



NEWSLETTER OF THE LONG ISLAND MACINTOSH USERS GROUP

LIMac was established in 1984, when the Mac was introduced. Annual dues for membership is \$36. First meeting is free. For information, contact any of the following:

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**Produced using:**

Tex-Edit Plus, text-SOAP, TextSpesso, Adobe InDesign, Photoshop, Illustrator, and Acrobat.

**March's Meeting**



On Friday, March 10, we were scheduled to have a presentation on *QuarkXPress 7*.

Unfortunately the presenter had a family emergency

and was not able to come. One of our

most active members (and a board member), Al Zygier, stepped in with only four hours notice. Al gave a great presentation on the art of making a first class home movie. He showed that this can be done using any of the many Mac video-editing programs.

The first step, (which Al stressed) is to use a tripod, and set it up eight- to ten-feet away.

Next, he suggested shooting the video without sound. This would make it much easier to add your own sounds later on. This particular presentation focused on making children the center of the movie.

Next step was to play music, (not to be recorded) and let the child move to the music.

It is a good idea to take some close-up shots to use in some frames. (Al also suggests you shoot some scene from different views.)

Next, comes the editing. Al showed different techniques for adding music and how to match it to certain frames. He also showed how to do various special effects.

This was a very interesting and entertaining presentation, and we were all very impressed with the finished product.

We would like to thank Al very much for coming to our rescue. He has contributed much to LIMac; we have all learned a lot from observing his movie-making techniques.

—Scott Randell

**April's Meeting**



Say kids, what time is it? No, it's not Howdy Doody time – it's time for our favorite Apple Systems Engineer, Dave Marra, to return to LIMac. Yes, it's time once again for LIMac's annual Dave Marra experience!

Join Dave Marra, Apple Senior Systems Engineer, for an exciting evening exploring the amazing new hardware and software products recently from Apple. We will

take an in-depth look at the brand new iMac, MacBook Pro and Mac mini, all running with Intel Core Duo processors. For the latest in exciting Apple software, we'll have fun making podcasts with iLife '06 – featuring significantly updated versions of *iPhoto*, *iMovie*, *iDVD* and *GarageBand*, along with the brand new *iWeb*! Finally, we will finish up with *iWork '06*, Apple's updated productivity suite featuring *Pages* and *Keynote*, for creating professional-looking documents and simply stunning presentations.

Be prepared for an exciting show! 🐱

—Rick Matteson

**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/raffle drawing

**SIG (Special Interest Group) meetings** 8:30-10:00 p.m.

**Photoshop SIG:** Paul Revere's *Photoshop Ride*. Recreating story of Brian's 5th Great Grandfather (which occurred in April, 1775) using

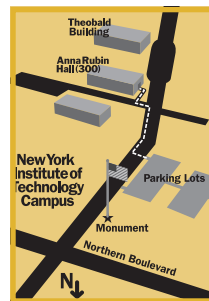
*Photoshop* and *iMovie*.

**Multimedia SIG:** Al Zygier will show how to make a children's video more exiting!

**MacBasics SIG:** How to deal with e-mail attachments, plus PDFs: what they are and what to do with them.

▶ In bad weather, call (516) 686-7789.

▶ The next LIMac board meeting will be at the Plainedge Library, (516) 735-4133, on Wednesday, April 19th, at 8 p.m.



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**Let 'em know you're a LIMac member!**

Our Famous LIMac logo is now available to be embroidered on any wearable item.

High-quality embroidery is done by ACU Plus Custom Embroidery, located at 3700 Hempstead Turnpike, Levittown, NY 11756; (516) 520-1039. [www.acuplusembroidery.com/index.html](http://www.acuplusembroidery.com/index.html).



## Tutorial: Ten ways to stay out of trouble

By Ted Landau

Many troubleshooting articles focus on how to get yourself out of some troubleshooting jam. In this article, I instead want to look at the other side of the table: How to keep yourself out of trouble in the first place. I will not be covering here any of the oft-cited maintenance routines (such as repairing permissions or running cron jobs). Instead, I will be covering even more basic advice that is also, in most cases, even more

simple to do. Despite this, it is advice that is too often ignored...at the user's peril.

### 1. Back up. Back up often.

Sure - you've heard it before: It's important to back up. But it bears repeating. No matter what problem you have, you can avert complete disaster by having your files backed up. The death of a hard drive that has not been backed up is the computer equivalent to having your house burn down. A lifetime of treasured documents could be lost forever. But with a computer, you have a

huge advantage as compared to your house: For very little money, you can maintain a duplicate of the contents of your drive. If your hard drive dies, nothing of value is lost at all. To accomplish this feat, all you need to do is make sure you have a recent backup of your data. That's why backing up is at the top of my list.

