The LIMac FORUM

NEWSLETTER OF THE LONG ISLAND MACINTOSH USERS GROUP

Photo: Bill Medlow

January's Meeting

This month, we were treated to an excellent presentation by Tom Abruzzo and Rick Johnson from the Walt Whitman Apple Store. Tom did most of the presentation, assisted by Rick, who is actually the manager of the store.

Tom described, explained, and demonstrated many of the new features found in Leopard (*Mac OS 10.5*). Tom limited the number of features he showed us, in order to emphasize the details of each feature. First on his list was the *Finder.* The new *Finder* has quite a number of enhancements. The first feature he discussed is the ability to preview your documents in three different ways. You can see the preview in normal view, *Cover Flow*, and *Quick Look.* In normal or *Cover Flow*, you get a preview of the file. If it is a multipage document, you see the first page. Select the file then tap the space bar, or click on the *Quick Look* icon, and you can browse every page of a multipage file, without ever opening the application that created it. This is great if you are searching for something specific, and you are not sure what document includes it. *Quick Look* does not work for every application, but most companies are creating plug-ins to enable it.

Tom then proceeded to describe and demonstrate the new features added to *Leopard's* built in applications. *Mail* has some cool new features such as, '*To do's', Notepad*, and *Stationary. Stationary* allows you to send fancy e-mails. It was mentioned that if the included stationary is not to your liking, third party companies are selling additional templates. You can even use *Pages* to customize your own stationary for use in *Mail. Photo Booth* has also been improved. It will allow you to control effects, put in backdrops, make proof sheets, do multiple shots, and even make movies which can be exported.

Next up was functionality. Tom showed that *Spotlight* performed a lot faster, and how

February's Meeting

FEBRUARY 8 MEETING

February's main presentation will be a demonstration of *Bento* – the new personal database from *FileMaker* that's as easy to use as your Mac.

According to *FileMaker*, "*Bento* brings your important information together in one place to help you get organized, so you can manage your contacts, coordinate events, track projects, prioritize tasks, and more faster and easier than ever before.

"*Bento* includes built-in links with *Mac OS X Address Book* and *iCal*, ready-to-use templates, and elegant themes designed by Mac artists.

"Just point and click or drag and drop to change the look of any form and see information in a way that makes sense to you."

Here's what you can do to "organize all the details of your busy life – at home, work, school and in your community:

General meeting time schedule:
Meetings are held at The New York Institute of Technology, Building 300 (Anna Rubin Hall), Old Westbury, Long Island.
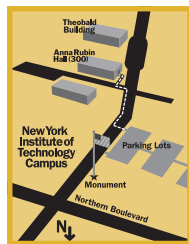*Meetings start promptly at* **7:00 p.m.**
Bradley Q&A 7:00–7:30 p.m.
Beginner's Q&A 7:00–7:30 p.m.
Featured presentation 7:30–8:20 p.m. followed by announcements and raffle drawings.
SIG (Special Interest Group) meetings 8:30–10:00 p.m.
Photoshop **SIG:** How to use the RGB channels in *Photoshop*. How to add spot colors to Alpha Channels. How to create a four color effect with just two channels (for hard-core graphic arts professionals).

MacBasics SIG: A look at *iLife '08* with an introduction to *iPhoto '08*. We'll discuss and demonstrate some of the new features in this new version download.

▶ In bad weather, call (516) 686-7789.
▶ The next LIMac board meeting will be at the Plainedge Library, (516) 735-4133, on Wednesday, January 16th, at 8 p.m.

G-R-R-R!

Leopard keyboard shortcut tricks
by Rob Griffiths
Another bunch of *OS X 10.5* tips, focused on some shortcuts you may not have yet discovered. One of the great changes in 10.5 is that entries in the Print dialog's PDF drop-down menu (the one that appears when you click the PDF button) can now have keyboard shortcuts assigned. So, for instance, if you often save via the *Save as*

PDF menu option, you can activate that feature with a keyboard shortcut (after opening the *Print* dialog via *Command-P*). Or if you often e-mail files via the *Mail PDF* button, that too can be reached via the keyboard.

To set up the shortcuts, open the *Keyboard & Mouse System Preferences* panel, then click on the *Keyboard Shortcuts* tab. Click the plus sign at the lower left to add a new shortcut, and when the new dialog appears, leave the

Application pop-up set to *All Applications*. In the *Menu Title* box, enter the exact text of the PDF menu command for which you'd like to create a shortcut. To make it easier on you, feel free to copy and paste any of the following:
Save as PDF…
Save as PostScript…
Fax PDF

Bradley's Tech Session

Bradley Dichter
bdichter@optonline.net

ID TIP!

