Mac OS X

Mac OS X Intermediate

University of Utah
Student Computing Labs
Macintosh Support
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Mac OS X Intermediate Class

- Switchers
  - Mac OS 9
  - Windows
  - Unix
- Working with the Desktop
  - Common tasks
  - Shortcuts
- Printers

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Switchers

- Switchers
  - Mac OS 9
  - Windows
  - Unix

"Macs are friendly to technically-challenged people like me."

— Yo-Yo Ma, Cellist

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Switchers

- Mac OS 9

Mac OS 9 Switchers

- Windows and Unix switchers

  – Much more accepting

    - If they get past the door, they generally love Mac OS X

    - "Things just work" is new to them

- Mac OS 9 switchers

  – Generally the most dissatisfied with Mac OS X

    - Mac OS 9 is more "polished" than Mac OS X

    - Accustomed to particular behavior

Mac OS 9 - Gone

- No Graphing Calculator

  - Must use 3rd party
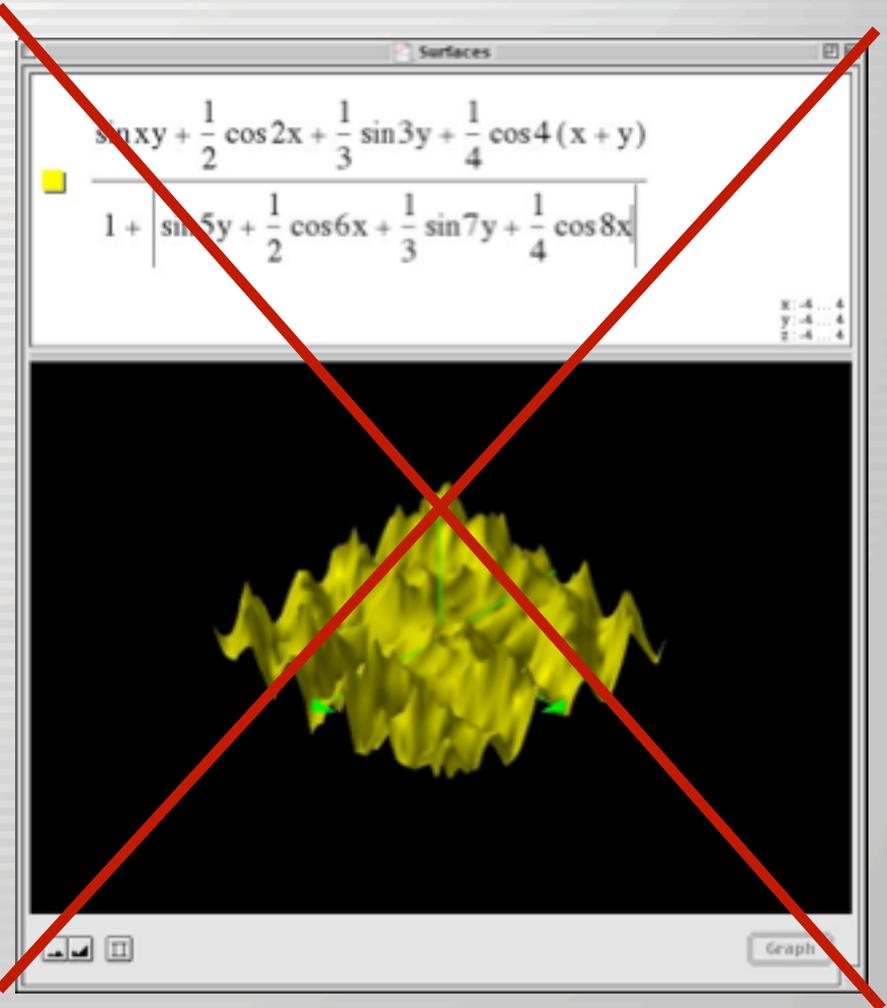
Mac OS 9 - Gone

- No Scrapbook
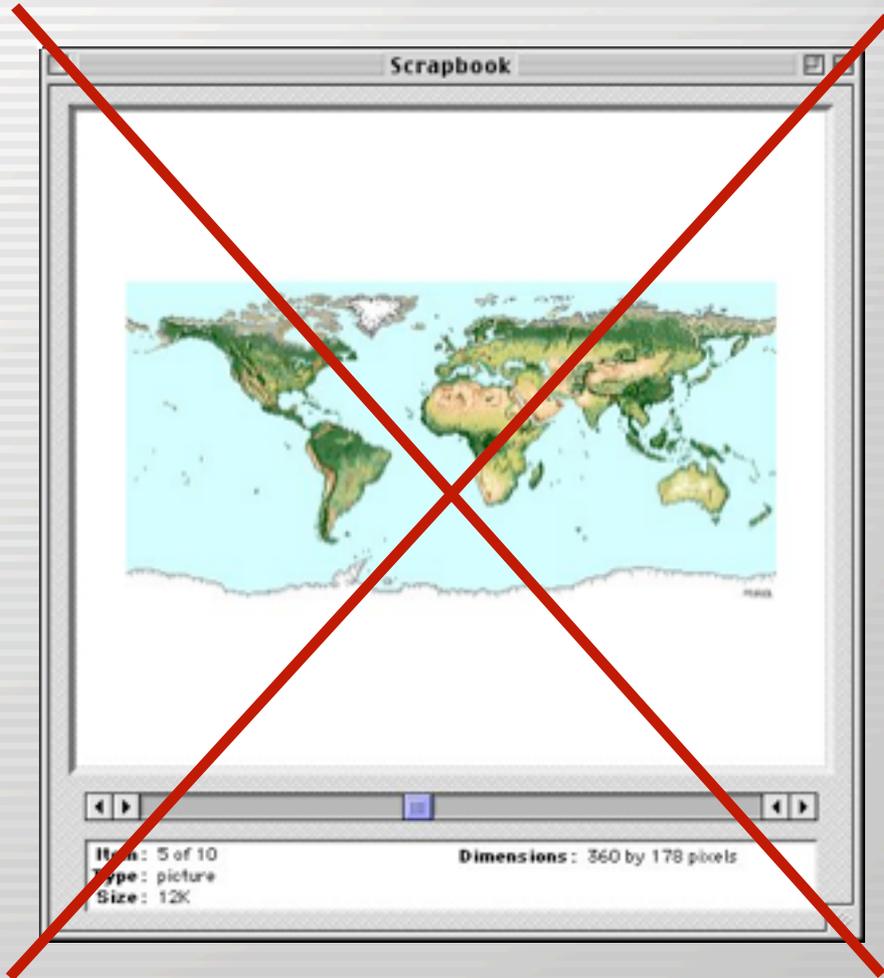
Mac OS 9 - Moved

- No Put Away (⌘-Y)

    – Use Eject (⌘-E) or drag to Trash

    – F12 on laptops opens CD/DVD tray

        - Can also use iTunes to open tray if it wont open any other way

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S T U D E N T   C O M P U T I N G   L A B S

Mac OS 9 - Moved Utilities

- No more Chooser
  - Use Finder's "Connect to server" for servers
  - Use Print Center for printers
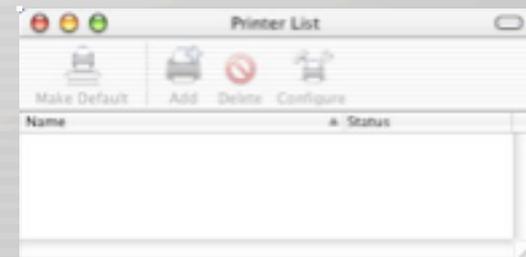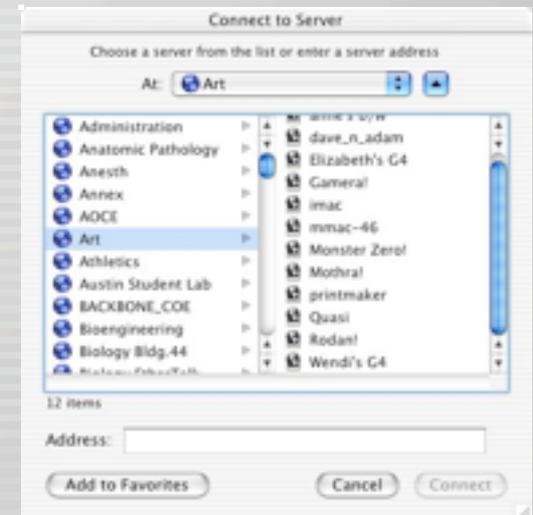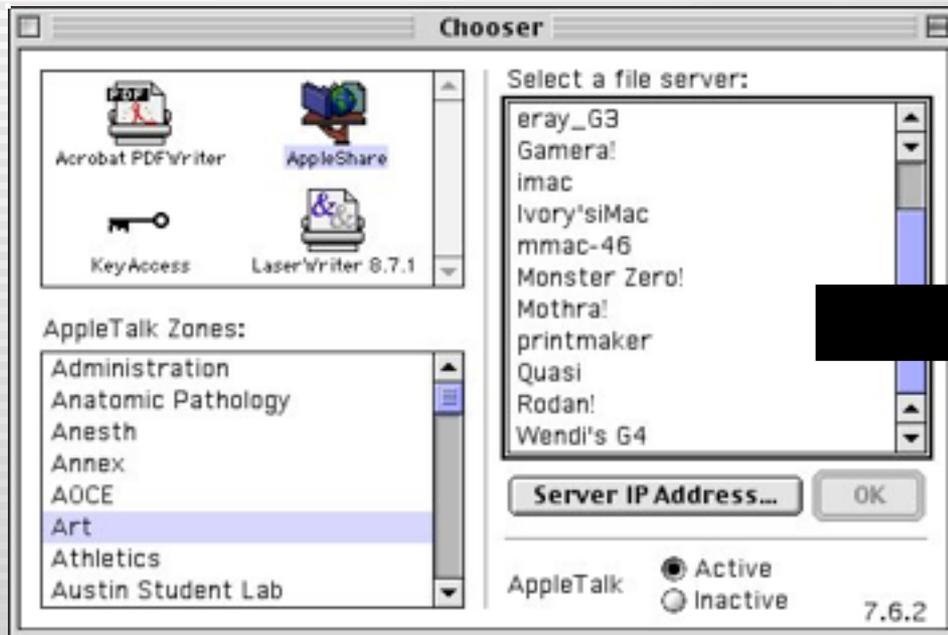
Mac OS 9 - Moved Utilities

- No Control Strip or Launcher

  – Replaced by Dock
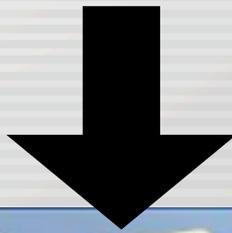
Mac OS 9 - Moved Utilities

- No Note Pad or Simple Text
  - Replaced with TextEdit Application
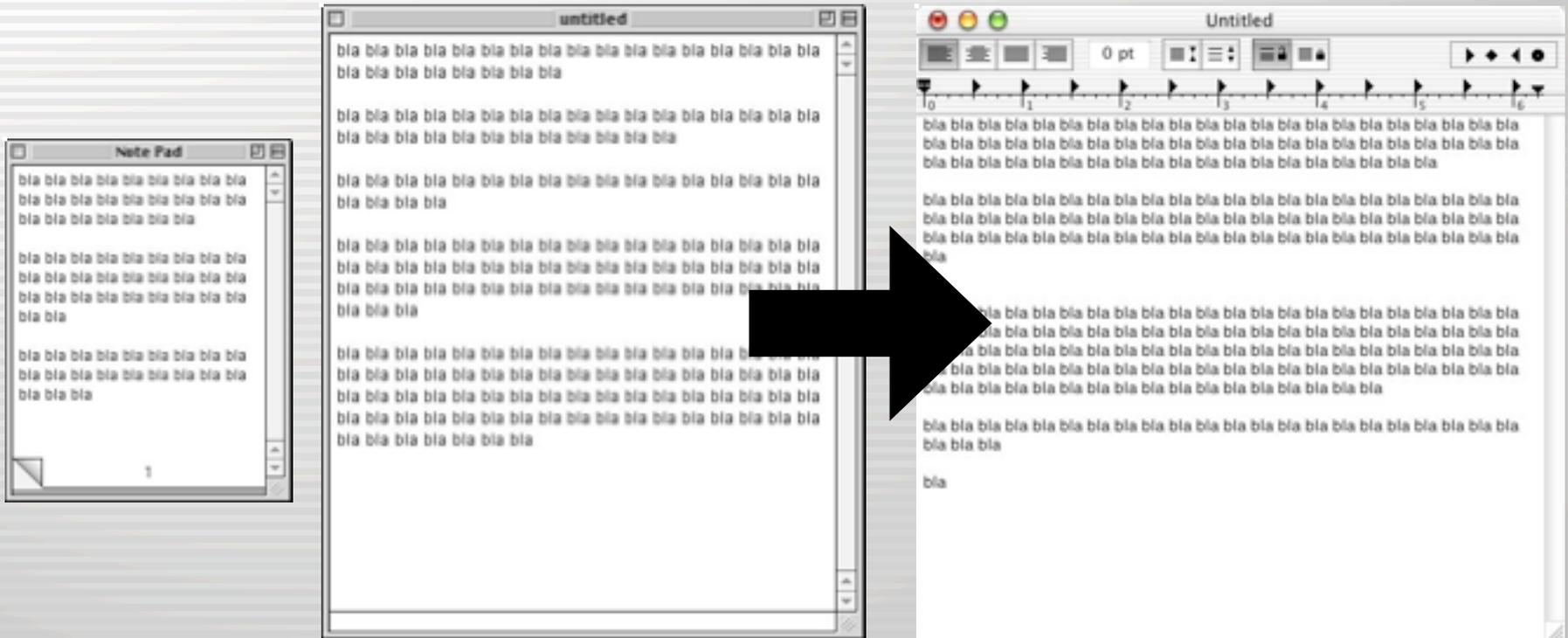
Mac OS 9 - Moved Utilities