How and exactly what you back up can vary as a matter of personal preference. You can use the Finder to just save the important files in your Home directory. Or you can use any one

of a number of utilities (such as *SuperDuper!* or *Data Backup*) to make a bootable clone of your entire drive. Or anything in between. It depends upon exactly what you feel is critical to save, and how much time you are willing to invest in doing it. Just make sure you do it. Personally, I maintain a copy of my entire drive on a separate external FireWire drive. In addition, I periodically burn critical data to a CD.

Whatever method you choose, back up your data to a destination that is not simply another

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## TIPS!

### TypeTester Compares Web Typefaces

by Adam C. Engst  
ace@tidbits.com  
If you're the designing type, perhaps you can visualize what different typefaces look like without seeing them on screen.

But for people like me, seeing is believing, and whenever I'm looking at creating something for the Web, the trial-and-error process of finding a good combination of font settings always takes longer than I'd like. With the *TypeTester*, a sleek online application written by Marko Dugonjic, you can ease and speed up that process. (Thanks to Anne-Marie Concepcion for tipping me off to *TypeTester* in her free DESIGNGEEK newsletter; if you work in design or layout, you should be reading it. <http://www.seneca-design.com/design-geek/>.

In essence, *TypeTester* is a

## Bradley's Tech Session

► I read my new iMac G5 users guide and it says to shutdown before moving. If you move it while the hard disk is spinning, you can damage it, causing loss of data. If that's true, what about my iBook? eMacs and G4s? I have to move the iMac to plug in a USB cable.

The iBook uses a 2.5" format hard drive which is shock and vibration protected. The iMac G5 uses a 3.5" drive that is far more sensitive. 250G at 2 msec Operating Shock for a Seagate Momentus 5400.2 or 900G at 1 msec non operating. Compare that to a Barracuda 7200.7 which is rated at 63 Gs at 2 msec operating and 350 Gs at 2 msec. These are typical specs for the kind of drives found in these machines. So the portable can handle four times the shock while running compared to the desktop drive. The eMac and PowerMac G4 also use 3.5" drives. The only desktop model that uses the small drives is the small Mac mini. So if you intend to move your iMac while it's running, do it gently. That doesn't extend to just tilting it back and forth on its stand. If you intend to really reposition your iMac G5, of course you'd have to shut down and disconnect all the cables and grab the iMac G5 by the sides. Now if you just want to swivel it left to right, you may want to buy the i360° turntable base, made by Rain Design (about \$40). The older iMac G5 models with the flat back (non-iSight) had the VESA mounting option, so you could go with a swing arm (like Ergotron's) and move the iMac up and down, right to left and tilt up and down. You have to remove the pedestal stand and screw on the 100mmx100mm VESA adapter kit. The 17" iMac could use the cool Neo-Flex arm, but the 20", which weighs too much, needs the LX LCD arm. These arms mount to the edge of the desk or on the wall. Ergotron even has a HD45 arm for the 30-inch Cinema HD display. Of course in Ergotron's case, HD stands for Heavy Duty, not High Definition like Apple uses. Of course, if you have a powered USB hub attached to the iMac, you should be able to plug things into that and leave the cables plugged in and not move anything around.

► Is there a version of Firefox for Mac OS 9? I'm curious because you can't download Internet Explorer any more.

No, there is not a version of Firefox for OS 9, but

## President's Message

It's always more fun when something exciting is happening and they are happening now.

If you have been wondering about the Designsapes logo that has been gracing our Web pages and in the FORUM, it is there because they are supporting the LIMac monthly raffle with a year's worth of iPods. Each month until January 2007 we will have a different iPod as part of our monthly raffle. One month it may be a Nano the next month it may be a 60G iPod with a color display. When you come to a monthly meeting, and after you sign in for new monthly door prize, you should look for the black velvet covering on our raffle table. That is where you will find the iPod that will be raffled that evening. Check out our Web site: [www.limac.org/raffle.html](http://www.limac.org/raffle.html) and the FORUM for our latest winners. Good luck!

