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	Autore	McFedries Paul
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	Nota di contenuto	OS X Mountain Lion Simplified; Credits; About the Author; Author's Acknowledgments; How to Use This Book; 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; 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; Chapter 3: Learning Basic OS X Document Tasks; Save a Document; Open a Document; Print a Document; Edit Document Text; Edit Document Text; Copy a File; Move a File; Rename a File; Delete a File; 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; 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; Chapter 6: Talking via Messages and FaceTime; Configure Messages; Send a Message; Send a File in a Message; Open and Close FaceTime; Sign In to FaceTime; Connect Through FaceTime; Chapter 7: Tracking Your 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; Chapter 8: Playing and Organizing Music; Open and Close iTunes; Understanding the iTunes Library; Navigate the iTunes Window; Play a Song; Play a Music CD; Play a Music CD; Import Tracks from a Music CD; Create a Playlist; Burn Music Files to a CD; Purchase Music from the iTunes Store; Chapter 9: Learning Useful OS X Tasks; Connect an iPod, iPhone, or iPad; Synchronize an iPod, iPhone, or iPad; Synchronize an iPod, iPhone, or iPad
Install a Program Using the App StoreWrite a Note; Pin a Note to the Desktop; Create a Reminder; Create a New Reminder List; Sign In to Your Twitter Account; Send a Tweet; Share Information with Other People; Work with the Notification Center; Connect to a Wireless Network; Chapter 10: Viewing and Editing Photos; View a Preview of a Photo; View a Slide Show of Your Photos; Open and Close iPhoto; Import Photos from a Digital Camera; View Your Photos; Create an Album; Crop a Photo; Rotate a Photo; Straighten a Photo; Remove Red Eye from a Photo; Add Names to Faces in Your Photos
Map Your Photos

Sommario/riassunto	The easy way for visual learners to get up to speed on Mac OS X Mountain Lion OS X Mountain Lion is the latest version of the Mac desktop operating system, offering great new features for millions of users. If you're switching to a Mac, upgrading from an earlier OS, or just getting started with computers, Mac OS X Mountain Lion Simplified provides all information you need in the simplest way possible. Tasks are presented in spreads with step-by-step instructions and full color illustrations, showing you exactly how things work, without the long-winded explanations. Discover