- No SimpleSound
  - Replaced with System Preferences Sound panel
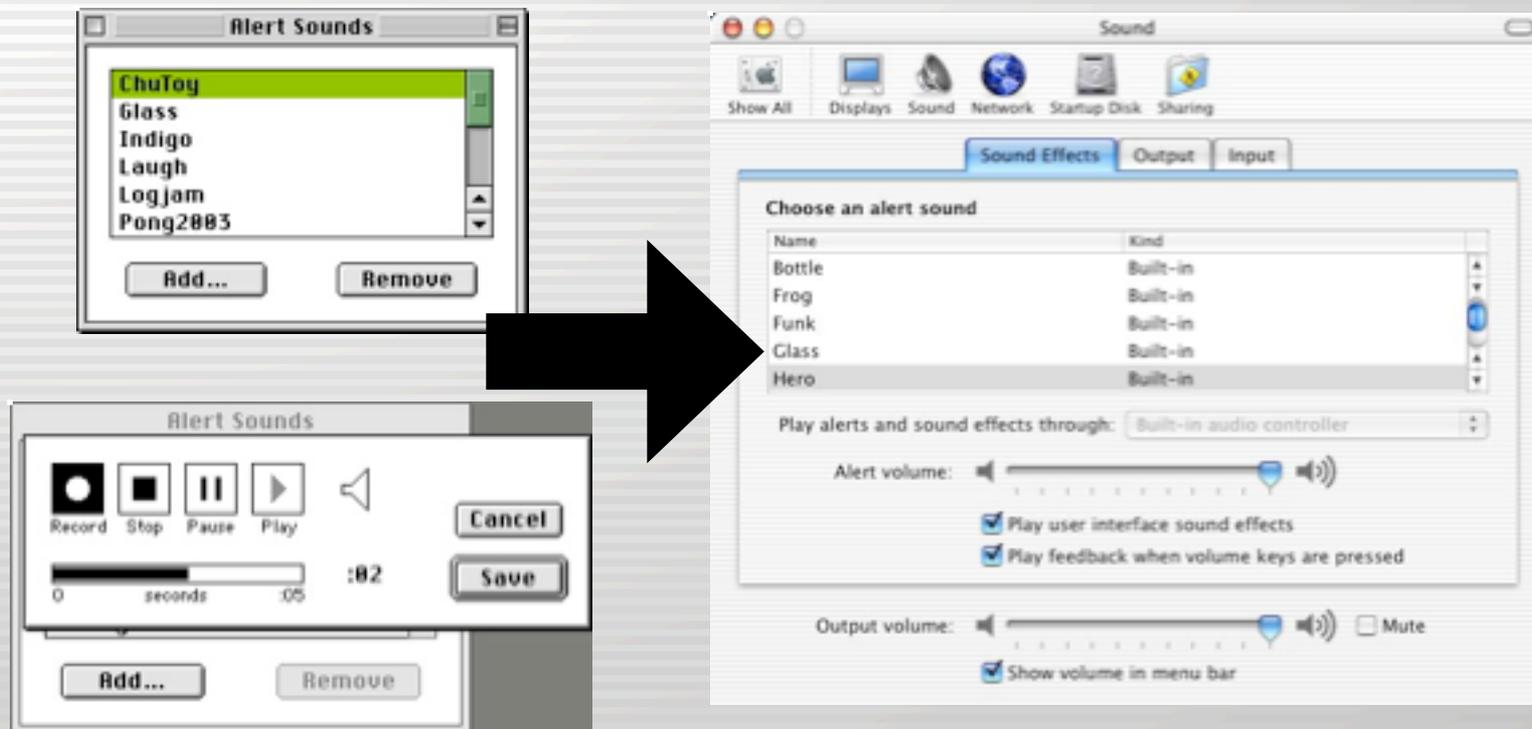
Mac OS 9 - Moved Utilities

- No Apple CD Audio Player
  - Use iTunes

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Mac OS 9 - Moved Utilities

- Remote Access
  - Replaced with Internet Connect application
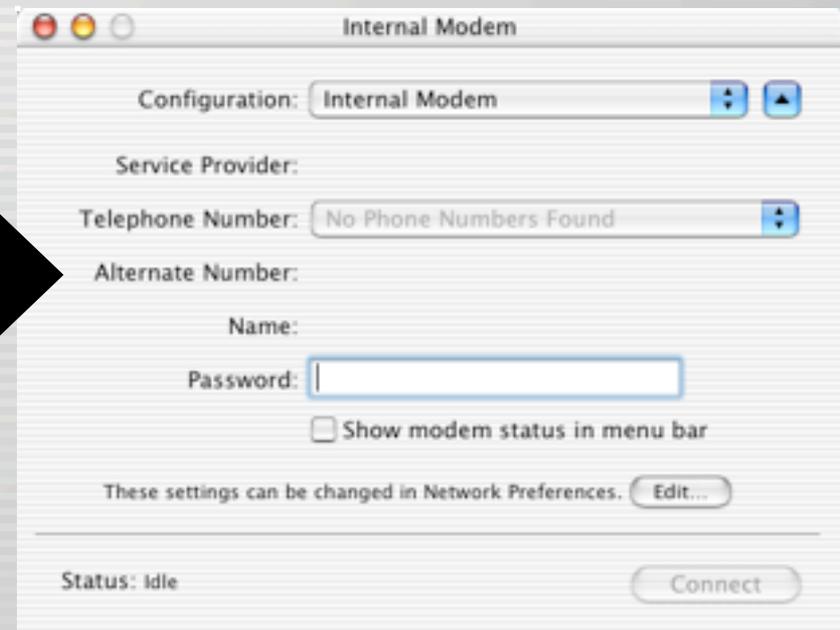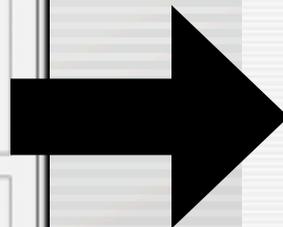
Mac OS 9 - Moved Utilities

- **KeyChain Control**
  - use KeyChain Access utility
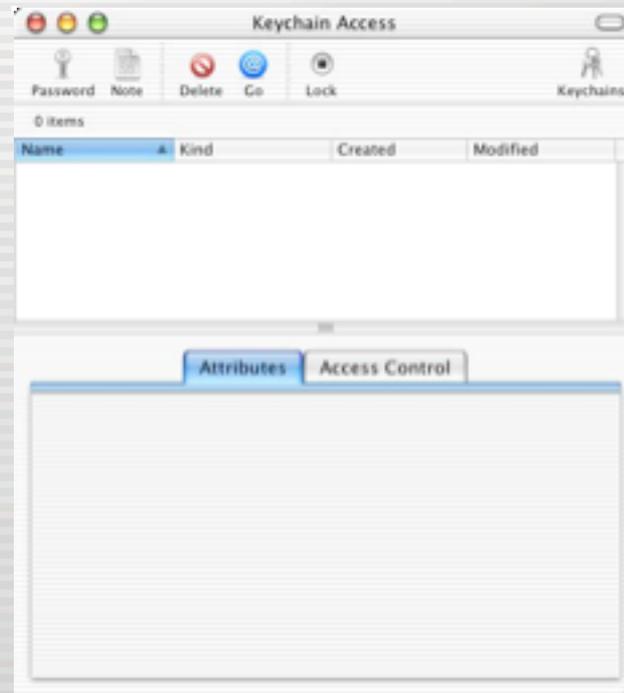
Mac OS 9 - Apple Menu

- Different color
- Not easily customizable
  - Must use 3rd party application
- Different contents
  - About this Mac
    - Does not tell you memory usage
  - Location
  - Sleep, Restart, Shut Down

Finder   File   Edit   View

About This Mac
Get Mac OS X Software...

System Preferences...
Dock   ▶
Location   ▶

Recent Items   ▶

Force Quit...

Sleep
Restart...
Shut Down...

Log Out...   ⇧⌘Q

Mac OS 9 - Control Panels

- Most have moved to System Preferences

- Names that have changed

  - "Network" System Preference Pane contains

    - AppleTalk

    - DialAssist

    - Infrared

    - Modem

    - TCP/IP

Mac OS 9 - Control Panels

- "Monitors" now in "Displays"

- "Multiple Users" now in "Accounts"

- "Numbers" now in "International"

- "Text" now in "International"

- "Appearance" now in "Desktop" & "General"

- "Apple Menu Options" now in "General'

- "File Sharing" now in "Sharing"

Displays

Accounts

International

Desktop

General

Sharing

Mac OS 9 - Control Panels

- Control Panels that are no longer needed
  - Memory
  - File Synchronization
  - Extensions Manger
  - File Exchange

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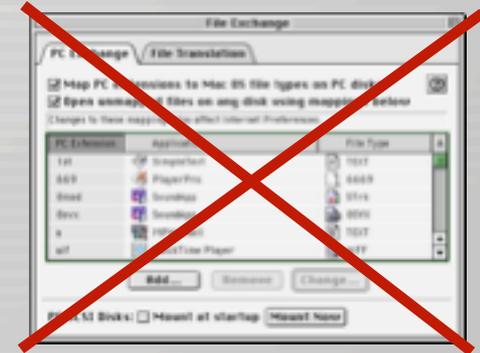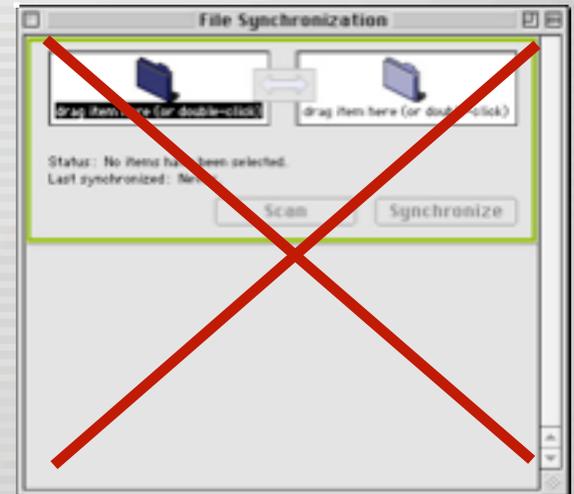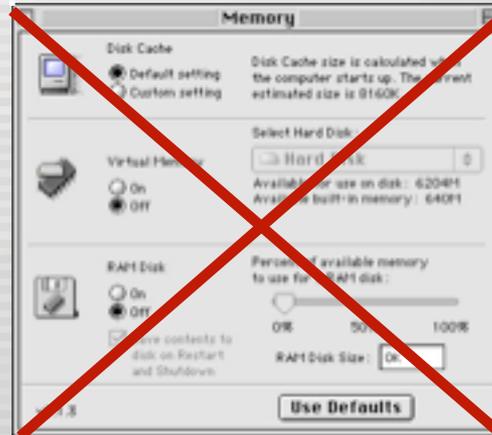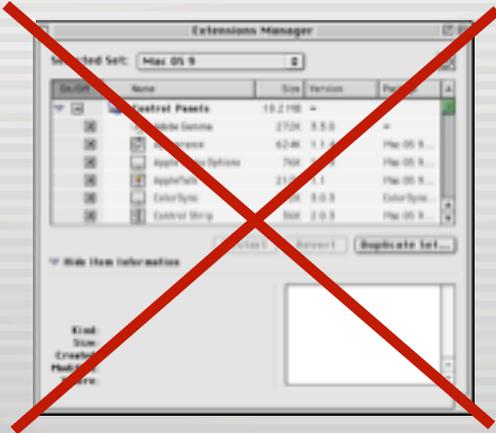
Mac OS 9 - Finder Windows

