.*

- Move Apps out of Dock by Dragging
- Move Apps into Dock by Dragging
- Puff of smoke and delete sound

System Prefs

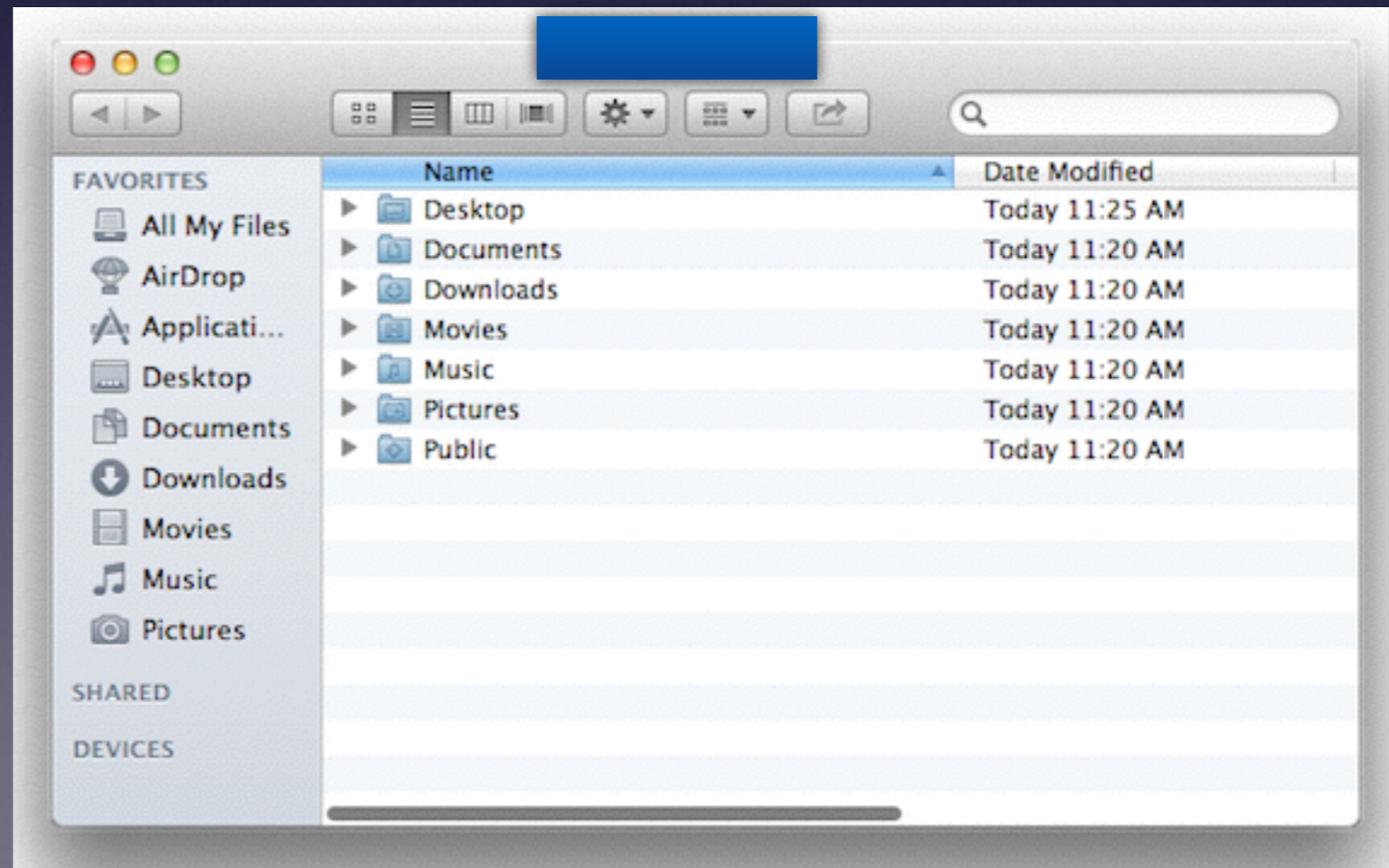
- It's the Gear [the workings]
- The place to change settings



The Finder

It's the "Two Faces" in the Dock!

