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October Program:

Tuesday, October 12th, 7 PM.

*"Using Macs in Marion County
Schools"*

*Presented by guest speaker
Bill Krysalika, MCSS*

OMUG ANNOUNCES NEW MAC WORKSHOPS

The first workshop "MAC BASICS"

was presented by Philip Davis on

Saturday September 18th and was

well received. Additional **FREE**

workshops will be held every third

Saturday at 10:30 AM at the main

Marion County library. **The public**

is invited. The next workshop

on October 16th will cover MAC

applications.



President's Corner by N.C. Sizemore

Hello to all OMUG members. Shelley and I are traveling again. This time it is all in the Eastern half of the good old USA. Our Macbook Pro continues to perform flawlessly. What would make it better is if it had two keyboards and two displays so we wouldn't fight over it.

I saw a news article yesterday that said Apple was getting more than its fair share of media coverage. Well, all I have to say is, "The media knows what is interesting!"

Let me put in a plug for a non Apple product. I installed a wireless router for Shelley's step-mother in Kentucky. I bought the cheapest thing I could find. It was a Belkin I found at Walmart for \$26.95 as I recall. The installation was astoundingly easy. The box contained the router, an Ethernet cable, a CD, and some brief instructions. The bottom of the router had a label with an ID code and a preinstalled password. All I had to do was connect the router to the modem with the Ethernet cable, insert the CD, and follow the CD's instructions which said to key in the ID code and the password. It worked— 5 minutes to install! (and it was on a PC which I know almost nothing about - except you have to click start to quit).

Phil has a new troubleshooting guide on the website. everyone should be familiar with it - or at least know it is there and that it is the first place to go when you need help with a problem.

All of us should want to try to fix our own problems by following this guide. Usually you will be able to fix the problem without calling anyone for help. Sure, calling for help may be easier and faster, but what about the time involvement of the person helping? Plus...puzzling it out ourselves helps us to learn more and retain more of what we have learned rather than being spoon fed the fix. Try it, you will like it. [Click here for TG.](#)

Rumor has it you may eventually be able to start watching videos on your Apple TV or iTunes, and then finish watching it on your iPad. The Apple TV interface also allows you do to something new on iOS devices — stream content straight from the iTunes Store. This streaming-only requirement of the new Apple TV was one of the big changes over the previous model. And given all the talk of Apple moving into cloud computing, it seems that this could naturally extend into remote wireless (3G) streaming. I got this from my Son-in-law who is not an Apple owner. He said he heard it on NPR so I Googled it and found it on a rumor site.

Shelley is having a total left shoulder replacement on October 11, so I will be in Tampa with her on the October 12 meeting night. I'm sorry I will not be there to hear Bill Krysalika tell about using MACs in the Marion County Public School system by demoing Final Cut Pro. I'm sure it will be an interesting program and you will enjoy it.

See you in November— NCS ■

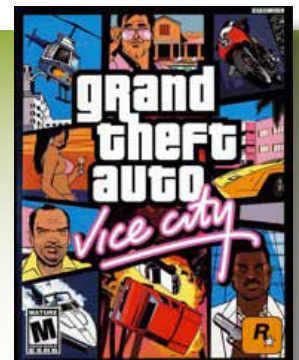
Grand Theft Auto Trilogy Bound For Mac

by David Dahlquist, Macworld.com

At long last, fans of Rockstar Games's infamous Grand Theft Auto series will be able to enjoy the franchise's unique brand of mayhem on their Macs. In a Q&A posted on Rockstar's Website, the developer mentions that a native OS X release of the Grand Theft Auto Trilogy, which includes Grand Theft Auto III, Grand Theft Auto: Vice City, and Grand Theft Auto: San Andreas, will be released "most likely" later this year.

Though Mac users with a copy of Windows can currently play the Grand Theft Auto Trilogy via Boot Camp or virtualization software such as Parallels and Fusion, a native OS X release would offer improved performance and far less headache.

Rockstar says it will release more information about the Mac versions, along with a formal announcement, soon.





1PASSWORD 3.2.5 update

1Password 3.2.5 includes multiple bug fixes and important improvements. These include a change to the auto-submit feature, which fills and submits login forms automatically, to prevent the form from being instantly submitted if it contains a text field. This has been an issue in the past.

1Password 3.2.5 also brings usability and interface enhancements, including a new dialog with instructions for updating the browser plugins when it encounters an unknown version of a browser, such as the recent release of Safari 5. Among other fixes and changes, support for additional HTML5 form fields (url and number) is included, as well as fixes for display issues when re-typing an unlock password over a failed attempt.