- Apple redid window behavior
  - Opening a folder does not open a new window
    - Hide the toolbar to change
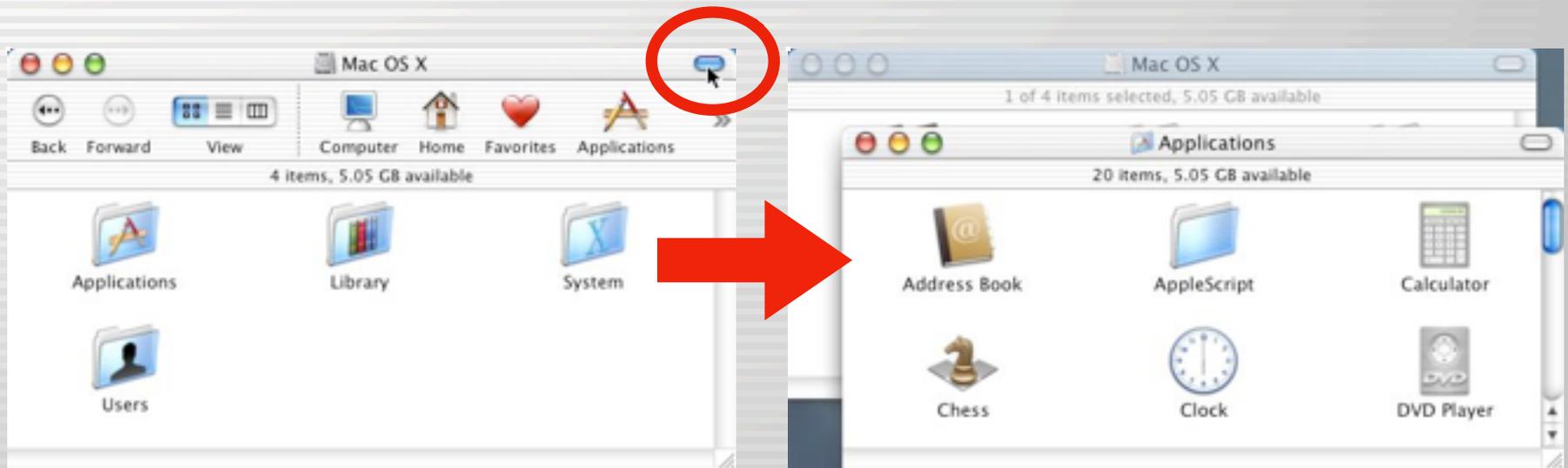
Mac OS 9 - Finder Windows

- Apple redid window behavior
  - You may open multiple windows of the same folder
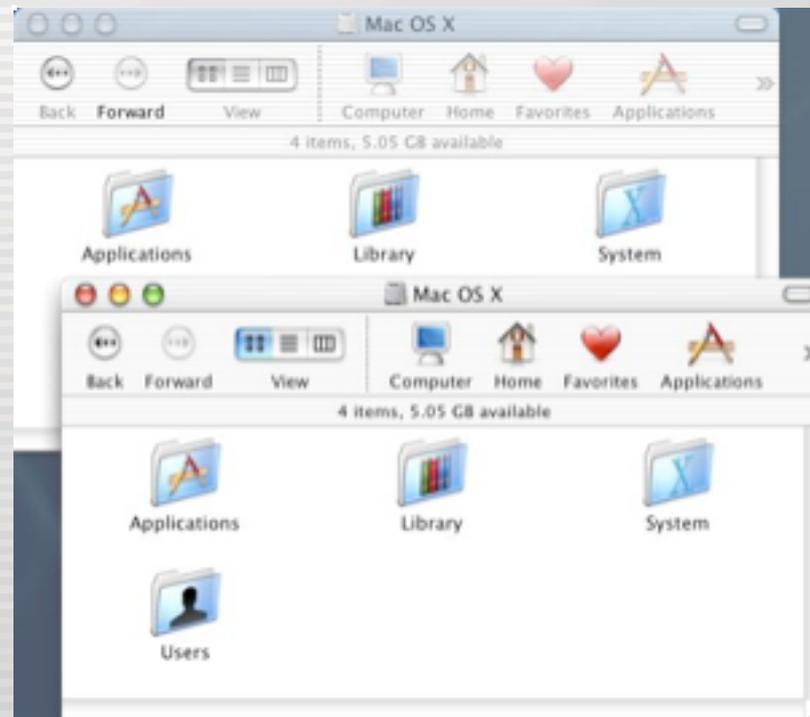
Mac OS 9 - Finder Windows

- Apple redid window behavior
  - Windows can have a background color or picture
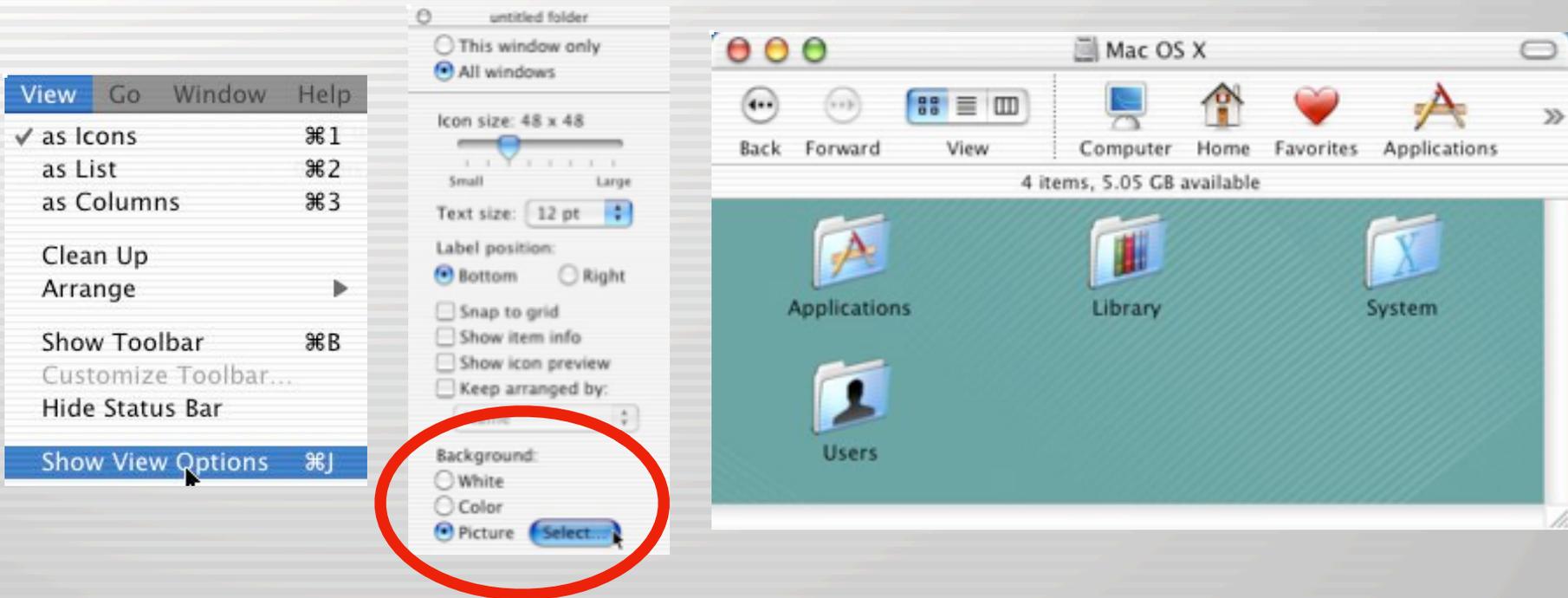
Startup Items now Login Items

- Startup Items is now Login Items
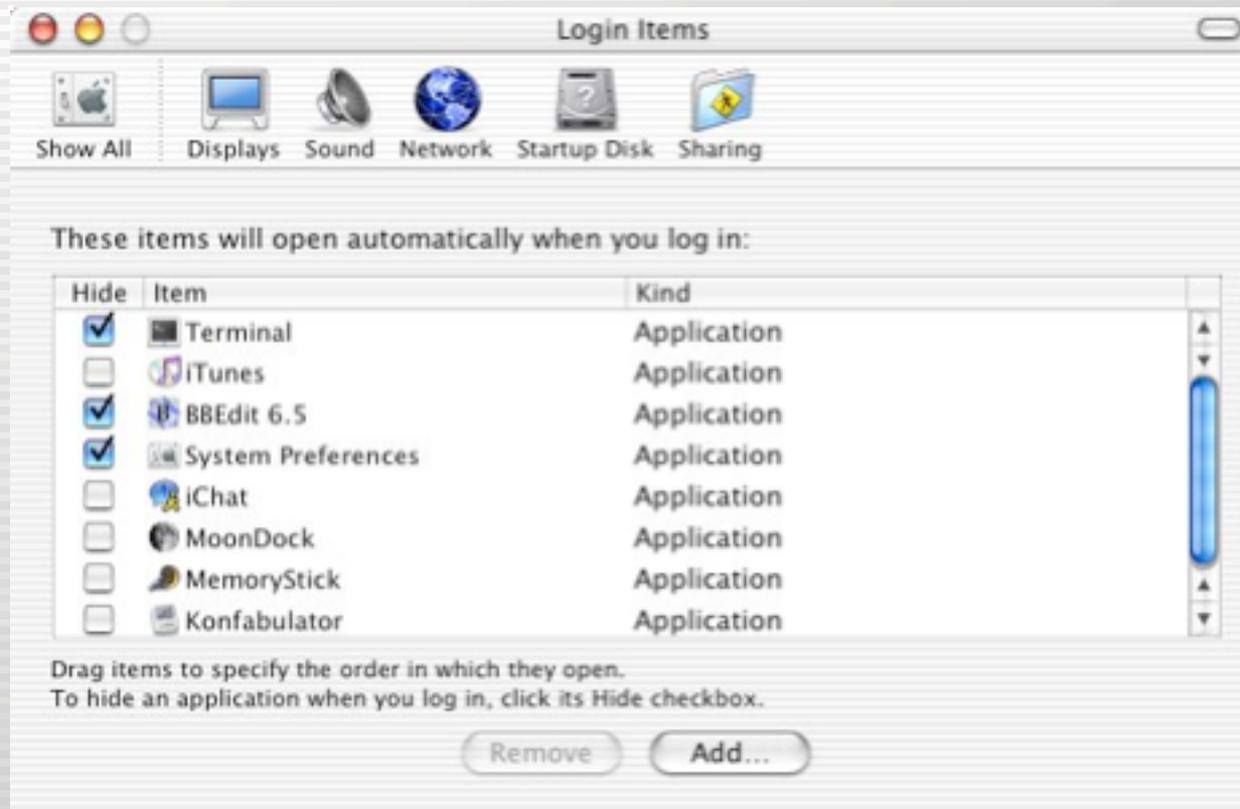
Startup Items now Login Items

- There is a script StartupItems folder

  – For developers, not users

  – To learn about StartupItems folder, see http://developer.apple.com

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Mac OS 9 - Clinging to straws...