Adobe InDesign CS3 Tip – My Document Window Is Stuck Behind the Control Panel
Here's a problem that's bound to happen to everyone at some time or another. I was working on a couple of *InDesign* documents at the same time – dragging-and-dropping objects from an older layout to a new design. To see both layouts at the same time, I maneuvered the document windows around my screen. At some point, I realized that the entire title bar of one layout was hidden behind the *Control* panel, which was docked to the menu at the top of the screen. Without

▶ **It seems for *Leopard's Time Machine* they recommend a large external hard drive to backup your internal drive, does it backup just your files, what about your *Applications* and *System* files?**
Time Machine wants to, as a default, backup everything on your startup drive and any other mounted drive/partition that is available besides the volume it proposes to use for *Time Machine's* purposes. You can use the *Options* button in the *Time Machine System Preferences* pane to exclude folders or volumes you don't want to be backed-up. One thing that is recommended to exclude is the *~/Documents/ Microsoft User Data/Office 2004 Identities/Main Identity/ folder* as it contains your *Database* folder of all your e-mail and address book in one large monolithic file which gets updated, perhaps every 10 minutes, with new mail. Every hourly backup by *Time Machine* would include a copy of this large file. Mine is over 4GB. Apple's *Mail* keeps your e-mail broken down into small pieces and thus does not need to be excluded. Apple's *Time Machine* backup drive is not a bootable volume, so if things go very wrong, you would have to reinstall Leopard to boot again, but the *Migration Assistant* offers to copy data from your *Time Machine* backup drive, (that is of course a new feature of the *Leopard* version of the *Migration Assistant* not found in the *Tiger* version) so you can restore from the last hourly snapshot of your hard drive. If you want a bootable backup, the previously favorite program, *SuperDuper!* is not yet *Leopard* compatible, so I'd suggest the free *Carbon Copy Cloner 3.0.1* which works with *Leopard*, offers synchronization and scheduling and of course makes a bootable copy of your hard drive. It only makes a copy of the current hard drive, not a rolling archive like *Time Machine*, so it won't help if you have deleted a file. Just to be fair, I guess I should also mention *Synchronize! Pro X 5.1.3* which also works with *Leopard* to make a bootable backup, but it costs $99.95. It does offer to archive old versions and can schedule backups.
▶ **Can you run applications off the Time Machine drive?**
No you can't. Unlike *Super Duper!* (used to do) or *Carbon Copy Cloner*, *Time Machine* works more like EMC/Dantz's *Retrospect* in

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President's Message

Bill Medlow
President
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LIMac was fortunate with the success of last-November's big event, and that success carried over into our holiday party and January's *Leopard* presentation was a full house (*see page one*). These meetings attracted many new-people and along with them came many challenging new questions. All in all, these are very positive ways of welcoming a new year.

We have some great presentations coming up and LIMac is adding a new Special Interest Group (*SIG*) to follow each of our feature presentations. These half-hour sessions will be called "ShortTakes" and each month's topic will vary while continuing with our how-to theme.

Learning, sharing and supporting is what this organization is about, and no matter what may change in the meeting's format, our objectives will always be the same. Whether it's something you never knew about, or something you've always wanted to learn more about – we're here for you.

that it copies into a special archive format, so you won't find any applications there. (The primary reason the drive is not bootable, no Mac *Finder* readable files.) On the other hand, *Time Machine* does not erase the hard drive each time it backs up, so you could clone over a basic *Mac OS X* to the *Time Machine* drive or install Mac *OS 10.5* from *DVD* so it can boot up the Mac.
▶ **If I don't want to fill my *Time Machine* backup drive fast with large files, how can I change *Time Machine's* preferences? I can't find any way to change them.**
Apple doesn't offer any way to adjust the timing of the backups, just what folders to exclude. There is the free utility, *TimeMachineEditor* from Time Software, that can change the interval for backups (usually hourly) and change the time for the daily (usually 11 AM), weekly (usually Monday at 11 AM) and monthly backups (usually the first of the month at 11 AM).
▶ **I have an iPhone and Cablevision's Optimum Online at home. I can't get the iPhone to send e-mail on the road or at home. How can I fix this?**
(*Q&A continues on Page 3.*)

being able to grab the title bar, how could I move the document around my screen? I spent a minute or so trying to grab hold of some other part of my document window but I quickly realized that was a waste of time. But then an old "Tip of Day" came to the rescue. I pressed my *Tab* key to make all panels disappear from my screen revealing the title bar of my "stuck" document." I grabbed hold of the title bar to move the document window, and then pressed the *Tab* key again to make all panels visible.

There's nothing like a good old reliable tip to solve new problems.
– Jeff Witchel

Mail PDF
Save as PDF-X
Save PDF to iPhoto
Save PDF to Web Receipts Folder

For an example, I'll enter Save as PDF... in the Menu Title box. For the Keyboard Shortcut, enter the shortcut you'd like to use to activate the chosen menu item – in this case, I'll use Command-Option-P. Once you have the key combo entered, click the Add button. Now just switch to any document in any application, and press Command-P. Once the Print dialog appears, press Command-Option-P, and you should see the Save dialog appear, asking you where you'd like to save your PDF.

Repeat the above process for any other commands you'd like shortcuts for. In my case, I added Command-Option-M for Mail PDF, and Command-Option-R for saving things to the Web Receipts folder.

A second tip adds another keyboard shortcut, and it's one I'm particularly happy about. In my job, I spend a lot of time digging around inside bundles – application bundles, plug-in bundles, etc. It just comes with the territory when writing tips about OS X and its programs. The first step in many hints is to dig into a bundle of some sort, and that's typically done by Control-clicking on the bundle in the Finder, then picking Show Package Contents from the contextual menu. As of 10.5, you can add a shortcut for this command. Follow the same steps as above, except set the Application pop-up to Finder, as that's the only place this shortcut needs to work. For the Menu Title, set it to Show Package Contents, and then set the shortcut

More of Bradley's Tech Session

TIPS!