The 3.2.5 update is free to current licensed users of version 3.0 or higher.

No 1PASSWORD on your computer?

Use KEYCHAIN to recover forgotten passwords you tell your Mac to remember.

Here's how you can do this:

In Spotlight, search for "Keychain Access", or navigate to Applications folder > Utilities > Keychain Access. You'll see your different keychains organized here, such as Login, PrivateEncryptedData, System, or System Roots.

To reveal the password to a wireless network you've logged into in the past, double click the name of the network under "System." Under the attributes tab, select the "Show password" checkbox. Now enter your keychain password, which is usually the same password you use to log into your Mac or install new software. To display the password for the keychain item, click Allow. The password will be displayed next to the "Show password" checkbox.

Phil's TechTip

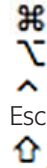
a monthly feature—



Mac Keyboard Shortcuts—

Mac OS X was designed to allow you do almost everything using a mouse to point, click and select actions from menus. However, as you become familiar with Mac OS X, you can use keyboard shortcuts to perform common tasks quickly. Here's a list of a few useful Mac keyboard shortcuts.

You can get a complete list of the shortcuts from the keyboard selection in the system preferences. From the apple icon select SYSTEM PREFERENCES > KEYBOARD > KEYBOARD SHORTCUTS.



CMD = command or Apple key

OPT = option or alt key

CTRL = control key

Esc = escape key

SHFT = shift key

Essential Editing Shortcuts

CMD+A:	Select All text in a document
CMD+C:	Copy text
CMD+V:	Paste text
CMD+X:	Cut text
CMD+Z:	Undo last edit
CMD+SHFT+Z	Redo last edit
CMD+S:	Save document
CMD+SHFT+S	Save as document (change the name)
CMD+P:	Print document
Function+Delete:	Forward delete (on laptop keyboard)

Other Essential Shortcuts

CMD+OPT+D	Hide / show the Dock
CMD+Del:	Move selected item to Trash
CMD+Space	Open spotlight window
CMD+OPT+Space:	Open spotlight search field
Space	Use QuickLook to view document

Other Application Shortcuts

CMD+N:	Create new document
CMD+O:	Open a document
CMD+SHFT+/ CMD+Q:	Show help menu
CMD+Q:	Quit active application
CMD+, (comma)	Open preferences for active application
CMD+OPT+ESC	Force Quit

Finder Shortcuts

CMD+TAB:	Navigate to other open applications
CMD+O:	Open selected item
OPT+Drag:	Copy file to a new location
CMD+OPT+W:	Close all windows
CMD+OPT+M:	Minimize all windows
CMD+OPT+D:	Show/Hide Dock

Other Useful Shortcuts

CMD+Click:	Right-click
CMD+E:	Eject CD or DVD
CMD+SHFT+Q:	Log out
CMD+OPT+Eject:	Enter Sleep Mode
CMD+CTRL+Eject	Quit all applications and restart
CMD+SHFT+Delete	Empty trash
CMD+T	Show fonts palette in some applications
CMD+SHFT+C	Show colors palette in some applications

To download this keyboard shortcut information as a separate printable PDF, [click here](#).

Four Awesome Automator Tips

Easy ways to take advantage of Apple's automation tool—

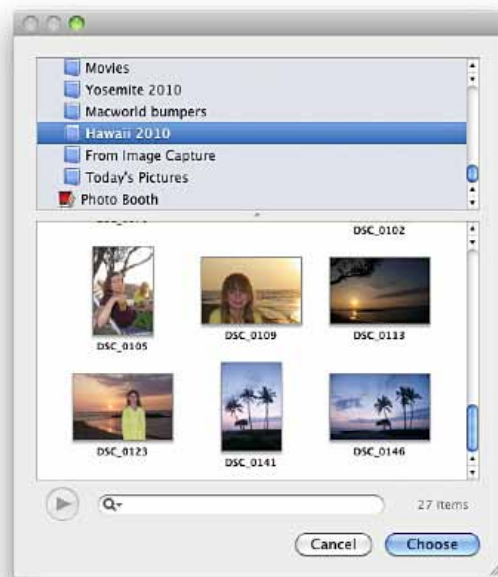
by Christopher Breen, Macworld.com

Apple's built-in automation tool, Automator (in /Applications), is capable of performing wondrous feats, yet far too many people ignore it—believing their work wouldn't benefit from automation or that Automator is too difficult to use. Neither is the case, as evidenced by these tips for the Snow Leopard version.

