

1. Record Nr.	UNINA9910254752303321
Autore	Wang Wallace
Titolo	Mac OS X for Absolute Beginners // by Wallace Wang
Pubbl/distr/stampa	Berkeley, CA : , : Apress : , : Imprint : Apress, , 2016
ISBN	9781484219133 1484219139
Edizione	[1st ed. 2016.]
Descrizione fisica	1 online resource (507 p.)
Disciplina	004
Soggetti	Apple computer Computer programming Architecture, Computer Apple and iOS Programming Techniques Computer System Implementation
Lingua di pubblicazione	Inglese
Formato	Materiale a stampa
Livello bibliografico	Monografia
Note generali	Includes index.
Nota di contenuto	Intro; Contents at a Glance; Contents; About the Author; About the Technical Reviewer; Acknowledgments; Introduction; Part I: Basic Training; Part II: Customizing OS X; Part III: Having Fun; Part IV: Getting on the Internet; Part V: Getting Work Done; Part VI: Useful Macintosh Information; Index; Chapter 1: Understanding OS X; Chapter 2: Giving Commands with the Mouse, Trackpad, and Keyboard; Chapter 3: Running Programs; Chapter 4: Typing and Editing Text; Chapter 5: Understanding Files and Folders; Chapter 6: Manipulating Files; Chapter 7: Sharing Files Chapter 8: Using the Dock and the Launchpad Chapter 9: Installing Software; Chapter 10: Customizing the Screen; Chapter 11: Customizing the Finder Window; Chapter 12: Organizing Windows; Chapter 13: Playing with Photos; Chapter 14: Watching and Editing Video; Chapter 15: Playing Music; Chapter 16: Reading e-Books; Chapter 17: Browsing the Internet; Chapter 18: Using E-mail; Chapter 19: Using Messages and FaceTime; Chapter 20: Using iCloud; Chapter 21: Keeping Track of Contacts; Chapter 22: Using Notes, Stickies, and the Calendar; Chapter 23: Modifying PDF Files

Chapter 24: Capturing Screenshots and VideoChapter 25: Syncing a Mac with an iPhone or iPad; Chapter 26: Protecting Your Data; Chapter 27: Protecting a Mac from Malware; Chapter 28: Shopping for a New Mac; Why Computers Are So Difficult to Understand; Computers Are Designed for Experts, Not Beginners; Understanding the Mac Philosophy; Understanding the OS X Desktop; Using a Keyboard; Using a Mouse or Trackpad; How to Turn a Mac On and Off; Summary; Hovering; Pointing and Clicking; Dragging; Right-Clicking (or Secondary Clicking); Using the Keyboard; Summary; Finding a Program; Using the Dock
Using a ProgramUsing Mission Control; Quitting a Program; Summary; Moving the Cursor; Selecting Text; Deleting Text; Copying Text; Moving Text; Copying and Moving Text by Dragging; Formatting Text; Typing Unusual Characters; Summary; How OS X Organizes Files; Viewing the Contents of a Folder; Creating Folders; Summary; Opening a File; Previewing a File; Creating and Saving a File; Identifying an Open File's Location; Renaming a File; Copying a File; Moving a File; Deleting a File; Searching for a File; Tagging Files; Searching with Tags; Using iCloud; Summary; Creating a PDF File
Opening a PDF FileImporting a File; Exporting a File; Compressing Files; Using AirDrop; Using File Attachments with E-mail; Summary; Changing the Location of the Dock; Changing the Size of Dock Icons; Magnifying the Dock Icon; Temporarily Hiding the Dock; Adding Folders to the Dock; Using the Launchpad; Summary; Finding Software on the Mac App Store; Installing Software from the Internet; Installing Programs from a DVD; Uninstalling Programs; Summary; Changing the Desktop Wallpaper; Defining a Screen Saver; Defining Hot Corner Shortcuts; Password Protecting a Mac; Saving Power; Summary
Changing the Sidebar

Sommario/riassunto

Best-selling author Wallace Wang teaches you how to use El Capitan, the latest version of the Mac operating system, in everyday situations. This book shows you, the beginner Mac user, how to get up and running, operate, and work day-to-day on your Mac. You will learn how to run applications, manage windows and files, work with the internet, and more. You will even learn how to use your Mac with an iPhone and an Apple watch. If you're eager to learn how to use a Mac, Mac OS X For Absolute Beginners is your opportunity to give it a go. Following are just a few of the highlights: Hit the ground running with Mac OS X El Capitan See how to navigate and manage views on the desktop Learn how to manage your files Discover what entertainment options are available to you, and how to use them.