For anyone using a video camera, there is a national short homemade movie contest that is sponsored by Boston Market (This contest ends May 28, 2006). In the April and May Multimedia SIG meetings, we will review and demonstrate what is needed to make a 60-second movie that is fun and entertaining. Although sponsored by Boston Market, this is not a food movie and at last month's general meeting, Al Zeiger has already offered us some great inspiration. This is an opportunity for anyone - and as a LIMac member attending these Multimedia SIG meetings can only help to win real prizes. For all information, visit their Web site: [www.myextrahour.com/](http://www.myextrahour.com/) and come to our April Multimedia SIG meeting. 🖱

you can use Netscape 7.0.2 at <http://ftp.netscape.com/pub/netscape7/english/7.02/mac/macos8/sea/Netscape-mac-full.bin> or Mozilla 1.3.1 at [www.t3.rim.or.jp/~harunaga/mozilla-macos9/mozilla-macos9-1.3.1.sea.bin](http://www.t3.rim.or.jp/~harunaga/mozilla-macos9/mozilla-macos9-1.3.1.sea.bin) or the iCab 3 beta at [www.yangsheng.de/icab/iCab30Beta382\\_PPC\\_E.sit](http://www.yangsheng.de/icab/iCab30Beta382_PPC_E.sit) These are the latest browsers for the venerable OS 9, with iCab at least having been recently updated and perhaps future development for the abandoned operating system.

► Do you prefer Firefox over Safari? Where I work we have to use Firefox.

I use Safari for most things, and Firefox for a couple of things that don't work right in Safari for some reason. Then again I also keep on my (Q&A continues on Page 3.)



Bill Medlow  
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Web-based font comparison utility.

It provides three columns, each of which can have different specifications, and each of which displays a paragraph of text (Lorem Ipsum is the default, but you can enter your own) in a variety of different styles. Here's how it works.

First, choose a typeface from a pop-up menu that helpfully divides them into three categories: typefaces that are available by default for both Mac OS X and Windows, Mac OS X-only defaults, and Windows-only defaults. You can also specify any other typeface loaded on your computer.

Second, choose from pop-up menus to set the size, leading, tracking, alignment, word space, decoration, color, and background color (the color picker is truly amazing). As you choose each item, *TypeTester* automatically restyles the associated column of sample paragraphs using CSS styles.

*TypeTester* is free. Give it a look!

partition or folder on your startup drive. The point is to have a backup in case the drive fails.

## 2. Use Command-S – on autopilot.

Making periodic backups of your data may not help much if you lose a file that you just created in the last few hours. That's why the most important thing you can do when working on a document is save it! Press *Command-S* as often as possible. There are possible rescues here: taking a screenshot of the visible window can help save a brief amount of text; having previously

installed a program that records keystrokes may also facilitate some text recovery. But nothing is better than having saved the document.

I typically name and save a document before I even begin working on it. I then hit *Command-S* every time I pause, usually every couple of minutes or so. *It's as automatic as breathing.* That way, I never lose more than a few minutes work.

## 3. When in doubt – use Save As.

What if a document you are working on suddenly starts displaying some odd symptom, such as a

few lines of text that suddenly vanishes? Should you save the document at this point? No! The document may be corrupted. Saving it now may overwrite the last uncorrupted version of the document that you have. Instead, select *Save As (Command-Shift-S)* and save the document to a different name. The older, hopefully still functional, version of the document remains and is out of harm's way. You can now safely work on trying to fix the problematic version of the document. Even if you destroy the document in

the process, you still have the prior version as a backup. Even better, also create a duplicate of the possibly corrupt version before you go any further. Now you have backups of both versions of the document.

## 4. When in doubt, move files, don't delete them.

Suppose you have a preferences (*plist*) file that you believe is corrupted. Or perhaps you have some fonts that you want to delete because it looks like they are causing an application to

(Continues next month)



## TIPS!

### Super disk cloning By Jason Snell

With a new version of *Mac OS X 10.4, Tiger* recently being released, a popular topic has been backing up your hard drive. As Joe Kissell noted in his recent *MACWORLD* excerpt from "Take Control of Upgrading to Tiger," a vital part of any upgrade is making sure your important data is backed up. But even without a major OS upgrade in the wild, savvy users know that you should always have a good, working backup of your Mac's hard drive. One way many users get such a backup is to "clone" – make a mirror image of – their drive. Not only does this approach let you perform an *Erase and Install of OS X*, using *Migration Assistant* to restore your data and applications from the clone (as explained by Joe), but it also means that if anything should ever happen to your main hard drive, you can be up and running from the clone in no time. Unfortunately, because of invisible files and permissions issues, you can't simply drag the contents of one volume onto another to get a good copy,