1. Access your media anywhere

If you spend much time with Apple's iLife and iWork suite applications, you're probably accustomed to having your media close at hand via the Media Browser—a panel that displays the contents of your movie, photo, and iTunes libraries so you can more easily use these elements in projects. Yet when you want to access these files with a different application, you often have to open your Movies folder, iPhoto, or iTunes to do so because the panel is absent. It needn't be, as a collection of Automator services makes the Media Browser available anywhere.

Fond of the iLife and iWork Media Browser? Download a free Automator workflow and you can access it from anywhere.



Travel to the Mac OS X Automation Website and download the Media Picker Services collection. When you install it, you'll discover that the Services menu—found in all your Snow Leopard applications under *Application Name* > Services—includes three new entries: Browse iTunes Library, Browse Movie Library, and Browse Photo Library. Choose the most appropriate one based on your needs and a Media Browser window appears, containing your media. Just select the file you want and drag it into a document.

2. Listen to your documents

Snow Leopard includes another helpful Automator service that lets you take your documents with you in audio form. This is a great way for both those always on the move and those with visual impairments to access text documents. To invoke it,

launch System Preferences, select Keyboard, click the Keyboard Shortcuts tab, and select Services in the window's first column. Scroll down to the Text heading and enable the Add To iTunes As A Spoken Track service. (If you like, select the service, press the Return key, and assign a keyboard shortcut to it.)

Now open a text document that you'd like to save as an audio file. Select all the text, choose

Services from the application's menu (for example, *BBEdit* > Services), and then invoke the Add To iTunes As A Spoken Track command. An Automator workflow kicks in that uses OS X's built-in text-to-speech feature to convert the text to audio and then saves the file to iTunes. You'll find it under the new Spoken Text playlist with the name Text To Speech.

3. Opt for an automatic slideshow

Use Automator's Image Capture template to create a workflow that collects images from your camera and presents them in a slideshow for your review. For example, in iPhoto create an album (*File* > *New Album*) called Today's Pictures. Open Automator, create a new

workflow, and in the template chooser select Image Capture Plugin. Click on the Photos item in the Library column and create a workflow that contains these steps: Review Photos, Import Files into iPhoto, Get Selected iPhoto Items, Play iPhoto Slideshow.

In the Import Files into iPhoto action, choose your Today's Pictures album as the destination for your pictures. And in the Get Selected iPhoto Items, choose Albums from the Get Selected pop-up menu (this causes the action to be named Get Selected iPhoto Albums). Save your workflow (*File* > *Save*) with the name Review and Slideshow. Now connect a camera to your Mac (this can be your iPhone). Open Image Capture (in /Applications) and from the Import To popup menu at the bottom of the screen choose your Review and Slideshow workflow. Select some images and click the Import button. An Image Review window will appear that displays the first image along with—among other things—Reject and Approve buttons. Click the appropriate button and continue to review your images. When you finish reviewing the images, iPhoto opens, adds the approved images to your Today's Pictures album, and then displays a slideshow of the images you approved.

4. Pull text from PDFs

If you've ever sought an easy way to extract text from PDF files, Automator provides a way. Create a new Automator workflow and in the templates sheet, choose Application. Create a workflow that contains these actions: Get Selected Finder Items (under Files & Folders in the Library column) and Extract PDF Text (under PDFs in the Library column). In the Extract PDF Text action, choose Rich Text as the output option, as the text will look better this way. Also, select an output destination—a folder you've called PDF Text, for example—from the Save Output To pop-up menu.

Now save the Automator application to your Desktop. When you're ready to convert a PDF file, just drag it on top of the Automator application you created. In a short time, Automator will extract all the text from that document and place it in a new text document within the target folder. You'll likely have to clean up the text as you'll see odd characters and formatting.

Definition of TechGuru (TG):

A TG is anyone that knows more (even slightly) than you about something. This can range from another Mac User all the way to AppleCare. Every Mac User is a TG sometimes.



Resizing Photos For Emailing—

By Chris B. @ Basics4Mac



Your digital camera takes photo images at very high quality. With this high quality comes very large file sizes. iPhoto is able to handle these large files just fine, but what about when you want to email a copy of one of your photos? Email is not meant for sending large files. Many email systems have a 2MB maximum on attachments and many of photos in my iPhoto library are in the 6 to 8MB range. If you try to attach photos that are too large, your email may bounce back to you or it may be delivered without the attachment.

Also keep in mind that some people (gasp) don't have a fast broadband internet connection and that it will take a very long time for them to download your large photos.

Fortunately, it is very easy to resize your photos to make them ready for emailing from iPhoto.