Quickly switch views in *Quick Look*:
As you know, when looking at files in *Quick Look* you can look at a single one or use the arrow keys to scroll through your list, or even look at thumbnails (an index sheet) of all files.

Switching between *single file view* and *index sheet view* doesn't require a click. Simply press *Command-Return* to toggle between the two views. Nice.
–LeopardTricks

Drag and drop file uploading in *Safari*:
There's a button to upload a file in version 3 of *Safari* (including the version available for *Tiger*), and if you want, you can simply drag and drop the file onto the button instead of clicking to open a dialogue. Much easier!
–Leopard Tips

The problem is, Optimum Online blocks forwarded mail on port 25 – the usual one for SMTP mail. To be able to send OUTGOING mail from your Optonline account, regardless of whether you are on EDGE (AT&T network) or WiFi (Optimum Online via wireless router)...
Go to *Settings > Mail*.
Choose your optonline account.
Scroll down to outgoing server and put:
Server: mail.optonline.net:587
Username: *myoptonline* (Your username – this is the first part of your e-mail before the @ sign)
password: ********* (Your Password)
Click: *advanced*
Make sure SSL is OFF
Make sure authentication is set to *password*
Now you should be able to send e-mail whether you are connected to EDGE or to WiFi.

▸ **I have a problem in *iPhoto* where an folder full of images show in the library of thumbnails but when I go to edit any of them, I get a blank with a exclamation mark. What's wrong and how do I fix it? I'm running *Tiger* and there are no updates for my version of *iPhoto*.**
Apple's knowedgebase has article 303473 on this. It's either a permissions problem which can be fixed with *Disk Utility* in your */Applications/ Utilities/ folder* or you have moved or renamed the original files or enclosing folder in the *Finder*. Of course, you shouldn't mess around in the *iPhoto Library*. Try re-importing the file: If it's currently in your *iPhoto Library* package (for *iPhoto 7*) or folder for earlier versions in your *~/Pictures/ folder*, then drag it to the desktop and from there into the *iPhoto* window. I've seen problems similar to this due to having an old version of *QuickTime* installed. There is a version 7.3.1 for *Mac OS 10.4.9* or later. Is it possible your *Tiger* is getting old and you need to update a version older than 10.4.9?

▸ **I have a Terabyte hard drive. Do I need a terabyte size drive for *Time Machine*?**
Ideally yes, if not larger. The initial backup requires a drive large enough to hold all the files currently on your drive, so if you have 500GB of your 1TB drive filled, you need at least a 500 GB drive for backup. Each hour you create new files or modify existing ones, you need more space and old versions will be deleted as space runs out on the backup drive. So a larger drive can hold more hourly snapshots of your hard drive and of course all your real data. If you have 750 GB-filled out of 1TB and your backup drive is also 1TB, it can hold all your data and 250GB worth of history. *Time Machine* will alert you when the backup drive has filled up and must start deleting the oldest incremental backup info, of course keeping what it must if there is no newer version of any file. The popular G-Drive series goes up to 1TB and the G-RAID2 series also has 1.5 and 2.0TB drives. Western Digital's My Book Premium Edition at 160 to 750GB and Premium Edition II at 1.0, 1.5 and 2.0TB can be used, as is there Pro and Pro II series. The Apple Store's largest drive is the 2GB My Book Pro Edition II for $699.95. There is also the OWC Mercury Elite AL Pro up to 1TB and Pro FW RAID up to 2.0TB. If you have more than one *Leopard* running Mac, *Time Machine* copies your files from a particular Mac into a folder on the drive, so more than one Mac can share a really big drive. For people with a desktop and a laptop, *Time Machine* can use another Mac running *Personal Final Sharing* for *Time Machine's* needs. Larger businesses running *Mac OS 10.5* (*Leopard*) *Server* or a Xsan shared storage array can use these systems to hold the *Time Machine* data.

▸ **I have two users sharing a Mac running *Leopard*. How can they share *iTunes* and *iPhoto* libraries?**
For *iTunes*, it's easy, with *iTunes* not running, move the *iTunes Music* folder from the *~/Music/iTunes/ folder* into the */Users/ Shared/ folder*. Then startup *iTunes* and in the *Preferences-Advanced-General* tab, change the *iTunes Music* folder location to the */Users/Shared/iTunes Music* location. That should make that user's *iTunes* happy. Now switch to any other user and make the same change in their *iTunes*. Each user has permission to read and write to this folder. *iPhoto* doesn't have any such setting, so you need Fat Cat Software's *iPhoto Library Manager* to share the *iPhoto Library* folder which also needs to be moved to the */Users/ Shared folder*. I think you can set up the

Fast way to straighten a photo in *Photoshop*.
What's the fastest way to straighten a crooked or tilted photograph? This is one of those classic bread-and-butter *Photoshop* tips that sometimes slips through even the most experienced designer's bag of tricks.

Select the *Tape Measure* tool (it shares space with the *Eye- dropper* in *Photo- shop's Toolbox*) and drag a line across part of your image that should be straight horizontal or vertical. Then choose *Image > Rotate Canvas > Arbitrary*.

Photoshop auto-calculates the value required to straighten your image. Click *OK* and your image is all squared up.