hard drive *Netscape 7.2*, and the new *SeaMonkey* (from *Mozilla.org* which also produces *Firefox*, *Mozilla* and *Camino* from the Gecko browser engine), *Camino*, *Internet Explorer 5.2.3*, *Mozilla 1.7.12*, *OmniWeb 5.1.3*, and *Opera 8.5*. Curiously enough, *mozilla.org* recommends *iCab* for OS 9 users. FYI, Apple's *Safari* is based on the KHTML (*Konqueror*) open source rendering engine, and KJS (*Konqueror JavaScript*) which is then part of the WebCore software component which is part of WebKit framework. *OmniWeb* is also based on WebKit. More than you needed to know, right? I just found it interesting how tangled this whole business is. I use *Safari Enhancer* to, among other things, enable *Safari's* debug menu so I can use the *UserAgent* options to advertise my browser as *Internet Explorer 6 for Windows*. That helps a few Web sites to work with the Mac. For *Firefox*, there are many extensions, most of little use to most people or Mac users. The useful ones are *fast-erfox* and *adblock plus*.

► **PB G4 aluminum and I'm getting all kinds of dialog boxes in many programs asking for name and password. I don't recall any password. How do I make the problem go away?** In a way, you can't make it go away, but you can get past it. The operating system and many programs check the Internet for updates for themselves. *Mac OS X* requires you to authenticate before you can install the updates. When you first installed *Mac OS X*, or if your computer came with *OS X*, when you first started it up, you had to come up with an administrator name and password. If you go to the *Apple menu* > *System Preferences* > *Accounts*, you can see the name of your admin account, but the password is not shown. At some time you may have added a hint, but that was optional. What you have to do is reset the password and write the new password down so you'll have it handy for when the updates pop-up and need authorization, you'll be able to look it up when your memory fails you. To do this, you need to restart the Mac with the *System Install* disc. The Mac will boot up slowly and start the installer. Don't bother with too many continues, ignore the dialog box in front of you, and look in the menu bar. Under the *Utilities* menu (*Installer* menu if older than *Mac OS 10.4*), select *Reset Password...* and select your name in the pop-up under *Select a user of this volume to reset their password* and

## More of Bradley's Tech Session

type in a password. Type it again under *Reenter the new password for this user* and put in a hint should you forget the *admin* password and lost the paper you wrote it down on. You should not leave an administrator password blank even if the system allows it. Then click *Save* button and quit the application and then restart the Mac. You should now be able to install the updaters. Now one other thing involving passwords could still be a problem. Many programs store your passwords for other things in your system *Keychain*. Things like your e-mail program offer to store your e-mail password in the *keychain* so you don't have to re-enter it every time you startup the program. Problem is the *keychain* can get corrupted so the e-mail program can't retrieve it and asks for the supposedly remembered password. So the thing to do is open the *Keychain Access* application in your *Utilities* folder. You may have to go to the *Edit* menu and select *Keychain List* to bring up the correct window. There is also a *Show Keychains* button at the lower left corner. It's usually the *keychain* with your short name in the list that has gone bad. You'll see a list of all the programs that had entrusted this *keychain* with your passwords. You're probably thinking, all these programs are asking me for my password all of a sudden. So with the problem *keychain* selected and not a particular password, select *Delete Keychain <shortname>* from the *File* menu. Confirm the deletion. You can then quit. When you startup your e-mail program and it asks yet again for your password, this time it can store it in a new clean *keychain*. If you were to quit and relaunch the e-mail program, you should be relieved that it no longer asks for the password. Any other programs will ask one last time as it stores your passwords in the new keychain file.

► **I see some recent security updates for Mac OS 10.3.9 and 10.4.5. Are the vulnerabilities only for these operating systems or are users of Mac OS 10.1 and 10.2 left to the hackers?**

There hasn't been a security update for *Mac OS 10.2.8* since January of 2005. Looking at the parts of the Mac operating system fixed by the recent security updates, these same parts are present in earlier releases of the *Mac OS X*. I'd assume Apple doesn't want to support the obsolete computers from seven years ago. If you want the security, then upgrade to *Mac OS 10.3.9* or *10.4.5* if you can. ▶

## F/SALE

# 3

*Disk Warrior v.3.03* (latest version). In Original box \$50. call Mon-Fri (718) 510-0653, or contact me at next meeting. Harold

as you could in Mac OS 9 and earlier.

In the past, my favorite utility for cloning my hard drive has been *Carbon Copy Cloner*; unfortunately, it's not yet compatible with *Tiger*. On top of that, as great a utility as it is, some users find its interface a bit intimidating. Another option is *Mac OS X's Disk Utility*, which can make copies of volumes, but its options are fairly limited. In searching for an alternative, I've recently found a new favorite:

Shirt Pocket's \$20 *SuperDuper! 1.5.5* Like *Carbon Copy Cloner*, *SuperDuper!* – although I'm admittedly enthusiastic about the software, the exclamation point is actually part of its name – lets you make an exact duplicate of your hard drive; the resulting clone is even bootable. But what I like most about *SuperDuper!* is that it's easy to use for the most basic functions while offering advanced features not found in *Carbon Copy Cloner*.

