Treasure Coast Macintosh Users Group

Mouse Tales Newsletter

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

September 2012 • Vol. 25- 9

MEETING
Thurs. Sept. 20

5:00 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
- iPhoto
- Internet
- Basic Help
- Email
- How can I ...

6:00 P.M. "iCal Features"

Mary Schuett will explore ways for you to manage your busy schedule:

- Create a birthday calendar using contact information from Address Book.
- Use data detectors within the Mail program to schedule upcoming events.
- Schedule invites for your events to be sent automatically via the Mail program.
- Synchronize your calendars on all Apple devices through iCloud.

7:00 P.M. "Mountain Lion 200 Features"

There are over 200 new features in OSX Mountain Lion. Tom Stout will attempt to demonstrate some of these new features in iCloud, TextEdit, Preview and more. Come join the fun!

Quickly undo Lion's autocorrects

Lion gained a spelling correction feature from iOS that many people find annoying. Now, OS X has long underlined misspelled words in red while you write in almost any application. But taking a cue from its lil' i-brother, Lion will autocorrect some words and replace the red underline with blue to highlight what it's done.

If you're not happy with Lion's choice — perhaps you meant to misspell a word or you're simply typing a word that Oxford doesn't recognize yet — there's no need to right-click or delete the word and try again. Simply hit **Command-Z** right after the blue underline appears to reverse OS X's changes — and keep on typing.   *~ Finer Things in Tech*

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- **Top 10 Secret Features of OS X Mountain Lion**
- **What You Might Not Know About Your iPhone and iPad**
- **50 Great Apps for Phones & iPads**
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Top 10 Secret Features of OS X Mountain Lion
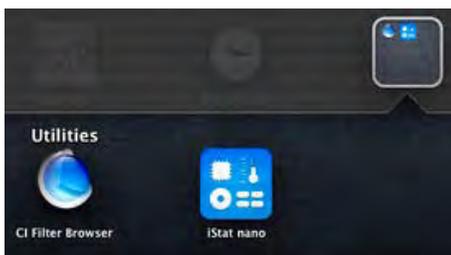## by Adam Dachis - lifehacker.com

OS X Mountain Lion was released in July 2012 with over 200 small changes, a few of them were bound to be awesome.

10. Encrypted Time Machine Backups

Time Machine is a great, simple backup service that's been a part of OS X for a few years now. One of the primary complaints, however, is its lack of options. While Mountain Lion didn't bring a ton of configurability—and Apple is unlikely to add too many options in favor of simplicity—it did bring encrypted backups. If you've got some sensitive materials on your hard drive, you no longer need to worry. Enabling encrypted backups is simple: go into the Time Machine section of System Preferences, click on Select Disk, choose a disk, and check the box beside Encrypt Backups.
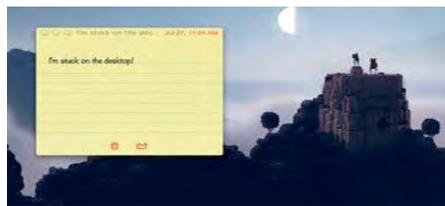
9. Organize Your Dashboard Widgets into Folders

In addition to offering a much simpler Dashboard where your available widgets are presented like apps, you can now organize them into folders. This works much like you'd expect. Just drag one widget onto another and a folder will be created. You can name it whatever you like and start keeping your widgets tidier so it's simple to find what you want. And if that's not enough, you can now search your widgets as well. You'll find a search box up at the top of the screen when adding a new widget.

8. Pin Notes to the Desktop

It seems Apple hasn't forgotten that people still love Stickies, an old little notes app from the days
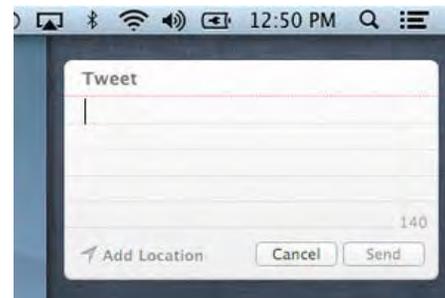

os Mac OS 9. Stickies is notably missing from Mountain Lion, likely because the Notes app has replaced it. It may seem like you can't have desktop-friendly notes, but if you double click on any note in your notes list you can open it separately just like the sticky notes of old. It'll stick around even if you close the primary notes window, too. Even better, your notes will now sync with iCloud so you can have all your important text on every Mac you own.