Click a blank spot on the Desktop

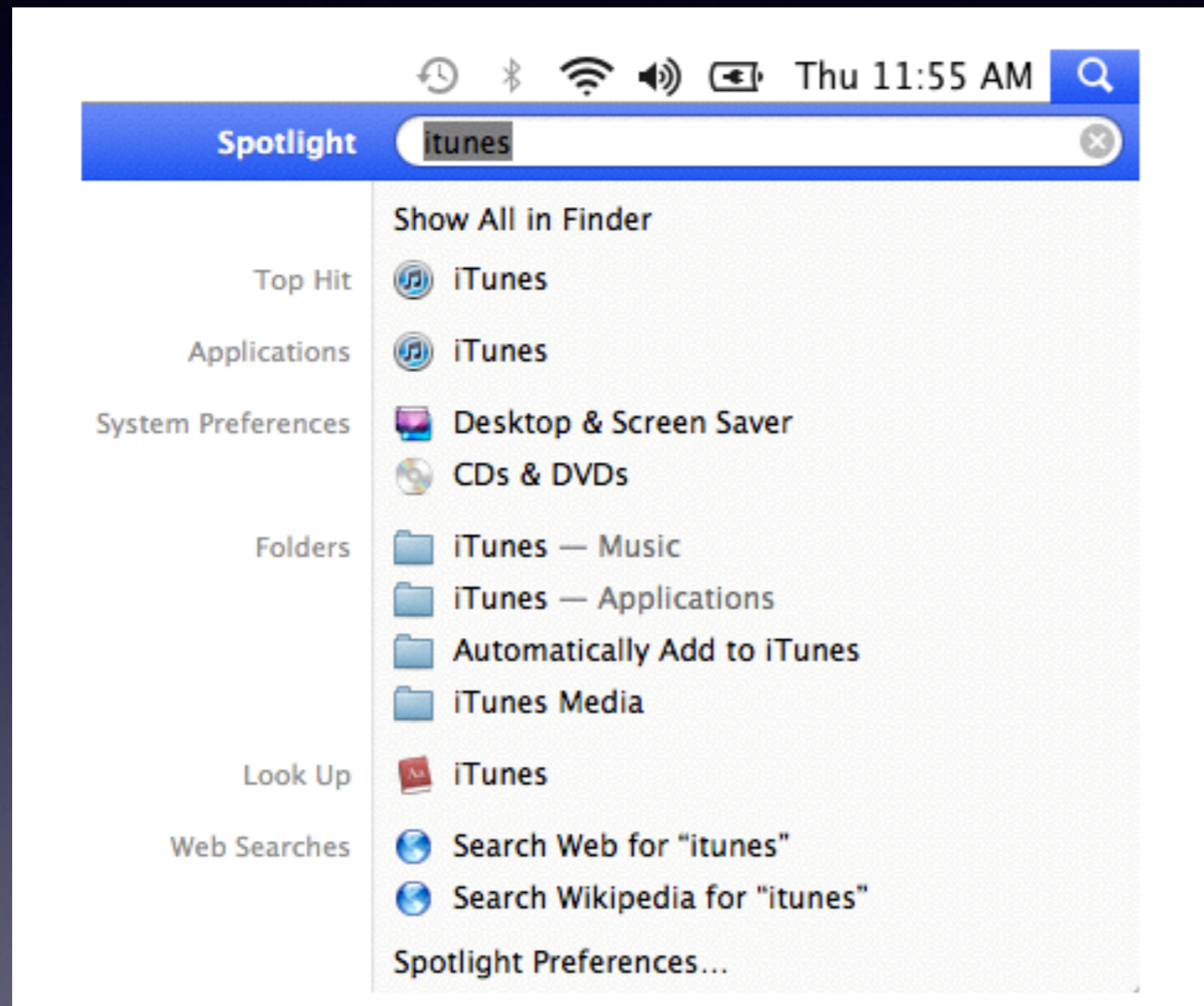


Menu Bar



Everyone's Menu Bar will be slightly different!

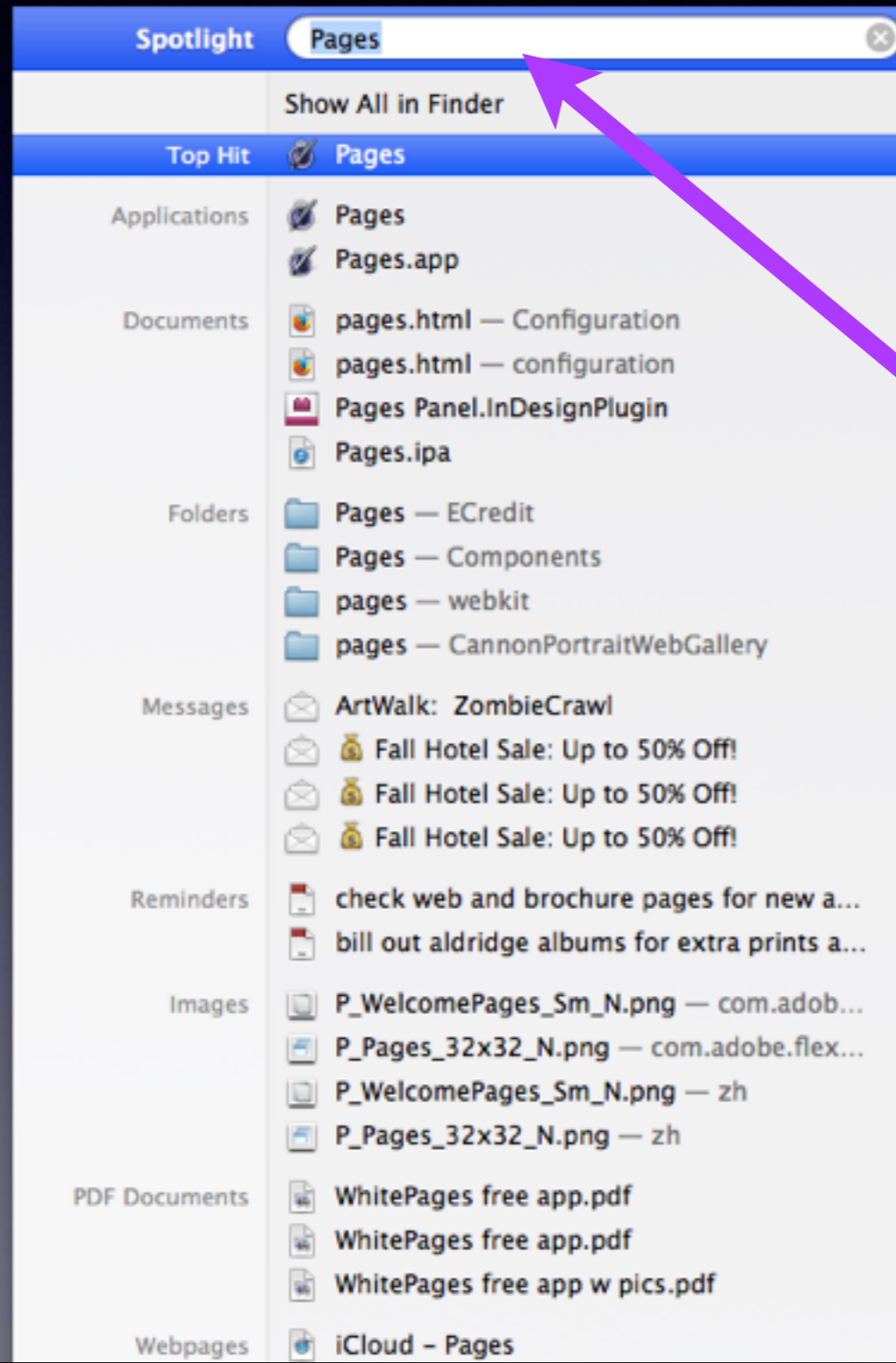
Spotlight



It's the
magnifying
[or spy]
glass!

