

# Treasure Coast Macintosh® Users Group

1819 SW Willowbend Lane •  
Palm City FL 34990 • (772) 283-5646

Mouse Tales  
Newsletter



February 2016 • Vol. 29 - 2

## MEETING

### Thursday, Feb. 11

**LOCATION - Children's Services Council • 101 SE Central Parkway, Stuart 34994**

• In the Green building between Unity Church and Bridges Montessori. Click on this map link - <http://tinyurl.com/clq2mkk>

### 5 - 8 P.M. "Here To Help"

Bring your laptop, iPad or iPhone and enjoy a format with Beginners tables throughout the room, where you can just join any group:

- iPad
- iPhone
- iPhoto
- Basic Help
- Email & Internet
- How can I ...

### 6:30 P.M. PRESENTATIONS: "Tips & Tricks"

10 Tricks Mac Spotlight Can Do video

### "Apple Pay"

Our Vice President Mark Weinberg explains Apple Pay, how it works and why he enjoys using it!

*See you there!*



• Early Front Page Edition •  
<http://www.tcmug.net>

**MISSION:** Since 1988, TCMUG has provided a forum for Apple users by creating a member network to share information and offer support in the evolving world of technology.

### Use multi-app multitasking on your iPad

The iPad doesn't just offer a big screen, it offers the ability run multiple apps on that big screen at the same time.

While iOS 9 brings multi-app multitasking to the all the latest generation iPads, it brings it to the most recent iPads in style. That includes not only the slide over and picture-in-picture, but split view as well. It makes the iPad twice as convenient, twice as productive, and up to three times as fun.

Here's how to use it!

- How to use picture-in-picture multitasking
- How to use slide-over multitasking
- How to use split screen multitasking

<http://www.imore.com/how-use-multi-app-multi-tasking-ipad-pro>

### IN THIS ISSUE -

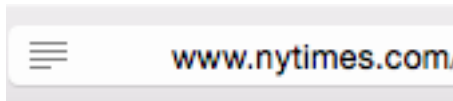
- Use multi-app multitasking on your iPad
- Reader view in Safari
- Back up your iOS device using iCloud
- Apple Music tips
- Block calls and emails
- Mac 411: IRS letter - Wrong but Right
- Erase your Mac's hard drive the right way
- Before selling your iPhone, iPad

## MARK'S CORNER

By Mark Weinberg, Vice President •  
Treasure Coast Macintosh Users Group

### 1/16 TCMUG Meeting Tips

- **Reader view in Safari** - those **3 dashed lines** toward the top of the window. This works on iOS as well as OS X (mobile devices and Macs.) Click on the 3 lines and not be bothered by advertising on the page while you read an article!



- **In iOS, you can make folders** by dragging one app icon onto another. The OS will suggest a name for the folder, but you can change it. This is how I keep all my apps on one page.



- **Why not automatically back up your iOS device using iCloud?** Here's how:

- Go to Settings / iCloud / Backup. If Backup isn't on, tap on the right hand side of the item and move the slider until you see green to the left of the slider.
- You have the option to "Back up Now" from that screen.
- You will see the time of the most recent backup.
- This screen also explains that the backup will occur only when your iOS device must be plugged in, locked and connected to Wi-Fi. That means when you plug it in at night, sometime before the next day it will make a backup.
- Check to see if you have to

have enough storage to hold your data. Go to Settings / iCloud / Storage to see how much storage is available.

- Tap to the right of the word "Storage." You will see a screen that shows Total Storage, Available Storage, Manage Storage (where you can tap and see what apps are using how much storage), and "Change Storage Plan" where you can add to or delete from the storage you have on iCloud. I have 50 GB for \$0.99 a month.

- Note: If you want to restore the data from your iCloud backup, you first have to erase all the content on your device. ■

**When you sign up for iCloud, you automatically get 5 GB of free storage.** Your iCloud storage is used for iOS device backup, iCloud Drive, iCloud Photo Library, app data and documents stored in iCloud, and iCloud Mail (your @icloud.com email account).

If you run out of space, you can upgrade your storage. You can also remove stored items to make more space available.

### What iCloud backs up

iCloud automatically backs up the information on your devices— iPhone, iPad, and iPod touch— over Wi-Fi every day when they are turned on, locked, and connected to a power source. When your iOS device information is backed up in iCloud, you can easily set up a new device or restore information on one you already have.