7. Tweet from Notification Center

If you like to tweet, Mountain Lion has plenty of ways you can do it with Twitter integration throughout the OS. Anywhere you see the share icon, you can share it on Twitter (if you're signed in via the Mail, Contacts, & Calendars section of System Preferences). Doing so ends up composing a message containing a file or URL, however, so it's not that convenient if you just want to tweet some text. That's where Notification Center comes in. Open it up, and you'll find a link that says "Click to Tweet" at the top. It does exactly what you'd expect.

6. Single Sign-On

Since Lion, OS X has allowed you to sign into many of your accounts from the Mail, Contacts, & Calendars section of System Preferences. Mountain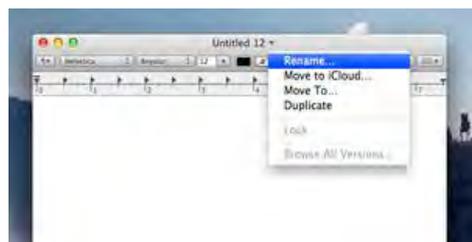 Lion now uses this information more effectively by keeping you signed into these services whenever you need to log in. This way you don't have to enter your username and password constantly, and that information is stored securely on your computer. Right now your options are fairly limited, but Apple intends to add Facebook access in the Fall so we may be able to expect incremental updates that

add single sign-on integration in the future.

5. Quiet Notification Center for a Day

Notification Center does a pretty good job of staying out of your way, but if your want your notifications to shut up for awhile you can do that pretty easily. All you have to do is option-click the Notification Center icon in the top right corner of your menubar. Alternative, you can open Notification Center, scroll up in the list, and you'll find a toggle switch to turn "Do Not Disturb" mode on and off.

4. Rename Files in the Document Header
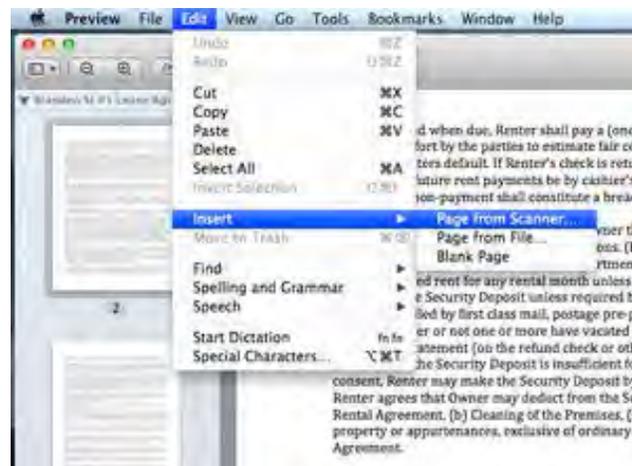
Working on a document and want to change its name? Prior to Mountain Lion you'd have to save it, close it, change the name in the Finder, and then open the document back up again. Now you can just click its name and choose Rename from a list of drop-down options. This is much easier and less time-consuming.

3. Share Images (and Other Stuff) from QuickLook

Mountain Lion makes every effort to make sharing easy, and one of the best implementations is through QuickLook. Say you're browsing photos on your camera using QuickLook and you want to share one, all you have to do is click the share icon and send it over to Flickr, Twitter, an email, or, in the Fall, Facebook. This is a pretty simple way to just get your photos where you want them at a moment's notice.
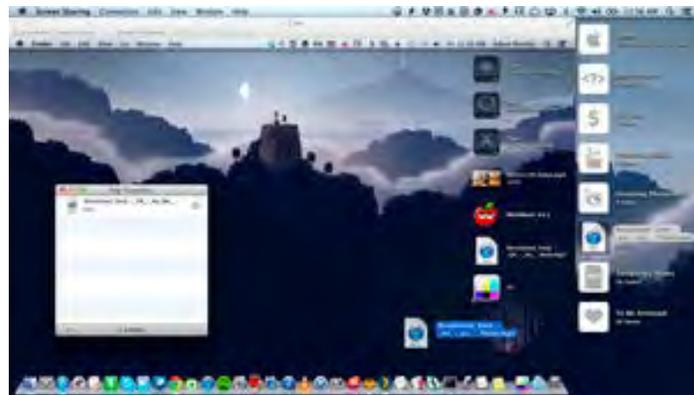
2. Insert a Page into a PDF Document Using Your Scanner

Let's say you have a PDF document and it's missing a page, or you just want to add a new page easily. In Mountain Lion, you can insert pages easily by opening the Edit menu and visiting the Insert submenu. Here you'll find options to insert a page from a file or by scanning it in. Both are cool, helpful, and a welcome edition to Preview—OS X's most underrated app.

