Slide 1

Welcome to RMUG

Indian Ridge Mac Users Group

Please sign in on the sheet being passed around and add your email address <u>only</u> if:
- this is your first RMUG session,
- your email has changed or
- if you haven't been getting our email blasts.

And please silence your cell phone!!

1

Slide 2

This first presentation of the new season will once again be all about Q&A.

All the stuff that you have asked me that stumped you over the summer.

So sit back and enjoy, no need to take notes – as copies of this presentation will be available on our website at:
www.rmug.weebly.com

And we'll have <u>plenty</u> of time for more questions at the end of the slideshow.

2

Slide 3

The first rule of finding answers?

No, it is not emailing me!

Just type the question into Google!

It's basically what they do when you visit the Genius Bar at the Apple Store.

So let's get started …….

3

Slide 4

Google is great, but it's better to get very specific.

Typing 'Siri Problem' will result in too long a list of potential solutions.

Google   siri problem

All   Videos   News   Images   Shopping   More

About 17,600,000 results (0.62 seconds)

Fix Siri by **Rebooting** the iPhone, iPad, iPod touch. Forcibly restarting the iPhone or iPad is often enough to fix an **inexplicable** Siri problem. You can also issue a soft restart by **turning** the iOS device off and **back** on again. Mar 2, 2017

Siri Not Working on iPhone or iPad? How to Fix Siri & Trou...
osxdaily.com/2017/03/02/siri-not-working-iphone-ipad-fix/

About thi...

People also ask

Why will my Siri not work?
How do I fix my Siri?
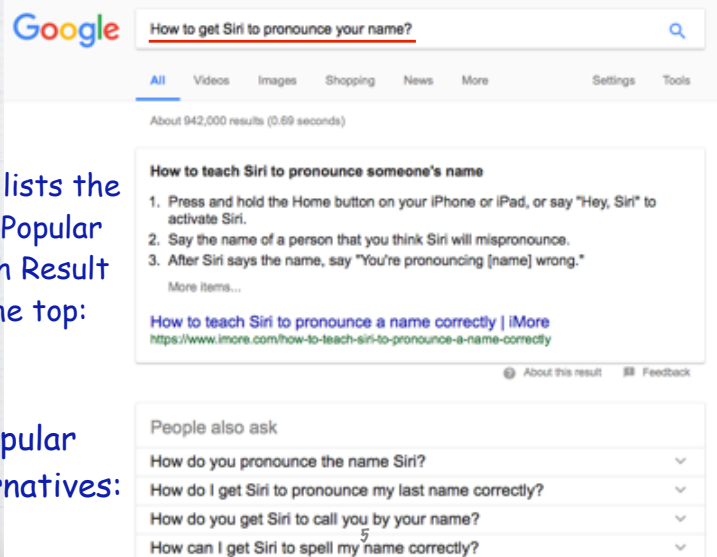What do you do when Siri doesn t work?
How do I make Siri talk on my iPhone 6?

4

Use more words, not less, for the best, targeted results in Google.

Google lists the Most Popular Search Result at the top:

Popular Alternatives:

How do you Share WiFi Passwords on a iPhone/iPad?

Password Sharing is a handy new iOS feature. If you are at a friend's home or together in a restaurant where they have already logged into the WiFi, you don't need to reenter a password yourself.

As long as you are in their Contacts list and have WiFi and Bluetooth enabled, their iPhone will display this message.

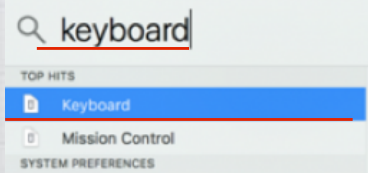When they click 'Share Password", you are in!
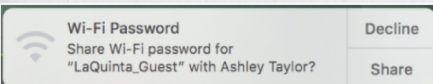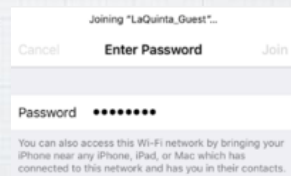
It also works on MacBooks!

