

iPhone

iPhone 4S
AT&T 64 GB



Mac Basics For the Beginner

Dec. 12, 2013

“for the beginner”

Mockingbird Public Library 7:00 PM 12/12/2013

Purpose Of The Class

How to use the Mac Computer!

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



Apple Mac Help

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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

I do general consulting and service!



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Why Should I Install the Latest OS and IOS?

1. I try to discuss the new features that apply to the latest OS and IOS.

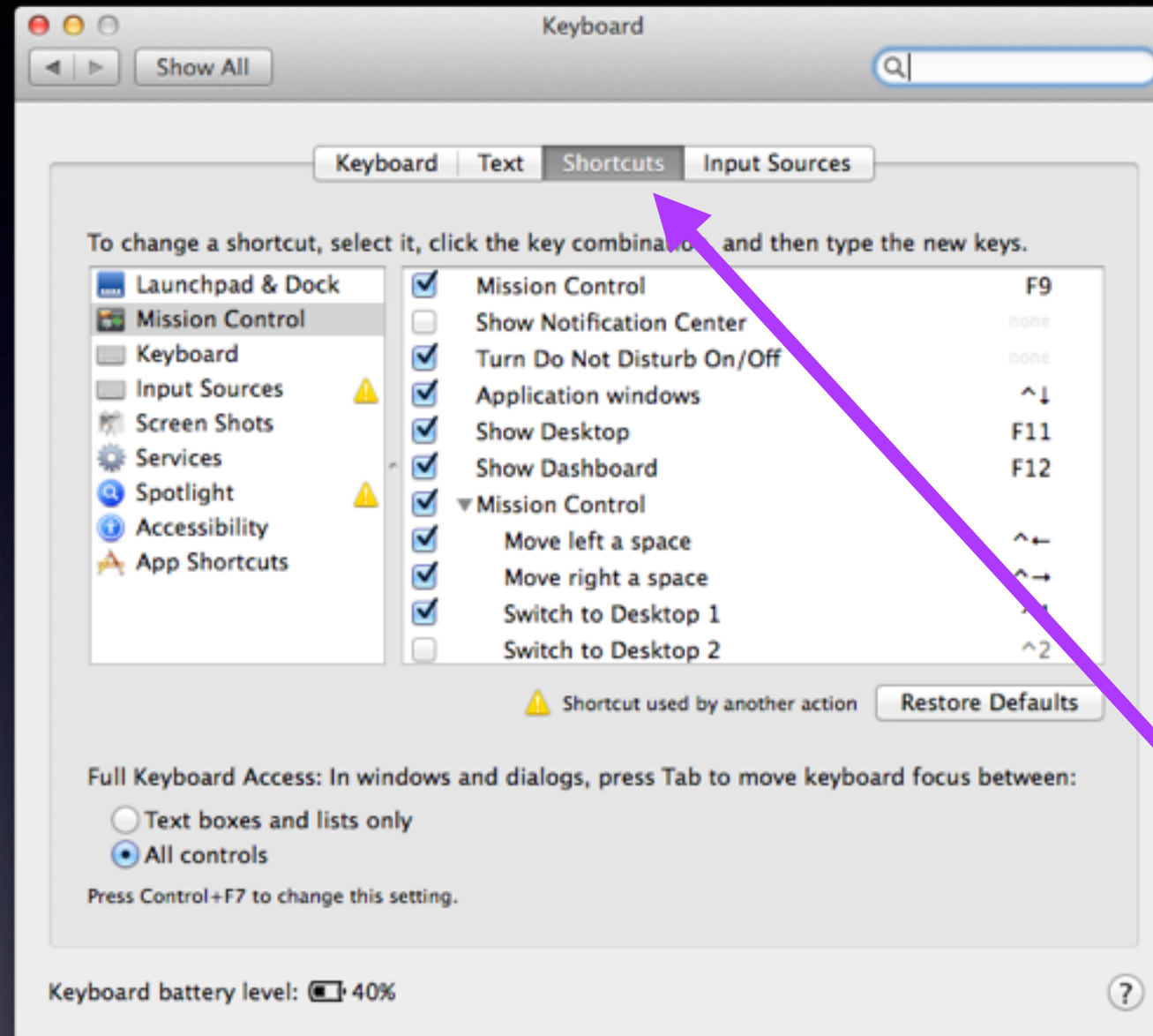
2. Failure to stay up to date destroys harmony.

Example: iCloud sync does not work when IOS is 6 and the OS is 7.5.

Mavericks is OS 10.9

Client with OS 7.5 trying to use Photo Stream and iPad with IOS 7.3!