Continues Page 4

## Top 10 Preventative Measures

By Bradley Dichter

(Continued from last month)

7. If an external device stops working, check to see if the computer even recognizes that it's connected by going to the (Apple) System Profiler found in your Applications/Utilities folder. (Mac OS 9 users will find it in the Apple menu) click on USB, FireWire or SCSI category to get a list of recognized devices. You can refresh the list

as you check the plugs. Sometimes you need to unplug and reconnect the device to get it be shown. Sometimes, particularly for some printers, you have to actually pull the power cord to reset the machine, just using the power button is not enough.

8. You probably know about the Force Quit... window, from the Apple menu or invoked with Command-Option-Escape. It only lists major applications. To get to the nitty gritty of what

is running, you need to go to the Utilities folder for Activity Monitor. Make sure it's listing All Processes in the pop-up near the top. You can force quit most everything there, but be careful, you could force quit something important and lock up your Mac. I'd view the list by % CPU to see what is hogging your resources, but listing by real memory can be a real eye-opener too.

9. Internet Explorer has been discontinued by Microsoft but people still use it. It recently

developed a nasty little problem which is really not it's fault. The default home page is [www.msn.com](http://www.msn.com). Problem is [msn.com](http://www.msn.com) recently changed it's programming which no longer works with the last version of Internet Explorer. As the program hangs up as it starts up, you can't seem to do anything. Deleting preferences or re-installing the program won't help. You need to disconnect from the Internet by pulling your Ethernet cable (Continues on Page 5)

# 4



Helen and Sheldon Gross  
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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.



Max Rechtman  
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On the easy-to-use side, the interface explains, in plain English, what is going to happen, so you can be sure you're actually doing what you want to do. For example, to make a standard clone (a bootable copy) of a volume, you simply choose the volume you want to be copied and the volume to which you want the copy to be made - you make these choices from pop-up menus arranged in a sentence that reads, Copy (volume

Spent a full day reading CNET on line. "Is the end of the Internet upon us?" by Molly Wood, executive editor, CNET.com, Monday, March 13, 2006, who claims that there is a serious attack on The Net, as we know it. Attackers include the numerous companies, states, even countries, who are interested in "their own communication networks" and will actually succeed in dismantling the free and unfettered communication systems we use today." Viruses, pop-ups, spam, porn and other problems we face daily may cause many to turn to smaller, private, for-profit, corporate, and/or political individual "Internets."

Sounds to us that she envisions a large group of AOL-type networks which will regulate and supervise their individual fiefdoms to meet their own agendas - a bit like "1984."

Our LIMac members are not a typical group of users. We have some additional sophistica-

## Sore Eyes

tion in using computers, and have perhaps a more varied set of interests. Upon reading the various postings by other readers, we were struck by the numbers of people who said variations of "who cares."

Of course, there was a vocal opposition as well. We seem to be concerned with the direction of multiple Internets. Shel and I are lining up with that faction. We cannot imagine being without a free and unfettered Internet for research, fun, study and whatever else we want to do on line. Otherwise we will have our own access limited by costs and/or other restrictions. Search engines will be restricted to only those Internets that allow them access. This seems to tie in with the desire of the government to investigate Google and others and to track where and with whom its citizens communicate. What's next? 🐭

## User Group News

At our March 10th meeting Sam Storch won a 1GB iPod shuffle. [www.designscapesny.com/](http://www.designscapesny.com/) Designscapes, a landscape design company, generously donated this iPod. We will have a different model in each month's raffle so please be sure to attend our **April 21 meeting, which will be on the third Friday of the month**, a week later than usual. Enter the raffle and perhaps you too will win an iPod.

### Vendor Offers

All new and still current vendor offers for UG members can be accessed by clicking on the link below. You must be a current UG member to qualify for these savings. New offers generally become available around the middle of each month. <http://homepage.mac.com/ugab/offers/vendorcodes.htm> Password: *ugvndor* This password is valid through May of 2006.

Many members are not making use of our Web bulletin board. If you go to this area on our Web site [www.limac.org/invboard/](http://www.limac.org/invboard/) you will find: items for sale and various topics for discussion. You can start a new topic, ask or answer a question. The instructions outlined below will help you access the Bulletin Board.