The auto-calcuation is the fun part we think makes this tip-worthy. This feature has been around since *Photoshop 5.5*, but it still gets a "wow" from designers who never realized it was there.
–Creative Techs

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you'd like to use – I chose *Control-Option-S*, as that the menu command starts with S. Click *Add*, then switch to the Finder. Select an application in the Applications folder, and press *Control-Option-S*, and watch the new window appear, without having to reach for the mouse. My mouse-weary arm welcomed this shortcut

The last two tips are both quick and simple. First, if you use *Spaces*, you probably know how to switch from one space to another in *Spaces* overview (*press F8*) mode – just hover your mouse over a space and click. But here's an even faster method: just press the number that corresponds to the space you'd like to activate. Jump to space three, for instance, by pressing *F8* and then the *3 key*. You just need to remember the numbering sequence for *Spaces* – across first,

then down.

And finally, the last tip deals with *Quick Look* (select something in the *Finder* then press the *Space Bar* to activate). As you probably know, you can use *Quick Look* with more than one file selected – *Quick Look* will show the first file in the selection, and you can then use the *Left* and *Right* arrow keys to move through your selection. You can also click the four-paneled icon in the *Quick Look*

toolbar to view an index page, showing small versions of every file in your selection. So here's the tip: you can switch between the single-file and index sheet views by pressing *Command-Return*, saving yourself a trip to the mouse. (For extra eye candy, hold down the *Shift* key, too, and you'll get to see the switchover between the two view modes in glorious though time-consuming slow

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Note: *Sore Eyes site referrals are for your information only. Neither the Grosses nor LIMac endorse any of the sites or their products.*

Sore Eyes

Ok. I blew it. Somehow I managed to scan a photo from my scanner, which works perfectly as a rule, to the desktop in an old version of *OmniPage SE*. The picture is on my desktop as an *.opd file* but I cannot print it or copy it to something else. I've tried and when I print the photo it comes out in black and white and looks terrible. The computer says that it is text but since I no longer have the original shot, I tried to change the type. *Adobe Acrobat Standard* didn't like it and neither did *Photoshop Elements*. I tried a converter program, but I wonder why this is such a complicated process. Macintosh should be able to rescue me from my own stupidity.

I realized that I can not just use Command-Shift-3 to save the picture on the desktop. I no longer recall which buttons to push or which will do this for me. I used to be able to find whatever was in the scrapbook but that seems to have been lost several operating systems ago.

Well, I finally got it. I opened up the photo in *OmniPage* and saved the image on the desktop. Then I used *Control-Click* to get an additional menu. I was able to select *Open With*

and select *Photoshop Elements*. When I opened the picture with *PhotoShop Elements* I was able to rotate it and then doctor the photo as desired. I can also save it in the format desired. The things you can do with a Mac still continue to amaze me after all these years. The biggest problem is remembering what used to work in the past and how to do what you used to, before the computers got so smart.

The problems encountered in any computer session continue to amaze me. All of a sudden, our network that comes from Verizon, the telephone company's DSL program didn't seem to work in the nether portions of our apartment. While I deplored this situation, I walked out into the hall and found my neighbor sitting on the floor near the elevators trying to get his *own* network to work. Then we discovered that he has TimeWarner RoadRunner service and there was no way that we could blame both problems on the same source. Luckily, the problem seemed to resolve itself, or maybe there were sunspots, but now everything works, as it should. I hope that my neighbor's service has also been restored ↖

Another keyboard shortcut:
In my job, I spend a lot of time digging around inside bundles – application bundles, plug-in bundles, etc. It just comes with the territory when writing tips about *OS X* and its programs. The first step in many hints is to dig into a bundle of some sort, and that's typically done by *Control-clicking* on the bundle in the *Finder*, then picking *Show Package Contents* from the contextual menu. As of *10.5*, you can add a shortcut for this command.

Follow the same steps as above, except set the *Application* pop-up to *Finder*, as that's the only place this shortcut needs to work. For the *Menu Title*, set it to *Show Package Contents*, and then set the shortcut you'd like to use – I chose *Control-Option-S*, as that the menu command starts with *S*. Click *Add*, then switch to the *Finder*. Select an application in the *Applications* folder, and press *Control-Option-S*, and watch the new window appear, without having to reach for the mouse. My mouse weary arm wel-

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George Canellis
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User Group News

The following is just a small sampling of the vendor offers available to LIMac members. Please visit the LIMac Bulletin Board at *www.limac.org/invboard/* for a complete, up-to-date list.

Toast 8 Titanium complements the *Mac OS* and *iLife* applications, and sets the standard for burning CDs, DVDs, and now Blu-ray discs on the Mac. Create superior sounding audio CDs with smooth crossfades and transitions. Enjoy your TV shows anywhere with exclusive TiVoToGo and EyeTV burning. Convert and export video for an iPod, PSP, mobile phone, and more. There is no easier way! It's your digital life, *Toast* It! With this special offer, user group members receive $30 off MSRP of $99.95. You can order *Toast 8 Titanium* for $69.95 by visiting *http://tinyurl.com/22qvmx* This offer is valid through February 29, 2008 and is limited to two (2) per customer. *www.roxio.com*

Most user group members love to shop for great deals on discontinued or older accessories and parts & pieces. The MUG Store is a great

place to do exactly that: *www.applemugstore.com/mugstore/blowouts.php* Remember that everything you buy means points for LIMac to spend any way we want! Great values at: *www.applemugstore.com*.

