

Apple SIG Presentation - Secrets about Mac

Menu Bar Tips

- **Spotlight Features** - Use shortcut - command, spacebar
 - Use it to find apps, get a definition, enter a word or phrase,
 - To get a calculation, enter something like figure out my monthly cost: "3288/12"
 - To convert measurements, enter something like 25 lbs or "32 ft to meters".
 - To convert cooking measurements - example: 3/4x3, 1/3 cup,
 - Convert \$\$ to Euros - enter 368Euros
 - Find theaters and showtimes - enter "showtimes"
 - Get directions by typing in the location. EX: Desert Botanical Gardens
 - Get weather info
 - Recipes for "Pulled pork"
 - Restaurants - Ex. Italian restaurants
 - Go to a website - BlueWhitellustrated
 - Text message/email from someone EX Tyler
 - Find something on your computer - EX AMC Stubs
- **Siri Features** - Use shortcut - command, spacebar (hold) (OS Sierra or later)
 - Open apps EX Open messages, open pages
 - Play music - Play Elaine Page
 - Weather for NYC
 - Watch Vikings example "Find you tube videos of Vikings"
 - Demo PIP in Safari
 - Get directions to arrowhead mall
 - Make a phone call or text - MUST BE ENABLED ON IPHONE FIRST - FaceTime in dock
 - Add a calendar appt - EX: "Add Pickleball to my calendar on Wednesday at 2"
 - Find a location...directions to the closest Starbucks
 - "Where's my iPhone or watch" - plays a sound on the device
 - Remind me to get ready at 10:20
 - Open contact info: Joan Wright contact info
 - Send an email/text - "Send a text to John Vivian"
 - System Preferences search - EX open "Printer Preferences"
 - Can change voice in System Preferences - DEMO - "Open System Preferences" - click Siri and show options
- **APPLE Icon**
 - Find Recent Items from anything you've been doing here

Dock Tips

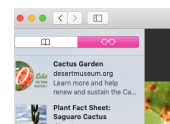
- Customizing the Dock
 - Move/Remove apps - DEMO - Pull up one of them until "Remove" appears.
 - Move apps around on the dock
 - Add apps - DEMO - Go to Finder - Applications - Chess - click and drag to dock
 - Change location - right click at right line and demo moving it left, right, center
- Finder - quick looks - DEMO - Go to Documents and select one and hit "spacebar"
- Messaging from computer - must be enabled on Iphone
 - Use the messages app from your laptop/desktop - easier to type and read
 - Forwarding something from a message - DEMO - Jill's text picture of jewelry
- Launchpad - if you like the "IPad" view
 - Shows icons for all of your apps - quick look
- Facetime - make phone calls IF ENABLED on your iPhone
 - Can make an audio or FaceTime call (Iphone only)
- SKYPE - if you have it
- System Preferences
 - Search bar will show you where to find settings - EX - Typer in "mouse"
 - Organize in "View"
 - Hold down the dotted box to see all

Safari

- **Reader View** is a way to see content without all of the surrounding
 - Ex: To to desert museum cactus info
 - Options to change font, color, size etc.
 - DRIVEN BY WEBSITE - not always available
- Can also add to offline reading list - demo on



distractions



above

General - Misc



The FLY-OUT/Share Box

- Sharing with others (fly-out box) - Appears in many apps, websites etc. to enable you to perform different actions with the content. Some examples that aren't commonly known/understood:
 - Finder - highlight a file and hit box and share
 - Safari - upper right hand corner
 - Can bookmark, save to reading list, send to others
 - Ex. Amazon shopping
 - Contact cards - careful with personal info - (lower right corner)
 - Maps - send directions to iphone/ipad
 - Photos upper right - select a photo and hit box to share
 - Preview - share screenshots etc