Subject: AMUG Minutes February 2012

Date: Wednesday, 28 March 2012 8:59:05 PM NZT

From: Tony & Iris Climo

To: Tony & Iris Climo

Category: Family, AMUG

Aoraki Mac Users Group

http://www.amug.co.nz

MINUTES OF AMUG MEETING
24 FEBRUARY 2012

PRESENT
Barry Robinson, Tony Climo, Rex Smith, Mary Vincent, Noel Muirhead, Noel Lindale, Hugh Hunter.

APOLOGIES
Fay Skelton, Russ & Winn Carter, Barbara Newton, Sheryl Roberts, Rodger Lamb, Gordon Rosewall.

FEBRUARY (AG) MEETING MINUTES
As the February Meeting minutes have been circulated to members by email, Barry proposed that they be taken as read.

AMUG MEETING VENUE
It has been suggested that an alternative venue may be preferable to the present clubrooms in which we hold our AMUG monthly meetings. Small church hall on the corner of Church St and Avenue Road has been offered, and would have several advantages, notably improved heating during the winter months, which has always been a problem (the present heater is efficient, but unduly noisy, which interferes with meeting procedures)

Barry moved (Ray seconded) that Tony would inform members via email of the proposed change of venue, with opportunity to share any objections they may have, and if most were in favour then we could hold the next meeting at the new venue. Members present agreed to this motion.

> *[Note from Secretary: Since the February meeting an email message was circulated to members informing them of the proposal. No objections were received, however a number of expressions of support were sent in. At the recent AMUG Committee meeting it was therefore decided that the March meeting would be held at the new venue – location details will be in the March Meeting notice. - TC.]*

APPLEBYTE ONLINE

Applebyte

Magazine of the Apple User Group of Canterbury Inc.

The Christchurch-based Apple User Group of Canterbury (AUGC) monthly magazine Applebyte in is available in PDF format.
To download the August issue click on this link:

http://www.appleusers.co.nz/pdfs/2012/AUGCApplebyte201202s.pdf

The public archive of all issues of Applebyte since 2006 is available at

http://www.appleusers.co.nz/archive.php

There is also a link to the Applebyte archive on our AMUG website.

QUESTIONS AND ANSWERS

Several computing queries and suggested solutions included:

PAGES TEMPLATES
Sometimes objects in my Pages documents don't stay where they should when another object is moved. What's happening?
This query was raised in a previous meeting. Two common cause can be

- the Wrapping settings, which move objects automatically in relation to nearby text
- the Inline/Floating properties that align/free objects from the lines of text.

However, if you're using Pages '08 or '09 and want to make a document consisting primarily of objects, there could be another reason why objects reposition themselves without apparent explanation – there's more than one blank template that you can start with. See the Pages session below for details.

TV/COMPUTER CONNECTION
Why doesn't my new TV with a USB port want to recognise my computer?

- There may be a variety of issues, but one of the first things to check could be the connecting cable – try another one, in case it's faulty.

Thank you to the members who helped to provide these solutions.

SESSIONS

PAGES – WRAPPING & TEMPLATES

When Pages was introduced in 2005 it was the replacement for the Word Processing component of the former AppleWorks suite of applications, and layout functions of objects (shapes/images/text boxes) were included. However there were limitations, as the documents were still made in a word processing environment, with its dependence on embedded text lines.

At first only a Word Processing mode was available, but in 2008 a Page Layout mode was added, which gives users complete control of objects on the page, including text, which can be placed and rearranged in text boxes (as before). This makes Pages similarly to the former AppleWorks Drawing mode.
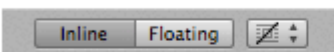
Access the Page Layout mode by opening a new document (File/New), and from the Template Chooser which appears go down the list of templates on the list to Page Layout and choose a Blank – note that the choice available will be called a Canvas (not a Page), as it expects that you'll use it for images/objects/text boxes instead of plain text.