Keyboard Shortcuts

How do I create a shortcut to type out my email or street address on a Mac? We know it's somewhere in System Preferences but rather than dig, just use Spotlight to jump to it.
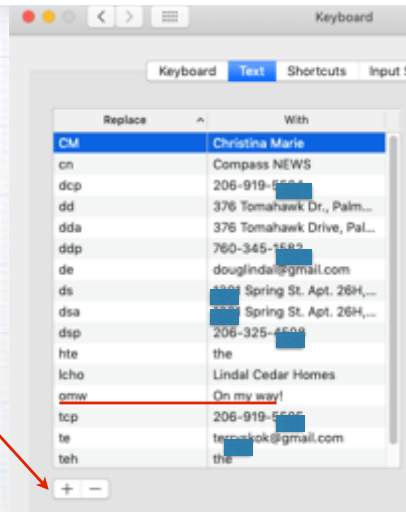
The top hit is it, just click to go to Keyboard in System Preferences.

Slide 9

I've got a dozen shortcuts set-up myself, click the + sign to add your own.

(OMW is preloaded on all iOS devices and Macs)

On an iPhone, open Settings and go to:
General/Keyboard/Text Replacements

9

Slide 10

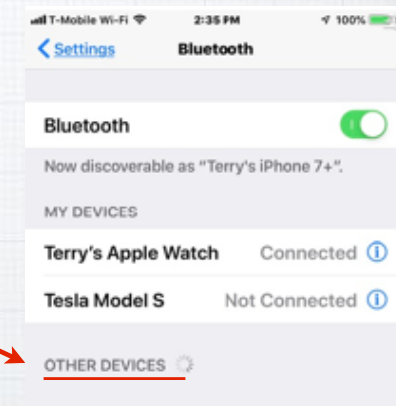# How do I pair a Bluetooth Device with my Mac and iPhone?

Bose Headsets have a BlueTooth icon:

Very easy on both. First turn on your new Bluetooth Headset or other device and put it in Discovery Mode (read the device's manual!)

10

Slide 11

On iPhone/iPad, go to: Settings/Bluetooth and wait for your new device to appear at the bottom of the screen:
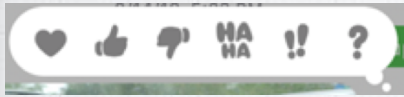

11

Slide 12

On a Mac, go to: System Preferences/ Bluetooth and wait for your new device to appear at the bottom of the screen

12

How do I send 'Tapback Emojis'?

- **Heart**: Like or love
- **Thumbs up**: Happy, approve, or agree
- **Thumbs down**: Sad, disapprove, disagree
- **Ha ha**: Laugh, either happily or sarcastically.
- **!!**: Exclaim emphatically.
- **?**: Question.

You have seen them in texts, how do you send them?! On your iPhone, press and hold the photo or message and you will get these six choices. On a Mac, 'right click' (or 'Control Click') to see the option for these Tapback Emojis.