- You can run Mac OS 9 applications with Classic
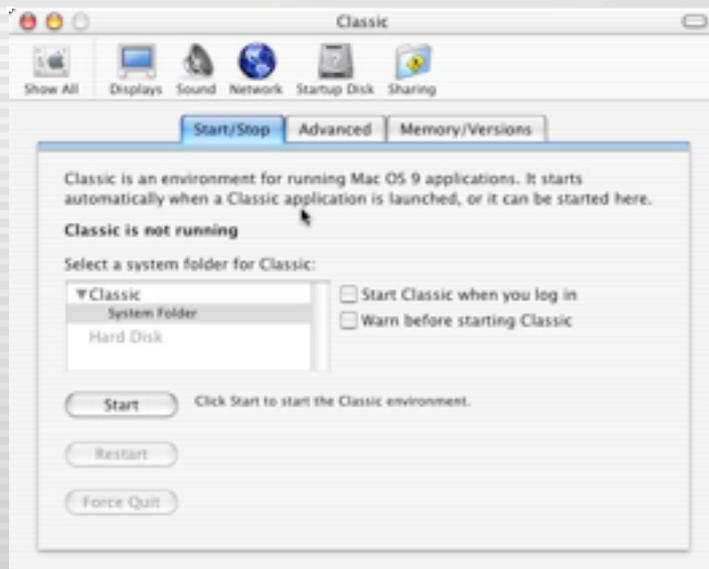
Resources

- Mac OS 9 switching is usually about IF not HOW
- Apple compares Mac OS X (10.0, 10.1, 10.2) and Mac OS 9
- O'Reilly Network, switching to Mac OS X

Switchers

- Microsoft Windows

Windows: Menu bar

- In Windows

  – Menu bars in windows

- On Mac

  – Only one menu bar

    - At top of the screen instead of each window

    - Some ported Windows apps have a menu bar in window
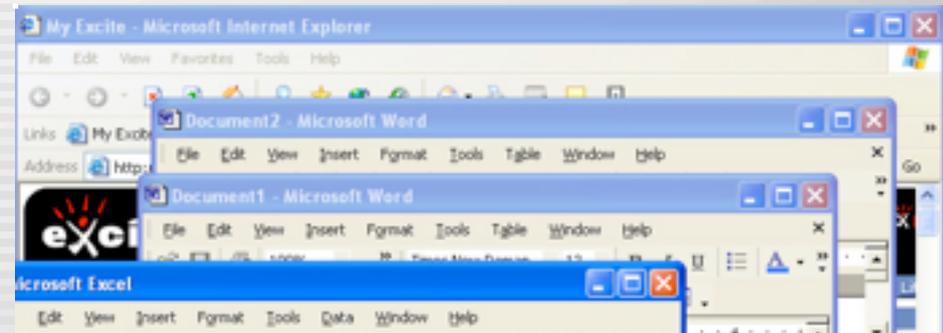
Windows: Mouse

- In Windows
  - 2 button mouse
- On Mac
  - 1 button mouse default
    - Right button click = control click
  - 2 button mice work as well
  - Scrollwheels also work

Windows: Desktop

- In Windows
  - Desktop folder stored at
    - /Documents and Settings/<name>/Desktop
- In Mac
  - Desktop folder stored at
    - /Users/<name>/Desktop

Windows: Browsing files

- In Windows
  - Windows Explorer
- On Mac
  - Finder
    - Click on icon in Dock
    - Click on Desktop
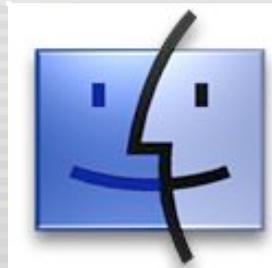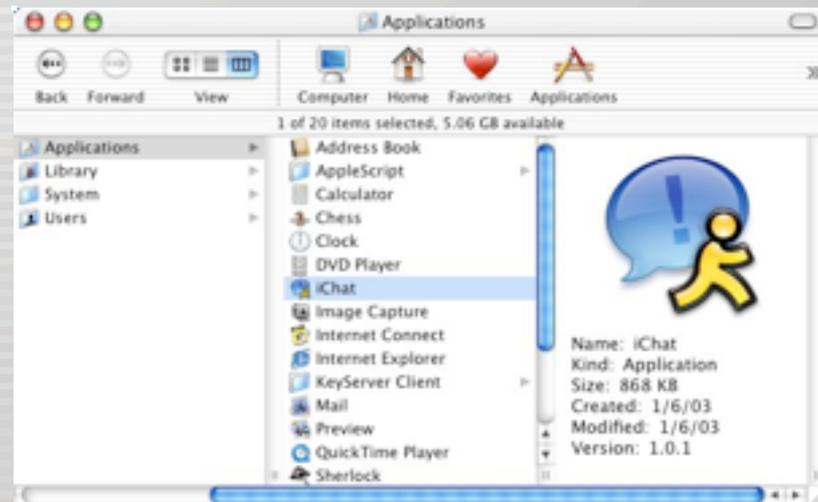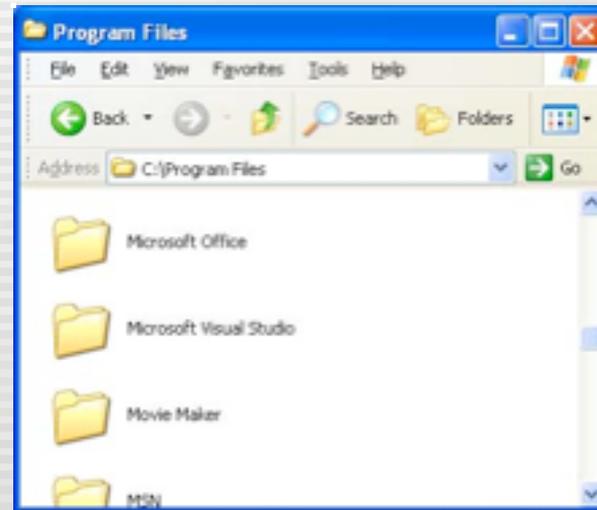
Windows Switchers

- In Windows
  - Windows Control Panel
- On Mac
  - System Preferences
    - Launch from Dock

Windows Switchers

- Windows Task Bar

- Dock
  - Launch applications from Dock
  - Running applications have a triangle
  - Add/remove applications by dragging into/out of Dock
  - Click Yellow button to minimize documents into Dock

Windows Switchers

- In Windows
  - Control key shortcuts
- On Mac
  - Command or Apple Key (⌘)
    - Use ⌘-S to save
    - Use ⌘-C to copy
    - Use ⌘-W to close window
    - Use ⌘-Q to quit
    - Use ⌘-Tab to switch applications
  - More key short cuts shown in Menus

View	Go	Window	Help
as Icons			⌘1
as List			⌘2
✓ as Columns			⌘3
Clean Up Selection			
Arrange			▶
Hide Toolbar			⌘B
Customize Toolbar…			
Hide Status Bar			
Show View Options			⌘J

Windows Switchers

- Resources

  – Switching to the Mac: The Missing Manual

  – Apple's Switch site

  – Move2Mac

  – www.XvsXP.com

  – MacDevCenter
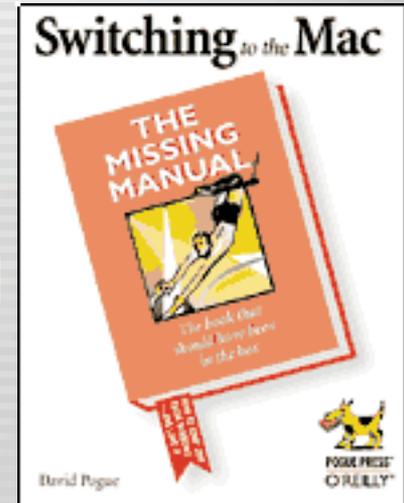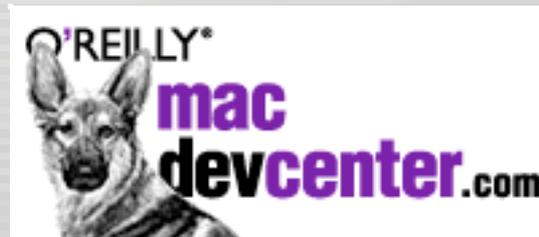
Windows - If you can't escape

- You can run Windows with Virtual PC

Switchers

- Unix

Unix switchers

- Other Unix

  - xTerm

- Mac OS X (without X11)

  - /Applications/Utilities/Terminal.app

    - Available shells are bash, csh, sh, tcsh, zsh

      - tcsh default for Terminal.app

      - sh default for shell script

Unix switchers

- Other Unix
  - X Window System
- Mac OS X
  - Quartz
  - Free X11 is available as a beta from www.apple.com
  - Other 3rd party X11 available
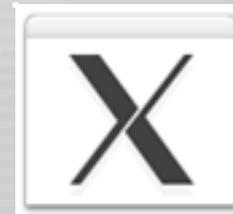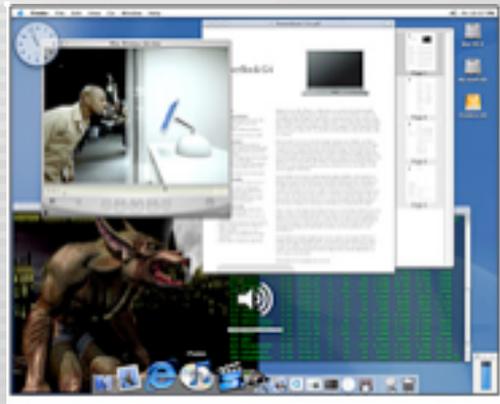
Unix switchers

- Other Unix

    - .xinitrc

- Mac OS X (without X11)

    - Use "Window Settings" in Terminal menu

    -

Unix switchers

- Other Unix
  - /etc/*
- Mac OS X
  - "NetInfo"
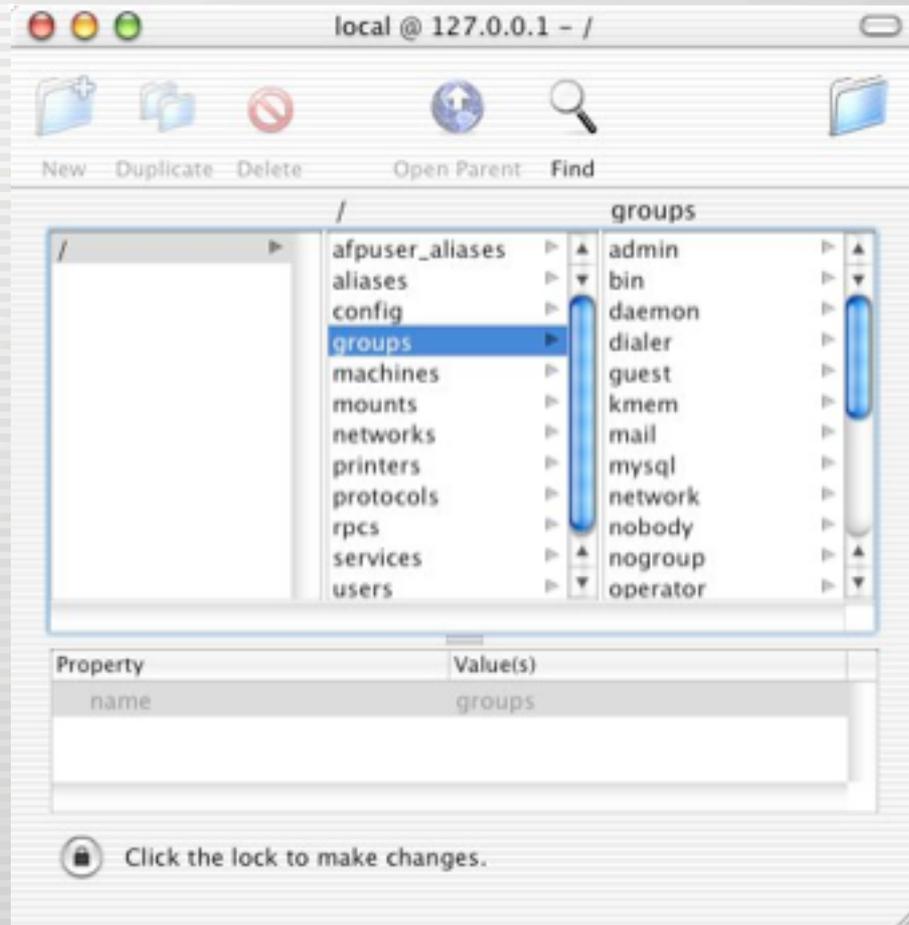
Unix switchers

- Other Unix
  - Root user on

- Mac OS X
  - Root user off by default, must be turned on with NetInfo Manager
  - Just use "sudo"
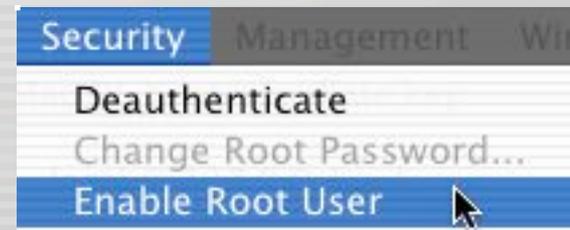
Unix switchers

- Mac OS X Unix applications
  - Located in
    - /usr/bin
    - /usr/local/bin
    - /usr/sbin
    - /usr/share
    - /usr/libexec
  - To get a full list:
    - Control-x then tab -or- control-x then control-d

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Unix switchers

- Resources
  - "Mac OS X for Unix Geeks"
  - developer.apple.com
  - www.sourceforge.net
  - fink.sourceforge.net
  - www.opendarwin.org
  - www.oreillynet.com
  - www.osxfaq.com
  - www.macosxhints.com

Developer Connection

Mac OS X for Unix Geeks

O'REILLY

Fink Unix software for your Mac

OpenDarwin

OS X FAQ
Technical News and Support for Mac OS X

MAC OS X HINTS

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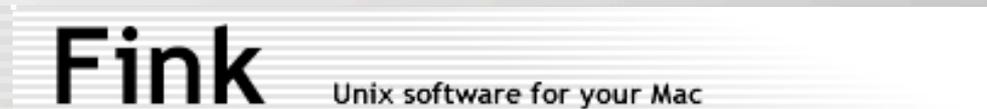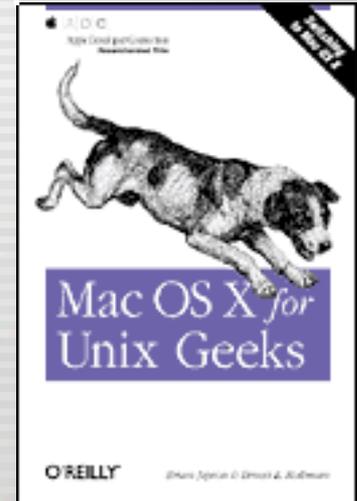
Working with the Desktop

- Finder is what you use to find files and folders
- You can open/move/delete files with Finder
- But, there is more than just finding and launching files
  - Renaming
  - Search
  - Undo
  - Aliases
  - Etc.,.