<http://support.apple.com/kb/ht2531>

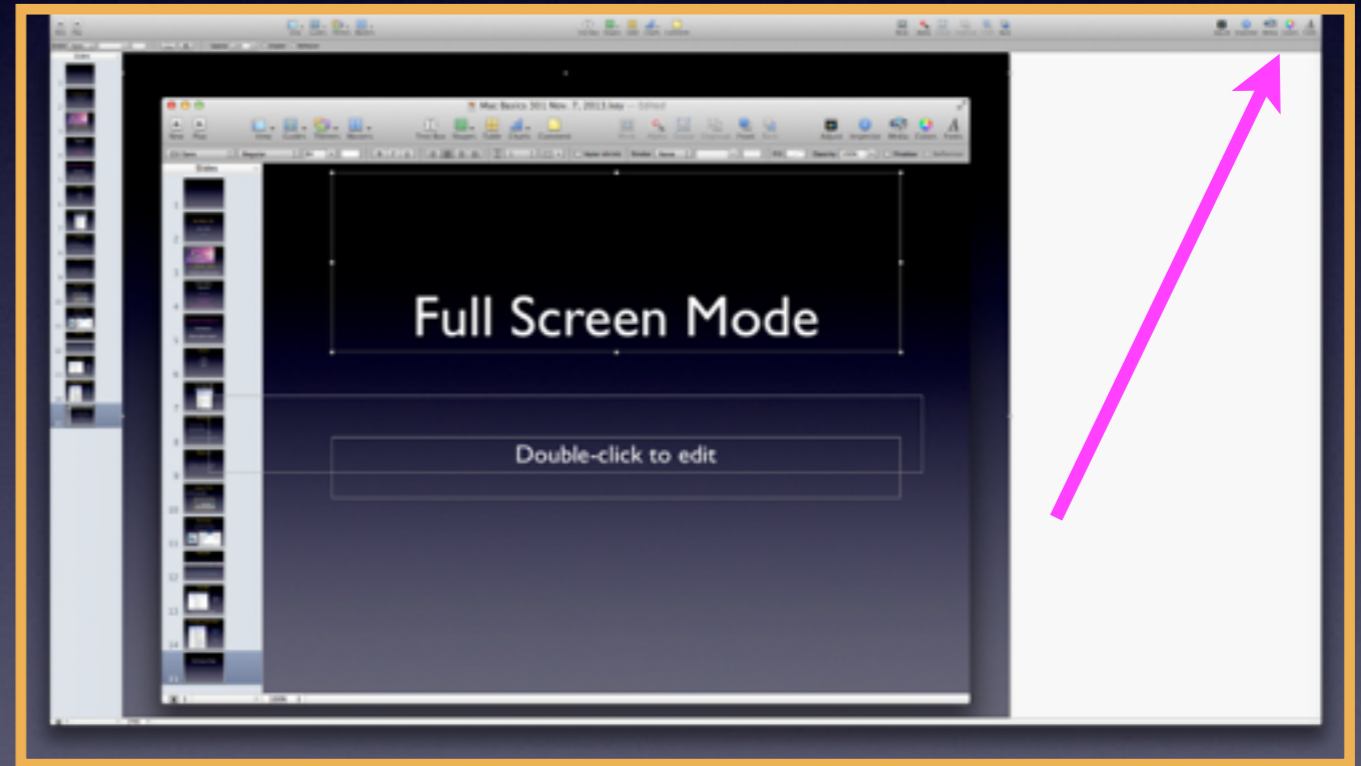
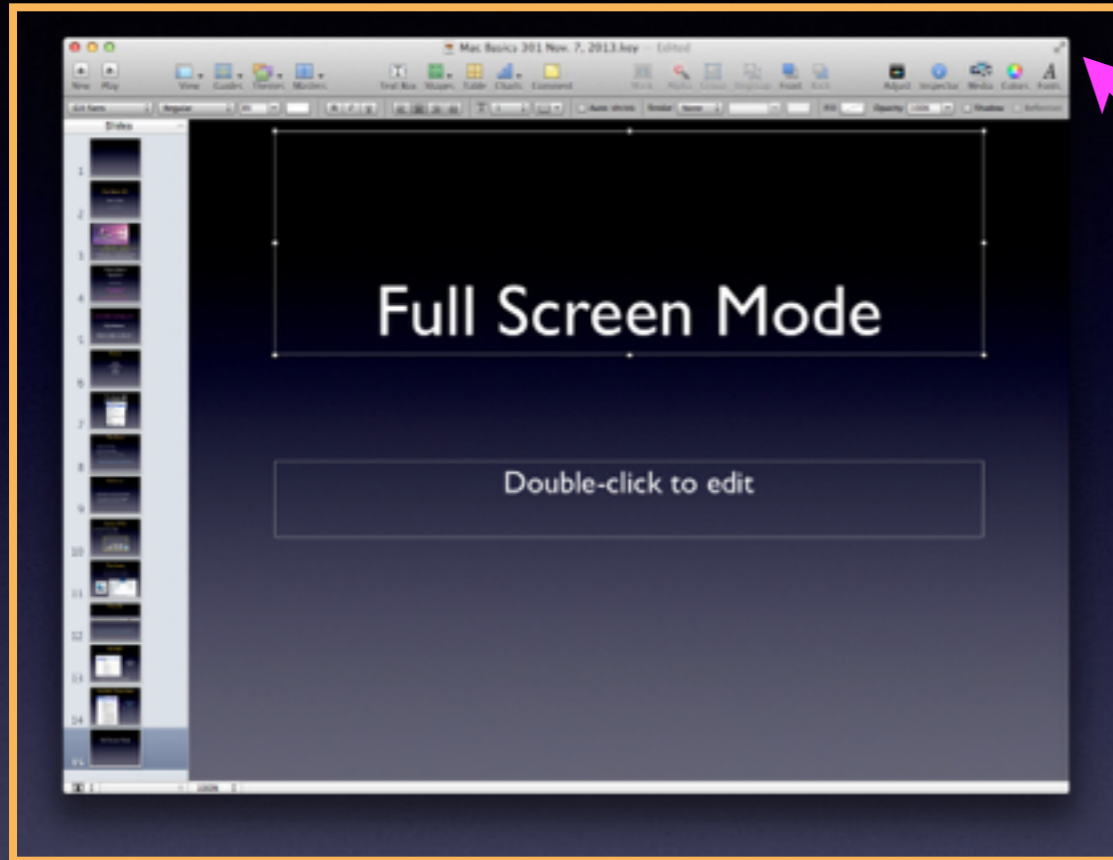
Spotlight Opens Apps