1. Select one or more photos.
2. Click the "Email" button on the bottom toolbar. You will be asked what size to make the photos: small, medium, large or actual size. Small or medium are fine for most emails.
3. Hit the Compose Message button and the photo is resized and inserted into a new email message in Mail.

Note: Just the email attachment gets resized. The image in your iPhoto library stays the same size.

Note 2: If you drag and drop your photos directly from iPhoto or the Finder into a new email message, they are not resized. Check out [this tip](#) from the Apple Max OS X Pro Tips for a quick way to resize these images. ■

Adobe releases Photoshop Elements 9

by Heather Kelly, Macworld.com



Adobe has announced the latest version of Photoshop Elements 9, the company's consumer-level photo editing application, for both Mac and Windows. There are a number of features in this version that are new to Mac users, most notably the bundled Elements Organizer, which acts as a hub for importing, managing, and viewing photo and video files. In an exciting addition for all platforms, Photoshop Elements 9 takes the power of one of Photoshop CS5's most popular features, Content Aware Fill, and puts it into the Spot Healing Brush. This powerful new tool can be used to remove specific objects from an image by analyzing the surrounding information. Also new to this version are Layer Masks, which can be used to block out specific parts of images with varying transparency levels.

Users new to photo editing can use the program's guided edits to learn how to make basic or fun edits to their images, including imitating the toy camera look, with easy to follow step-by-step instructions. Photographers can then share their creations by posting them directly to sites like Facebook and Flickr from the organizer, or by using any of the templates included in Elements 9 to create scrapbooks, photobooks, online albums, or slideshows.

The Elements Organizer lets users sort images in a number of ways, including with automatic face recognition and keyword tags. A new auto-analyzing tag feature analyzes the content of images, such as lighting and contrast, to smartly suggest appropriate keyword tags.

Photoshop Elements 9 runs on Intel Macs running 10.5.8 or later. The program will cost \$100 and come packaged with the Elements Organizer. For an additional \$50 users can upgrade to Photoshop Elements 9 Plus, which adds 20GB of online storage and access to various libraries of templates, guides, and artwork. ■

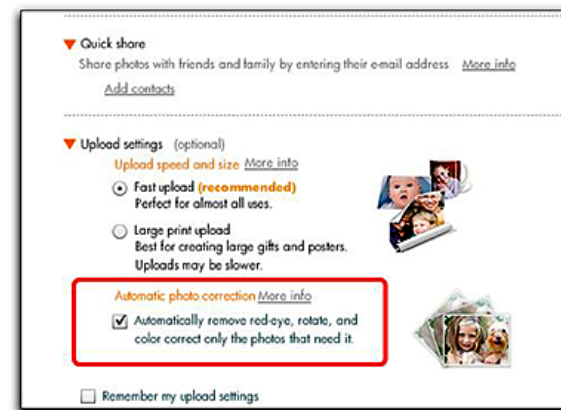
Avoiding Autocorrection When Sending Photos to be Printed

By Chris B. @ Basics4Mac

One of the most popular tips at Basics4Mac is how to print photos from iPhoto at Walgreens and Walmart. I hadn't done it myself in a while, but this morning I sent two photos for printing. I noticed a new option on the uploads screen that can help make your prints look more like the photos you have in iPhoto.

Sending photos online to be printed is very easy and cheap (my two 4x6 prints cost me \$0.27) and results in great quality prints. There is a one downside, however. In an effort to improve the look of prints, the machine that makes them tries "improve" upon the photo by doing basic editing like fixing color, removing red-eye, rotating, etc. But the machine uses a one-size-fits-all algorithm to make these corrections.

If you have spent time in iPhoto to carefully editing your photos to your liking, the algorithm that "fixes" your photos can actually mess up your hard work. A recent addition to the upload tool that Walgreens and Walmart use is Upload Settings. Click on the link and you will get a checkbox to turn off all auto-correction. With this box unchecked, the machine that makes the prints will print them exactly as you sent them. ■



Editor's Note— *The wildly successful iPad is making a significant impact in many avenues of our society. Here are several of the latest points of impact. This time it's business. Each item has a link to the full article. Enjoyable reading!*

iPad



iPad Advances Dentistry— *When new patients enter Dr. Jonathan Ferencz's thriving prosthodontics practice in midtown Manhattan, they're greeted with a smile — and an iPad.*

For Dr. Ferencz, the latest technology has always driven quality patient care. As an early iPad adopter, Dr. Ferencz knew the device could launch a new era in digital dentistry.

