# a Mac mind

# Why a newsletter...

the reasons behind the need for yet another newsletter ...



house and staring at all the to print, or digitize. I will wonderful programs I have supplement it with a podcast and a installed on my computer... And I Web site that will be updated kept thinking, "My clients need to daily. Keep in mind that as you see what else is out there... if only read this you will see certain words for them to think," "If only I knew in blue. These are links to how to do that.." So I am here to webpages. You can click on them tell you that bi-weekly (thats every and your browser (Safari or couple of weeks for those Firefox) will take you to them. uninformed) I will send out a Enjoy!!! newsletter that will fill your tech

I have been sitting around my coffers with all the knowledge fit

How do you do it? Well thats a good question.

## My tools:

- A couch
- A Macbook Pro

A Diet Coke

• A copy of IWORK o8'

The beauty of the mac is that the tools are all available right out of the box. Every new mac comes with a copy of IWORK 08. This program includes PAGES. Pages allows you to make some amazing layouts in little time. Iwork costs \$80 and packs the power of a suite of programs worth \$1000s . I provide tutoring on this program (so does Apple with their One on One training click here.

-Channing Work

#### **OUICK TIP OF THE BI-WEEK**

Do you know what the CTRL key does? If you hold this key down it's the same as using the right button on a two button mouse. Why is this a tip? Well... next time you are using Word, Pages, the web, or you just want to toss a file in the trash, hold CTRL first and click on your mouse on the item you want to interact with on the

computer. For instance... in Word when you type a

word that is misspelled it gets underlined in red. This means the word is spelled wrong. So hold CTRL click the word, and you will get a list of words they suggest it might be. Move your cursor to the word you want and regular click it. The word will magically change to a word that you chose.

### PROGRAM OF THE BI-WEEK NETNEWSWIRE - GET IT HERE

know what RSS is... well its Real Simple Syndication. For instance New York Times book reviews, front Think of it as a way to build your own newspaper of page, entertainment, and sports all have RSS feeds. Web sites you read everyday... sans the ads, pop-ups My book review feed shows 15 messages or unread and extraneous clutter most webpages subject us to. articles. When I click on it I get a list of all the bok As an example: I read well over 50 Web sites all reviews with summaries. If I see one I really want to through the day. If I had to go to each Web site every read more about, I click on it and from inside the time I wanted to see if something had been added I reader and I get to read the full article. Once I read would be exhausted by the end of the day. Not to an article it no longer shows 15, it goes down to 14. mention it would be a royal waist of time. Some sites That way with a only update once a day. Others often update every quick glance I ten minutes. Often its not clear what is new when can see what you get to a site because its littered with enough eye Web sites have candy to make you sick. Netnewswire is one of many new content. RSS readers on the market. Google reader is another Some sites offer web based only Reader that is popular. Netnewswire whole articles. used to cost around 30 dollars to buy, but because of You can also its popularity it is now offered at the bargain price of mark favorites, FREE. It includes an online version that talks to email, post to a blog and save clippings all from your Application. Why is all this important, well let inside the reader. Think of it as email for the web. me explain. When I open my reader I get a list on You will spend less and time searching the web., and the left hand side of every Web site I visit. And next more time getting to read what you want to see. to each Web site name is a number. This number -CW

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#### WEBSITE OF THE BI-WEEK - MYRECIPES.COM - CLICK TO GO HERE

myrecipes

First off... I know what you're thinking -"Isn't this a Macintosh newsletter?" Well yes it is, but I will also feature Web sites evervone can benefit from. Once you use this site you will see how useful it is. Myrecipes is a slick site that allows you to search for new recipes out of magazines like

Cooking Light, Southern Living, Coastal Living and Health. You can mark your favorites and add them to online files of recipes. You can print and email recipes as well. The cool thing is you can also enter your own recipes. Once they are in the file you can access them from any computer in the world. You can also email your own recipes

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to friends and family ... no more leaving out the special ingredient because you skipped it when transposing it to a index card (you know who you are!!) You will find all sorts of links to "How to's" and a slew of great videos on all things cooking. Have fun!! Send me a recipe when you get them posted.

Bon Appétit!



FINAL THOUGHTS

This first issue is a test, and it's short. As I get the hang of this I plan on at least a four page issue every other week. I plan on eventually charging a small subscription to this newsletter, so please give me your thoughts on what I may do to improve it, as well as, issues, concerns or ideas you think I should cover in the future. Until next bi-week - Thanks and Cheers Chaming