Just Type an
App's
Name.

Hit "enter"
or
"return"
on keyboard.

Full Screen Mode



Works with many [but not all] apps!

Open Office

Microsoft Office

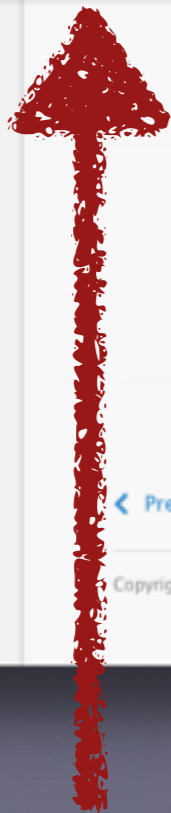
Libre Office

Battery Charging on a Laptop

Grease the Neutrons
Don't keep a full charge
Don't let it go "Dead" for long periods of time

About Mavericks

Update your
OS to
10.9



What's New in OS X Mavericks

https://help.apple.com/osx-mavericks/whats-new-from-mountain-lion

HappyTrisMetalArt Apple Favorites iCloud Craigslist OWC Yahoo! Google Maps YouTube Wikipedia News Popular eBay Netflix Wrangler Codez4 AirportUtility Blog

OS X Mavericks

Have fun exploring the world's most advanced desktop operating system. [Find out more.](#)

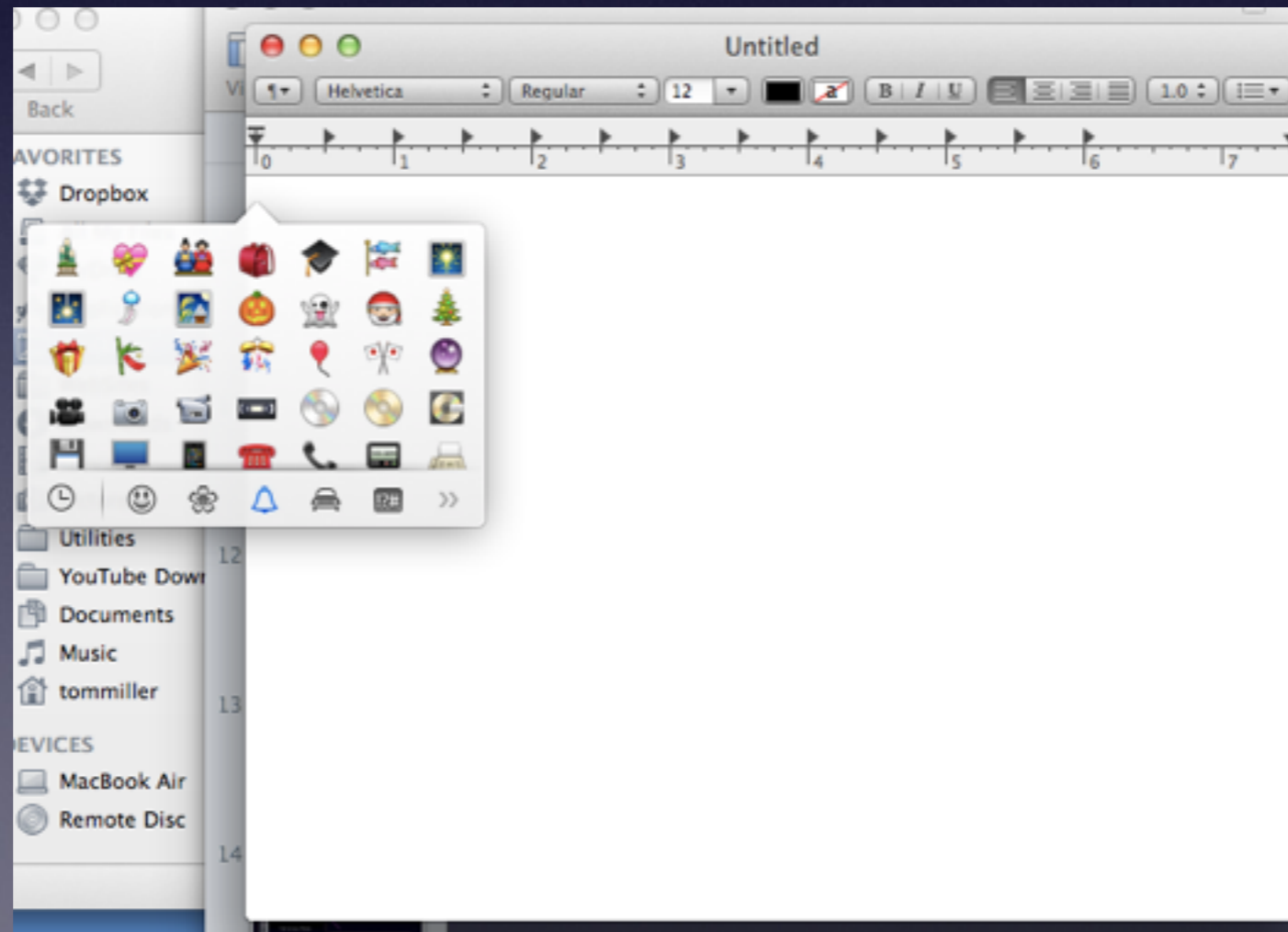
- iBooks.** Start a book on your Mac, then finish it on the go.
- iCloud Keychain**
- Notifications**
- Maps.** Get real-time traffic and send directions to your iPhone.
- Multiple displays.** Take full advantage of your workspace.
- Safari.** See the links your friends are sharing, right in the sidebar.
- Calendar.** Manage your schedule and get there on time.
- Finder Tabs**
- Tags**