13

Getting started with Apple Maps
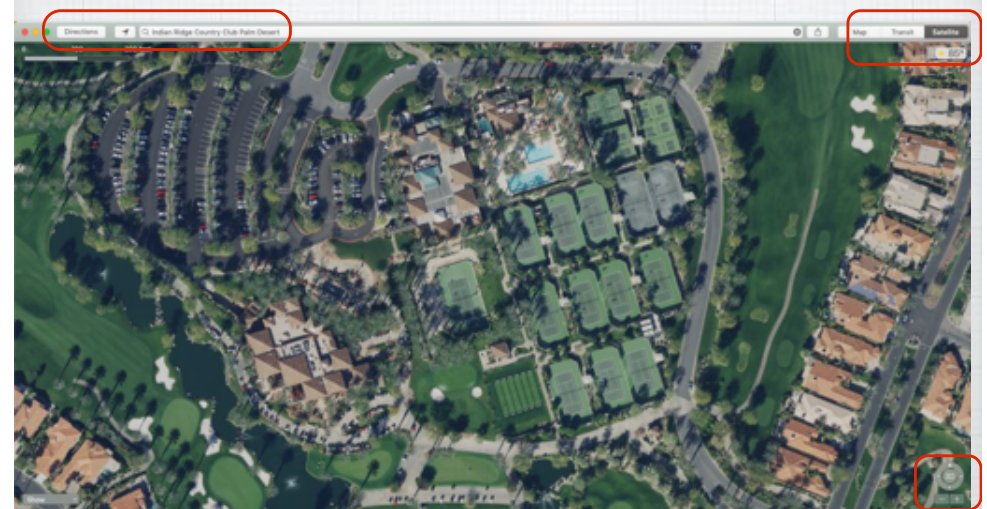
14

Click on Directions, enter destination and get travel times and distance - Plus alternate routes. ie: Los Angeles - Denver
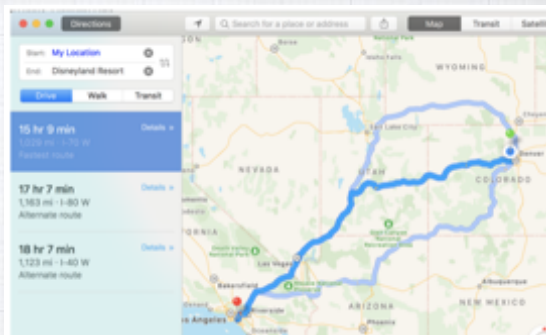
Click on Traffic to see 'red lines' for slow traffic areas.

(I had to use a LA map as we don't have bad traffic here!)

15

Can I download a Mac App I purchased years ago in App Store?

If you bought from Apple, you own the App forever! Just click on your name in lower right corner and your old Apps will appear with a 'cloud' symbol:

16

Can I share Notes?

The Notes App is very powerful and allows you to collaborate with others on Shopping Lists or Task Lists.

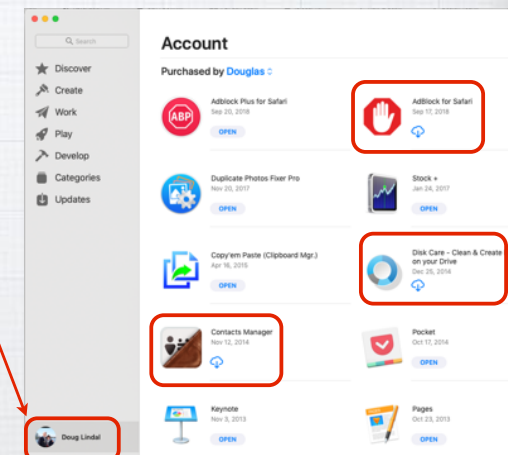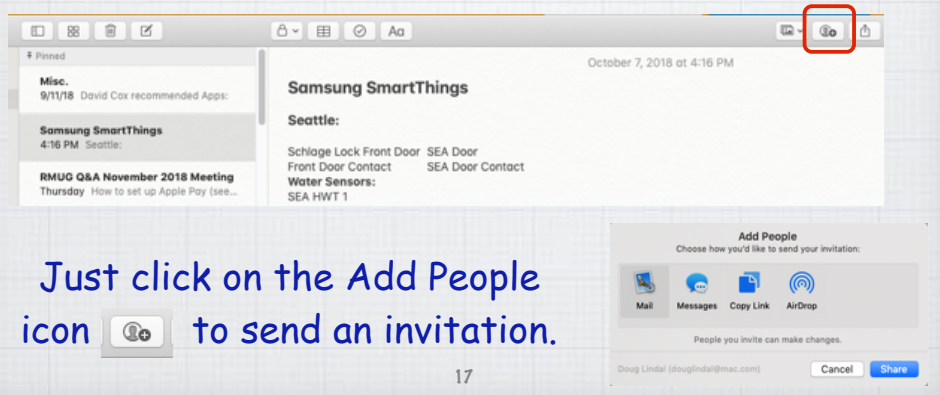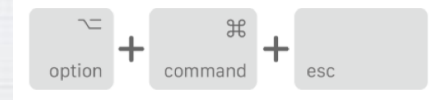**Just click on the Add People icon** **to send an invitation.**

Force Quit a program on a Mac?

Do you have old programs that freeze up? Apple's Operating System is robust and can fix the problem quickly. Either:

1) Hold the Option and Command Keys & click on ESC

2) Click on the 'Apple" in the upper left of your screen and select Force Quit..... Or .....