### Items that iCloud backs up:

- Purchase history for music, movies, TV shows, apps, and

books. Your iCloud backup includes information about the content you purchased, but not the purchased content itself. When you restore from an iCloud backup, your purchased content is automatically downloaded from the iTunes Store, App Store, or iBooks Store. Some types of content aren't downloaded automatically in all countries, and previous purchases may be unavailable if they have been refunded or are no longer available in the store.

- Photos and videos on your iOS devices. However, if you turn on iCloud Photo Library on your iOS device (iOS 8.1 or later) or Mac (OS X v10.10.3 or later), your photos and videos are already stored in iCloud, so they aren't included in your iCloud backup.

- Device settings
- App data
- Home screen and app organization
- iMessage, text (SMS), and MMS messages
- Ringtones
- Visual Voicemail
- Health data
- HomeKit configuration

Your iOS device backup only includes data and settings stored on your device. It doesn't include data already stored in iCloud. That includes contacts, calendars, bookmarks, mail messages, notes, shared photo albums, iCloud Photo Library, My Photo Stream, and documents you store in iCloud Drive. If your iOS device isn't set up for iCloud Drive, but is set up for iCloud Documents & Data, your documents stored in iCloud are backed up. ■

~ [support.apple.com](http://support.apple.com)



## Apple Music tips

~ Stuart Miles & Elyse Better

**Find your Apple Music account:** Every main screen in Apple Music has a profile symbol in the upper left-hand corner. Tap it to access account-related settings.

**Add more music you like:** After setting up Apple Music, you can still specify which genres and artists you like. Go to your account, then go to "Choose Artists For You", and feel free to tap, double tap, or hold down on more bubbles.

**Unfollow artists in Connect:** Apple Music has you automatically follow artists (the ones you liked during setup) in Connect, the social network aspect of the service. To unfollow artists, go to the Following area of your account. You will then see an options to turn off the auto feature as well as unfollow artists.

**Claim your unique username:** While in your account, make sure to claim your nickname/display name. It'll appear whenever you comment on something that an artist shares in Connect, such as a video. You can also add a profile picture from your camera roll.

**Use Siri with Apple Music:** Siri integration is built into Apple Music, so you can tell her to play a specific song, album, or a playlist. Just tap the home button on your iOS device, wait for Siri to pop



up, and ask away. Say, for instance, "Play some Kanye West". She can even line up what you want to hear next, play the top track from the day you were born, and stream a playlist or a station similar to an artist you like.

**Save music for offline playback:** Apple Music lets you download copies of any available songs, albums, or playlists you want to your devices. It's helpful if you're going to be out of range. Just go to a song or album, then tap the "..." symbol to see options, and select "make available offline". There's no limit to what you can keep offline or for how long.

**Like tracks from the lock-screen:** Apple wants you to like songs in so it can better recommend music. But you can still do this when not Apple Music. Just tap the favorite/heart icon from the iPhone's lock screen when a song is playing.

**Browse recent searches:** Every main screen in Apple Music has a search button at the top. If you tap in it to search, you can also browse all your recent searches. You just have to also tap the clock icon in the search bar.

**Cancel your Apple Music membership:** Go to your account, then select View Apple ID, and scroll down to Manage under Subscriptions. You can then turn off automatic renewal and subsequently cancel your membership.

This can also be done from your iTunes Account Settings on your PC or Mac.

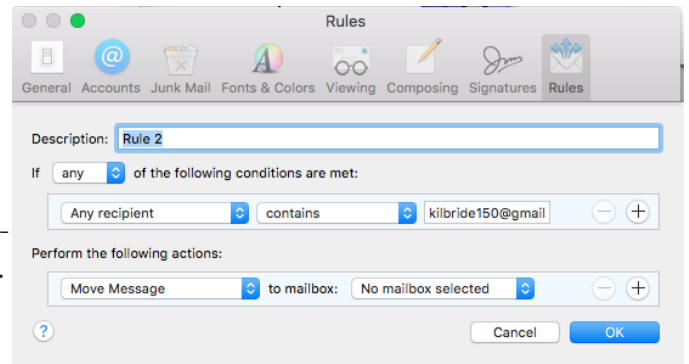
## Block calls and block or filter messages on your iPhone

If you're in **Recents** in the iPhone app or in **FaceTime**, tap next to the contact or phone number you want to block. If you're in **Messages**, open the conversation and tap **Details**. Click the "circled i" (for information). Scroll to the bottom of the Info screen and tap **Block this Caller**.