[← Previous](#)

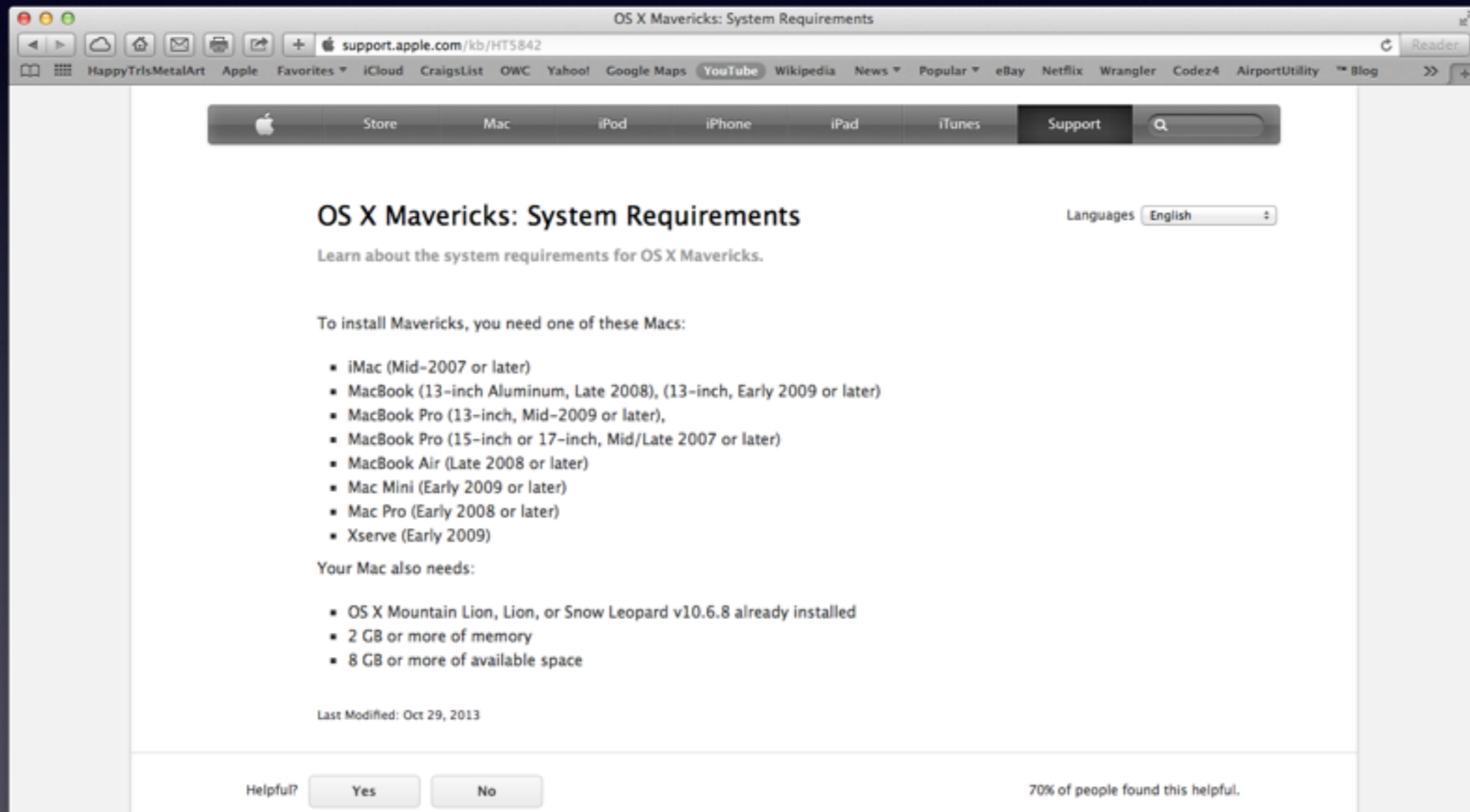
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Emojis on a Mac OS 10.9

Available with OS 10.9 Mavericks
Control + Command + Spacebar



Requirements for Mavericks



The screenshot shows a web browser window with the URL `support.apple.com/kb/HT5842`. The page title is "OS X Mavericks: System Requirements". The navigation bar includes links for Store, Mac, iPod, iPhone, iPad, iTunes, and Support. The main content area features the heading "OS X Mavericks: System Requirements" and a sub-heading "Learn about the system requirements for OS X Mavericks." Below this, it states "To install Mavericks, you need one of these Macs:" followed by a bulleted list of compatible Mac models. It also lists additional requirements for the Mac, such as the operating system version and memory space. At the bottom, there is a "Helpful?" section with "Yes" and "No" buttons, and a note that "70% of people found this helpful."

OS X Mavericks: System Requirements

Learn about the system requirements for OS X Mavericks.