---
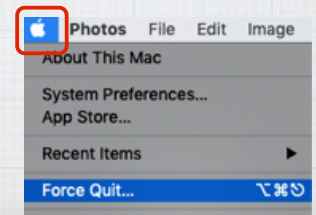
3) For an app whose icon you have parked in the Dock, you can right-click on the icon and hit the Option key. The Quit menu item turns into Force Quit.

Frozen App?! Hold the Option Key and right-click to Force Close the unresponsive program.
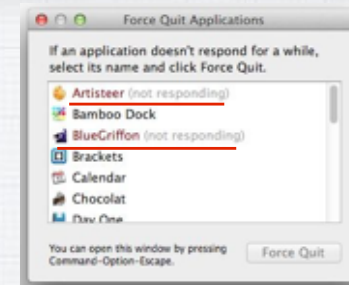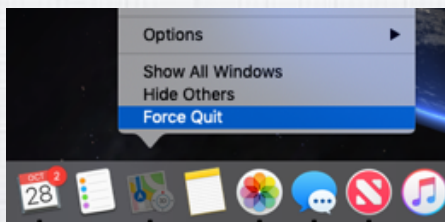
The first two options bring up a list of all open programs on your Mac and the frozen programs will be identifiable with a "not responding" notice. Click to close them - and consider getting newer 64-bit programs to replace them as the old 32-bit ones likely will continue to freeze up on you!

The simplest way to speed up your Mac usage is to utilize Spotlight.

Hit Command+Space or tap the magnifying glass icon.
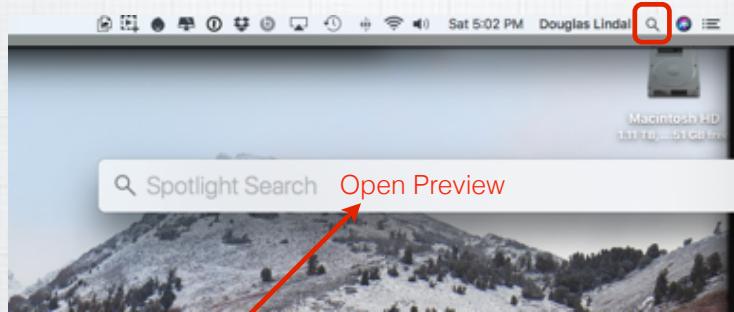
Then type in any query to make computer-wide searches, open Apps or search the Internet.

Master Shortcuts and Gestures

When using a trackpad on a Mac, you can get directly to the Desktop by spreading four fingers outward. When it comes to keyboard shortcuts, I recommend Command-Space to get to Spotlight, Command-Space <HOLD> for Siri, and Command-Tab to fly through your active applications. You'll find lots more at:

www.computerworld.com/article/3023544/apple-mac/
24-keyboard-shortcuts-mac-users-need-to-know.html

Siri is great on my iPhone, how do I get it to work on my Mac?

Why type? Use Siri voice commands instead. To set it up, go to Systems Preferences:

Customize Siri:

1. Enable Siri
2. Set a Keyboard Shortcut
3. Allow Voice Feedback
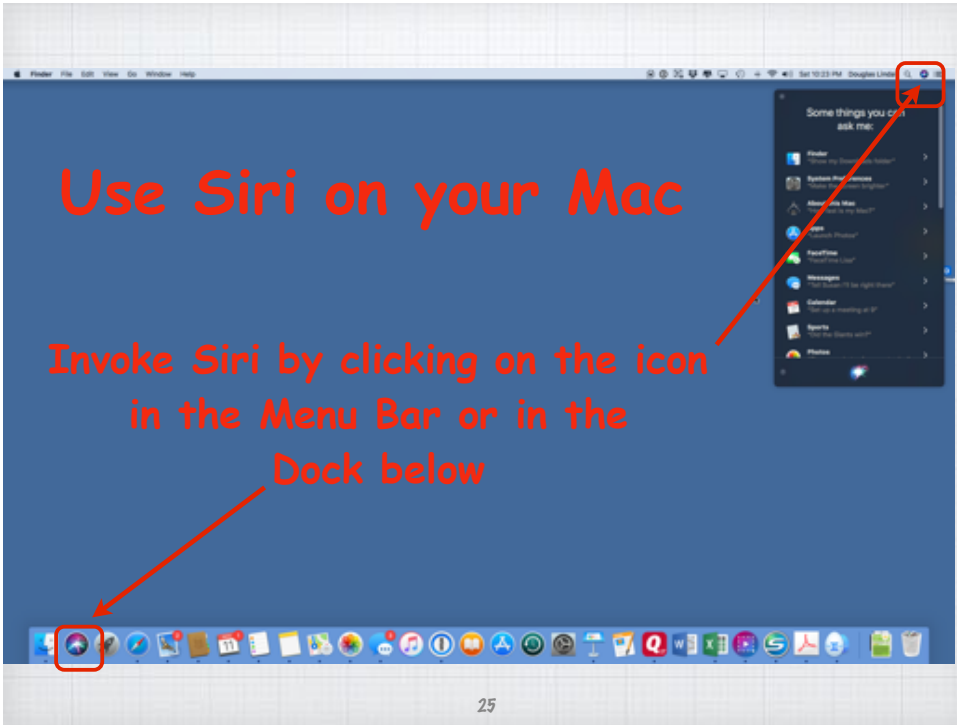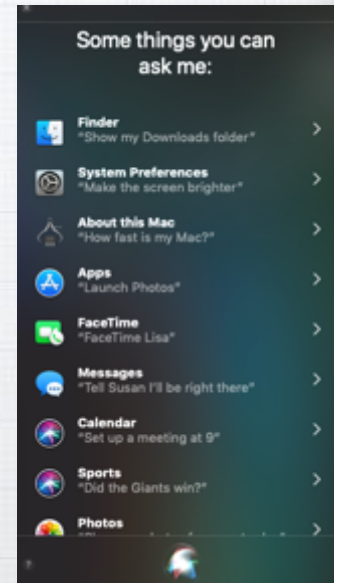4. Show Siri in Menu Bar

Use Siri on your Mac

Invoke Siri by clicking on the icon in the Menu Bar or in the Dock below

25

So what can you ask Siri?!

Click the Siri icon in top right corner of your toolbar.

You can ask Siri just about anything! And if you hesitate in responding, she offers up this helpful list to get you started.

Some things you can ask me:

Finder
"Show my Downloads folder"

System Preferences
"Make the screen brighter"

About this Mac
"How fast is my Mac?"

Apps
"Launch Photos"

FaceTime
"FaceTime Lisa"

Messages
"Tell Susan I'll be right there"

Calendar
"Set up a meeting at 9"

Sports
"Did the Giants win?"

Photos

26

My new favorite is asking Siri to spell.

I'm a lousy speller who loves to use big words! My attempt at spelling the Northwest's favorite flowering bush was "rhodadenum".

So I asked Siri

How do you spell Rhododendrum

Here's what I found on the web for 'How do you spell Rhododendrum':

WEBSITES

Rhododendron | Definition of Rhododendron by Merriam-Webster
merriam-webster.com

How to Grow and Care for Rhododendron Bush by The Gardener's ...
gardenersnet.com

Rhododendron | Define Rhododendron at Dictionary.com
dictionary.com

How to Pronounce Rhododendron - YouTube
youtube.com

rhododendron Pronunciation in English - Cambridge Dictionary
dictionary.cambridge.org

See more in Safari...

27

Siri Reminders

Siri - remind me to look at this page tomorrow

Looking at new iPhones and ran out of time? Ask Siri to remind you tomorrow at 9:00AM and she will do so and even provide a link back to the webpage!

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How do you change Siri's Voice?

By default Siri's voice is that of a female actress, assembled from her intonations, phonemes and other elements compiled via artificial intelligence. But Apple also offers you many other choices, male and female.

I alternate between British & Australian female for my Siri. Makes the weather forecast just a bit more sophisticated!