1. Copy Files in Screen Sharing

When you're remotely accessing another computer with Screen Sharing, you're generally doing this to control that computer. Sometimes you'll find yourself without a file you need on that machine, but happen to have sitting on your primary computer's desktop. In Mountain Lion, you can just drag the file onto the shared screen, drop it where you want it, and it'll be copied over the network. This feature has actually been around in Apple's Remote Desktop software for several years, but it's nice to finally see it on the consumer side. Note: to use this feature, both the shared and primary computer need to be running Mountain Lion. ~ *Photo by Mopic*.

What You Might Not Know About Your iPhone and iPad

It's with you every moment of every day. It reminds you of little things that you sometimes forget, like calling friends on their birthdays and picking up the dry cleaning. It sleeps by your side, resting when you rest and working when you work. It even talks back once in a while. But how well do you really know your iPhone?

After months of watching friends and family use their iPhones and iPads, I realized most of them were missing out on a lot of features. I'll walk you through 10 things you might not know your iPhone and iPad can do. Aficionados may know most of these, but typical users likely won't.

1. Directly Access Apps

If you're like most people, you have your iPhone set to show some pop-up notifications. They might show up on the home screen when you get a Facebook notification or a text message, for instance, and even when the phone is locked and the screen is asleep. To open these messages, you don't have to first swipe to unlock your phone and then open the app. As long as your device isn't protected by a four-digit security code, swipe from left to right on the notification to open the app in which the message appeared. If you do use a code, you'll be prompted to enter it after swiping the notification.

2. Tap to Scroll Up

Give your pointer finger a rest from scrolling up, up, up to get back to the top of a page. Tap once on the status bar — where the time and battery life are displayed — at the top edge of the iPhone or iPad screen and you'll jump up to the top. This works for Web sites, email, Contacts and many other apps.

3. Keyboard Shortcuts

Tapping on a glass keyboard has its downsides, but a few shortcuts could ease the experience. Tap and hold the "Compose new message" button in Mail to automatically bring up all your saved email drafts. And rather than switching to the number keyboard and then switching back to the letter keyboard, tap and hold the "123" key, then drag it to a number to select it. When you lift your finger from the number, the letter keyboard will appear again.

When entering an email address, hold down the period key to see other address endings. Add emoticons to your keyboard by choosing Settings, General, Keyboard, International Keyboards, Add New Keyboard, Emoji. When entering a Web address in the browser, hold down the .com key to see alternate URL endings, like .org and .edu.

You can split the iPad's on-screen keyboard in two so you can grasp the iPad with two hands and type with your thumbs. This is on by default, though you might not know it. (To check, go to Settings, General, Keyboard and Split Keyboard.) To see the split keyboard anytime you're using the regular keyboard, spread your two thumbs from the center of the keyboard out. Or just tap and hold the keyboard icon (bottom right corner) and select Split. An Undock option also appears and this lets you move the keyboard up or down.

4. Speed from App to App

The iPhone and iPad have many apps running in the background. There are shortcuts for jumping around apps without going to the home screen. Double tap the Home button (a physical button below the screen) to see a pop-up tray of apps and swipe to the left to scroll through them. Select one to jump to it. On the iPad, do this by placing four fingers on the screen and swiping all of them up at once. This and other multitask gestures are on by default on the iPad 2 and newest iPad. But you have to turn them on with the first-generation iPad by going to Settings, General, Multitask Gestures.

5. Take Screenshots

Ever see something on your iPhone or iPad screen and wish you could save that image, but can't figure out how? Press the Home button and the On/Off button (top right edge) simultaneously to take a screenshot of whatever you see on the device. You'll hear the same sound as when you take a picture with the Camera app.

You can find all of your screenshots stored in Camera Roll, along with your photos, and share them via email or social networks as you do regular photos.

6. Swipe to Search

Another way to quickly find apps on an iPhone or iPad is to swipe left to right from the home screen. This reveals a search box in which you can type the name of any app to jump right to it. This search also finds contacts, emails, calendar items and texts, as well as other things.