## How do I block an email address in Mac mail?

(Graphic below)

- Select **Mail > Preferences** from the menu in Mac OS X Mail.
- Go to the **Rules** tab.
- Click **Add Rule**.
- Make the criterion read **From and contains**.
- Insert the email address of the person you want to block.
- From the actions, select **Delete message**.
- Assign a **Description** to the new rule.
- Close the dialog with **OK**.



~ support.apple.com

**Mac 411: The IRS letter:  
Wrong but Right**



**My second  
experience**

In the spring of 2014

The New Year is here. Tax forms and records are starting to fill our mailboxes. Today's article addresses an issue for those who have been Identity Theft victims. Earlier this month I received a letter from the IRS that had the wrong tax year cited but had correct critical information.

**My first identity theft  
experience**

Naples Daily News' editors let me publish an extensive article [tinyurl.com/qxbdp4h](http://tinyurl.com/qxbdp4h) on May 24, 2013 about an almost successful attempt to divert my monthly Social Security check to someone else. I was probably 2 days away from having it happen when I discovered the identity theft and, with help from the Social Security Agency (SSA), was able block it.

The article contains many tips and links to information to protect you. Florida residents are prime targets for the fraud agents. I recommend you review the article and all the sidebars that are part of the NDN information.

How did this one happen? SSA had changed their computer system since I had signed up years earlier but didn't bring over my identity or passcodes. It was an account open for take over to anyone that knew my social security number. (If you haven't locked up your SSA account OR created a secure, new identity, do it post haste.) To this day I believe my information was part of the loss of patient data that local medical firms suffered around that time.

I prepared my 1040 tax return for the year 2013 and submitted it (electronically) to the IRS. My filing was not accepted because someone had already filed a return in my name using my social security number and had received a refund. They didn't have to know my W-2, 1099-R or 1099-DIV information. They made up numbers, used Earned Income Credits and walked away with a refund. It was necessary to file Form 14039 to prove that I had been a victim.

This is a major problem. The Treasury Department has created the IP (Identity Protection) program for people (like me) in areas being targeted by criminals. I have been enrolled in the IP program and each year I receive a unique code to use when filing my taxes.

**The IRS's letter has errors  
but it is okay to use the letter's  
information**

The Internal Revenue Service (IRS) mailed over 2.5 million letters, dated January 4, 2016, to taxpayers that are in their IP (Identity Protection) program for those that have been (or likely to have been) a victim of false filings of their tax returns. This is a pilot program for taxpayers mainly in Florida, Georgia and the District of Columbia.

Those in the program must include a 6 digit, unique code (IP PIN, Identity Protection Personal Identification Number) when filing their 1040 to prove that the filing is from the correct taxpayer. The code changes each year. The IRS

letter made 5 references to the 2014 Tax Year in the letter but the code provided should be used for filings for the 2015 Tax Year.

Do not discard the letter. Place it in your 2015 tax folder to use when filing. There was coverage [tinyurl.com/jl7ovzd](http://tinyurl.com/jl7ovzd) about this by a local television station.

**Get your IP PIN**

People who filed their taxes from zip codes in Florida, Georgia or the District of Columbia can enroll in the IRS' Identity Protection program. There is a web site to enroll [tinyurl.com/ogivay2](http://tinyurl.com/ogivay2) with enrollment information. The site is not accepting requests at this time but indicates it will become operational later in January 2016. Be sure to read the instructions as once you enroll you must continue to use the IP PIN process for all future filings.

**Use good, different passcodes**

Neither of my two identity theft issues came about by someone guessing (or knowing) my computer identities and passcodes. But I can't touch on the identity theft issue without stating: "Use different identities for the various sites you go to! Use different passcodes for each site!" There are excellent software applications like 1Password that create complex passcodes for you, store the information in encrypted records, and automatically enter the necessary access information at the site."

*~ Jerry King is president of the Naples, FL MacFriends User Group (NMUG)*

## How to erase your Mac's hard drive the right way

When you sell or donate a Mac, it's best to make a clean break: wipe the hard drive clean, reinstall the latest version of OS X, and hand off a system that you're not worried has remnants of yourself on it.