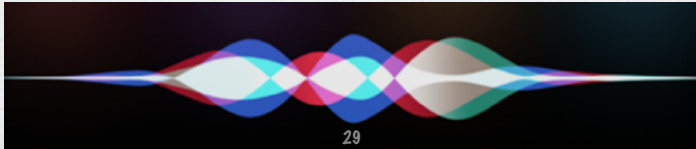To start out, just jump into the Settings app on your iPhone and drag down to reveal the search box.
Then simply type in:
"Siri voice":
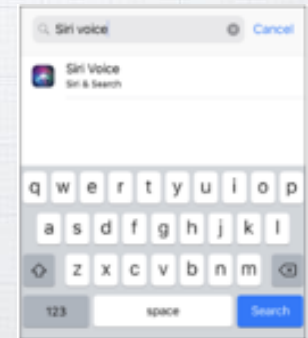
You have a choice of five regional variations of English - in both male and female voices.

On your Mac, it's in System Preferences/ Siri with dropdown menus for your options.

Your iPhone Battery Health?

How to check?
Open Settings and swipe to the top to search for 'battery'

Two choices come up, chose the top one:

Use Low Power Mode when you need to squeeze a little more time out of your battery.

Check your activity in last 24 hours or last ten days,

with graphs showing when you are most using the phone.

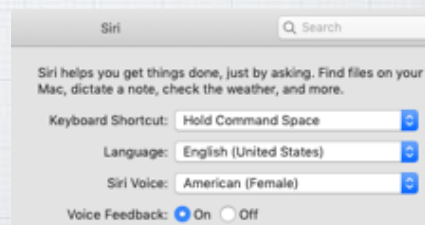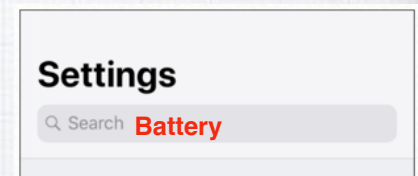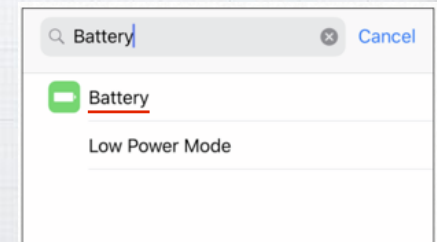And how long you are looking at the screen - which can be quite a shocking number!

Settings Battery

Low Power Mode ○

Low Power Mode temporarily reduces background activity like downloads and mail fetch until you can fully charge your iPhone.

Battery Health >

| Last 24 Hours | Last 10 Days |

Last Charge Level 88%
53m ago

BATTERY LEVEL
100%
50%
0%

ACTIVITY
60m
30m
0m
9   12 P 3   6   9   12 A 3   6
Oct 30   Oct 31

Screen On   Screen Off
5h 35m   2h 33m

33

Settings Battery

BATTERY USAGE BY APP   SHOW ACTIVITY

📱	Home & Lock Screen	17%
💬	Messages	17%
f	Facebook Background Activity	12%
⚙	Settings	6%
🎵	Music Background Activity	5%
💬	Messenger Background Activity	5%
M	Gmail Background Activity	5%
📰	USA TODAY	5%
📰	News Background Activity	4%
📷	Instagram	3%
🌸	Photos	3%

34

To me the most interesting is the last section - What Apps are using up all my battery life?

Facebook is a real culprit As it operates in the background all the time. Turn it off & check it less.