1. Go to [limac.org](http://limac.org)

2. Select (hover over) *Members* from the drop-down menu at the top of the Web page.

3. Select *Bulletin Board*.

4. If you have not previously registered click on *Register*, near the top left.

a. Choose a *Username*.

b. Choose a *Password* and re-enter your password.

c. Enter your e-mail address and re-enter your e-mail address.

d. Read the *Terms of Service*, click the *I agree* checkbox, and *Submit my registration*.

5. If you are a registered member click on *Log In* near the top left. Enter your name and password, and click on *Log me in*. It's a bit quicker if you spot the *Quick Log In* edit fields for your *User Name* and password just below the *Members* category box aligned right.

6. Now click on *LIMac members* forum and enter the forum *Password* which is: *kwmrpx* (all in lowercase), click on *Check my authorization*. The board sets a cookie, so in the future, you won't have to enter the members FORUM password. You are now in the LIMac members forum. Enjoy! 🐭

Pay your 2006 dues **now!**:

Send your \$36 check to: Long Island Macintosh Users Group, Post Office Box 2048, Seaford, New York 11783-0180. 🐭



## TIP!

name) to (volume name). But just in case that isn't clear enough, *SuperDuper!* then tells you what is going to happen: If this is all you want to do, simply click the *Start Copying* button, provide your admin- (level username and password), and let *SuperDuper!* do the rest; a progress dialog shows you the progress of the copy. The resulting copy will be an exact clone of the original - if the original volume was bootable, the copy will be, too.

However, *SuperDuper!* also provides a number of different ways to copy files and volumes, as well as several ways to customize the process: Alternate types (Continues Page 5)

## MARCH IPOD WINNER



SAM STORCH

or changing your settings in *System Preferences-Network*. Then it can't load the home page and gives up. So you can then go to the preferences and change the home page to something that does work, like [www.google.com/](http://www.google.com/). Quit the program and restore your Internet connection and startup IE for a test. Problem solved.

**10.** There are so many things that can go wrong that can be fixed by the free *Onyx*, you'd be amazed. You may have problems like duplicates

in your *Finder's* contextual menus, so use *Onyx* to reset the *LaunchServices* database. It can even do a quick check for damaged *.plist* preference files. You can do the daily and weekly (*cron*) maintenance scripts assuming your computer is not on at midnight when they are set to run. You can clean all kinds of caches not included in the above scripts. It's worth real money, but it's free from Titanium Software.

**Top 10 Finder tips**

**1.** Drag the contents of a mounted disk or disk image to your computer by using the *Option* key. Otherwise it just makes an *Alias*. This differs from the way it worked under *Mac OS 9*. As before from *OS 9*, if you drag a file from one folder on a given disk to another on the same disk, it moves it. To make a copy, use the *Option* key. Use *Command-Option* to drag out an *Alias* to the desired location.

**2.** Drag often used utilities to the toolbar of a regular window, not a collapsed one. I put *StuffIt Expander* and *MacParDeluxe* and *Split & Concat* there to make it easier to deal with downloads from the Internet. Yes you can have these items in the *Dock* or *Aliases* on the desktop, but there is available space in the *toolbar*.

**3.** It's too easy to try to drag something or things to the trash and miss and then end up with  
(Continues on Page 6)

## Other Stuff



### TIP!

In addition to the standard *Backup - all files* method of cloning a volume, *SuperDuper!* offers three other types of copies:  
*Backup - user files:* This type of backup does not create a bootable clone; instead, it copies only user files - those files found in the */Users* folder. This type of a backup is useful if you don't need a full, bootable copy of your hard drive, but want to make sure you have a backup of personal data.  
*Safety clone - shared users and applications:* This option copies all files from the source to the destination except user files (those in the */Users* folder) and third-party applications. These files are actually shared between the two volumes (see below).

*Safety clone - shared users:* Identical to the previous option except that applications are copied, as well. The "Safety clone" feature is rather unique; it creates a copy of your existing drive except for user Home folders and (if selected) third-party applications, which remain only on the original drive; both

### MacFixIt Toolbox Awards.

**Gold Winner: XRay** (by Rainer Brockerhoff) Without this tool, performing important processes like modifying a files permissions, creator/type codes (determining which application will open a specific document) in *Mac OS X* requires at least a limited knowledge of the *Terminal*. *Xray* offers a flexible and powerful replacement for the *Get Info* pane in *Mac OS X* (10.2 and up). It can view/change *Type*, *Creator* and *Extension* metadata as well as *Permissions* and other attributes.