New Folder

- Keyboard: Command Shift N

  – Command N will open a new FINDER window

- Mouse: right/control click "New Folder"
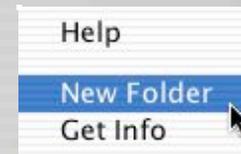
- Menu: Or "File" --> "New Folder"
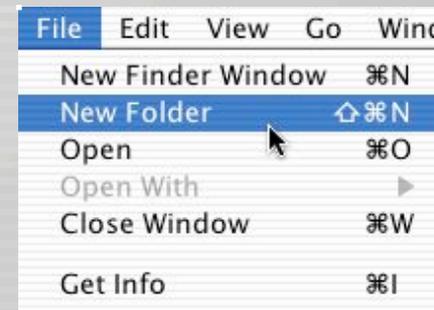
Changing file/folder names

- Click once on a file, and wait

- Hit return key to toggle

- Or "Get Info" --> "Name & Extension"

  – Keyboard: Command-I

  – Mouse: Right/control click "Get Info"

  – Menu: "File" --> "Get Info"
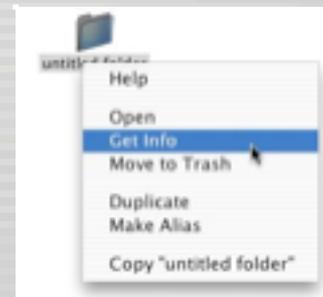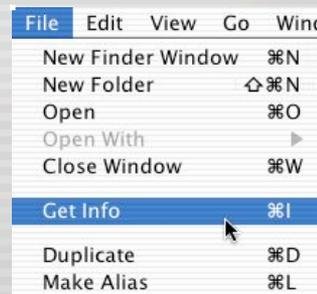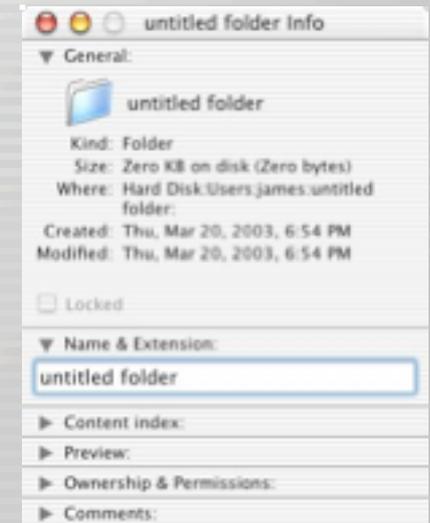
Selecting a file/folder

- Select one file/folder
  - Click on it
  - Use arrow keys to navigate to it
  - Type name to navigate to it
- Select multiple file/folder
  - Click off item and drag a box (to select multiple)
  - Command click adds/unselects one item at a time
  - Shift click adds/unselects multiple items at a atime
  - Select All (Command A)

Copy/move file/folder

- Move

  – Drag and Drop

- Copy

  – Mouse: Drag and Drop while holding Option key

  – Menu: Copy then Paste
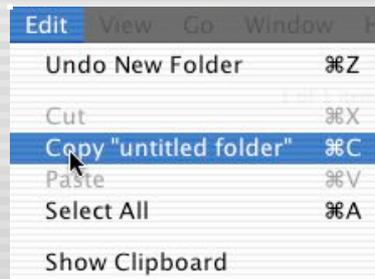
Deleting files/folders

- "Throw away" a file/folder
    – Mouse: Drag to trash can in dock
    – Menu: "File" --> "Move to Trash"
    – Keyboard: Command Delete
- "Empty trash"
    – Menu: "Finder" --> "Empty Trash"
    – Keyboard: Command Shift Delete

Trash
untitled folder

Are you sure you want to remove the items in the Trash permanently?
You cannot undo this action.

Cancel   OK

Deleting files/folders problems

- Locked File

  - If a file is locked, the trash will not empty
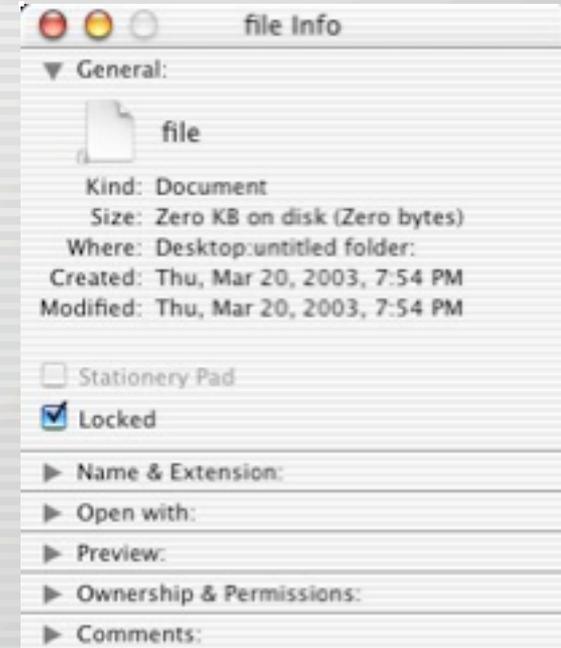
  - Press option key when selecting "Empty Trash"

Open files

- Mouse: Double click
- Mouse: Right/control click "Open" or "Open With"
- Keyboard: Command O
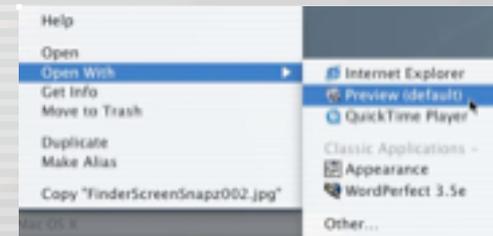
- Finder Menu: "File" --> "Open" or "Open With"
- From application
  - "File" --> "Open"

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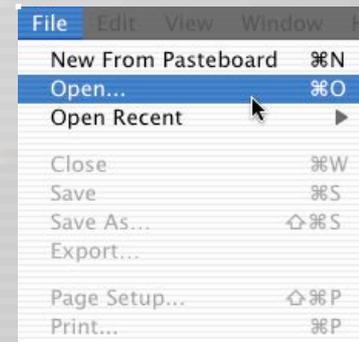
Save files

- Menu: "File" --> "Save" or "Save As..."
- Keyboard: Command S
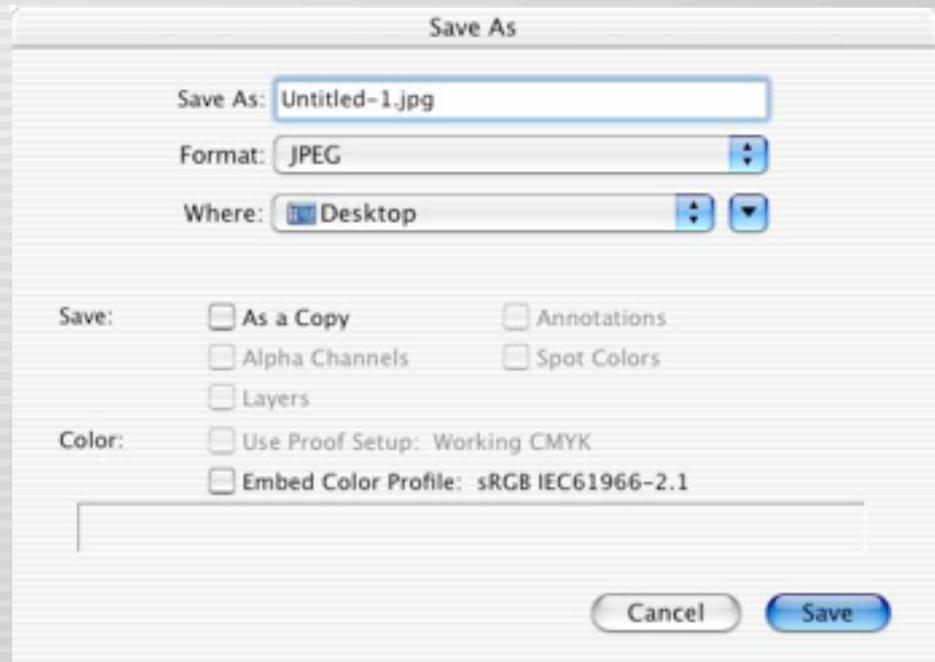
Search for files

- Finder window

- Advanced Find

  – "File" --> "Find"
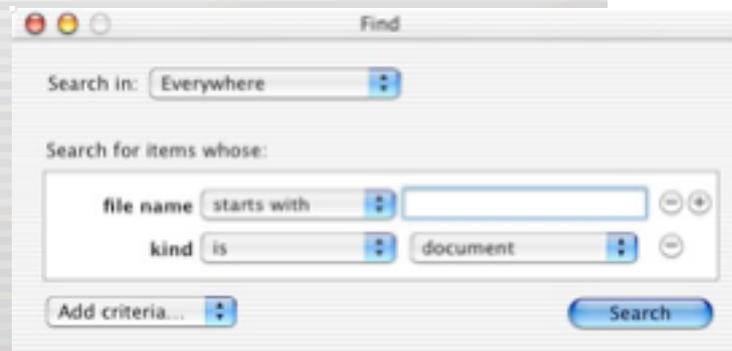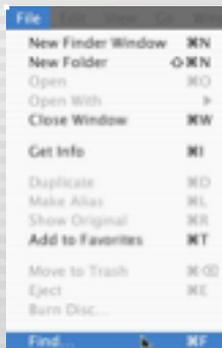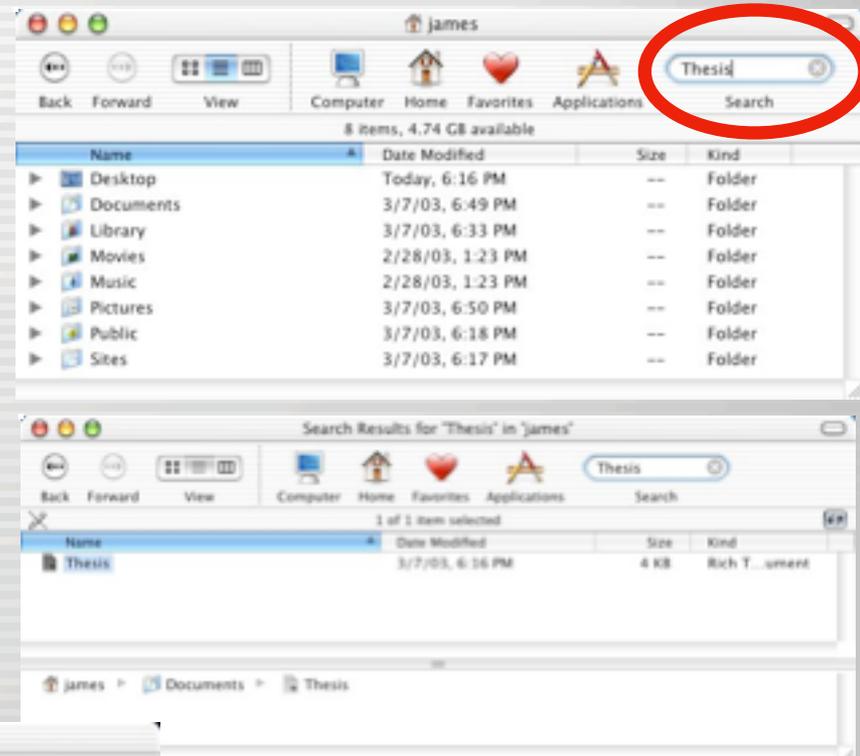
Undo

- "File" --> "Undo"

- Or Command Z

- The Finder remembers the last operation

Aliases

- Aliases is an icon that can be double clicked to launch or open the "original"

  - Similar to shortcut in Windows

  - Similar to soft link in Unix

- Drag and Drop while holding Command & Option

- "File" --> "Make Alias"

untitled folder alias

untitled folder alias Info

▼ General:

untitled folder alias

Kind: Alias
Size: 4 KB on disk (768 bytes)
Where: Desktop:untitled folder:
Created: Thu, Mar 20, 2003, 7:30 PM
Modified: Thu, Mar 20, 2003, 7:30 PM

Original: Desktop:untitled folder:untitled folder:
Select New Original...