7. Read Websites More Easily

Stop struggling to read overcrowded Web pages on the iPhone's small screen. Instead, tap the Reader button, found in the URL bar at the top of a Web page, and you'll see a much clearer, predominantly text version of the page. Even better: This view hides advertisements. It doesn't work with all Web sites. This also works on the iPad.

8. A Smarter Camera (iPhone)

If you've ever wished your iPhone camera had a physical shutter button, look no further. The phone's volume up (+) button doubles as a shutter button whenever the Camera app is opened.

This hard button feels sturdier all around, plus it makes it a cinch to take self-portraits or to tell strangers how to take a photo of you and your friends.

And speaking of handing your phone to strangers, don't forget about the lock-screen shortcut for opening the Camera: Slide up the camera icon (found at the bottom right of the home screen) to access the Camera without unlocking the phone.

You can do this with anyone's phone, regardless of whether or not you know their password because it only opens the Camera app, locking you out of all other apps — and other photos and videos — on the phone. Just the photos or videos you take at that moment will be visible to you.

9. Digital Picture Frame (iPad)

Put your iPad to work as a digital picture frame for a photo slide show. Tap the Picture Frame icon, which appears to the right of the slide-to-unlock bar on the lock screen.

If you own an iPad case, flip it into its stand-up position, place the iPad on a table, press the Picture Frame icon and walk away. Guests in your home will have to unlock the iPad to access other apps.

Photos can be pulled from all photos or specific albums, events or images of certain faces. Make these and other slide-show adjustments in Settings, Picture Frame.

10. Mute or Screen Lock (iPad)

The same button on the right edge of your iPad that locks the screen in portrait or landscape mode can double as a mute button. This comes in handy if you find yourself frequently muting the iPad.

Change this button's default lock function by going into Settings, General, Use side switch to: Lock Rotation or Mute. By default, this button is on Lock Rotation.

Another quick way to mute is by pulling up the multitask bar by double tapping Home (or using a four-finger swipe up), then swiping left-to-right to see a mute, as well as sliders for volume and screen brightness.

~ Katie Boehret 8/12
allthingsd.com

50 Great Apps for iPhone, Android and BlackBerry

~ Betsy Towner, Marc Saltzman

Applications transform our smartphones into the world's most versatile pocket tools, and we suggest 50 apps that will enhance your life with little, or no cost at the App Store. *Some for iPad too!*

FINANCE & PERSONAL ORGANIZATION

1. Evernote

A great free app to help you stay organized or simply jot down ideas wherever life takes you. Evernote lets you create, view, organize, search and share your ideas — sort of like a digital version of yellow sticky notes, if you will — but also with the option to include voice notes, photos and videos, too, if desired. An auto-sync feature means your notes are automatically saved and accessible on other Evernote platforms, such as the Web or your personal computer. *(Android, BlackBerry, iPhone, iPad)*

2. Mint

Set budgets, track expenses and reach your financial goals with the free Mint.com Personal Finance app for Apple and Android. This handy download for smartphone and tablet users lets you see what you're spending (and saving) through color-coded lists and graphs. You can also track your bank account balances in real-time, follow investments and even break out your expenditures by category and receive alerts when you've exceeded your budget. *(Android, iPhone, iPad)*

3. Venmo

Venmo is a free app that lets users pay money back to friends, family or colleagues. Or it can be used to split a bill at a restaurant or gift someone cash from one device to another. Simply sign up online, and then link a credit card or bank account to your Venmo account for all transactions. Venmo says the account works with all the major banks in the United States. *(Android, BlackBerry, iPhone)*

SHOPPING

4. RedLaser

The free RedLaser app uses your smartphone's camera to take pictures of product bar codes and then displays, within a second or two, the best prices at online or local retailers. Scanned UPC codes on food products can also yield nutritional facts and allergen information. RedLaser also supports QR codes, too, to help you get more information on products by capturing those little black and white squares in magazines, newspapers or on posters. *(Android, iPhone, Windows phones)*

5. Gift List

Gift List by Gennubi ($2) is a simple, intuitive and useful shopping app for iPhone that helps you track your purchases and stick to a budget. Quickly create a profile for each person on your shopping list, type in the gifts you want to buy them (and how much you want to spend) and the app will keep you organized and within budget. Check off gifts you've purchased with your fingertip, and if you like, jot down notes, too. *(iPhone)*