**Gold Winner: Pacifist** (by Charles Srstka) Aply named for its ability to quickly alleviate a number of problems that require capture of specific components from original *Mac OS X* installation media or *Mac OS X* update installers, *Pacifist* opens *Mac OS X* .pkg package files and allows you to extract individual files and folders out of them.

**Gold Winner: SuperDuper!** (by Shirt Pocket) A good backup strategy should be the base of any troubleshooting plan. This versatile disk copying program can make a straight copy, or "clone"- useful when you want to move all your data from one machine to another, or do a simple backup. The real power, however, lies in its ability "checkpoint" your system, preserving your computer's critical applications and files while you run on a working, bootable copy.

**Silver Winner: Tiger Cache Cleaner** (by Northern Softworks) A staple for any Mac

troubleshooter's arsenal, this tool is designed to provide easy access to numerous *OS X* maintenance and utility options, with saliency assigned to its cache clearing functions. Corrupt caches can cause an array of surprisingly nasty issues in *Mac OS X*, including problems launching individual applications, lack of device recognition, and much more. When used in combination with *OS X's* disk repair tools, *Tiger Cache Cleaner* can be very effective in curing many *System* problems.

**Silver Winner: Printer Setup Repair** (by Fixamac Software) Printing on a Mac has always been a breeze relative to *Windows*, where necessitated driver re-installations are a common occurrence. *Printer Setup Repair* aims to keep it that way. This tool works rectify situations where the *Printer Setup Utility* will  
(MacFixIt Toolbox Awards continues Page 6)

### E-Mail Etiquette

It's tempting to format outgoing e-mail with different fonts, point sizes and colors, and to punch up your text with the use of italics and boldface. Unfortunately, what you send is not necessarily what your recipient gets.

Some e-mail programs don't read special formatting, including fonts that your reader's computer doesn't have. And many allow the user to set preferences for plain text instead of rich text, which includes styling. The result: your carefully formatted e-mail is reduced to plain text, or worse, littered with 'alien' characters (*more on that below*). What's the solution?

First, stick to system fonts, such as *Arial*, *Times*, *Verdana*, *Trebuchet* or *Geneva*, which virtually all users have. And, unless you're certain that the recipient can read your formatting, keep it simple and use only keyboard characters and styling that won't get lost in translation. For emphasis, try surrounding your important text with \*asterisks.\* All Caps is another option, but one to be used sparingly. Remember that Caps are considered *shouting* in the cyberworld!

For most people who have access to personal computers, e-mail has rapidly overtaken 'snail mail' as the preferred means of sending written communication, both business and personal. The near-immediate delivery and low cost of e-mail are hard to beat, but the tech-  
(OpenType Fonts continues on Page 6)

volumes share those files. The philosophy behind such a setup is that if you need to install new software, or an *OS Update*, you would boot from the clone, install the software or *Update* on the clone, and then see if everything works fine - your personal data will be safe on the original volume. If no problems occur, you can later reboot from the original volume and install the software or *Update* there. If you do have problems, you can switch back to the original



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volume - which was untouched by the new software or *Update* - and proceed as if you'd never changed a thing; you won't lose any changes to personal files you made while booted from the "safety clone." (You can then erase the clone and create a new one.) Interesting enough, as the screenshot above implies, the four standard backup types are actually provided by scripts built into the application. Advanced users can create their own scripts, based on or including the stock scripts, to further customize

DAN DANGOLO



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dozens of icons littering your desktop. Use the *Command-Delete* shortcut to trash your files. Use *Command-E* to remove mounted volumes, like *FireWire* or *USB* drives including digital cameras/cards.

4. It can be easy to get lost among your open folders' windows, particularly troublesome when you have two folders with the same name. You can customize the toolbar to include a pop-up

menu with the hierarchy to the current folder. That's great unless the current window has no toolbar showing. You can command-click on the name in the center of the title bar to get the same hierarchy.

5. *Spotlight* can be very useful for finding files with whatever text string you type in. The default for the results are shown by collapsible categories like *Folders*, *Images*, *PDF Documents*, etc.

As this is a special type of *Finder* window, not many people realize you can change the view like a regular window. There is an icon set in toolbar with an icon view, list view and category groups view. The list view is probably the most useful alternative, where you can resort the found items by date or size. The path to the selected item is shown by a dynamic collapsed view, as opposed to the staggard view of previous systems.

6. If you want to double-click on a folder and have it open in another window, there is that option in the *Finder's Preferences-General* tab to *Always* open folders in a new window. You don't always want that to happen just sometimes, so the trick is this: if a window is showing it's toolbar, then double-clicking on a folder will replace the window's contents with the new folder's contents. (Continued next month)

## 6

*SuperDuper's* functionality to their needs.