▶ Name & Extension:
▶ Preview:
▶ Ownership & Permissions:
▶ Comments:

untitled folder

untitled folder

Recent Items

- AppleMenu Recent Items

- "File" --> "Open Recent"
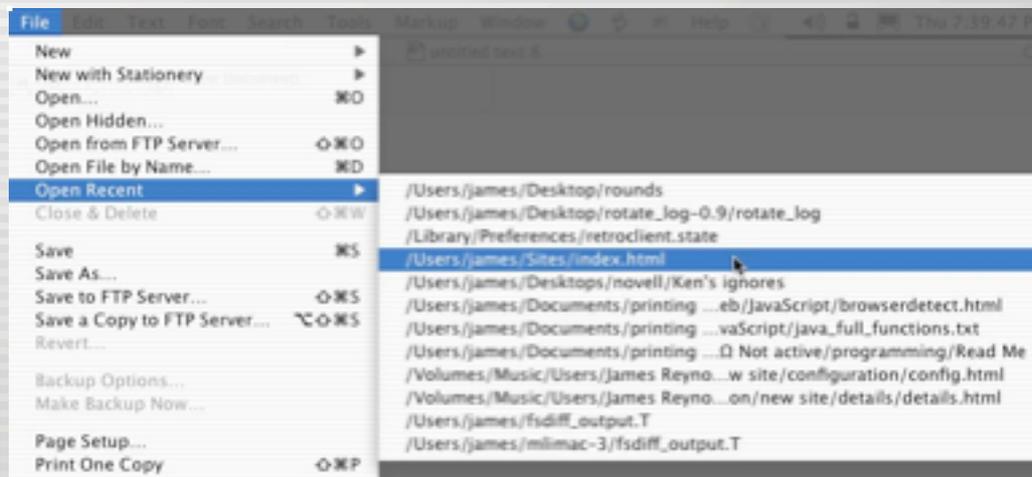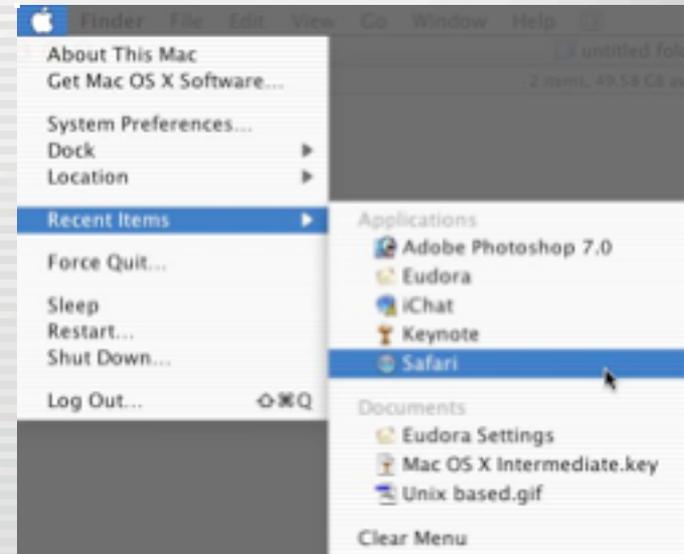
Application Shortcuts

- Quit
  - Command - Q
- Hide
  - Command - H
- Minimize window
  - Command - M

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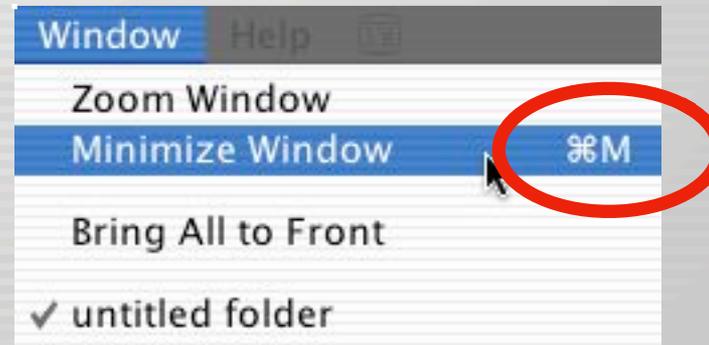
Document Shortcuts

- New (document/window)
  - Command - N
- Open
  - Command - O
- Close window
  - Command - W
- Save
  - Command - S
- Print
  - Command - P

File	Edit	Slide	Format
New			⌘N
Open...			⌘O
Open Recent			▶
Open Image Library...			
Open Samples...			
Close			⌘W
Save			⌘S
Save As...			⇧⌘S
Revert to Saved...			
Export...			
Choose Theme...			
Save Theme...			
Slide Size...			
Page Setup...			⇧⌘P
Print Slides...			⌘P
Print Outline...			
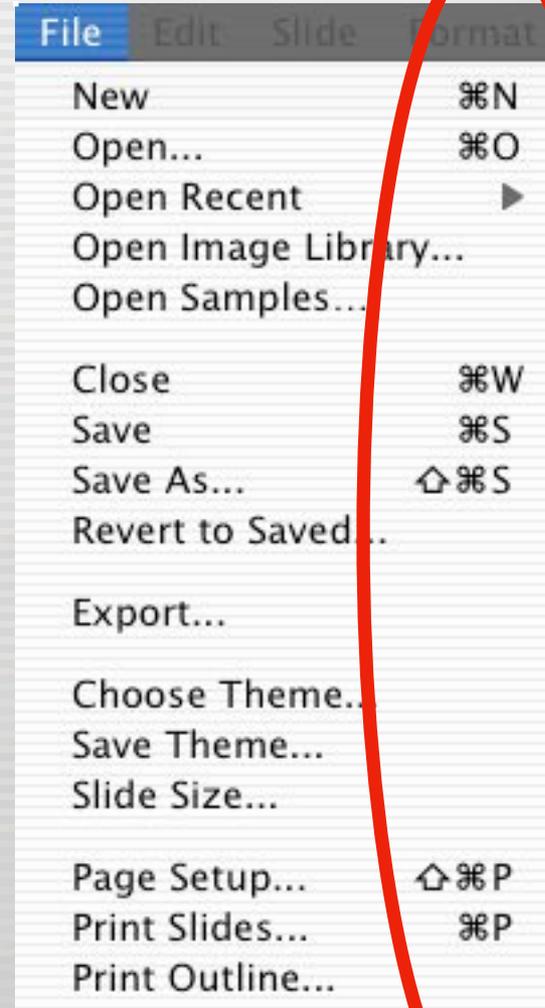
Editing (text, graphics, etc)

- Undo
  - Command - Z
- Redo
  - Command - Shift - Z
  - Microsoft applications use Command - Y
- Cut
  - Command - X
- Copy
  - Command - C
- Paste
  - Command - V
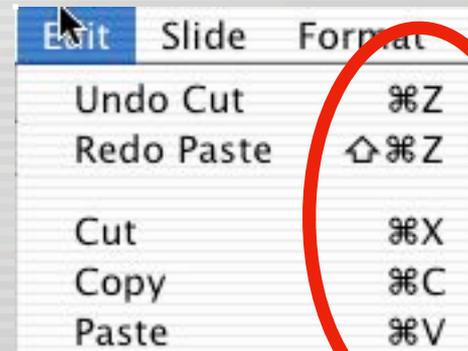
Dock Tricks

- Right/control click for "Dock menu"

- Command click icon in dock
  shortcut for "Show In Finder"

- Option click to hide
  last application

- Shift option click to hide all
  Applications

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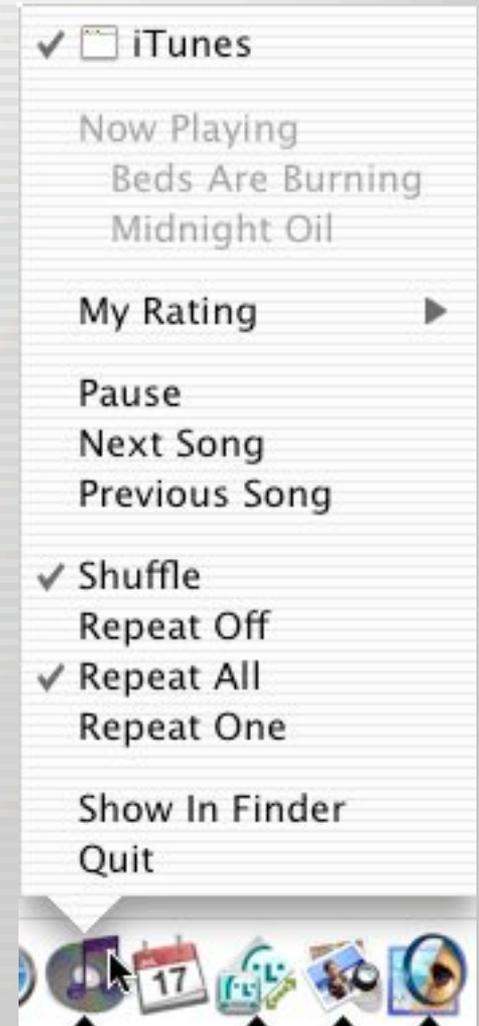
Title bar: Command Click

- Hold command key and click the title bar
  - Shows the location and can navigate to a parent folder

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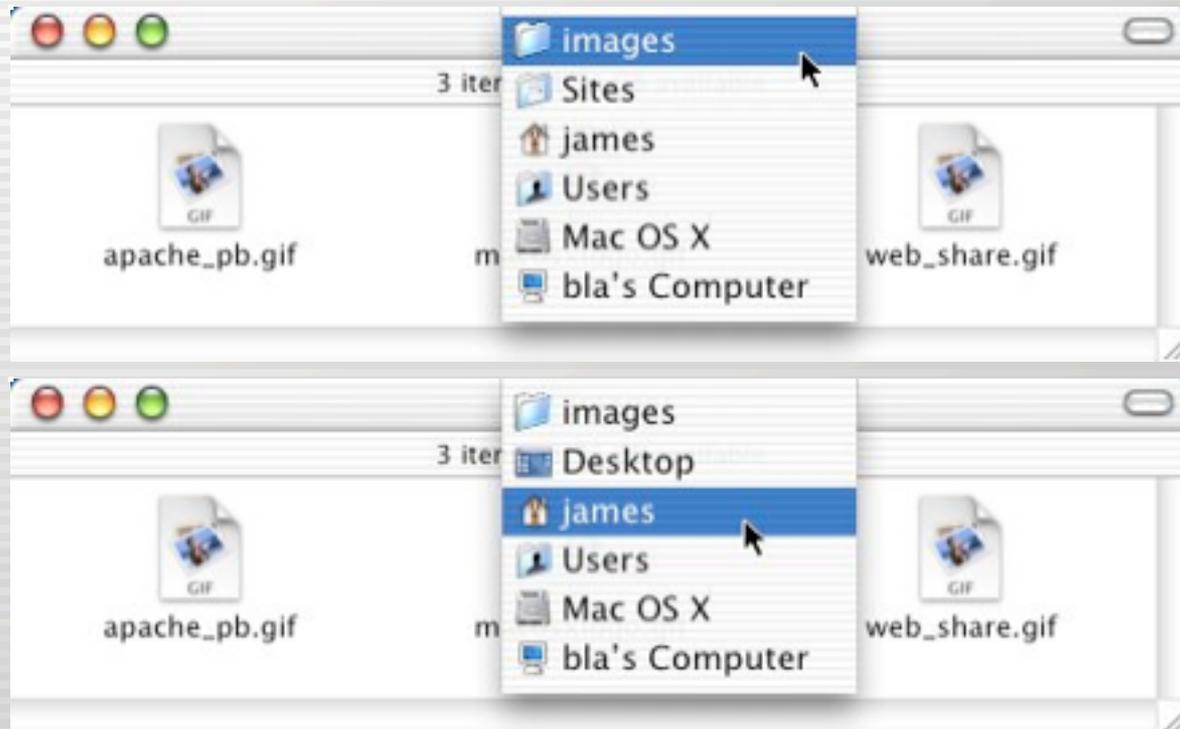
Title bar: proxy icon