To install Mavericks, you need one of these Macs:

- iMac (Mid-2007 or later)
- MacBook (13-inch Aluminum, Late 2008), (13-inch, Early 2009 or later)
- MacBook Pro (13-inch, Mid-2009 or later),
- MacBook Pro (15-inch or 17-inch, Mid/Late 2007 or later)
- MacBook Air (Late 2008 or later)
- Mac Mini (Early 2009 or later)
- Mac Pro (Early 2008 or later)
- Xserve (Early 2009)

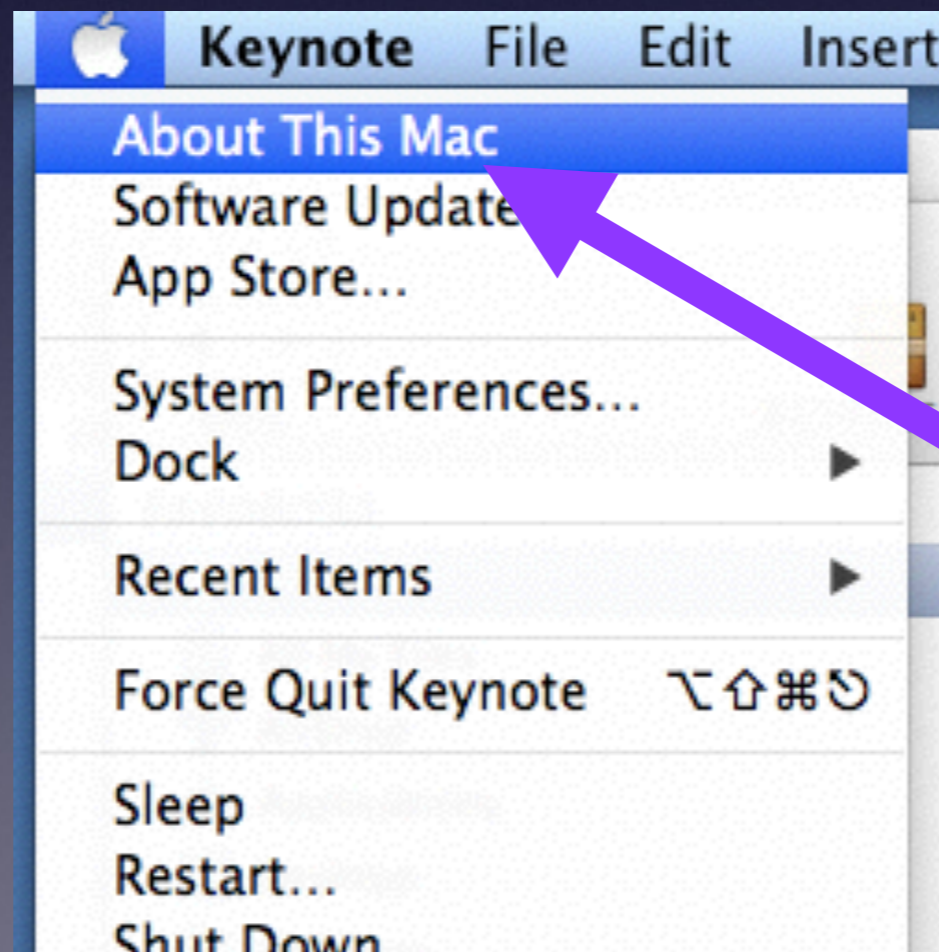
Your Mac also needs:

- OS X Mountain Lion, Lion, or Snow Leopard v10.6.8 already installed
- 2 GB or more of memory
- 8 GB or more of available space

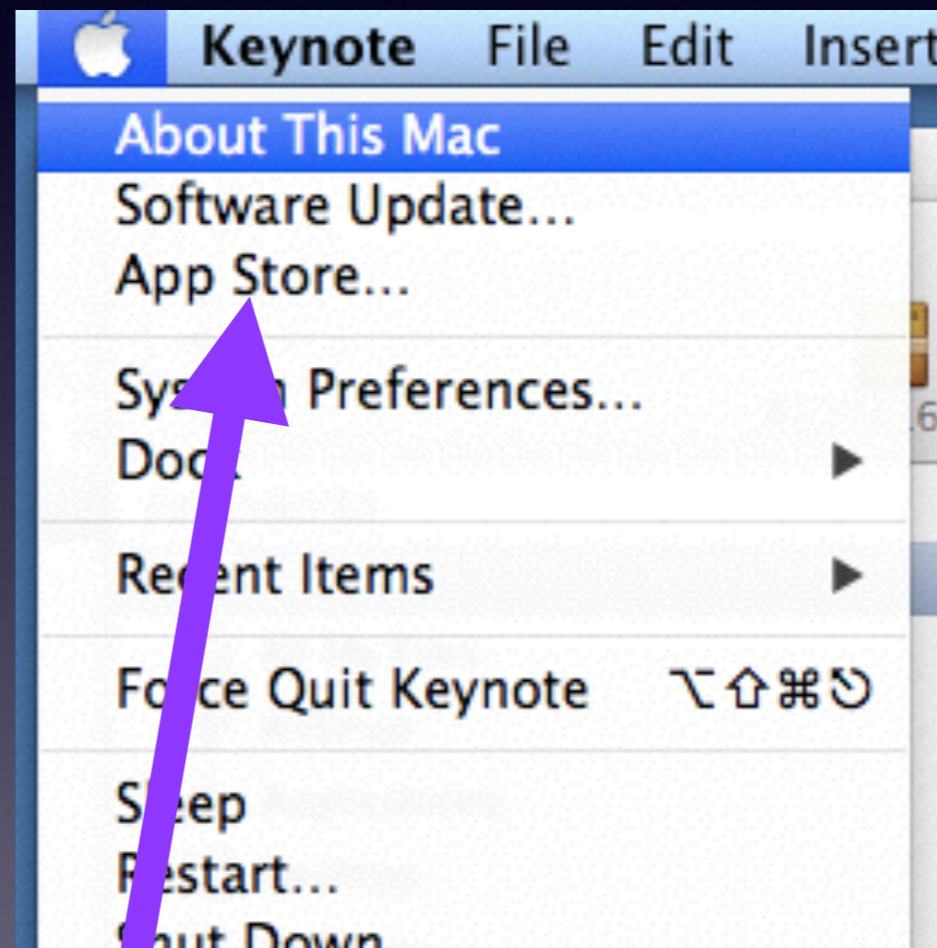
Last Modified: Oct 29, 2013

Helpful? 70% of people found this helpful.

