

April 2018 Miscellaneous Tips

...did you know that you can have selected text read to you from a file, from an email, from the internet (Edit > Speech > Start Speaking) AND you have choices of male (Alex/Fred) or female (Samantha/Victoria) voices in Apple Menu > System Preferences > Accessibility > Speech

Emoji

...search for specific emoji; search on descriptions; add to favorites? Menu Bar > Edit > Emoji & Symbols — then double click choice to add to blinking cursor 😊 or drag/drop to blinking cursor 😊

Calendar... period for search

...did you know that you can type a period (.) in the Search field of Calendar (upper right) and get a listing of all your Calendar entries? or search on specific entry

Get Info for folder, file, flash drive size

...did you know you can right click folder or file, > choose Get Info and find size; do the same with flash drive icon to see space available & space used?

Safari — Add photo from internet

...did you know a right click on a picture on a website shows a menu which includes adding to Photos?

Copy internet text to TextEdit

...did you know that selected text on a web page can be drag/dropped to copy onto TextEdit icon in Dock?

pin a website

...did you know that a website address can be “pinned” to the far left end of the Tab Bar in Safari? —Safari Menu Bar > Window > Pin Tab

Safari to Firefox

...did you know that if a specific web browser (Safari, Chrome, Firefox) does not load a page correctly, you can drag/drop its web address (URL) to another browser on the Dock to attempt to open properly?

General

...did you know that you can right click a word > choose “Lookup,” and get Dictionary & Thesaurus help?

...also use Spotlight (upper right Menu Bar or Command/Space key) for definitions

help with spelling

...did you know that you can right click a misspelled word and get the proper spelling?

choose type to siri instead of speak

...did you know that you can type your query to Siri rather than speak? — Apple Menu > System Preferences > Accessibility > Siri

Mail drag/drop to mail

...did you know that you can attach a file to Mac Mail with drag/drop of file onto Mail shortcut icon on Dock?

iTunes add music to device from itunes

...did you know that you can right click a song in Mac's iTunes and choose to add that song to your iphone, ipad, or ipod touch wirelessly when both are on same network?
Or iTunes Menu Bar > Song > Add to Device

Notifications adding to notifications

...did you know that you can add the ability to send a message from the notifications app that resides in the pull-down menu from upper right corner of Menu Bar?

Finder App Switcher

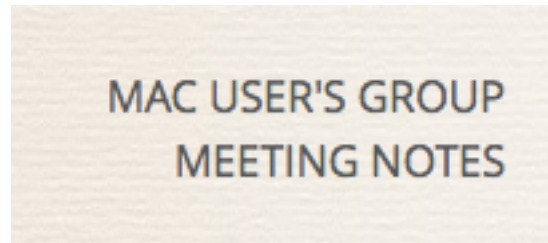
...did you know that with holding Command/tap Tab you can switch to other open apps or since Command/Q is keyboard shortcut for quitting apps, apps that are open can be cycled through and quit with hold Command/tap Tab, then tap Q

...did you know that notes from the Mac User Group are usually posted on the CC microsite ... go to

1. Computer club website: www.sctxcompclub.org



2. Click on right
3. Click Mac Users Group



4. Then on next page, click on left sidebar