- Click and hold for a second on the "Proxy icon"
- Drag it just like if you were grabbing the actual folder icon
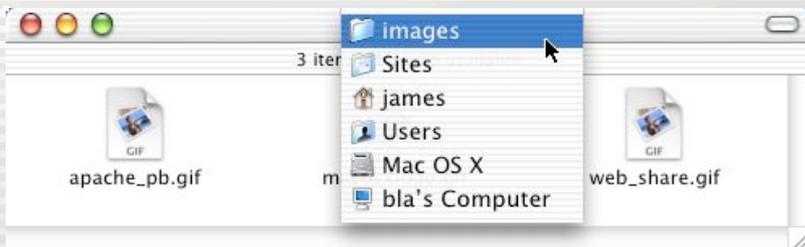
Before
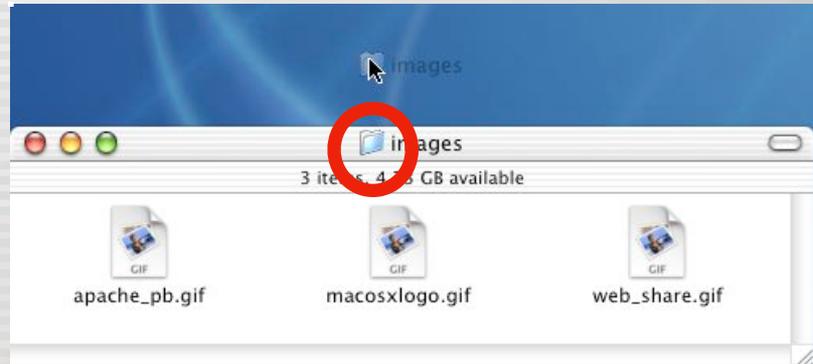
After

Printers

- Setting up a Printer

- Configuring printer

  – Other drivers

- Print a document

- Saving as PDF

- USB printer sharing

Setting up a printer

- Make sure your printer is plugged in (USB) or on the network

- Open Print Center

- Click Add (or it will ask)
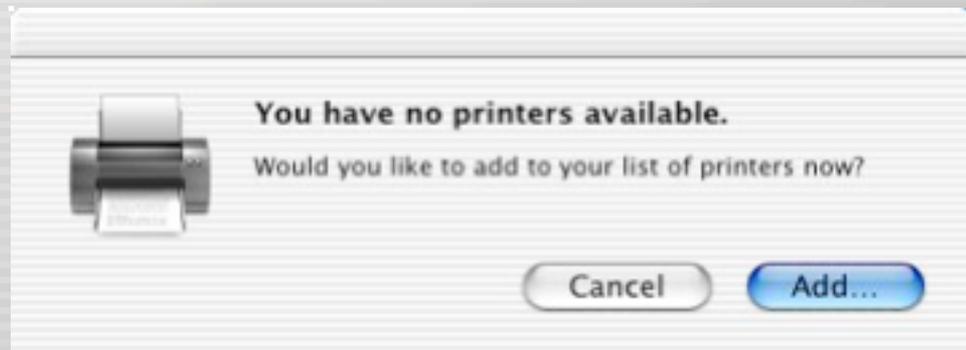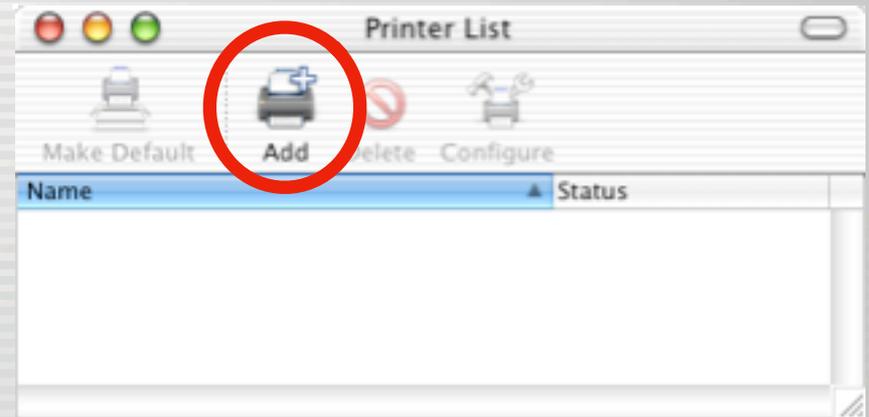
Add a USB printer

- Select USB

- Select printer

- Click "Add"

- Printer will appear in list

-
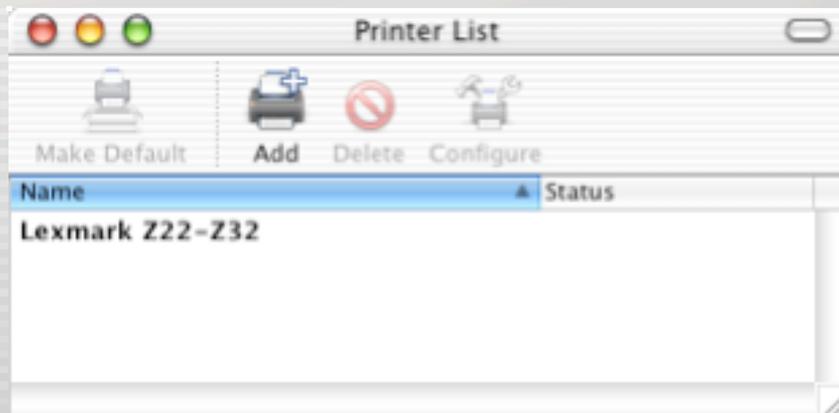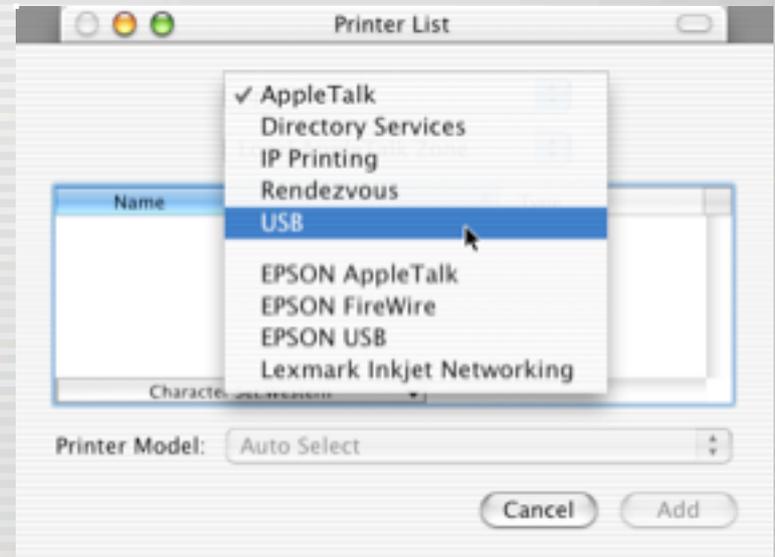
Add a network printer

- AppleTalk and Rendezvous just point and click
- IP Printing and Directory Services done by a system administrator who knows settings
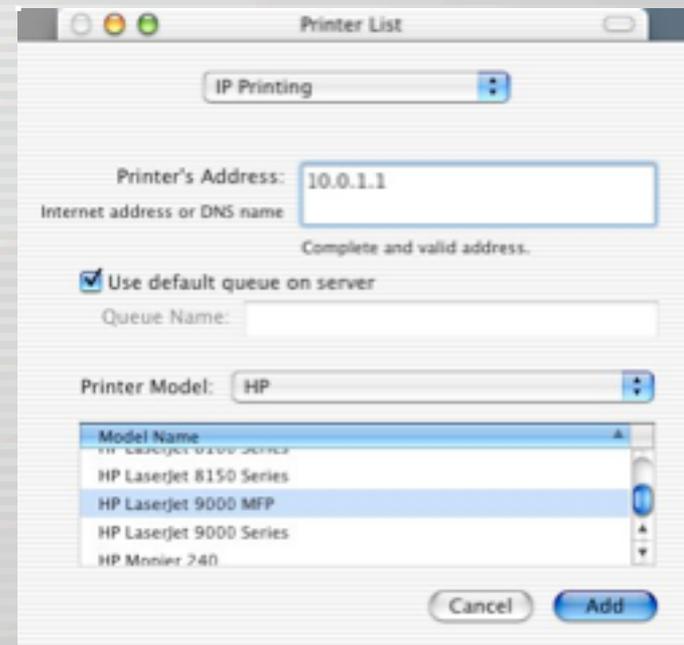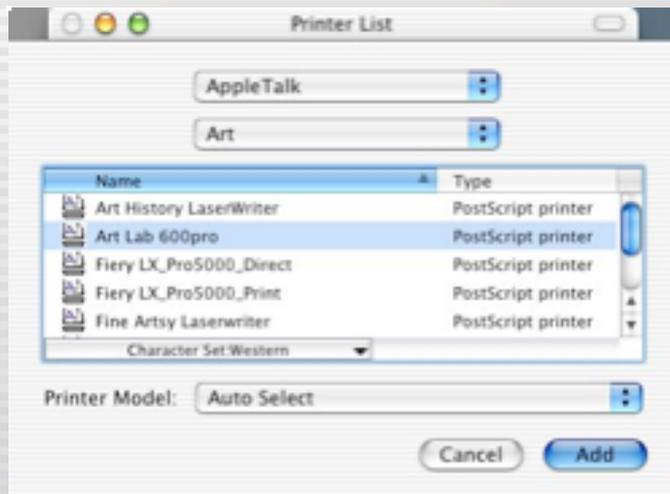
Configure a USB printer

- Click "Configure"

-

- Utility will open

-

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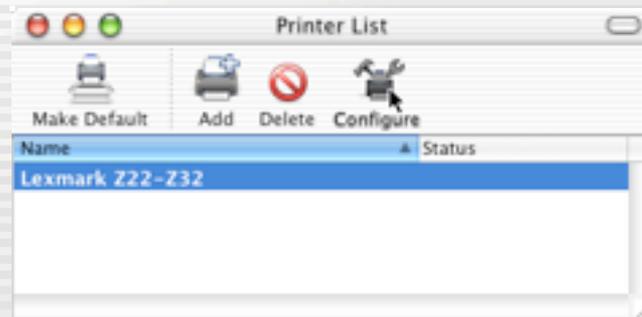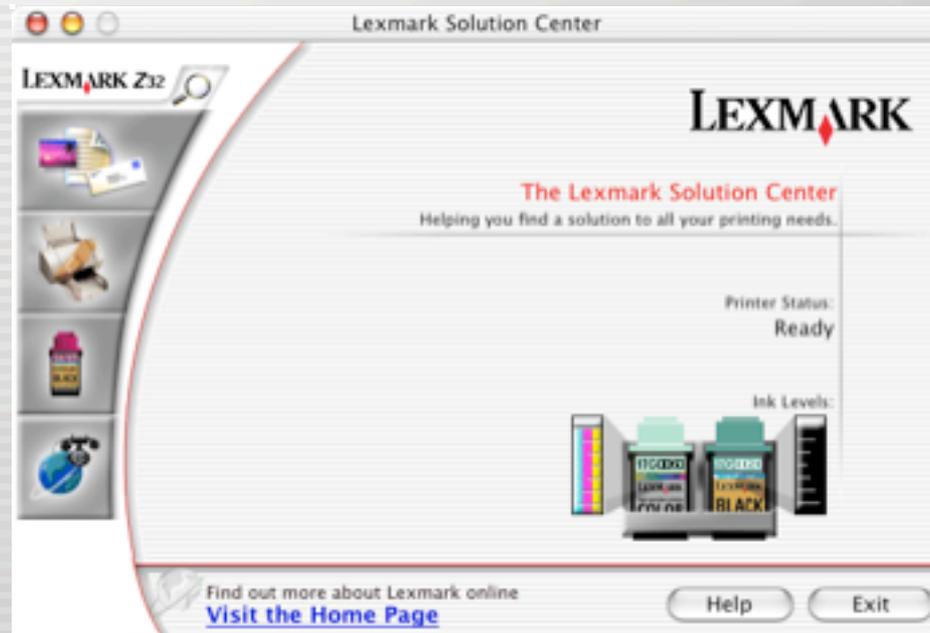
Configure a USB printer