How To Tell What is on your Computer!



About This Mac



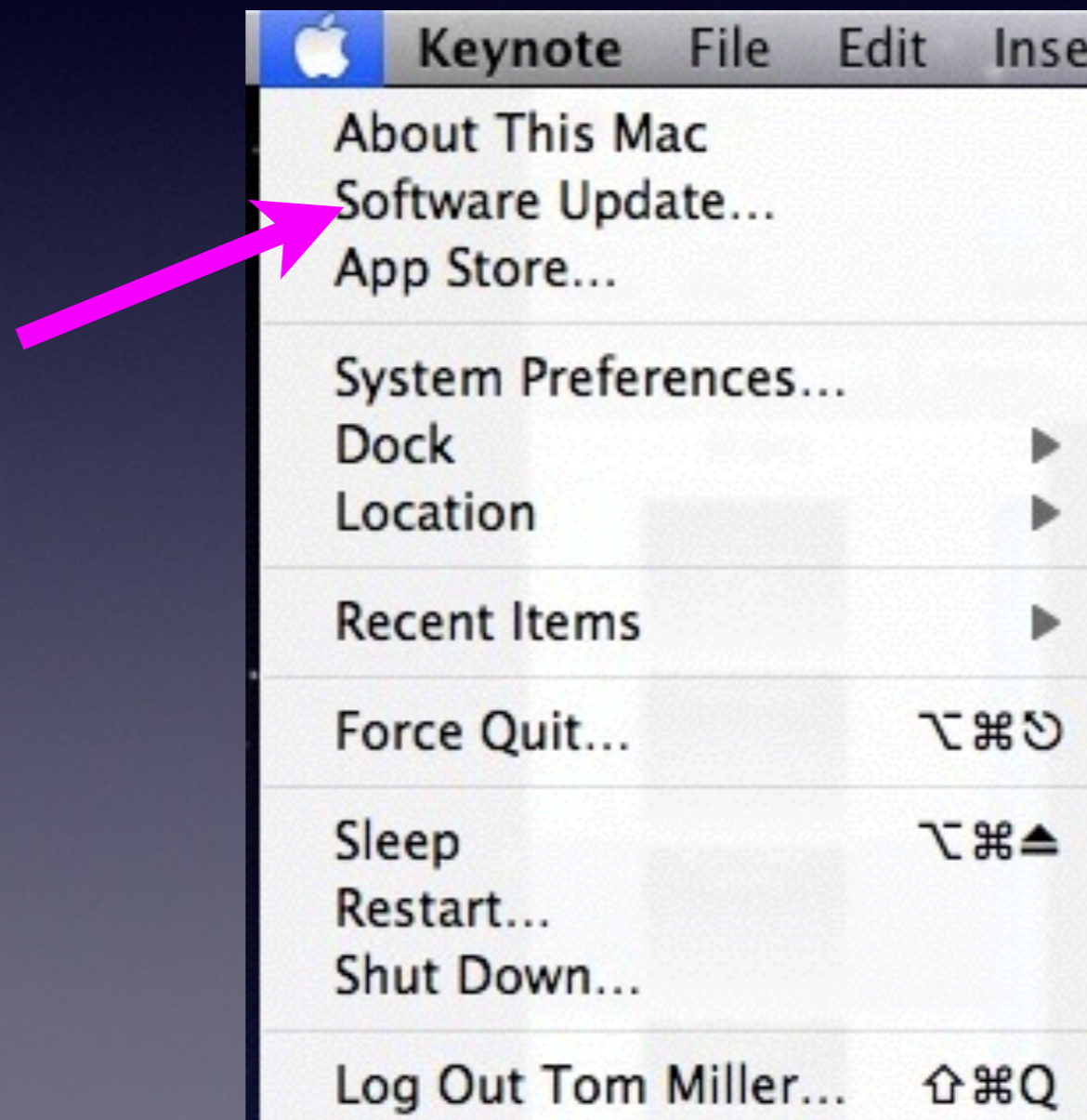
10

*Dangerous Mistakes
Mac Users
Make!*

Failure to Backup!

- Buy a cheap external hard drive.
- Plug it in to your USB port
- Time Machine will ask you if you want to use it as a “Time Machine” backup.
- It is so simple!

Failure to Update! [Software]



Failure to Update! [Hardware]

- Don't expect much out of old "bones"
- "Don't tell me I need a new computer"!
- "It's no fun getting old".