*Copy options.* If you click the *Options* button before starting your copy, you'll see a number of options for the current copy operation, categorized into *Before*, *During*, and *After* the copy. For example, before the copy begins, you can have *SuperDuper!* repair permissions on the source volume. And power users and administrators will appreciate the *After copy* options: *SuperDuper!* can create a disk image of, or install a package onto, the destination volume, or even run a script that customizes the destination volume - great for deploying a standard image to many computers, as in a lab environment. You can also choose to reboot from the new clone after *SuperDuper!* is finished. But for most users, the more important options here are the *During copy* choices:

*Erase destination, then copy files from source:* This is the standard clone method; the destination volume is erased and then the source volume is copied onto it. Smart update destination from source: This option is useful for updating an existing clone, as it copies only those files that are new or changed

nology does have limitations when it comes to typographic finesse. Here are some do's and don'ts to ensure that your electronic communication is received with its message intact.

### Safe Characters

One of the most puzzling occurrences in e-mails is the occasional appearance of strange, unfamiliar characters in the text, often foreign or mathematical in nature. We can usually read around them, but even so, what are they and how did they get there?

This can occasionally happen to non-standard keyboard characters when they're sent from one e-mail program to another. These characters include such typographic niceties as 'smart' quotes and apostrophes, *en* and *em* dashes, and *bullets*. These characters and others like them are not always encoded or translated consistently from one e-mail program to another. The result? Your carefully formatted curly quotes, ligatures and ellipses can turn into something unrecognizable to your recipient's inbox.

### SAFE CHARACTERS

abcdefghijklmnopqrstuvwxyz  
ABCDEFGHIJKLMNOPQRSTUVWXYZ  
0123456789 %&?!()\*#@  
-\_.:;'"!/<>=+

The solution is simple: play it safe and stick to the standard keyboard characters (*see above*). While this means using 'dumb' straight quotes and double hyphens instead of correct dashes, at least your message will arrive in a readable form. (But don't forget: when copying and pasting text from an e-mail into a designed piece for print, reformat these 'dumb' characters to adhere to the principles of good typography!)

### Signatures and Attachments

Other points of good e-mail etiquette include using a signature and being savvy about attachments. A signature is a short block of copy that identifies you and includes your contact information. Most e-mail programs allow you to set up one or more signatures to choose from, or to select a default signature that will automatically appear at the bottom of every e-mail you send. Usually used for business, signatures can be a great time-saver

if you use them appropriately. Remember to include your signature in each subsequent e-mail to the same recipient so no one has to search for the e-mail with your phone number. Another tip: don't include images and logos in your signature. These are often filtered out by spam filters and could result in your addressees not getting your e-mail at all.

As for attachments, keep them to a minimum and keep an eye on their size: between 50K and 2MB is best. In fact, e-mails with attachments that are 50K or less are often screened out by spam filters as a means of virus control. For attachments over 2MB, check with the intended recipient before sending and ask for confirmation afterwards. Sometimes mailboxes have maximums on the size of acceptable attachments; others are too full to accept them at all.

And, a final tip: proofread your e-mail carefully. Once you hit *send*, there's no turning back! ↵

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(**Toolbox Awards** continues from Page 5)

not open, printers cannot be added, and various other troubleshooting sore spots. It can also delete unwanted printer drivers.

**Silver Winner: iPulse** (by Iconfactory) When things go wrong, it's always good to have a *Dashboard*-type display of system goings-on. *iPulse* displays a multitude of system information - including CPU activity, system load, network activity and more - on the desktop or in the dock so you can get at least a shallow view of what is going wrong with your system before delving into a troubleshooting routine. ↵

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since the previous copy was made, and deletes any files that are no longer on the original volume. In other words, it updates the clone so that it is again an exact copy of the original volume. (The results is exactly the same as if you'd done another *Erase*, then *copy* but is much faster.)

*Copy newer files from source to destination:* This option does not delete files from the clone that have been deleted from the original volume; it only replaces a file/folder on the clone if a newer version exists on the original.

*Copy different files from source to destination:* This option is similar to *Copy newer* except that it replaces a file/folder on the clone if a different version - older or newer - is found on the original volume you can save your settings for each, and then load the appropriate settings when needed. *SuperDuper!* is also AppleScript-able, so savvy users can automate their copy operations using these settings files.

Finally, the *SuperDuper!* manual is comprehensive and understandable - something I always appreciate - and even includes a section on how to recover from a backup should disaster strike.