iPad has become central to all aspects of the practice. In addition to simplifying patient forms and record-keeping, iPad enables Dr. Ferencz to show his clients photos of treatment options. And his technicians refer to digital images on iPad to create perfect-looking dental prosthetics. ■

The complete article can be seen at: <http://www.apple.com/ipad/business/profiles/dr-ferencz/>

Humanitarian Mission Meets Innovative Technology— *When Scott Harrison founded charity: water in 2006, he took on a colossal mission: bringing clean, safe drinking water to the world. With one billion people in need of help, the numbers were daunting — but Harrison was inspired to challenge the odds. He also pledged to use a groundbreaking charity model in which 100% of public donations would fund projects, not operations.*

To meet these ambitious goals, Harrison knew he'd need the help of highly innovative technology. He turned to iPad.

Handheld Storytelling

Like most charitable organizations, charity: water needs to raise money. And to do that, Harrison must connect emotionally with prospective donors. So when making a presentation, he shows photos and videos of charity: water's international projects — images that make a big impact when displayed on iPad.

"In a 30-minute donor pitch, I show 175 photos and videos," he says. "It's awkward to set up a laptop on the table in an upscale restaurant. With iPad, it feels more like sharing. I can hand my iPad to another person and let them move through a presentation at their own pace. It's a whole new level of intimacy around storytelling." ■ *See link next column*

The complete article can be seen at: <http://www.apple.com/ipad/business/profiles/charity-water/>

Enhancing Guest Services Globally With iPad— *For over 50 years, Hyatt Hotels & Resorts have aimed to make guests feel more than welcome by providing amenities and services that meet their needs as quickly and directly as possible. With iPad, Hyatt now has the ideal platform to deliver the kind of seamless guest services the company prides itself on — not to mention a powerful, portable business tool for executives in Hyatt's corporate headquarters.*

"We're all about home away from home," says John Prusnick, Director of IT Innovation & Strategy for Hyatt Hotels & Resorts. "We're also all about 'high touch,' meaning the interaction with the guest. We're enabling that with iPad. The combination of the two has been very powerful for us to reach that operational vision."

From Hyatt's Chicago headquarters to individual properties throughout the world, iPad is changing the way this hotel empire does business. Features like instant-on power, fast Internet access, and a large, easy-to-use onscreen keyboard make iPad a valuable contributor in meetings — and many Hyatt executives now take iPads on business trips in place of laptops.

With iPad, Hyatt managers have an immediate, full-size view of their email, contacts, calendars, financial data, and other business resources wherever they are. "You can write up notes during a meeting, automatically make a PDF, and email it," says John Wallis, Hyatt Hotels Corporation's Global Head, Marketing & Brand Strategy. "In our office, iPad has already become part and parcel of the way we do business."

"I don't carry my diary anymore," adds Harmit Singh, Hyatt Hotels Corporation's Chief Financial Officer. "I don't carry a calculator. I used to subscribe to all the journals: the Wall Street Journal, the Financial Times. That's all disappeared. It's all on iPad."

Boardroom to Guest Room

With hundreds of iPads already in employees' hands and thousands more in the works, Hyatt keeps finding new ways to use iPad to streamline operations. Plans are now underway to deploy iPad throughout the organization, enhancing everything from registration to in-room services.

"We're looking at ways to make things simpler for business travelers," Singh says. "Making check-in easier after a flight or a long day's work, making it easy to access the Internet." When guests walk into Hyatt's boutique-style

Andaz hotels, they'll be greeted by hotel staff with iPads. "We can swipe your credit card, capture your signature, and check you into the hotel," Prusnick explains. "We even have the ability on iPad to encode your key so you can go directly into your room."

Hyatt is also developing iPad-accessible apps that allow guests to order room service, view hotel amenities, review charges, and check out. "Business travelers are bringing their own iPads on trips," says Prusnick. "We want to enhance their experience and allow them to manage their stay, leveraging iPad." ■

The complete article can be seen at: <http://www.apple.com/ipad/business/profiles/hyatt-hotels/>

"A lot of companies have chosen to downsize, and maybe that was the right thing for them. We chose a different path. Our belief was that if we kept putting great products in front of customers, they would continue to open their wallets."

—Steve Jobs

Mac OS X version of AutoCAD due out in October

By Josh Ong of AppleInsider

Autodesk is bringing AutoCAD, its industry standard design software, back to the Mac in October. A free AutoCAD viewer app for iOS is on its way as well.

Autodesk senior vice-president Amar Hanspal told the Financial Times that a Mac OS X version of its flagship software will be released by the end of October. Pricing will remain the same as the Windows version.