Old Computers



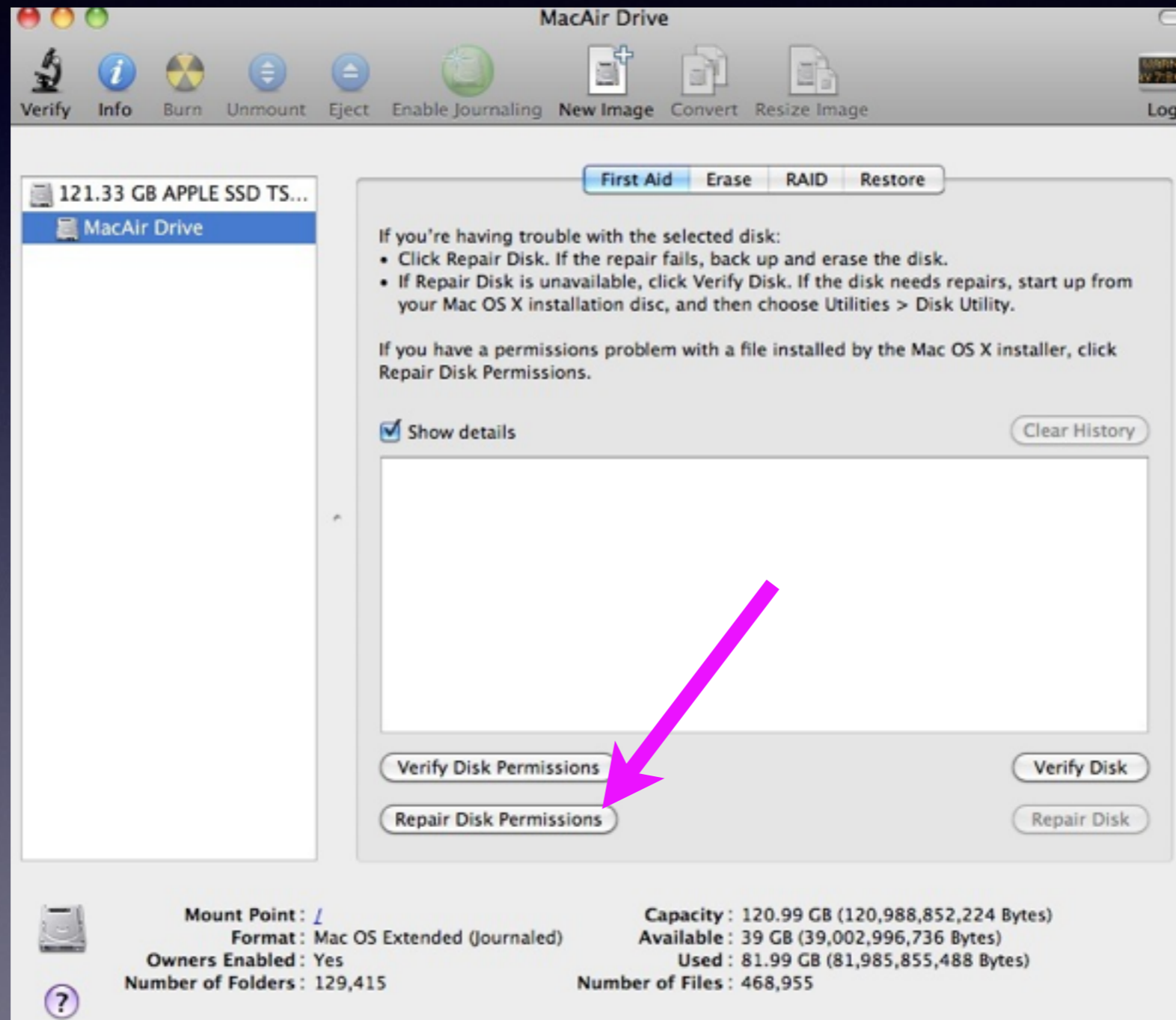
Apple II	
Released:	April 1977
Price:	US \$1298 with 4K RAM US \$2638 with 48K RAM
CPU:	MOS 6502, 1.0 MHz
RAM:	4K min, 48K max
Display:	280 X 192, 40 X 24 text 6 colors maximum
Ports:	composite video output cassette interface 8 internal expansion slots
Storage:	generic cassette drive external 143K floppy (1978)
OS:	Woz Integer BASIC in ROM



Old Computers



Failure to Repair Permissions



Failure to Disk Permissions

- Do a “repair” about every 3 or 4 weeks.
- Don't update until you Repair Permissions!
- Repair Permissions
- Then go back and do the Software Update!

Failure to Empty Trash

- Collect trash from house, put it in garbage bag and leave it setting by the back door.
- You must move “trash” off site.
- Empty your trash can.

Failure to ask “Help”

- Use the “help” in the app
- Look up YouTube
- Do Google search
- tdmill@me.com

Failure to Search Google

Failure to Search Safari

- Safari address bar is also a search bar
- Get your own answers

Expect too much from Too Little

- New Firefox won't run in 10.4
- Photoshop CS 5.1 won't run on
- Check system requirements
- Lion will not run on a Core Duo
- Google Earth 6 won't run on 10.4
- Old Filemaker Pro won't print in Snow Leopard

Failure to Maintain a healthy working space!

- If you over crowd your disk you are asking for trouble.
- Ideal working free space is 25% or more.
- When you fill it full...the system can't find its startup drive [along with other things].

Failure to learn the App[s]

- YouTube has all kinds of videos
- Mac tutorials

Failure to know User Id and Password

- How many of you know the user name and password to your computer?
- How many of you know user id and password to your iTunes account?
- How many of you know your network name and password?

Careless Passwords

- 1234
- 56789
- iloveyou
- Good Passwords should contain a Capital letter[s], a number[s], a character[s] and be at least eight characters long. [!2 is better]

eMail Carelessness

- Never click on a link sent in an email.
- Always type the URL.
- Never open attachments in email messages.
- **Problem:** links can be disguised! 🙄

Stop Start Up

- Do not unplug your computer during start up !
- Your start up disk will be corrupted and may not start.

Cache Kills “Onyx”

- You must clean your machine.
- Try “Clean My Mac”
- Empty trash.
- Remove cache.
- Cache congests and slows down a Mac

Onyx

OnyX (Mavericks) for Mac



CNET Editors' review

by: [CNET staff](#) on November 02, 2012

[Direct Download Link](#)

CNET Editors' Rating:



Very good

Average User Rating:



OnyX is a utility for Macs that allows you to check the integrity of your startup files, as well as configure some hidden parameters of your system. There are OnyX versions for the latest releases of Mac OS X (and they are not cross-release compatible) so you have to download the appropriate version. The download is free and OnyX installs easily as long as you allow installs from non-App Store sources.

Failure to Quit Apps

- Safari and Mail are the worst...They will bog down your machine. Quit it and restart it.
- Bad thing about leaving computer on all the time. Apps cause **kruft** to build up...

Thinking Mac has it ALL!

- Looking for the “uninstaller” app.
- Not using two apps that do not come with Mac: a utility like Onyx and an app like App Zapper.