But how can you be sure? Let's talk about erasing a drive, how FileVault 2 encryption can play into it, and out-of-date Recovery Drive partitions.

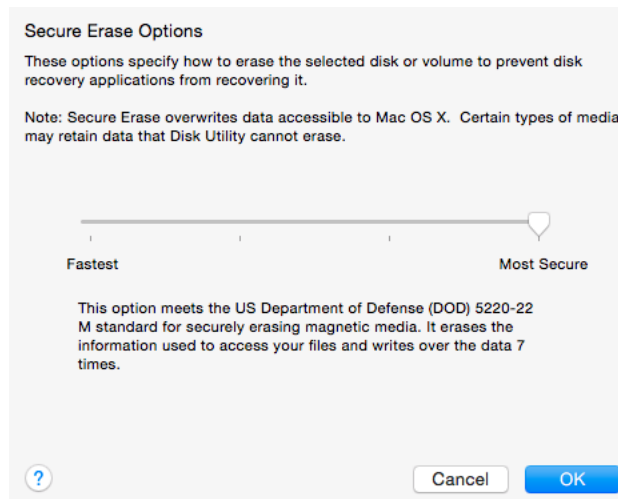
### Erase and leave no trace

Wiping or erasing a drive has a surprising number of definitions. In the olden days, we ran utility software that often came from third parties, which would simply delete the catalog and related records. Such an erase was, in practice, the best way to create a clean installation. But it doesn't make all the files on the disk unrecoverable—it just makes them harder to retrieve.

To get rid of old data in a thorough fashion, you need to use a multi-pass approach, in which every bit of storage in the disk is overwritten with new data (often zeroes). That's been built into Apple's Disk Utility for years. When you select a volume in Disk Utility and then the Erase tab, you can click Security Options to pick how many times the drive is overwritten: once, three times, or seven times. Once is considered enough for regular purposes, while three and seven correspond to different U.S. government security guidelines.

*Securely erase your hard drive with Disk Utility. (Graphic above)*

Before Lion, you had to boot from a CD or DVD system disk or a third-party utility, like Disk Warrior, or from an external drive with OS X installed. Then you'd run Disk Utility to erase your startup drive. But this has become easier since OS X Recovery was added in Lion. Restart a Mac and hold down **Command-R** after



the startup chime sounds, and the computer boots into the recovery mode. Select **Disk Utility** from the startup menu, and you can erase your startup drive securely.

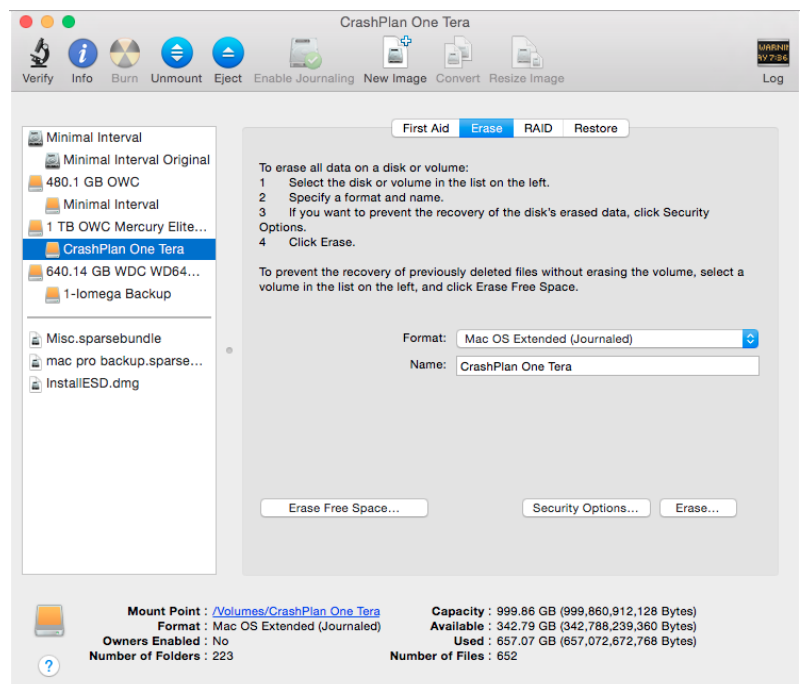
*You'll save a little time if you do an erase without overwriting, then reinstall OS X, then Erase Free Space with an overwriting option. (Graphic below)*

There's a slightly different way to accomplish the same goal. First, erase a drive without the overwriting part, and reinstall OS X. After you boot, launch Disk Utility, select the startup volume, and click the Erase tab. Now use the Erase Free Space option, which also offers 1, 3, and 7 passes of erase, and only empties out unused parts of the disk. The advantage is that your computer remains available (though often slow) while this operation is underway.