"Apple is thrilled that Autodesk is bringing AutoCAD back to the Mac and we think it's the perfect combination for millions of design and engineering professionals," said Apple senior vice-president of Worldwide Product Marketing Philip Schiller in a news release.

The last time AutoCAD was available on the Mac was in 1992. 13 releases have followed since then, including the current Windows-only Release 25, which was released in March.

The addition of the \$4,000 program to the Mac software lineup could help Apple see continued growth in Mac enterprise sales. According to figures from the June quarter, Mac business sales increased 50% year-over-year, compared to 16% growth in the market.

AutoCAD has over 10 million users, many

AutoCad: continued from page 5—

of whom, according to Hanspal, have requested a Mac version of the software.

Hanspal also announced an upcoming iOS application, AutoCAD WS, that will allow users to view and make small modifications to their designs. The app will work on the iPad, iPhone, and iPod Touch.

The iPad's not the only tablet that Autodesk is interested in. "The tablet is becoming an interesting form factor. There are multiple operating systems people are looking at," Hanspal said.

A browser-based limited-function version of AutoCAD is also in development.

In May, screenshots of a Mac OS X beta of AutoCAD were published on an Italian Mac forum, confirming speculation that Autodesk was at work on a Mac OS X release.

Editor's note— I'm sure, at \$4000, we'll all be rushing to get our copy on order..... just joking. This is though, a milestone for Mac penetration in the business community.

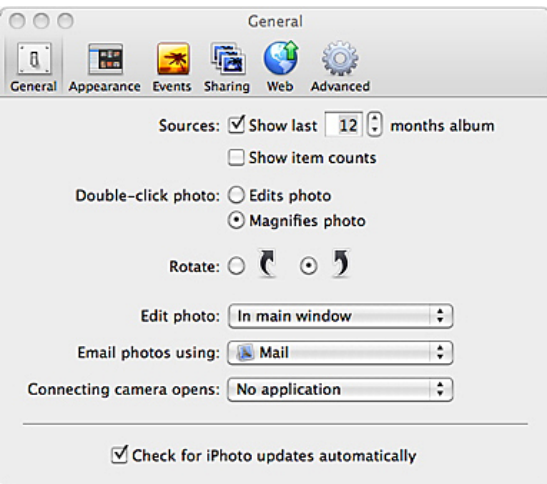
Essential iPhoto Editing Tricks—

edited from an article by Derrick Story, Macworld.com.

iPhoto includes most of the image editing tools that casual photographers need to spruce up their photos. In fact, it may have more powers than even seasoned iPhoto users realize.

Make a shortcut for editing

I spend far more time looking at pictures in iPhoto than I do editing them. So in Preferences, I have the "Double-Click Photo" option set for "Magnifies." That way, when I double-click on a thumbnail, I see a bigger version of the shot. However, when I do want to edit an image instead of just viewing it, all I have to do is hold down the Option key when I double-click. This takes me directly to Edit mode instead.



Quick zoom for closer look

Once you're in Edit mode, you might want a



closer look at a particular area. This is handy to gauge sharpness and quality, or to fix a small flaw in your image. Place your mouse pointer over the area that you want magnified, then press the 1 key. iPhoto takes you to a 100 percent view of the very spot you want to see. Want to get even closer? Press the 2 key. Now you're at 200 percent. Whoa, too close? just press the 0 key to return to the normal view. Recover blown-out highlights

One of the benefits of shooting a "Raw" file is that shooters have an extra goody just for them in the Adjust palette: a hidden highlight recovery slider. This is a subtle, elegant tool for bringing detail back in the super bright areas of the image. The recovery slider is much less heavy-handed than the Highlights slider, which tends to dull the entire image rather than just recovering detail.

To use the recovery slider, first find a raw file in iPhoto and go to Edit mode. Then open the Adjust palette by pressing the letter A on your keyboard. Hold down the Option key, and you'll see that the Exposure slider becomes a Recovery slider. You can be fairly aggressive with this adjustment without worrying about compromising your image.

The Highlights slider (left) versus the Recovery slider (right).



Add vibrancy to a dull scene

Many high-end image editors, such as Photoshop, Lightroom, Adobe Camera Raw, and Aperture have a Vibrance (or Vibrancy) control that lets you increase the richness of color in a photo without polluting the overall picture. As part of this wonderful feature, the skin tones are protected even though the environment becomes more rich and colorful. Vibrancy adjustments look more natural than increasing the Saturation.