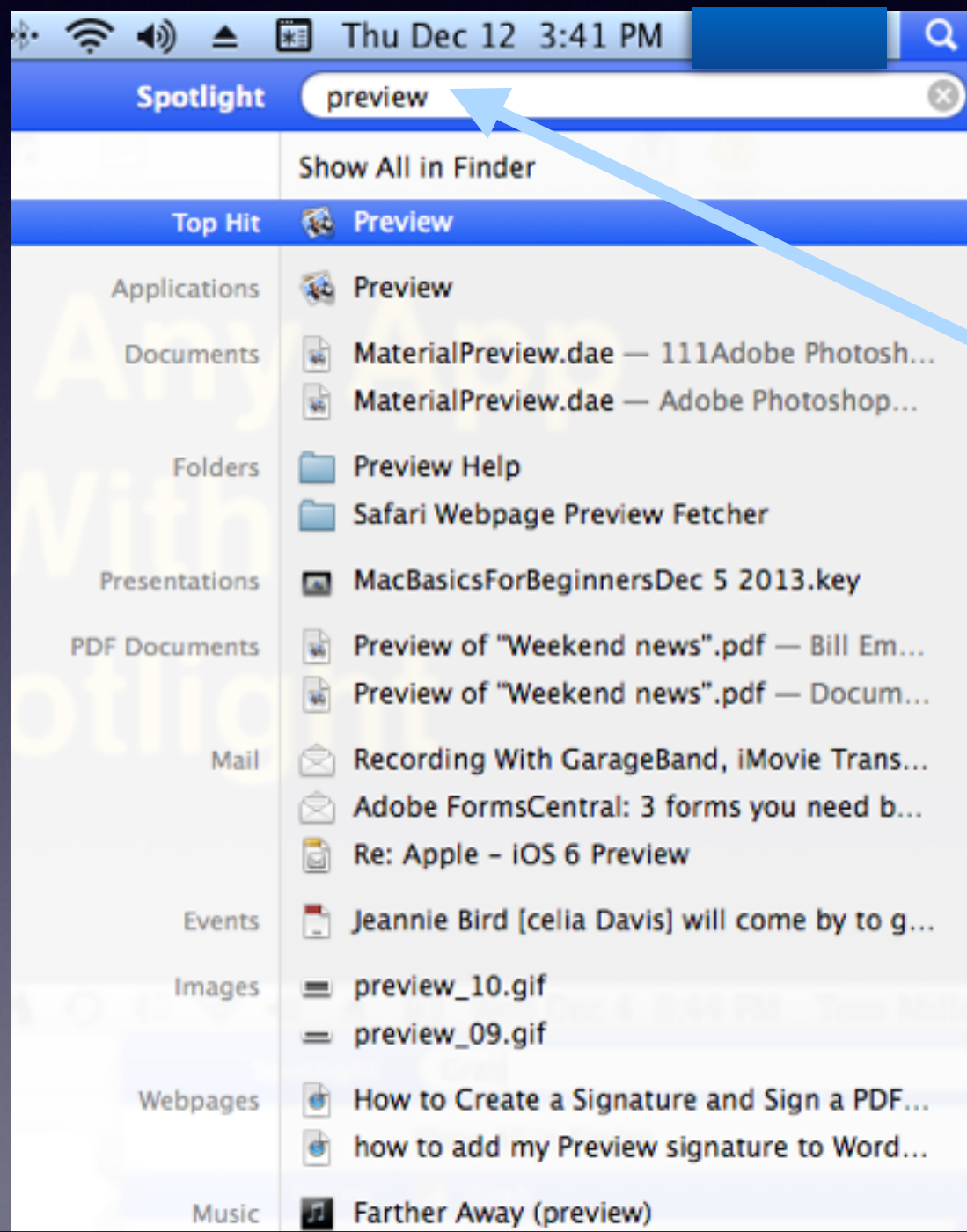
Shortcuts for Screen Shot



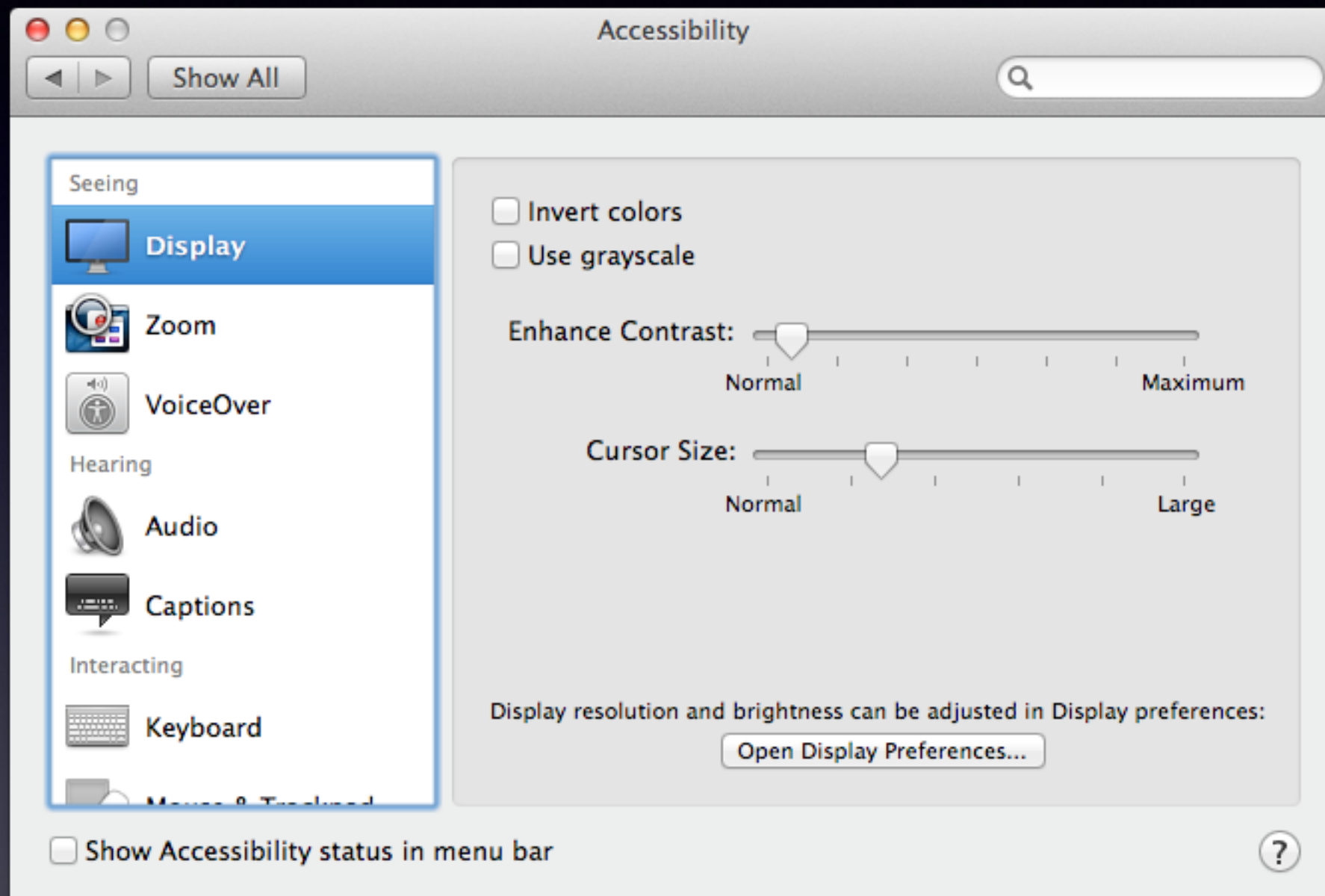
Go to Sys Prefs then to Keyboard and Open the Shortcuts tab!

Why not learn the Mac OS Shortcuts!