Along with both Secure Erase and the Erase Free Space options, which can take a very, very long time even for a single pass, you've got two other options, one of which you don't need to enable.

### Even better with SSD and FileVault 2

If your Mac has an Apple-installed or third-party SSD, you



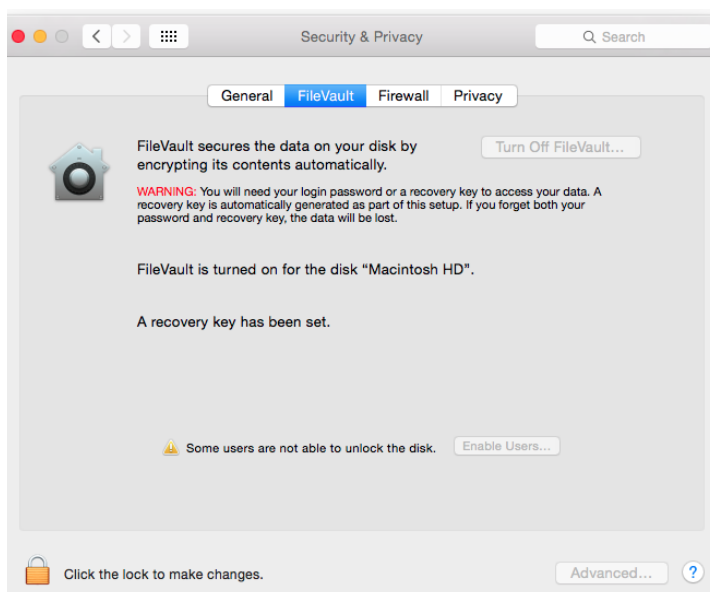
with both SSD and regular hard drives to perform a fantastically quick and reliable erasure: using FileVault 2. FileVault 2, the full-disk encryption (FDE) option that first appeared in OS X 10.7, keeps your startup drive encrypted at all times. Whenever you boot your Mac and log in to one of the accounts that's authorized to boot with FileVault 2, OS X encrypts everything written to disk and decrypts everything read on the fly.

*If you use FileVault, any data "left behind" on your erased hard drive will be totally unreadable by your Mac's next owner. (Graphic below)*

With a FileVault-encrypted startup disk, you can restart into OS X Recovery and launch Disk Utility to erase the volume. However, before erasing, you need to select the disk and then choose **File > Unlock "volume name"**. Enter the password for any FileVault-enabled user account, and the disk is unlocked and can be erased.

Erasing a FileVault-encrypted volume discards the key that's associated with it, turning a disk into a nearly perfect cacophony of irrecoverable randomness. Without the key, which is uncrackable in any realistic period of time by any current technology, the erased data is as good as gone as if it had been written over millions of times.

You can then install OS X on that partition, either from the recovery system or via an external drive.



## A few other recovery and FileVault issues

How does FileVault figure in to cloning a disk? Because FileVault encrypts an entire drive and only decrypts files when you're logged in, it has no effect on how or whether you make a clone, use Migration Assistant, or copy files.

However, if you're planning on using FileVault on the new computer, I would heavily suggest enabling FileVault on the new machine before moving any files to it. This will speed up the operation by encrypting the new computer's fewer files first. When FileVault has finished and your new Mac has rebooted and you've logged in, then start the migration process, and all new files are encrypted on the fly.