This offer is valid through February 29, 2008.

Choose from *AKVIS Retoucher,* *Chameleon, Coloriage, Sketch, Frame Suite, Enhancer, Noise Buster, Stamp, Decorator and LightShop*. All of these are plug-ins to *Photoshop*, and some of them also have stand-alone editions. Try this software during the trial period, and decide if you want a full version. A special offer for Apple User Group members on all AKVIS programs ranging from $49 to $117 with 25% off any order! It works for any type of license including Home, Home Deluxe, Business. (Exception: the bundles are not included in this offer.) *www.akvis.com* This offer is valid through February 29, 2008.

With the *Inclinepro*, Mac aficionados now

motion.)

Fix Mac slowdowns

Does your Mac seem to be getting slower over time? This probably isn't your imagination. As you use your computer, a number of factors can gradually lead to poorer performance. Things slow down as your CPU becomes busier with more tasks, your RAM fills up with open programs and documents, and your hard drive runs out of free space. In addition, individual programs, such as your Web browser and your e-mail client, occasionally need some tweaks to maintain peak performance. Luckily, it's easy to solve most slowdowns and restore much of your Mac's original pep.

Web browsing is too slow

When Web pages take a long time to load, or when your browser becomes generally slug-gish, you may suspect that your Internet connection is too slow. That's possible, but if you have a reliable broadband connection, the problem is more likely something you can easily solve. Try these tips.

Quit and relaunch

Web browsers tend to be resource hogs, and if you visit lots of media-rich sites, this effect can increase over time. Quit and relaunch your browser occasionally (at least once a day) to speed up browsing and reduce your browser's impact on other programs.

Close Tabs and Windows

Do you keep lots of tabs or windows open? Each one uses RAM, and some of them can also bog down your processor, even when you're not actively viewing that page. If your browser's performance is poor, try limiting yourself to six or eight open Web sites at a

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Style-Linked Fonts

Ilene Strizver

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Ilene Strizver, founder of The Type Studio, is a typographic consultant, designer, writer and specializing in all aspects of typographic communication, from the aesthetic to the technical. Ilene conducts Gourmet Typography Training internationally. For more information, visit www.the-typestudio.com.

WINNER!

JAN. DOOR PRIZE

Who Knows

In the text (at right) on top was styled using the style bar in *QuarkXPress*; the font menu was used to style the text on the bottom. The result? The top text got slammed with "fake" styling, which means this typeface is not style-linked.

As everyone knows by now, computers are not rational machines, but willful and occasionally spiteful creatures. It's not always easy to explain why they do what they do.

For example: when you're formatting type, why does applying a **bold style** to a font sometimes access the true-drawn bold weight, yet other times the same action creates a clumsy "fake" bold version of your typeface? In this case, there is an explanation: *Style-Linking*.

Most major font foundries (as well as some of the smaller ones) style-link font families, especially text faces. If a font is style-linked, you can highlight text in the regular (or book) weight, choose **bold** from your application's style menu, and the font *knows* to access its own true-drawn bold weight. The same is true when you choose *italic* from the *Style* menu – you'll get the font's true-drawn italic, as opposed to a computer-generated slanting of a roman.

With style-linked fonts, even an actual bold italic weight can usually be accessed through the *Style* menu. Style-linking will also work if you use your application's keyboard command shortcuts for styling text.

You can check with the foundry or manufacturer of a font to find out if it's style-linked, but it's easy to find out for yourself. Create a test document that lists, twice, the name of each font family and all its weights.

In the first listing, format the name by accessing the italic and bold weights from the font menu. In the second listing, use the style bar or keyboard commands to format the text. Compare the two lists. If both listings look exactly the same, that typeface is style-linked. If they don't, it's not, but the exact result will depend on which software you're using – *QuarkXPress* will resort to "fake" styling

SCALA

Regular
Italic
Bold
Bold Italic

Regular
Italic
Bold
Bold Italic

and attempt to make a **bold** or *italic* out of the roman text – a typesetting no-no! – while *Adobe InDesign* will not attempt the formatting at all. If you're unsure whether the two listings are identical, print them out and/or enlarge them and take a closer look.

LIMac's Privacy Policy:

General Information Collection: LIMac acquires mailing and e-mail addresses from our members and no other outside sources in order to communicate with our membership. We use this information to send out the LIMac FORUM and to send occasional notices.

Disclosure to Third Parties: We do not disclose mailing addresses, e-mail addresses or any other confidential information to third parties.

Questions: If you have any questions concerning LIMac's Privacy Policy, please e-mail them to *aboutlimac@aol.com*.

Send your $36 check to:
Long Island Macintosh Users Group, P.O. Box 2048,
Seaford, NY 11783-0180

time. Try a different browser There's no easy answer to the question "Which browser is fastest?" It depends on your Mac's processor, which version of OS X you're running, and which version of a given browser you're using. What you're doing – for example, playing a Flash game or looking at a CSS-rich site – matters, too. My advice is to consider trying a different browser if yours feels too slow.

You may get the best results from Apple's *Safari 3*, Mozilla's *Firefox 2*, The Omni Group's *OmniWeb*, or Opera Software's *Opera*, depending on thecircumstances.