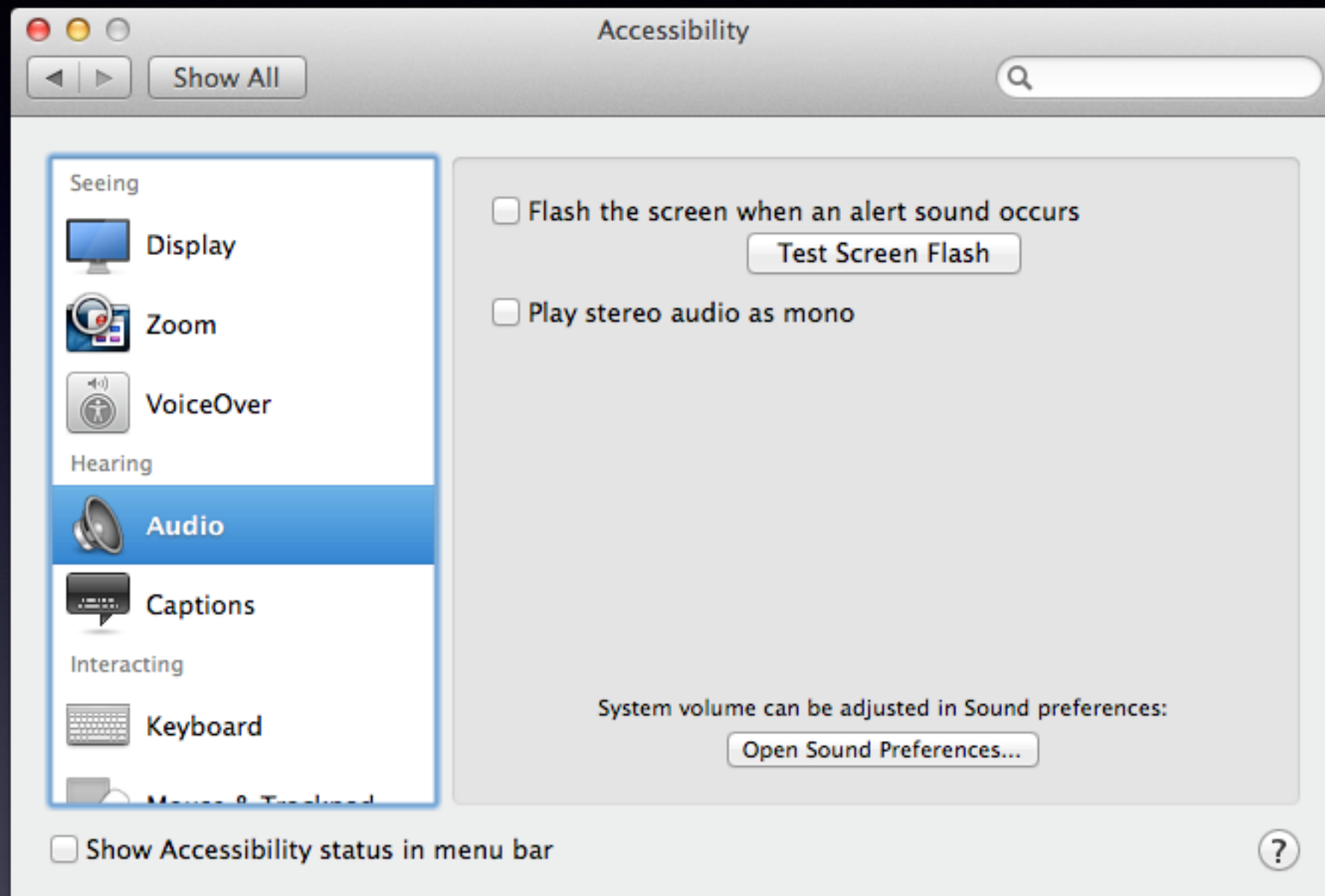
Open Any App With Spotlight



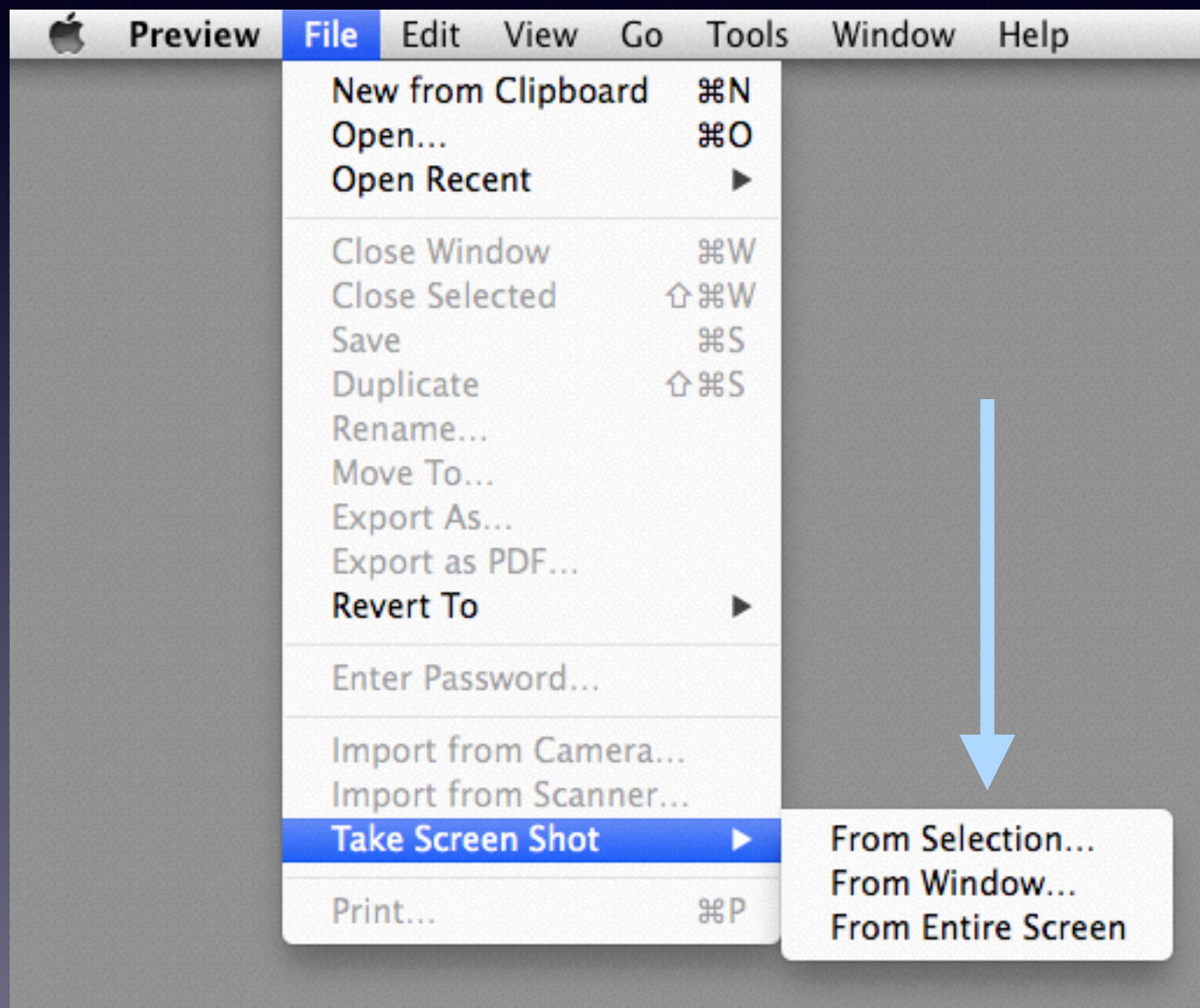
Vision Impairment



Hearing Impairment



Preview