The toolbar also changes to cater for object features. The Inline/Floating and Wrap buttons are greyed-out unless objects are present on the work area.
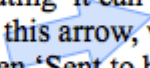
The following panel demonstrates several attributes:

This text is typed 'inline' and is therefore locked into the same place and order as the rest of the lines.

If objects like this are inserted as 'inline' they will keep their place in relation to the text which is around them, even if it is moved.

| Inline | Floating |

In the Toolbar the above buttons control the Inline/Floating status of an object. The right-hand button indicates the Wrapping attributes of the object (nome, all sides, right-only, etc). Click on it to change the attribute.

However if an object is inserted as 'floating' it can be moved independently of the main text, such as this arrow, which will not move the text around it, and had been 'Sent to back' (see Arrange menu) so that it appears behind the text. It has no 'wrap' properties.

A floating object such as this star can also cause the nearby text to be moved clear of it, wherever it its

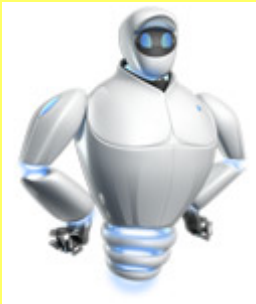repositioned, because its wrap status is turned on.

MacBASICS – LOOKING AROUND

Tony presented a general session which demonstrated a number of basic procedures which are useful for beginners who are becoming familiar with ways of finding their way around a Mac. Included were:

- Using **Quicklook** to see the contents of a file without actually opening it or its application.
- Changing **Icon Appearances** pasting in a custom image.
- Changing the colors of **File Labels.**
- Using the **Get Info** panel to find out about file types, sizes, etc.
- Changing **File Views** in Finder from Icon to List, Column or Coverflow.

Thank you Tony for sharing this information.

MACKEEPER

Hugh discussed **MacKeeper**, which is an application containing a group of system utilities. Its website describes it as a bundle which performs

- Instant Mac cleanup – remove gigabytes of junk from your Mac
- High-level security – protect from data loss, spyware, and even theft
- Mac Performance boost – boost the Mac's spered and keep your apps up to date.

Hugh described it as an all-round maintenance program which would also manage routine tasks and system utilities. It is available for a 15-day free trial, and costs $US38 to purchase.

See the developer's site for details: Home

MOUNTAIN LION

Before long the Mac Operating System (MacOS) will be upgraded from the present MacOS 10.7 (Lion) to MacOS 10.8 (Mountain Lion). New features in this upgrade will include some functions already available on iPhone/iPad, meaning that inter-connectivity between the Mac desktop and hand-held devices will be much greater. Some included features:

- The **Message** application will replace the formed iChat, with free (if you exclude your Internet bandwidth payment!) connections to any other Mac hand-held device.
- **Reminders** is an application which stores "To Do" lists, but also shares with other devices via iCloud.
- **Notes** is like the Notepad on the iPhone/Pad, and also shares photos/movies/links.
- **Notifications**, also like the iPhone, where incoming messages/mails/updates etc are briefly noted on the desktop.
- A **Share** button appearing in many applications, which lets you send messages/files/photos/movies/links to others from within the application you're using.
- **Game Centre**, as on the iOS devices, which connects to others playing the same games.
- **Air Play Mirroring**, which allows you to play anything onscreen on an HD TV via Apple TV.

See Apple's website for details: http://www.apple.com/mac/

Thank you Tony for this introduction.

MacProVIDEO

Hugh described the **MacProVideo** service, which provides access to large numbers of instructional video tutorials on a variety of Mac-learning topics. Videos range in difficulty level from simple/beginner to advanced/professional.

Videos can be accessed and paid for separately for $US20, or a monthly subscription can be arranged for $US25.

Visit their website for details: macProVideo.com - Streaming Tutorial-Videos & HD Training Downloads for Audio, Graphics, & Video Editing Software

Thank you Hugh for sharing this useful tutorial site..

REMINDER

Next **AMUG Meeting**:   **Friday 30 March** at 7:30pm.   All welcome!

Regards to all....

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