Fortunately, iPhoto also has a Vibrancy slider—you just don't see it. To enable it, check the box labeled "Avoid Saturating The Skin Tones" that's beneath the Saturation slider. By doing so, you change the behavior of the Saturation slider to that of a Vibrancy slider. Even though its label remains the same, the results will be very different. Checking the box not only helps protect the skin tones from overall color tints, it protects the entire photo from becoming garish. Your boosted colors will look far more natural using Vibrancy. (This is such an improvement, in fact, that I recommend that you leave the box checked all the time.)

Fine tune the enhance tool

Enhance is one of those amazing tools that with one click, can transform your photo from dull to dazzling and you can fine-tune the results. While in Edit mode, open the Adjust palette first. Note the position of its various sliders. Now, with Adjust open, click on the Enhance tool (magic wand icon to the left of Red Eye). After your picture is "enhanced," you'll see that

iPhoto Tips: continued from page 6—

iPhoto tells you exactly what it did by moving the appropriate sliders in the Adjust palette. Now you can fine-tune the results by further adjusting the sliders it moved.

See before and after

Regardless of which of these techniques you're using, how do you know that you're

actually making your picture better than the original shot? You can easily check your work along the way by pressing the Shift key at any time. When the shift key is down, you see the original image, take your finger off it, and the edited version re-appears.

If you don't like what you've done, iPhoto always lets you go back to the original shot via the Revert command: Photos -> Revert... ■



Take control of how files open—

Determine what application your documents open in, occasionally or always.

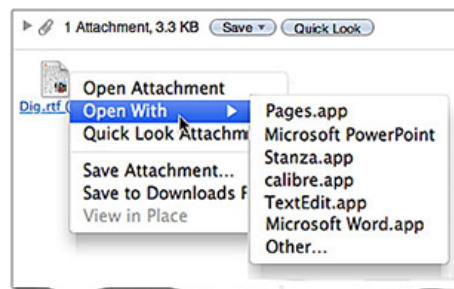
by Sharon Zardetto, Macworld.com

It's happened to all of us: A colleague sends an image that you'd like to edit, but when you double-click on it, Preview launches instead of Adobe Photoshop. Or, you save a text-only document from Microsoft Word and when you later open it from the Finder, it launches TextEdit instead. Before OS X 10.6 (Snow Leopard), when you double-clicked on a file it would always open in the application that created it. Now, native documents (that is, .doc or .docx files for Word, .indd files for Adobe InDesign, and so on) still open in their parent applications, but common file types—for instance, .txt, .jpg, and .html—open in more generalized applications, such as Apple's TextEdit, Preview, or Safari.

Whether or not you like Snow Leopard's new approach, you can always control which application opens a file. The Open With command and its variations let you temporarily override, or completely reassign, where your documents open—as long as you choose an application that knows how to interpret the document's information. And, if you're working

in OS X 10.5 (Leopard), where a double-clicked file always looks for its creator instead of a pinch-hitter, these commands are still very useful when you want to open documents with something other than their parent applications.

Open With: Just this document, just this time



You can control what application your file opens in, even when the file is an e-mail attachment. In Mail, Control-click on the attachment's icon to see a contextual menu.

A friend has e-mailed a rough draft of a document created in TextEdit and saved in Rich Text (.rtf) format. You want to edit it in Microsoft Word. Sure, you can use Word's Open command (as long as you set the Enable pop-up

menu in its Open dialog box to All Readable Documents), but Word isn't running yet, and you're looking at the document's icon in your File -> Open With, and select Microsoft Word from the submenu. Or, Control-click (right-click) on the file's icon and choose Open With -> Microsoft Word from the contextual menu. This time the file will open in Word. The next time you double-click on it, it will revert to opening in TextEdit.

The time-honored tradition of a "force open" still works, too: dragging a document onto an application's icon in the Dock or in the Applications folder has the same result as using the Open With command.

Tip: You don't have to save an e-mail attachment first to open it in something other than its default application. If you're using Apple's Mail, you can Control-click (right-click) on the attachment's icon in the message window to see a contextual menu that includes the "Open With" command.

Always Open With: Just this document, from now on.

Snow Leopard opens JPEG images in Preview. You may find this a perfectly good solution most of the time if all you want to do is flip or rotate the image, or perhaps save it in a different format such as TIF or PNG. But in this case, you want to open the JPEG in Photoshop for more advanced alterations and you know you'll be editing the image repeatedly.

Select the file in the Finder. Hold down the Option key and choose File -> Always Open With, and then select Adobe Photoshop from the submenu. (Alternatively, you can open the File menu and then press Option, which changes the Open With command to Always Open With.) From now on, this file will open in Photoshop while other JPEGs continue to open in Preview.