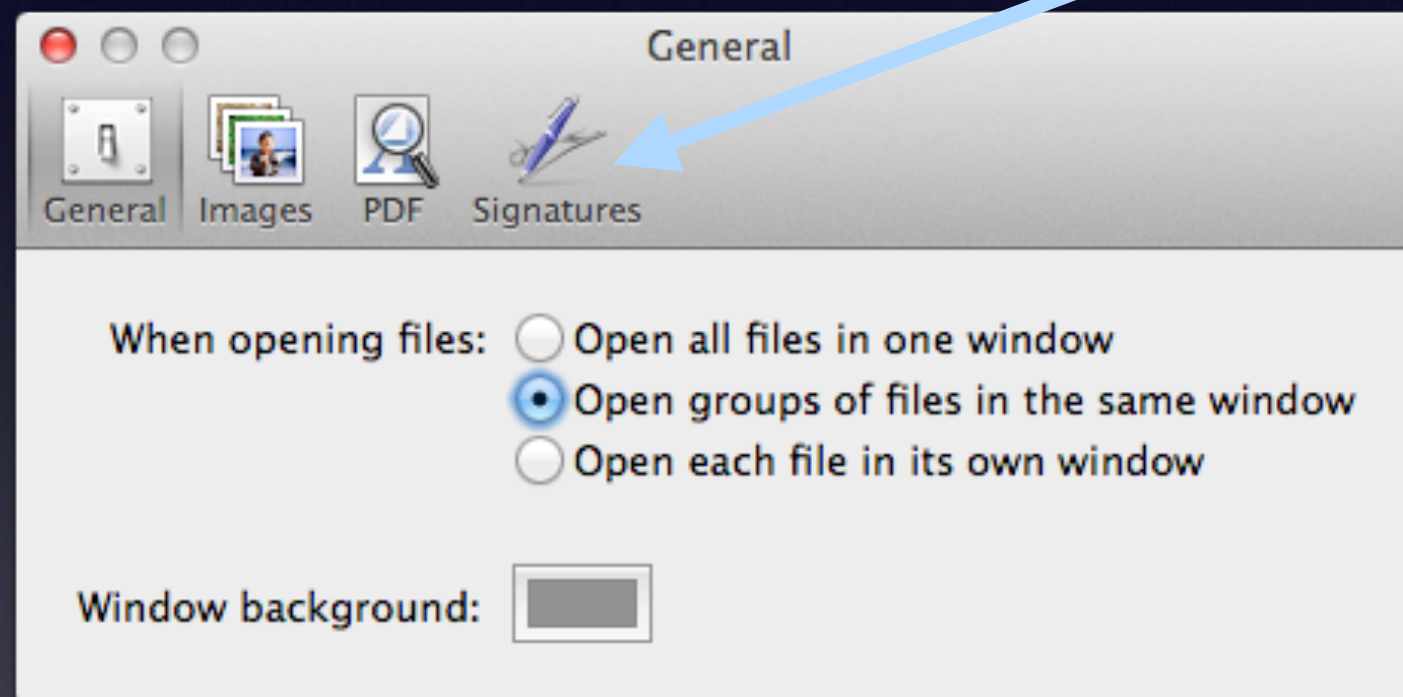


Other options
Shift + Cmd + 4
Create a Cross Hair

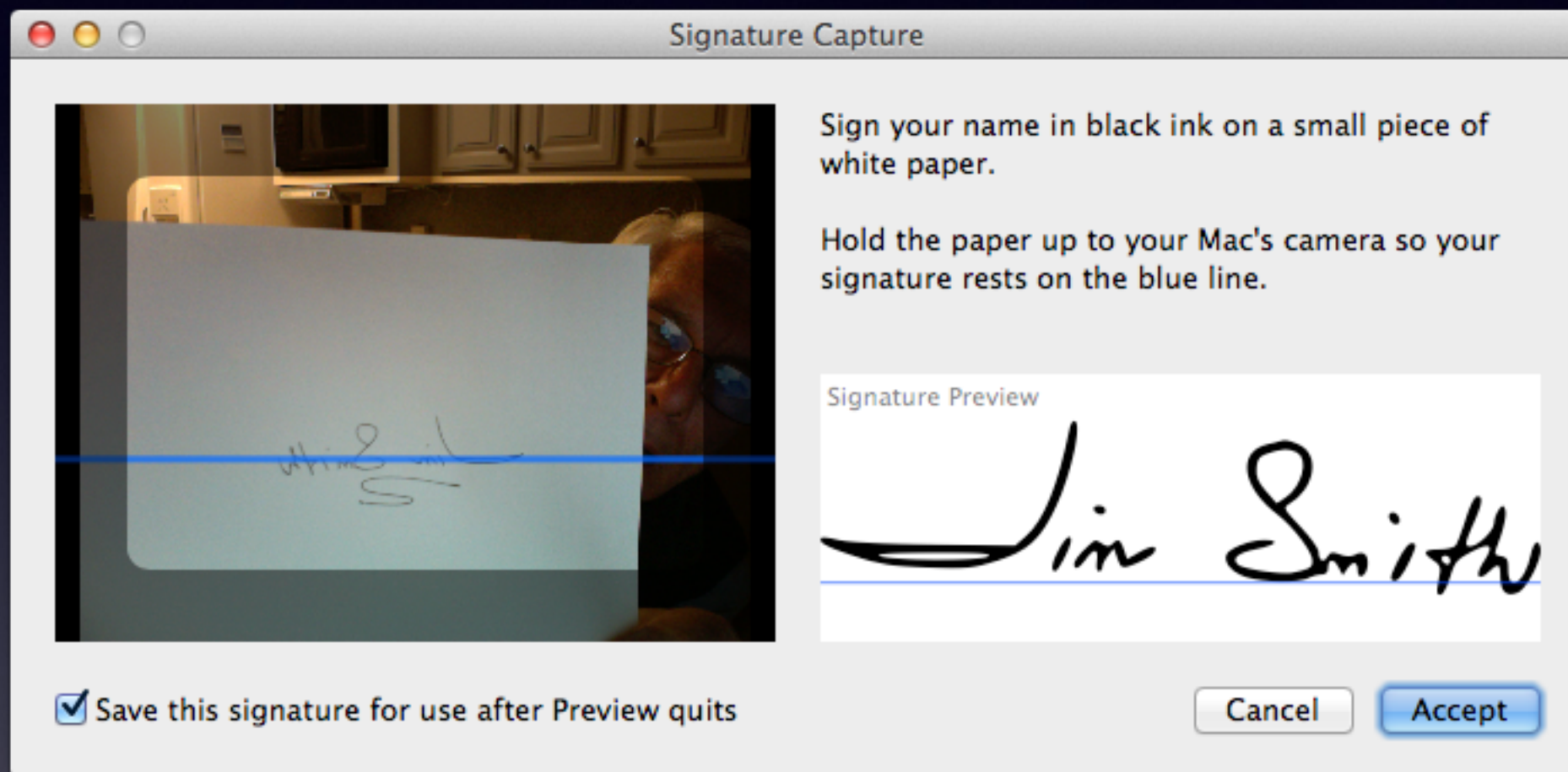
Spacebar activates
the camera
and copies the screen!