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*One client writes that when he upgraded to Yosemite, his recovery drive remained out of date with 10.9 Mavericks. Then, when trying to set up FileVault and enable iCloud-based recovery of his key, he doesn't see an option to do so when booting into OS X Recovery.*

Fortunately, there are answers for both:

- You can reinstall 10.10 on the startup disk without damaging the rest of your setup, though make a backup first. This should upgrade the recovery partition. (Carbon Copy Cloner can clone a recovery partition from one drive to another, but it can't create one from an installer or from scratch.)
- The reset password option isn't available with FileVault 2, but you can store a copy of your recovery key with Apple. To recover a key, first start up OS X normally, and enter the wrong password three times. (This is also how to use iCloud password recovery on non-FileVault systems.) You're then presented with the option to contact Apple, which requires speaking to a representative, and answering multiple questions exactly as you entered them when setting up the recovery option. If correct, Apple's customer service gains access to the stored key, which they provide to you.

~ Glenn Fleishman 4/15

**What to do before selling or giving away your iPhone, iPad, or iPod touch**

Use these steps to remove your personal information from a device, even if you don't have it anymore.

**If you still have your iOS device**

Before you sell or give away your device, you should remove your personal information. You should **NOT** manually delete your contacts, calendars, reminders, documents, photo streams, or any other iCloud data while you're signed in to iCloud with your Apple ID. This would delete your content from the iCloud servers and any of your devices signed in to iCloud.

**Follow these steps:**

- 1 - If you paired an Apple Watch with your iPhone, unpair your Apple Watch.
- 2 - Back up your iOS device.
- 3 - Tap Settings > iCloud. Scroll down and tap Sign Out. In iOS 7 or earlier, tap Delete Account.

4 - Tap Sign Out again, then tap Delete from My iPhone and enter your password.

5 - Go back to Settings and tap General > Reset > Erase All Content and Settings. If you turned on Find My iPhone, you might need to enter your Apple ID and password.

6 - If asked for your device passcode or Restrictions passcode, enter it. Then tap Erase [device].

7 - Contact your carrier for help transferring service to a new owner. If you aren't using a SIM card with your device, you can contact them to get help transferring service to the new owner.

**If you no longer have your iOS device**

If the steps above weren't completed and you no longer have your device, use these steps:

- 1 - Ask the new owner to erase all content and settings using the above steps.
- 2 - If you're using iCloud and Find My iPhone on the device, sign in to icloud.com/find,

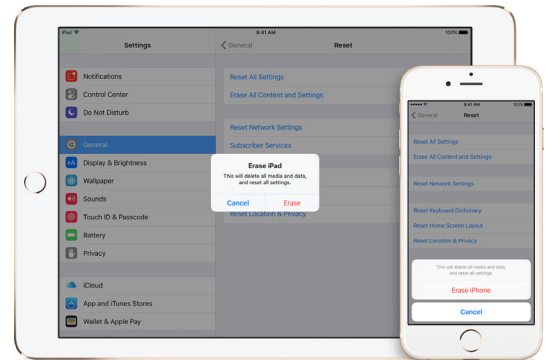
select the device, and click Erase. After the device has been erased, click Remove from Account.

3 - If you can't follow either of the above steps, change your Apple ID password. This won't remove personal information that's stored on your old device, but it will prevent the new owner from deleting your information from iCloud.

4 - If you're switching to a non-Apple phone, deregister iMessage.

5 - If you're using Apple Pay, you can remove your credit or debit cards at icloud.com. Choose Settings to see which devices are using Apple Pay, then click the device. Next to Apple Pay, click Remove.

~ support.apple.com



**2016 MEMBERSHIP**

Joining the Treasure Coast Macintosh Users Group will keep you from missing out on the best Mac resource since the mouse — including the *Monthly Meetings • Newsletter • Help Sessions* and more! Membership is just \$30 a year per family - getting your colorful newsletter by e-mail.

**\$30 Yearly Dues**

Check payable to: **TCMUG** (or Treasure Coast Macintosh Users Group)  
Mail to: **1819 SW Willowbend Lane • Palm City FL 34990**

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 City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_  
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 Email address \_\_\_\_\_  
 Birthday (ex. Sep.24) His \_\_\_\_\_ Hers \_\_\_\_\_ Retired? \_\_\_\_\_  
 \_\_\_ Beginner \_\_\_ Intermediate \_\_\_ Advanced \_\_\_ Genius  
 Computer model(s) \_\_\_\_\_  
 Most used programs \_\_\_\_\_  
 \_\_\_ Photos \_\_\_ Web design program: \_\_\_\_\_  
 \_\_\_ Photoshop \_\_\_ Quicken \_\_\_ Skype \_\_\_ FaceTime  
 \_\_\_ FileMaker \_\_\_ InDesign \_\_\_ Microsoft Office