Games like Angry Birds or Candy Crush Saga are also big users of the battery. (not on my phone!)
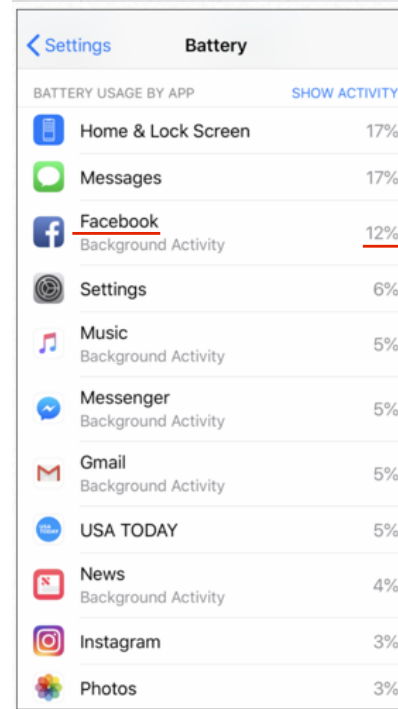
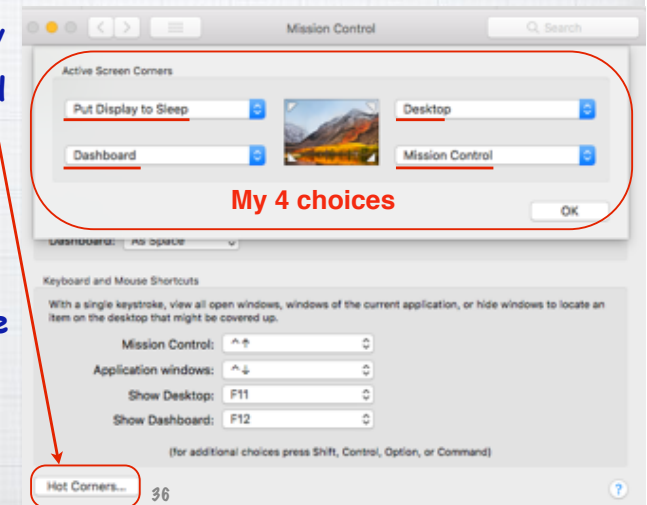The final section to check is back up near the top, **Battery Health.**
If you have an older iPhone (7 or earlier) and/or your Maximum Capacity is down in the 80% range, you are a candidate for a Replacement Battery from Apple - but hurry - their $29 special plan goes away the end of the year!

Battery Battery Health

Phone batteries, like all rechargeable batteries, are consumable components that become less effective as they age. Learn more...

Maximum Capacity   91%

This is a measure of battery capacity relative to when it was new. Lower capacity may result in fewer hours of usage between charges.

Peak Performance Capability

Your battery is currently supporting normal peak performance.

35

What are Hot Corners on a Mac?

Quick mouse or trackpad strokes to the four corners of your screen opens up some options.

Open System Pref/ Mission Control and click Hot Corners. Choose among ten actions including putting display to sleep & showing the Dashboard or Desktop.

Mission Control Q Search

Active Screen Corners

Put Display to Sleep ⬍   Desktop ⬍

Dashboard ⬍   Mission Control ⬍

My 4 choices   OK

Dashboard: As Space

Keyboard and Mouse Shortcuts

With a single keystroke, view all open windows, windows of the current application, or hide windows to locate an item on the desktop that might be covered up.

Mission Control: ^↑
Application windows: ^↓
Show Desktop: F11
Show Dashboard: F12

(for additional choices press Shift, Control, Option, or Command)

Hot Corners...   36

Using Multiple Spaces (Desktops)

When your desktop becomes cluttered, open Exposé (F3) and drag your current active app up to top into a new 'space'.

Keynote   Mail   Finder   Photos   Maps
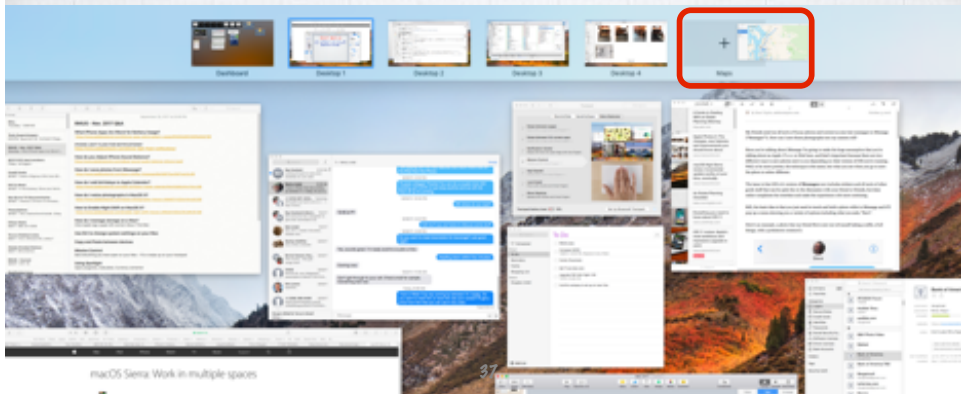
Here I have five 'Spaces' open.