Preview with Signature

Open Preferences!

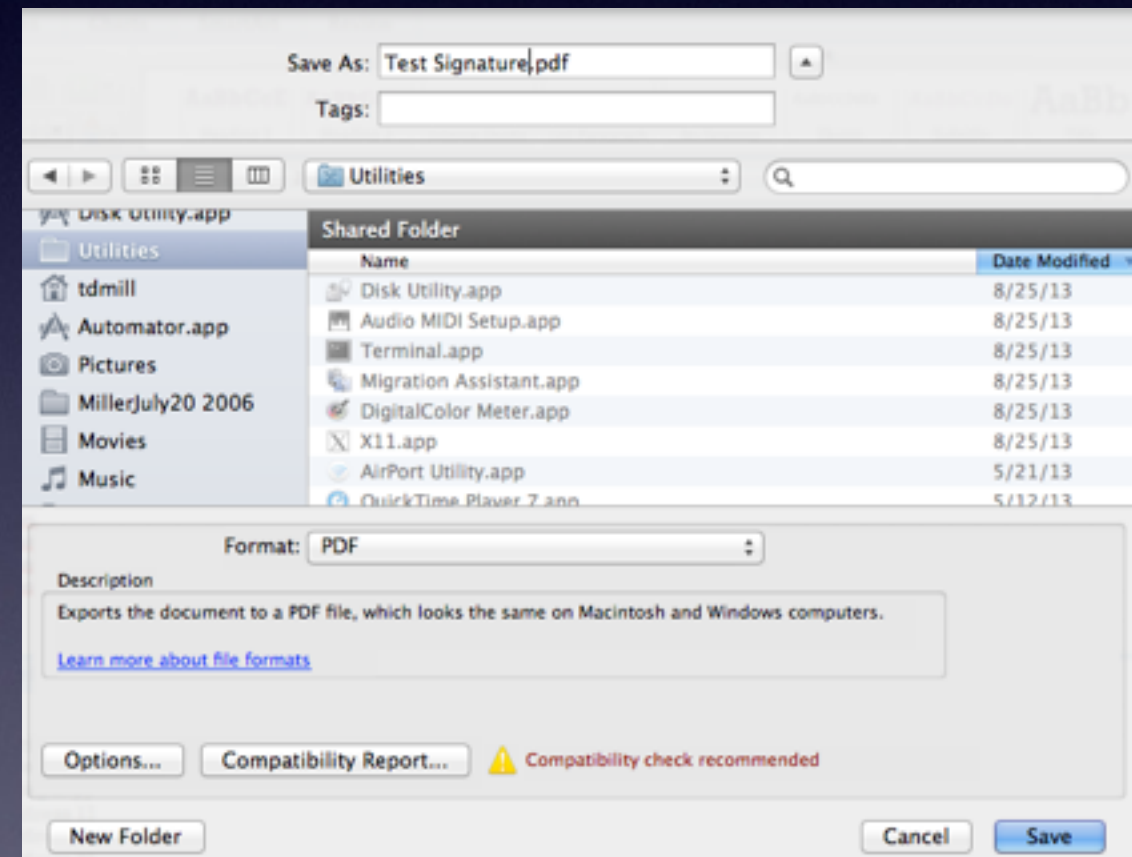
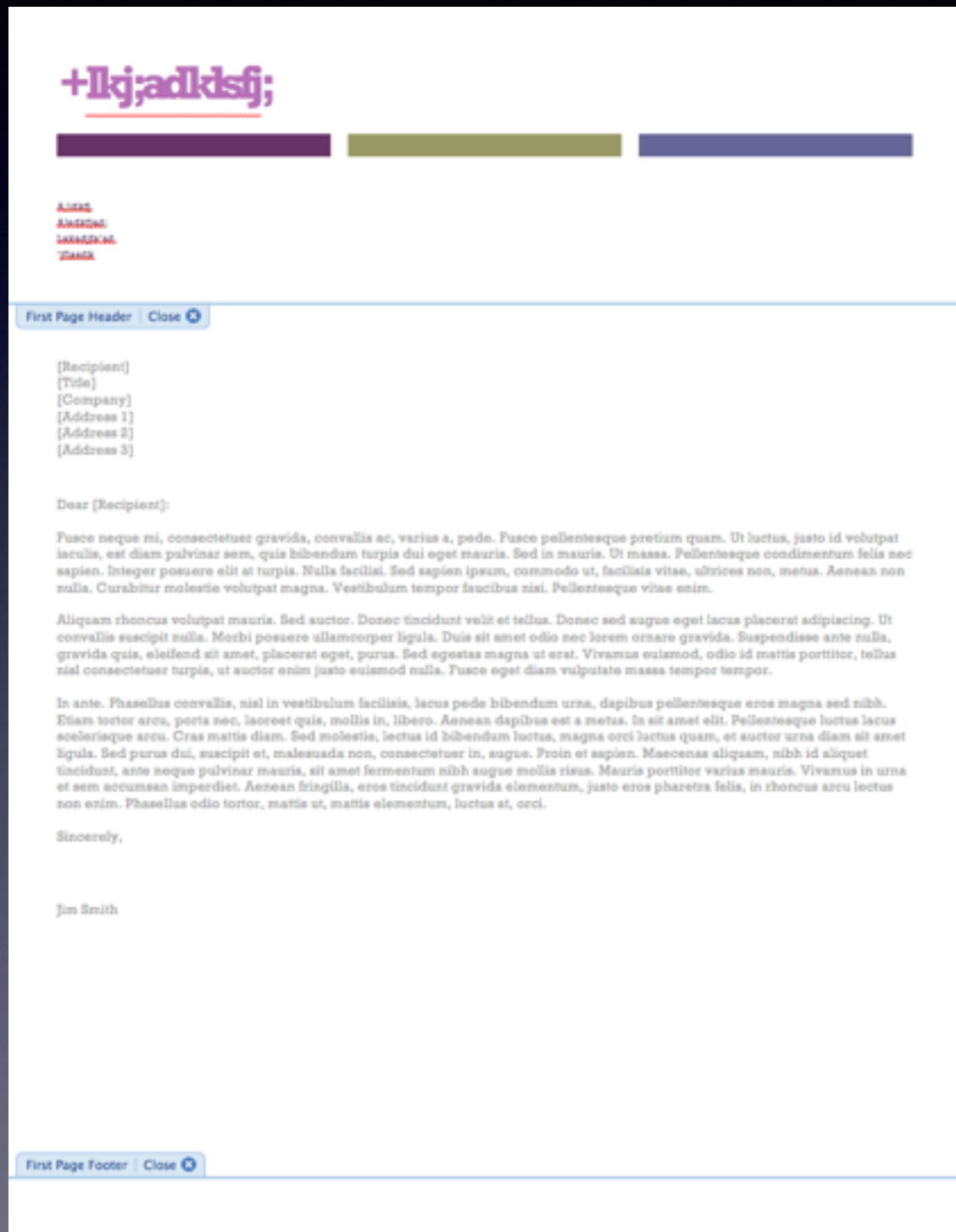