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**<http://www.tcmug.net>**

*Check what devices and items you use:*

- \_\_\_ iPhone
- \_\_\_ iPad
- \_\_\_ iPod
- \_\_\_ iMovie
- \_\_\_ Messages
- \_\_\_ iDVD
- \_\_\_ iTunes
- \_\_\_ Time Machine
- \_\_\_ Preview
- \_\_\_ Pages (layouts)
- \_\_\_ Keynote (slides)
- \_\_\_ Numbers (data)
- \_\_\_ iBooks
- \_\_\_ 2+ computers

*What help content would you like to see in TCMUG meetings & newsletter:* \_\_\_\_\_

# Officers

**President & Newsletter** • Chris Kilbride  
283-5646 chris@tcmug.net

**Vice President & Publicity** • Mark Weinberg  
465-4890 mark@tcmug.net

**Hospitality** • Anita Farrell (after 12pm)  
370-7167 anita@tcmug.net

- Moe Goldy  
340-0652 moe@tcmug.net
- Guy Reer guy@tcmug.net

**Photos & Graphics** • Richard Lewis  
287-4948 dick@tcmug.net

**Technical Advisor (Apple)** • Bob Jorritsma  
398-0748 bob@tcmug.net

**Video Production** • Bill Farrell (after 12pm)  
370-6407 bill@tcmug.net  
924-1084 (MagicJack)

**Palm Beach Liaison** • Dave Sochrin  
dave@tcmug.net

# Helpline

**Comcast**  
370-6407

**DEVONthink Pro Office** • mark@tcmug.net

**DropBox**  
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**FileMaker**  
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**iDVD**  
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**iMovie**  
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**InDesign**  
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**Internet**  
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**MagicJack**  
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**OS X**  
398-0748

**Photos & Graphics** • Dick Lewis  
287-4948 dick@tcmug.net

**Weebly Website** • Chris Kilbride  
283-5646 chris@tcmug.net

• Bill Farrell - after 12PM  
bill@tcmug.net

• Bill Farrell - after 12PM  
bill@tcmug.net

• Chris Kilbride  
chris@tcmug.net

• Bob Jorritsma  
bob@tcmug.net

• Bill Farrell - after 12PM  
bill@tcmug.net

• Chris Kilbride  
chris@tcmug.net

• Bob Jorritsma  
bob@tcmug.net

• Bill Farrell - after 12PM  
bill@tcmug.net (MagicJack)

• Bob Jorritsma  
bob@tcmug.net

# 2016 CALENDAR

**Jan. 14\* • Feb. 11\***  
**March 17 • April 21**  
**May 19 • June 16**  
**July 21 • Aug. 18**  
**Sept. 15 • Oct. 20**  
**Nov. 17 • Dec. 15**  
*\*All located at the Children's Services Council Auditorium*

**• BOARD OF DIRECTORS •**  
**Friday, Feb. 26, 2016 • 11:30am**  
**\*\* new location \*\***

**• MONTHLY VIDEOS •**  
<http://www.youtube.com/user/tcmug/videos>

## MEETING LOCATION

**Children's Services Council • Stuart**  
<http://tinyurl.com/clq2mkk>

**101 SE Central Parkway, Stuart • (772) 283-5646 •**  
**Green building between Bridges Montessori & Unity Church.**

**West Palm Beach Apple Store - Gardens Mall:**  
<http://www.apple.com/retail/thegardensmall/>

**West Palm Beach Apple Store - Wellington Green:**  
<http://www.apple.com/retail/wellingtongreen/>

### Find Out How:

<http://www.apple.com/support/sitemap/>  
<https://www.apple.com/support/macbasics/>

**Manuals for Computers, iPhones & iPads:**  
<http://support.apple.com/manuals/>



*A variety of programs for Beginners  
to Advanced Mac enthusiasts.*

### MEETING INFO

**(772) 283-5646**

<http://www.tcmug.net>

*Dues may be paid in person  
(cash or check), by mail or  
credit card (tcmug.net)*

### MAILING ADDRESS

**Treasure Coast Macintosh  
Users Group (TCMUG)**  
1819 SW Willowbend Lane  
Palm City FL 34990