E-mail takes forever

Does checking your e-mail or searching for a saved message seem to take an eternity? Several strategies can help solve this problem:

Clean out Your Inbox

If you have thousands of messages in your inbox, your e-mail client can get bogged down. Apple's *Mail* (*/Applications*) is especially sensitive to inbox size when you're using IMAP, a common mail protocol that keeps copies of your messages on the server. Filing messages you've already read reduces the amount of work your e-mail client must do every time you check your mail.

Both Mail and Microsoft Entourage (part

of the $399 Microsoft Office 2004) store indexes of saved messages in special databases

This facilitates displaying, sorting, and searching your messages. Over time, though, these databases can become cluttered or even corrupted, resulting in slower overall performance, among other problems. You may be able to speed up your e-mail client

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comed this shortcut!

If you use *Spaces*, you probably know how to switch from one space to another in *Spaces* overview (*press F8*) mode – just hover your mouse over a space and click. But here's an even faster method: just press the number that corresponds to the space you'd like to activate. Jump to space three, for instance, by pressing *F8* and then the *3 key*. You just need to remember the numbering sequence for spaces – across first, then down.

And finally, the last tip deals with *Quick Look* (select something in the *Finder* then press the *Space Bar* to activate). As you probably know, you can use *Quick Look* with more than one file selected – *Quick Look* will show the first file in the selection, and you
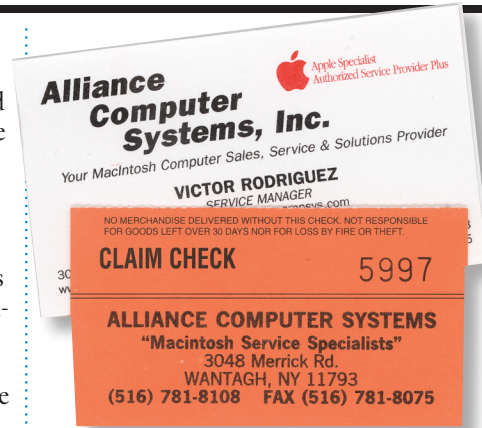
(January's Meeting continues from Page 1)

easy it was to organize your documents and applications using Stacks. Tom briefly discussed *Time Machine*, then showed a *QuickTime* movie of exactly what it could do. You can view this movie at *www.apple.com/macosx/guidedtour/.* Just browse through until you get to the Time Machine segment.

Also demonstrated was *Spaces*, which allows you to have separate desktops for various combinations of applications you might use together.

Tom then fielded questions on the nitty gritty of each of the new features. We would like to thank Tom and Rick for their support of our group and for the wonderful presentation.

They would both love to have you visit the Walt Whitman Apple Store. They will be happy to talk to you about anything you wish. ▲
–*Scott Randell*

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AppleCare Works!

The Editor (and wife) needed help in order to produce the current issue of the Forum.

Having AppleCare sources here on Long Island made the problems disappear very quickly. After much computer consternation, we traced our way to a local AppleCare person. We did it through the Apple Website and followed the detailed info (including photos of the intersections on the road!) to the to Alliance Computer Systems, Inc, 3048 Merrick Road, Wantagh/516.781.8108.

We showed our AppleCare membership, unloaded our Mac, discussed our problems with its optical drive and waited for a call.

Victor Rodriguez quietly phoned us a day and a half later (it was over a weekend) and said, "Come pick up your Mac; it's fixed!"

We re-visited the store, picked up our iMac G5, went home and immediately upgraded to *Mac OS X 10.4.11.*

No charge! Problem solved! ▲

How to better visually enjoy the Forum:
Your Editor prefers you to use *Preview* (with *OS X*) or *PostView (www.metaobject. com/Products.html#PostView)* for reading the Forum.pdf – excellent programs that handle *.pdf* files with more visual accuracy than *Adobe Reader*! (Also read their *Help* files to discover the many tools and techniques they have available.)

You'll be happily surprised! ▲

EXCELLENT!!

can then use the *Left* and *Right* arrow keys to move through your selection. You can also click the four-paneled icon in the *Quick Look* toolbar to view an index page, showing small versions of every file in your selection.

So here's the tip: you can switch between the single-file and index sheet views by pressing *Command-Return*, saving yourself a trip to the mouse. (For extra eye candy, hold down the *Shift* key, too, and you'll get to see the switchover between the two view modes in glorious though time-consuming slow motion.) ▲

significantly by rebuilding the message index every few months. *Mail's Rebuild* command (*Mailbox: Rebuild*) works only on individual mailboxes. To rebuild all your mailboxes in all accounts at once, try one of two utilities: Matteo *Discardi's Speedmail* (donation requested) and Leland Scott's *VacuumMail* (free). The latter can run on a schedule.

To rebuild your database in *Entourage*, hold down the *Option* key while launching the program. In the *Database Utility* window that appears, select an identity (if you have more than one). Select *Rebuild Database* and click on *Continue*. Click on *Done* and then on *Quit* when the process is finished (it can take a while). After you relaunch *Entourage*, it will

have to redownload any previously retrieved messages from your IMAP account(s). Check on *Progress*. Your e-mail client may be simultaneously sending and receiving messages from multiple accounts, synchronizing mailboxes, and performing other background tasks – or it may just be stuck. If you can find out exactly what it's up to at any given time, you'll be able to solve potential problems. In

Mail, choose *Window: Activity Viewer*. The small floating window that appears lists each task *Mail* is performing. If one task appears to be taking an inordinately long time, click on the *Stop* icon next to it to cancel that task. In *Entourage*, choose *Window: Progress*. Again, a window lists each current task; click on *Stop* to stop a single task, or on *Stop All* to

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TIP!