Signature with Preview

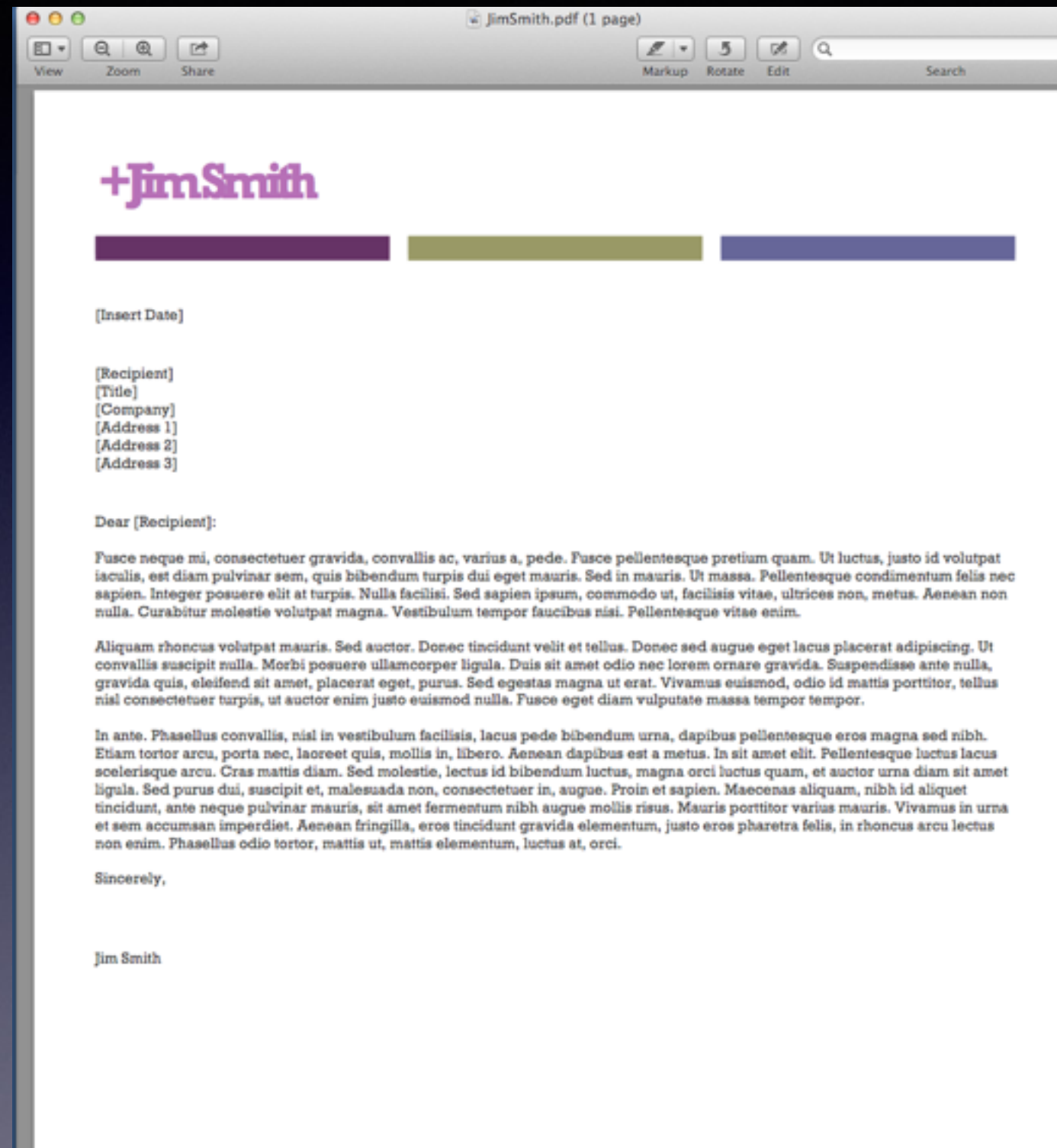


How to Add a Digital Signature

Open Word or Pages



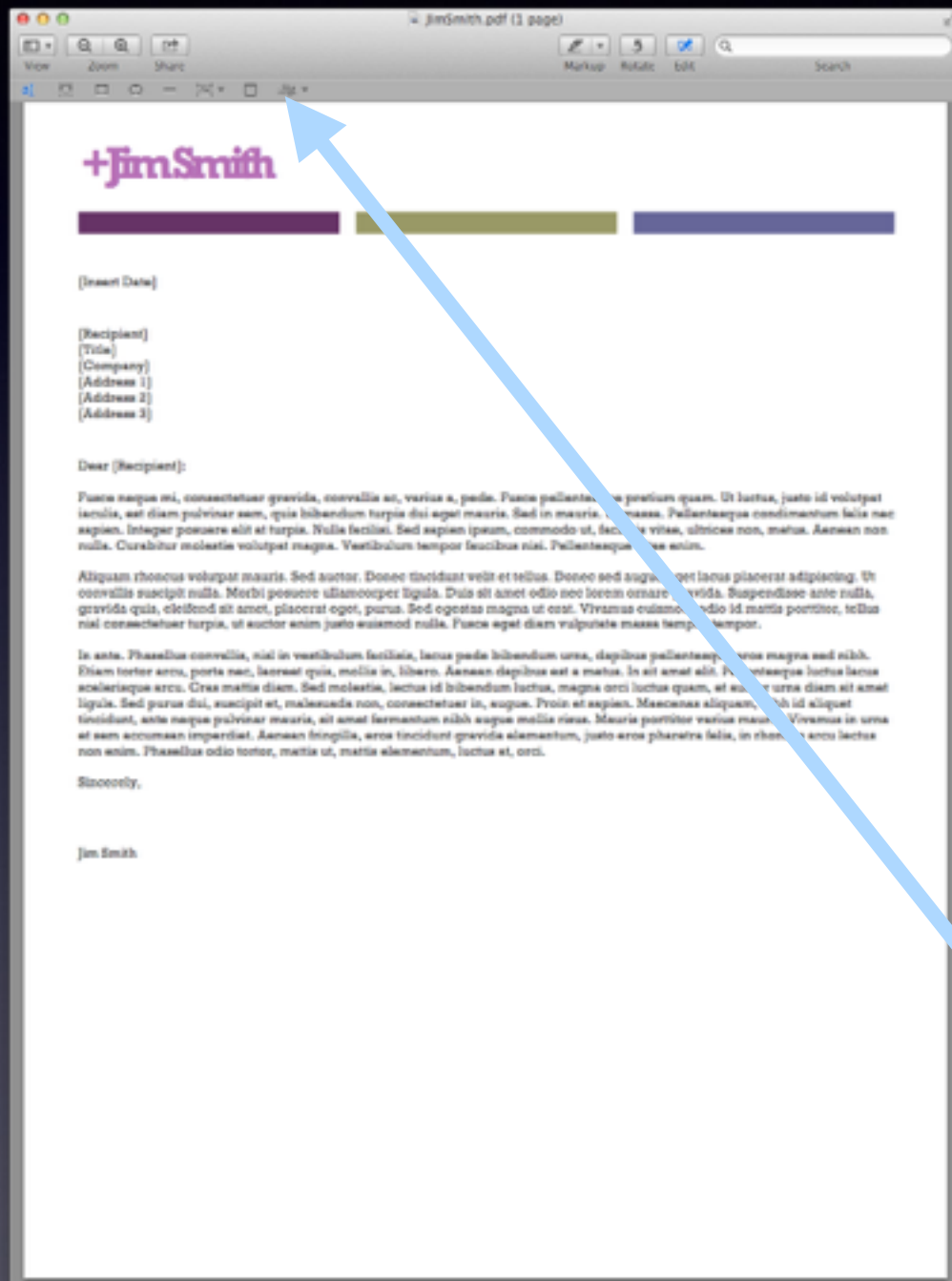
Open PDF in Preview



Preview

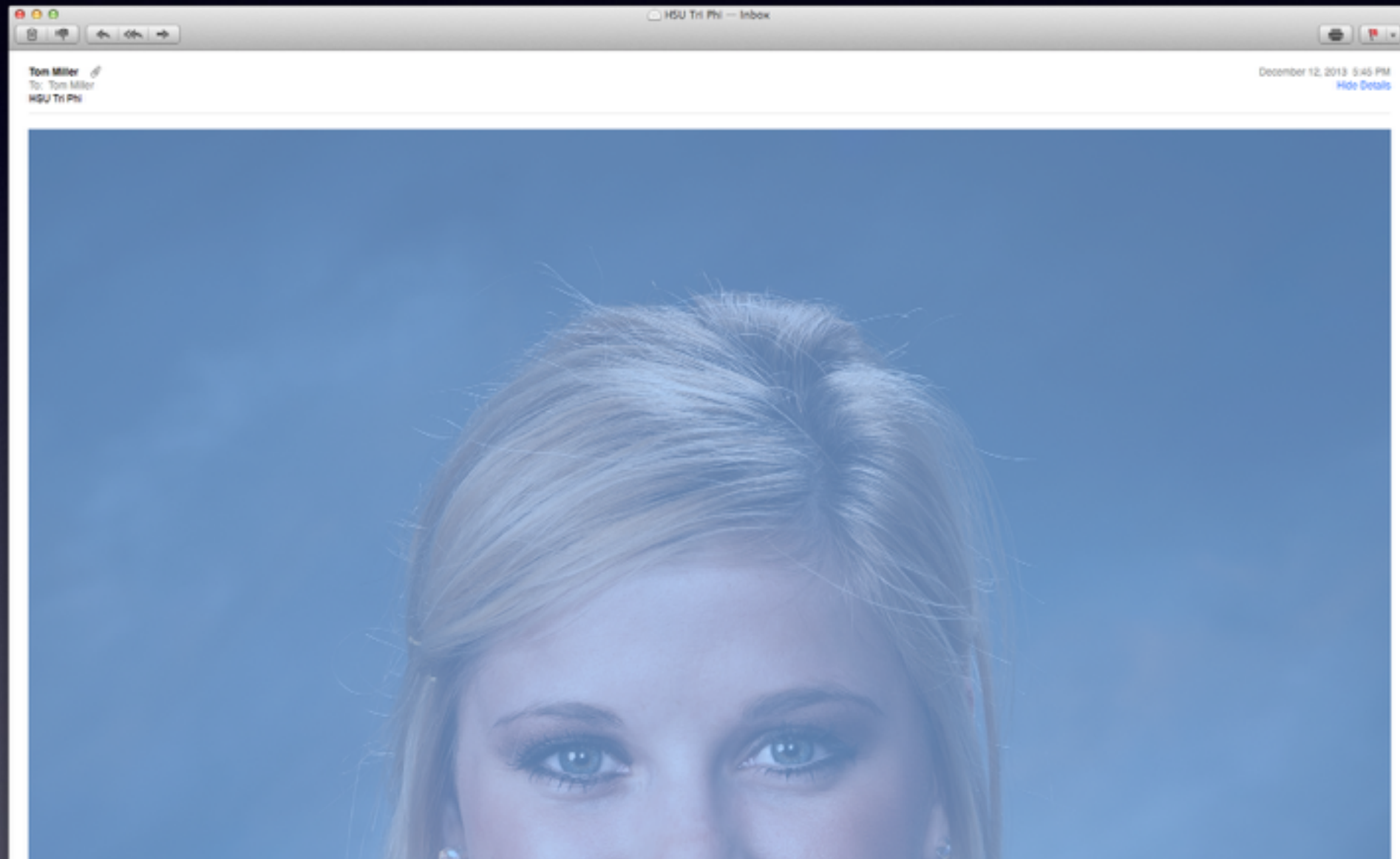