You can also access the Always Open With command from a Finder's contextual menu, but you must press Option after you've opened the contextual menu to change the Open With command to Always Open With. Pressing Option before or as you open the contextual menu doesn't alter the command.



Photo by A. Sypheer—edited on a Mac

OMUG Meeting Information—

The Ocala Mac User Group meets on the 2nd Tuesday of the month at the following location to the SE of Ocala:

St. George Anglican Cathedral— Parish Hall

5646 SE 28th St., Ocala, FL 34471
(352) 624-0112

See www.ocalamug.org for a map

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Mac Users Helping Mac Users—

OMUG volunteers will try to help with your computer and software problems. Please add your name to this list if you are willing to share your expertise with other OMUG members.

General Mac Problems— Tim Rankin
rank.tim@gmail.com • 821-2201

Print Shop or Print Explosion—
Judy Rankin
judyrankin@mac.com • 821-2322

General Mac Problems— Web Design
Philip Davis (email ONLY)
p.davis@ocalamug.org

OMUG Assignments—

Assist. Secretaries— Sally Smyth and
Shelley Sizemore

Fifty-Fifty Raffle— Earl Satterfield

Membership— Nancy Kirby

MUGSHOT Newsletter— Al Sypher

Program Coordinator— Burt Stephens

Refreshments— Della Marteny and
Ed Jaworowski

Sunshine Lady— Virginia Baldwin
vbaldwin@atlantic.net • 629-6308

**Webmaster and
Apple Ambassador—** Philip Davis

OCALA MACINTOSH USER GROUP – MEETING MINUTES: September 14, 2010

The meeting was called to order by N.C. Sizemore at 7pm.

Announcements and Introductions: N.C. welcomed members and guests. Thanks to Roberto and his nephew Luis Carrascosa, we now have internet access. Phil Davis announced that his workshops will begin on September 18 at the main library on Silver Springs Blvd. The sessions will be from 10:30 AM to 12:30 PM and will meet on the 3rd Saturday of each month. The first session will concentrate on basics of using your Mac. • Al Sypher said there is a new version of Office Suite coming which will limit the number of computers on which you can install the program. but there will be a lower price for educational uses.

Secretary's Report: The August meeting minutes were accepted with no changes. Further report from the secretary. I attended Phil's workshop and found it to be very beneficial. "Basics" is not enough to convey the amount of information Phil presented as we learned many tricks and shortcuts. There were 7 people in attendance and Phil has provided links to the information presented at the workshop on the OMUG website, <http://www.ocalamug.org/>. Worth your time to take a look, or better yet, make room in your schedule to attend the next workshop on Oct. 16th.

Treasurer's Report: Judy Rankin reported that as of September 14, the bank balance is \$1710.14

Program Topic: A Human Factors view of Personal Computing— **Speaker,** Burt Stephens

Program Highlights: Burt provided an interesting history of computers and the variety of ways they have impacted on our lives and how we have seen them change over the years to fit our needs. Commodore 64 anyone? Human factors can be described as applying what we know about human capabilities and limitations to design of products, processes, systems and work environments. The material used has been placed on the website for your review.

Mac Tips: Disk Tools Pro. Phil gave a brief overview of the program and noted the system requirements. Stressed a need to be careful if asked to delete anything as it may take out more than you want. Details on the web site.

Questions? Why does my screen go dark? Check "Energy saver" in the preference to find out what your settings are and adjust as needed. Keep the Preference setting locked until you want to make changes. • **How do I let people know I will not be answering email?** All email programs have a process for announcements where you can set, add, or change a rule for notifying your contacts. Best to only notify your personal contacts, not a general list.

Next Meeting Presentation: Bill Krysalca on Using Final Cut Pro Suite in Marion County Schools.

Miscellaneous News: Members enjoyed refreshments, planned and served by Ed Jaworowski. Our best wishes to Virginia Baldwin who is recovering from a fall at LifeCare Rehabilitation.

50/50 Raffle Winners:

Bob Adams; \$20 and \$20

Carolyn Docteur: Disk Tools Pro Software

Shelley Sizemore: I-Phone book

Patricia Sullivan: Carrying Case for laptop computer (Donated by Earl Satterfield).

Members only drawing: No drawing this month.

Attendance: Twenty-five members, one guest.

Meeting adjourned at 9:00 PM.

Many thanks to members who stayed to help straighten up the room.

Respectfully submitted by:

Nancy Kirby, Secretary

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