6. Pushpins

This popular — and free — shopping app cleverly combines your shopping list, digital coupons and nutrition facts on thousands of products. Search for items you'd like to buy or scan bar codes and Pushpins will show you the digital coupons related to the items on your smartphone (such as $1.50 off dishwasher detergent). And the app can save you time, too, by grouping your lists by aisle to get in and out the supermarket quickly. *(iPhone)*

7. CNET reviews

Buying consumer electronics can be an overwhelming endeavor given how quickly technology evolves, how expensive it can get and how confusing the terminology can be (do you know your gigahertz from your terabyte?). CNET Reviews is a handy companion for shoppers who want to carry CNET's expert staff in their pocket. Read clear and concise reviews, watch videos and scan bar codes to pull up price comparisons for popular products. *(Android, iPhone)*

~ more to come next month!

Mac 411: Format an external hard drive for a Mac

It is imperative that you have a backup plan for your computer. Your critical and important information is stored on the internal hard drive. All hard drives will fail; the ONLY questions are: when, and have you protected/prepared against the loss of information? Backup is necessary, critical and important.

Apple's operating systems are able to read almost all PC formatted hard drives and write to them. This lets hard drive manufacturers claim "works with Mac" even when the drive is formatted for PC usage.

Unless you have a reason to stay with PC format, you should reformat a purchased drive to Apple's standard/preferred formats for full functionality of your Mac. Hard drives purchased from an Apple Store are usually Mac standard; those from other sources are normally PC formatted.

Note: Even hard drives from an Apple store are formatted generically. They will work with older

Power PC Macs and the newer Intel Macs. If you have an Intel Mac, you should use the disk utility procedures below to be Intel Mac standard.

The OS X disk utility application, located in the **Utilities** folder (inside the **Application** folder), provides the capability to reformat an external hard drive to Mac standard status. (You can quickly get to the Utilities folder by selecting "Go>Utilities" in the finder window menu bar or the command, shift and U keys.) Open and start the disk utility application.

Disk Utility will show your computer's hard drives and their volumes (internal and external) in the left sidebar window. Click on the icon of your external hard drive.

Disk utility will present several soft tab options of actions to choose among; the one to choose is Partition.

Mac standard is the "GUID Partition Table" format for your Intel-based Mac, or "Apple Partition Map" for the older G5, G4, etc. Macs. (Note: G5, and G4s haven't been sold for over three years.) In addition, drive sectors should be "Mac OS Extended" (journaled) for either type of Mac.

Select the number of partitions to be created; pick at least 1, or more if you wish to have multiple volumes.

Click the options button; pick GUID for an Intel computer and return to the partition window. Choose the default "Mac OS Extended (Journaled)" format; name the partition volumes and drive. Then click "Apply."

Your hard drive is now Mac-ready. In addition it can serve as a bootable drive if you install OS X on that drive.

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

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__ Beginner __ Intermediate __ Advanced __ Consultant
Computer model(s) _____
Most used programs _____
__ iPhoto __ Keynote __ Pages __ Numbers __ iWeb
__ Photoshop __ Quicken __ Skype __ Appleworks
__ GarageBand __ Filemaker __ InDesign __ MS Office

Check what items you use:
__ iPhone   __ MobileMe acct.
__ iPad   __ Scanner
__ iPod   __ Airport/wireless
__ iMovie   __ Pages (layouts)
__ iChat   __ Keynote (slides)
__ iDVD   __ Numbers (data)
__ iTunes   __ Laptop
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 288-3737   tom@tcmug.net

2012 CALENDAR

Jan. 19 • Feb. 16
March 15 • April 19
May 17 • June 14*
July 19 • NO August
Sept. 20 • Oct. 18
Nov. 15 • Dec. 20
Library needed the room during our usual 3rd Thursday

• MONTHLY VIDEOS •
http://www.youtube.com/user/tcmug

BOARD OF DIRECTORS
Sept. 28 @ Chris' office

A variety of programs for Beginners to Advanced Mac enthusiasts.

MEETING INFO
(772) 283-5646

http://www.tcmug.net

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http://www.tcmug.net/downloads/MorgadeMap309.pdf
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US. 1 go west on Salerno Rd.
Between Indian River State College and Martin Memorial South Hospital.

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Find Out How:
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