Open PDF in Preview and Click on Edit

Click on Signature
Go to Document
Drag the Cross Hair

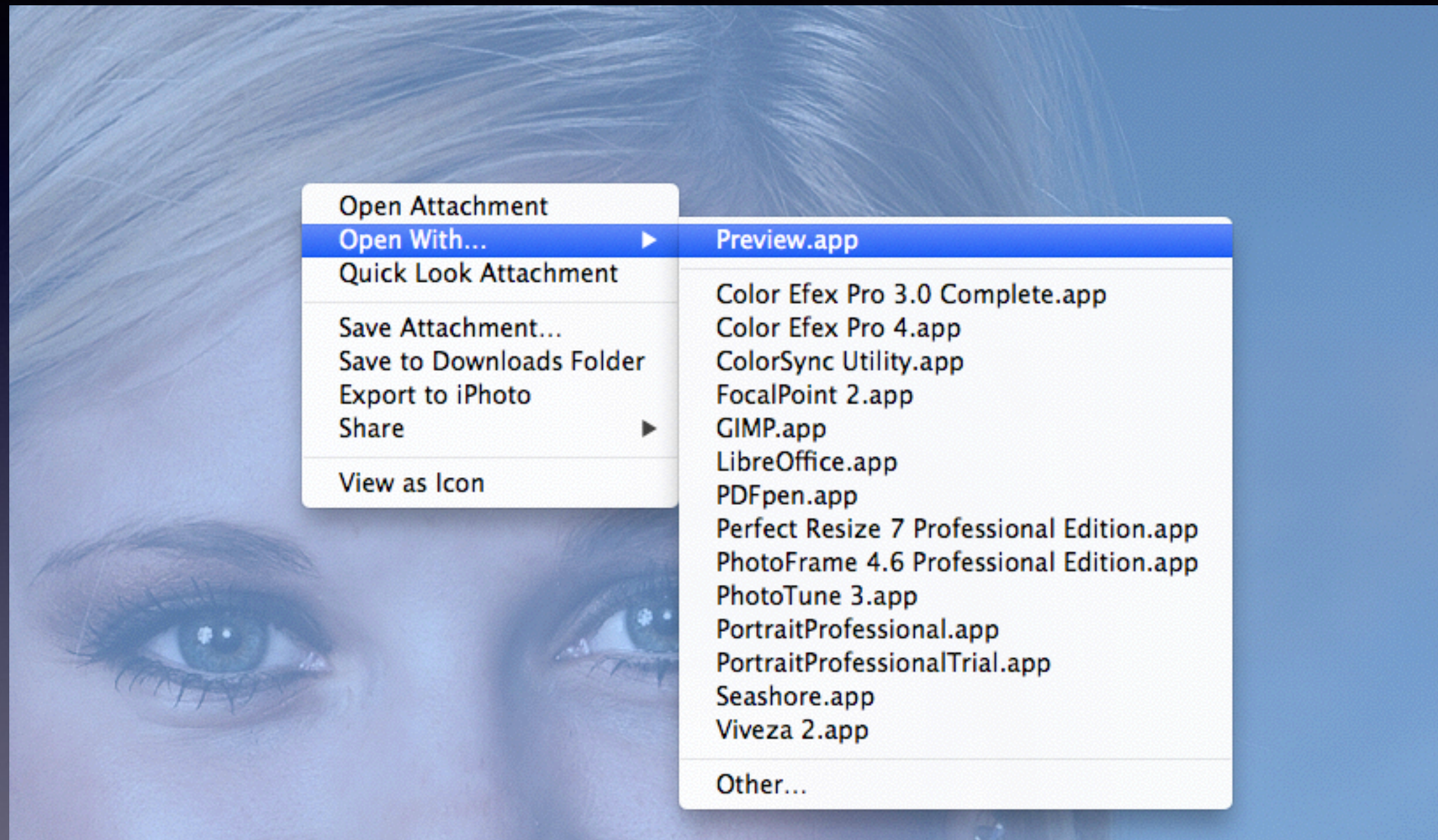


Preview Does Editing

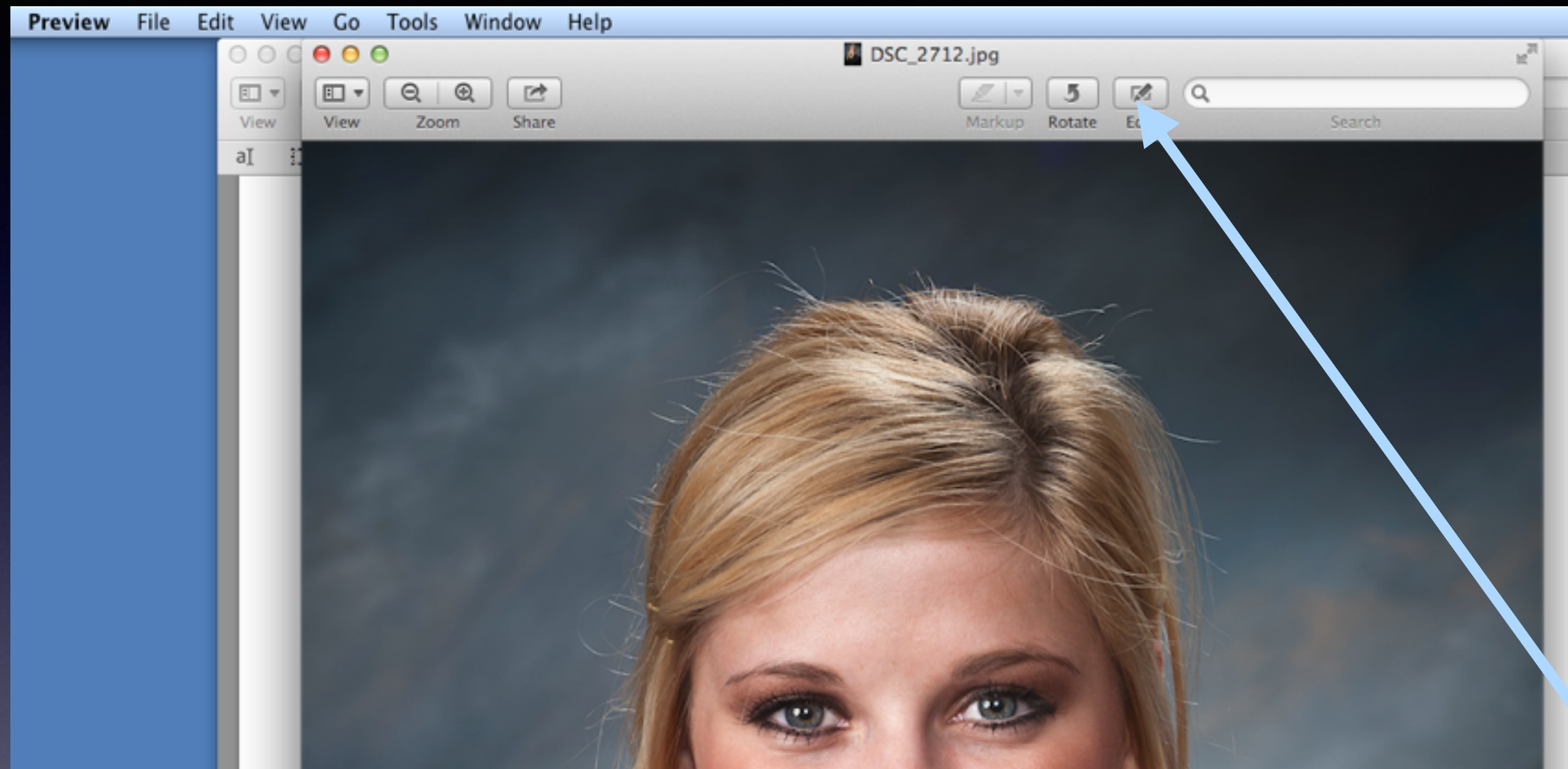
Open an eMail, photo from camera, etc.



you can always to “Open with”



Edit in Preview



Save Time Editing in Preview

**This is fast compared to
iPhoto, Aperture, Photoshop Elements
and Photoshop**

Fast Editing