Bugs & Fixes: Get DropStuff working again:

After upgrading to Smith Micro Software's *StuffIt 12* (either the Standard or Deluxe versions), *DropStuff* may no longer work properly. Instead of compressing your file when you try to use it, *StuffIt Setup Assistant* launches in error.

The fix is a common one: Delete the relevant preferences file. In this case, go to your *user folder/ Library/Preferences folder* and delete the *com.stuffit. DropStuff.plist*.
–Ted Landau

. . . .

Playing video in VLC!

This is for both *Tiger* and *Leopard*. *VLC* is really a great alternative to *QuickTime* and I use it all the time when *QuickTime* is having problem getting the right codec. There is an interesting feature that I discovered that is similar to the behavior of DVD

shared folder without paying the $19.95 shareware fee. I've used aliases pointing to things moved to the *Shared* folder with good success in many other cases.

▸ **I get a message from *Safari* that I'm disconnected from the Internet, then I'd try *Firefox* and it seems to work, until *Firefox* says it can't find the server. I'm directly wired to the cable modem, not using *Airport*.** How old is your modem? It's a few years. Sounds like it's failing. I've seen it before. You can go to the nearest Cablevision walk-in office and replace it, no charge. When you get it home, make sure you call their support line and make sure they have your new cable modem's hardware MAC Ethernet address so you don't lose service.

▸ **I've been trying to use Norton *SystemWorks 3* with a iMac running *Mac OS 10.4*.** It's not compatible with *Mac OS 10.4* and can't boot the newer machines anyway. In fact *Norton Utilities* was implicated in causing more directory damage than it fixed in it's later years. For *Mac OS 10.4* I recommend *Drive Genius 1.5.3* from Prosoft Engineering, but as they have not yet upgraded to a version that runs within *Mac OS 10.5 Leopard*, for those running *Leopard*, the only choice is Micromat's *TechTool Pro 4.6.1*. You can boot *Drive Genius* from the CD and run it's tests on a drive running *Leopard* according to their Web site. We should have

a *Drive Genius 11* out sometime this month (January 2008) Of course, if you have one of the new Mac Pro (Early 2008) which require *Leopard*, then *Drive Genius'* CD can't start up these new machines.

▸ **I have a CD stuck in the slot loading drive in my iMac. I remember the older models had a small hole you could stick a pin in to eject the disk. How about the iMac G5?** There is a hole, but you can't see it through the felt lining the slot. On the old iMac G3 with the slot loader, it was just inside the right edge. So on the iMac G5, with the vertical arrangement of the drive, it's just below the top edge. You'll need a sturdy unbent paper clip, the thin one is not up to the required pressure. You should restart the Mac after this to reset the mechanism. I would first try the electronic option first, just restart with the (left) mouse button depressed. That assumes a wired mouse. Of course you should never insert any of the novelty size or shape disc you might find into the slot load drives. They may get injected, but most likely never ejected. Just use the standard 12 cm size. The other non-standard size and shapes should only be used in the tray load optical drives like found on the Mac Pro and Power Mac G5, eMac, iMac G4, most Power Mac G4 & G3 (Blue and White or Platinum). Yanking out the stuck disc with long nose pliers rarely comes out well for the disc or the drive. ↖

Player. If you want to go forward or backward in *DVD Player*, there is a new timeline in *Leopard*, but I still often prefer using a *keyboard shortcut*. The *keyboard shortcut* works both in *Tiger* and *Leopard* and is *Shift - Command - Right Arrow* for going forward and *Shift - Command - Left Arrow* for going backward. What is news to me is that the same shortcut can also be used in *VLC*. What I like about the way it works in *VLC* is that it doesn't look like the old-fashioned vhs fast-forward and rewind like in DVD Player. It is actually possible to press *Shift - Command - Right Arrow* only once and it will move forward one minute.
–MacGeek

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have a laptop support system that meets their needs for function and style. Laps and laptops stay cool resulting in comfort for the user and longer battery life. Set up your office anywhere and benefit from the Inclinepro's ergonomic design and ultra-light construction. A cooler computer and sexy low-profile design make the Inclinepro an essential accessory for every Mac owner. Exclusive user group 20% discount off retail $75. Great laptop support: *www.inclinepro. com* Coupon code: INCLINEMUG This offer is valid through February 29, 2008.

TaskPaper is for Mac users who want a simpler way to stay organized and get things done. It is a simple to-do list that's surprisingly adept. Unlike other complex solutions, *TaskPaper's* text-based interface is focused on paper-like simplicity. "It's a very simple, but intriguing and original concept. I've been using it for a

few weeks, and it's definitely worth a look." – John Gruber. User group member price is $12.32, which is 35% off retail. *www.hogbay-software.com/products/taskpaper* Coupon Code: *Mugtaskpaper*. This offer is valid through February 29, 2008.

