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Titolo	Complete OS X Mavericks / / Ben Harvell
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ISBN	1-118-73677-X 1-118-73671-0
Edizione	[1st edition]
Descrizione fisica	1 online resource (555 p.)
Collana	Teach yourself visually
Disciplina	005.446
Soggetti	Apple computer Operating systems (Computers) Electronic books.
Lingua di pubblicazione	Inglese
Formato	Materiale a stampa
Livello bibliografico	Monografia
Note generali	Includes index.
Nota di contenuto	Table of Contents; Chapter 1: Reviewing What You Can Do with OS X; Create Documents; Play and Record Music; View and Organize Your Photos; Play and Make a Movie or Slide Show; Take Advantage of the Web; Communicate with Others; Organize Your Contacts and Appointments; Plan Journeys; Chapter 2: Learning Basic OS X Program Tasks; Explore the OS X Screen; Tour the Dock; Start an Application; Start an Application Using Launchpad; Switch Between Applications; View Running Applications with Mission Control; Tour an Application Window; Run an Application Full Screen Select a Command from a Pull-Down Menu Select a Command Using a Toolbar; Select Options with Dialog Controls; Move Windows Between Screens; Add Special Characters and Accents When Typing; Using Quick Look to Preview Documents; Chapter 3: Working with Files and Documents; Save a Document; Open a Document; Print a Document; Edit Document Text; Copy a File; Move a File; Rename a File; Delete a File; Using Finder Tabs; Tag Documents and Files; Add Tags When Saving a Document; Search for Documents and Files; Duplicate a Document; Store a Document in iCloud; Chapter 4: Browsing the World Wide Web Open and Close Safari Select a Link; Enter a Web Page Address; Open a

Web Page in a Tab; Navigate Web Pages; Navigate with the History List; Change Your Home Page; Bookmark Web Pages; Search for Sites; Download a File; Using Top Sites in Safari; Using the Safari Sidebar; Share Links with the Share Button; Turn On Private Browsing; Access iCloud Tabs; Sync Passwords Between Devices; Using the Password Generator; Navigate Open Tabs in Safari; Chapter 5: Communicating via E-mail; Open and Close Mail; Add an E-mail Account; Send an E-mail Message; Add a File Attachment; Add a Signature  
Receive and Read E-mail Messages Reply to a Message; Forward a Message; Open and Save an Attachment; Create a Mailbox for Saving Messages; Create Rules to Filter Incoming Messages; Set an Out-of-Office Auto Reply with iCloud; Create a Smart Mailbox; Flag E-mails in Your Inbox; Mark E-mail as Junk; Sort E-mails in Your Inbox; Search for an E-mail; Chapter 6: Talking via Messages and FaceTime; Configure Messages; Send a Message; Send a File in a Message; Add Non-iCloud Accounts to Messages; Using an AIM Account with Messages; Open and Close FaceTime; Sign In to FaceTime; Connect Through FaceTime Make a FaceTime Call Through Messages Set Up FaceTime Notifications; Set Up FaceTime Call Reminders; Chapter 7: Tracking Contacts and Events; Open and Close Contacts; Add a New Contact; Edit a Contact; Create a Contact Group; Open and Close Calendar; Navigate the Calendar; Create an Event; Create a Repeating Event; Send or Respond to an Event Invitation; Using the Inspector to View Event Information; Open and Close Maps; Search for a Location; Bookmark a Location; Change the Map View; Using Flyover; Get Directions; Find and View Suggested Locations  
Access Location Information with Local Search

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## Sommario/riassunto

A deep dive into OS X Mavericks If you want to quickly cover the basics of Apple's new operating system, OS X Mavericks, and then delve deeper into the topic, this is the book for you. Using clear, step-by-step screenshots, Teach Yourself VISUALLY Complete OS X Mavericks shows you how to tackle not only beginning but also intermediate and more advanced functions. Two-page, side-by-side lessons break big topics into smaller bits, and you'll find helpful sidebars with plenty of practical tips and tricks. If you're a visual learner looking for enhanced coverage of OS X Mave

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