- What you can do
  - Documentation/troubleshooting
  - Check ink levels
  - Change cartridges
  - Calibrate
  - Clean
  - etc
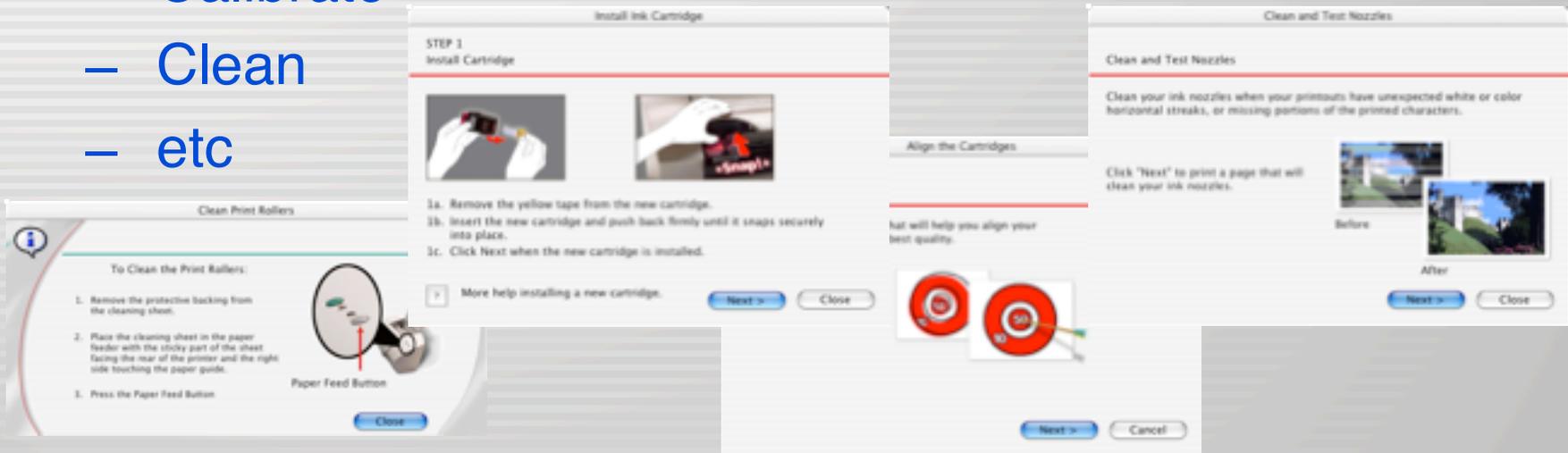
FYI: Location of printer stuff

- Print drivers and settings are stored at /Library/Printers/
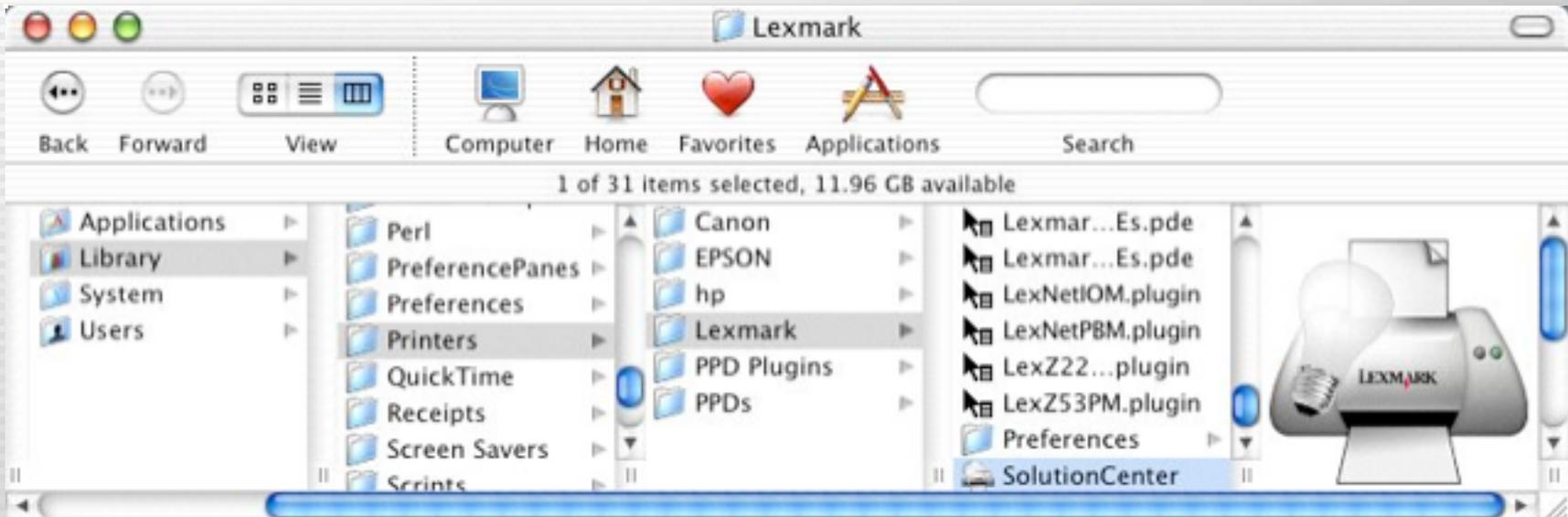
Other print drivers

- Check printer websites

- Canon, Epson, Lexmark, or PCL printer w/o Mac OS X drivers, try installing GIMP-Print

  – gimp-print.sourceforge.net

-

Printing a document

- File --> Print or "Command-P"
- Select options
- Click "Print" button
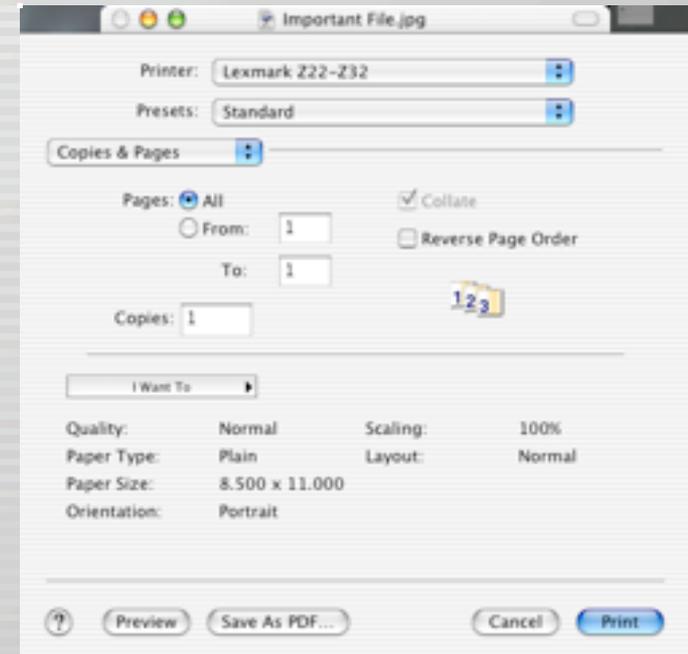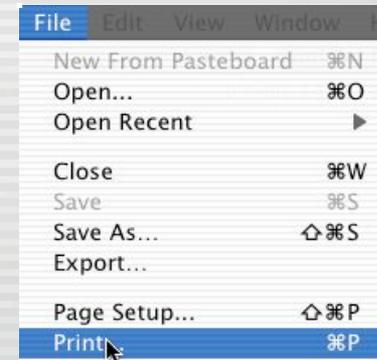
Printing a document

- Wait for printer

- Or delete, hold, resume the job

- Or stop all printing
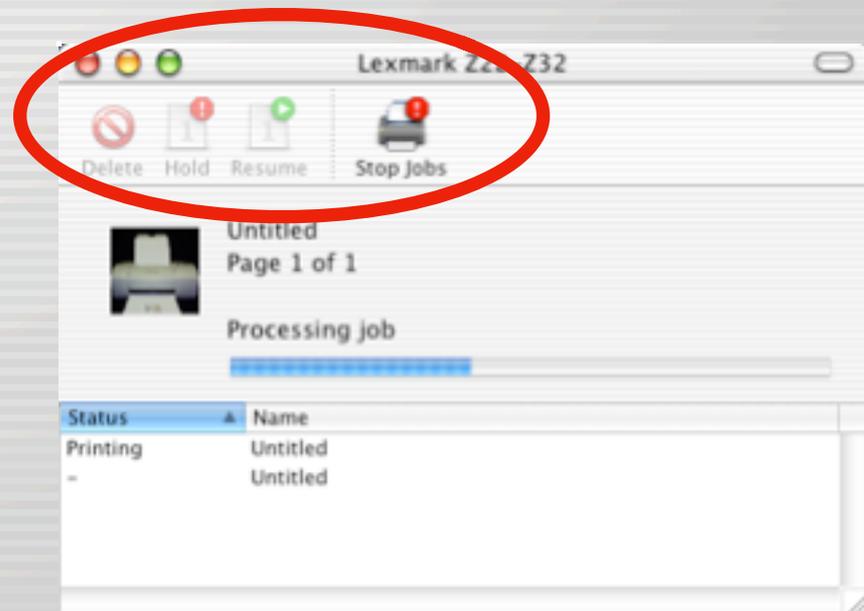
Save as PDF

- Get ready as normal
- Click on "Save As PDF..." instead of "Print"
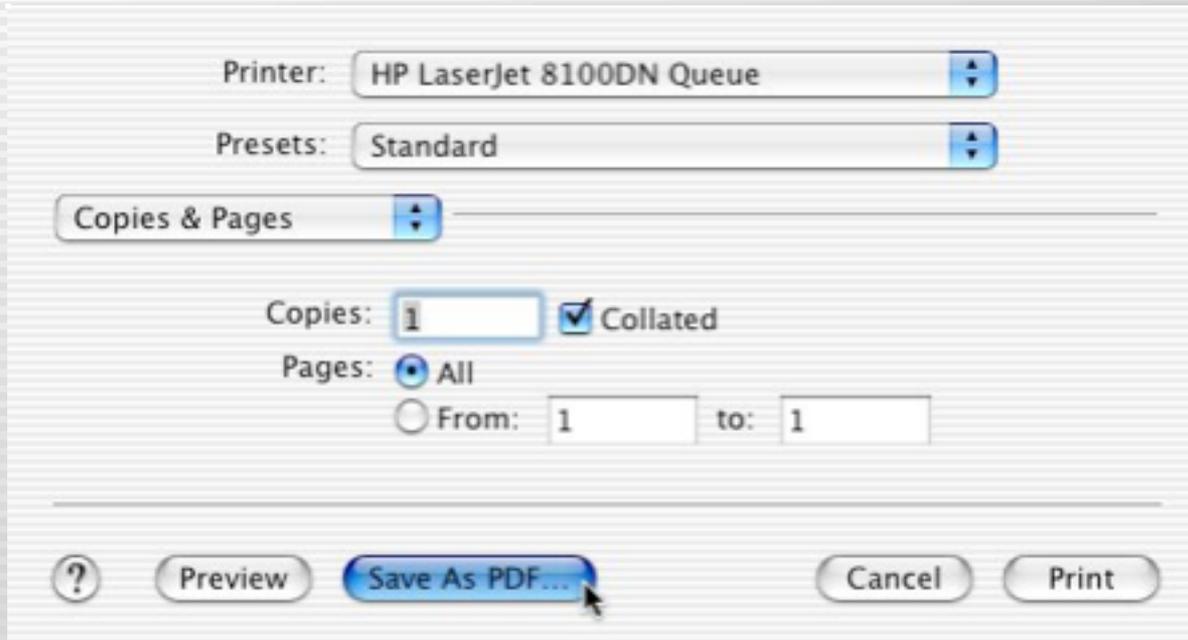
USB Printer sharing

- Computer with USB printer
  - Open System Preferences, Sharing
  - Select "Printer Sharing"
- Other networked computer
  - Shared printer just "shows up"
  - Can't "Delete", "Configure", "Make Default", or "Stop Jobs"

Sharing printer

Sees printer
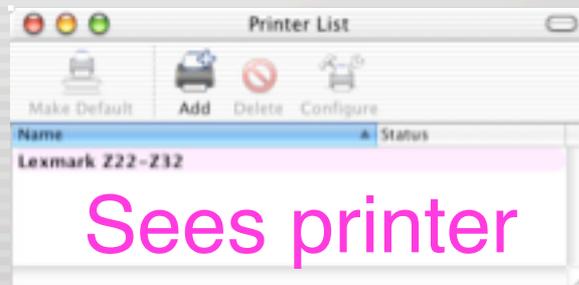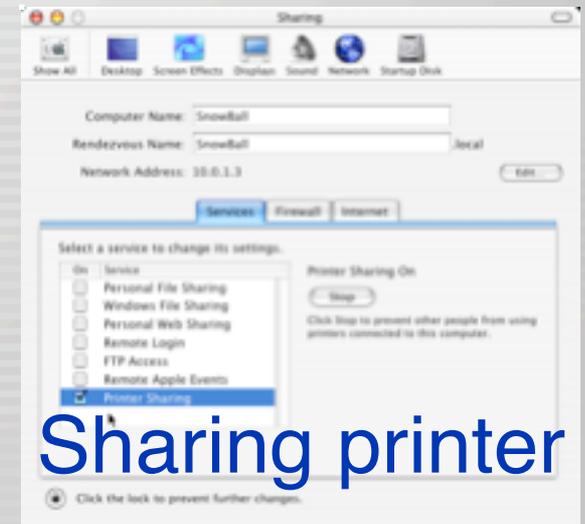
More Classes Offered

- Mac OS X Advanced

  – Thursday - April 3rd, 10:45 AM to 11:45 AM

  – Marriott Library Multimedia Center, Room 1745

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