Fastforward Software has produced *Galder* (a new board puzzle game), *FinanceToGo* (the intuitive double-entry accounting software), and *QuickSnap* (the easy-to-use screenshot utility). This is an exclusive offer only for Apple User Group members offering *FinanceToGo* for $35.95 (SRP $44.95), *Galder* for $15.99 (SRP $19.99), and *QuickSnap* for now $11.95 (SRP $14.95). This is 20% off each product. No coupon code needed. *www.fastforwardsw.com/promos/amug.html* This offer is valid through February 29, 2008.

Mireth Technology produces easy-to-use

More of Mac User Groups News

stop all interaction with your mail servers. If you experience persistent misbehavior in *Entourage*, choose *Window: Error Log* to display a list of error messages, which may give you clues that help you diagnose the problem.

Consolidate Accounts

Do you have more than a couple of E-mail accounts? Though most E-mail clients can check as many accounts as you have, each additional account means a longer wait when you check for new messages. One way to speed things up without getting rid of any E-mail addresses is to redirect all your incoming messages to a single account. For example, if you use Apple's *.Mac* mail ($100 per year) and Google's *Gmail* (free) for secondary E-mail accounts, you can set up both to forward incoming mail to your ISP, and thus get all your e-mail at one account – cutting the amount of checking that has to happen by two-thirds. (You may find this particularly valuable if you have a slow or unreliable Internet connection.)

software for the Mac, including *ShredIt - File Shredder, NetShred - Internet Track Eraser, and iVCD - DVD, VCD, SVCD burner. Mireth* is well known in the industry for providing robust, well-tested products and outstanding customer support. Take advantage of this Apple User Group member discount coupon and save 25% off the regular prices for Mireth Software that range from $15.00 to $39.95. For details, free trials and purchases visit *www.mireth.com* This offer is valid through March 31, 2008.

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7. Record hours worked and payments due.
8. Assign ratings to service providers and sellers.
9. Create libraries for music, movies and media.
10. Store files and photos related to projects and events."

Important **System requirements:**
▶ *Mac OS X v10.5 (Leopard).*
▶ A Mac computer with an Intel, PowerPC G5, or PowerPC G4 867 MHz or faster processor 512MB of RAM; 1GB recommended
▶ A CD drive is required for installation of boxed product software

You'll surely want to see what this new database can do for the rest of us, so come on down and check it out! We will also hold our very popular raffle, with an iPod included, Bradley's Q&A, novice Q&A and our SIGs.

So there's even more incentive to brave the February weather, whatever it brings, and come to this exciting meeting.
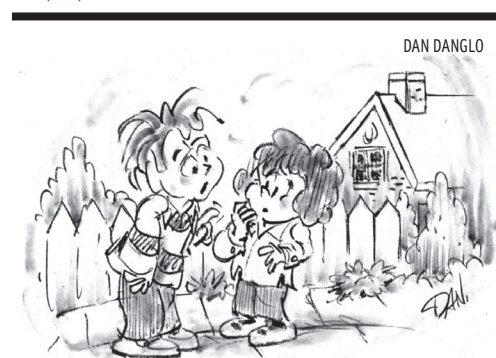*–Rick Matteson*

both novice and expert users. Prosoft adopts the role of being data advocates, fighting to preserve data and prevent data loss. Prosoft offers a 25% discount to all MUGs using the special MUG discount code. Their products include: *Drive Genius* – Maintain, Manage and Optimize Your Hard Drive; *Picture Rescue* – Digital Picture Recovery; *Data Backup* – Backup Made Easy; *Data Rescue* – Emergency File Recovery; and *TuneTech for iPod* - Maintain, Manage and Optimize your iPod. *www.prosofteng.com.*
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Adam and Tonya Engst of TidBITS are continuing their sixteen years of supporting user groups with a special 10% discount for all orders in their new *Take Control* electronic book series. *Take Control ebooks* provide highly practical, tightly focused, inexpensive help from leading Macintosh authors. Titles are delivered in PDF layout with active links, and are optimized for viewing and printing. The user group code to take advantage of this generous offer is *www.takecontrolbooks.com.*
Do you own or work in a Mac-based small business that has grown out of it's computerized checkbook? Have you grown tired of creating invoices using *InDesign* or *Word*? If you think you are ready to move beyond your shoebox, MYOB has the right tool for you at a great MUG discount. MYOB, Inc., the leader in Mac small business management, has just released *MYOB FirstEdge*, a new Mac only product that will help you run your business quickly and easily. MUG members get $25 off the regular price of $99 on *First Edge* or $100 off *AccountEdge*. *www.myob.com/us/.*

DAN DANGLO

"..and I say, my father gets more hits on his website than your father does."

TIP!

When You Drag and Drop Pages in *Adobe InDesign CS3*, Don't Forget the *Master*:

As part of a recent lesson, I mentioned that you could drag-and-drop a page from the *Pages* panel of your active layout to the document window of another layout. One student had an immediate question after he tried it for himself. He asked, "When I drag-and-drop the page onto a new document window, why are some of the objects on the page not being duplicated?" After taking a look at his file, I answered, "*Master Page* objects are generated by the *Master Page* and unless those objects are unlocked, they won't be copied. To unlock all *Master Page* objects on a page, look under the Options menu of the Pages panel and select *Override All Master Page Items*. Now, when you drag-and-drop a page, these unlocked Master objects are free come along for the ride.
– Jeff Witchel