Now I just swipe left or right with three fingers on my trackpad (or Control ← →) to move between the spaces - from Keynote to Mail to Finder to Photos to Maps - and back.
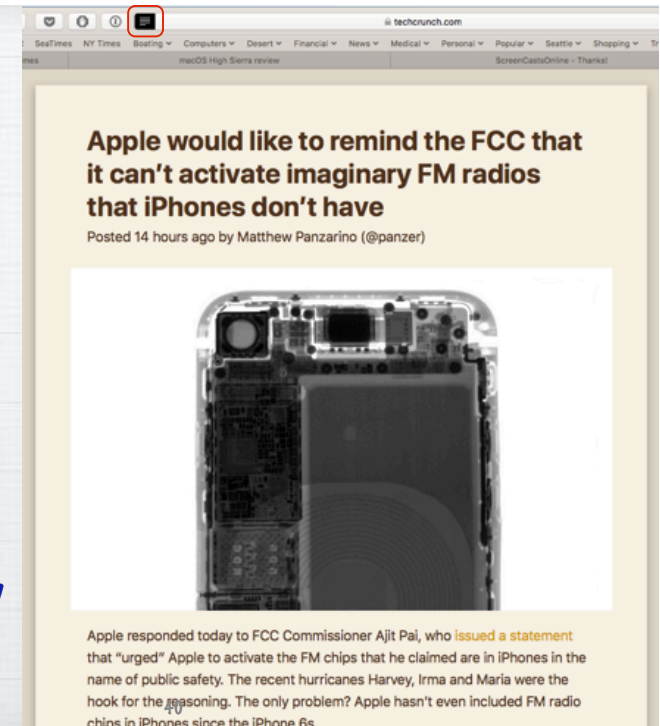

What is Reader Mode in Safari?

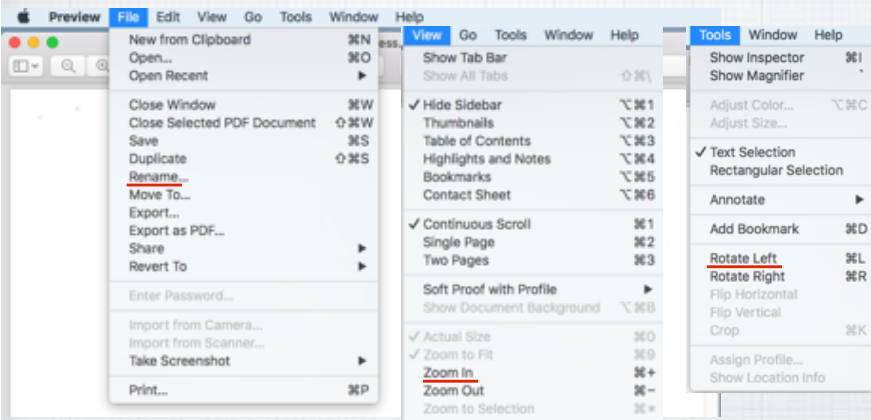It removes all the ads and clutter!

Tap on the four horizontal lines in the Search Box on a Mac or an iPhone in Safari and something magical happens...

All the ads and clutter disappear and you can focus on the story's text and photos. Plus change the background color and blow up the text.

Try Preview for PDFs & Images.

Much more robust than Adobe Reader, allowing you to convert, resize and rotate your images.
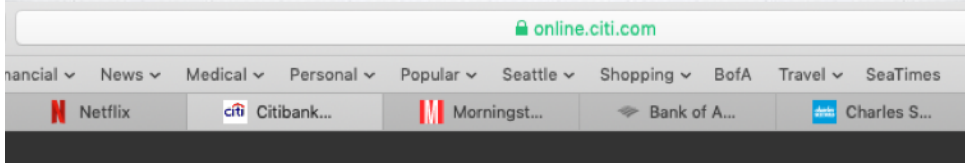
41

Beware of Fake News!

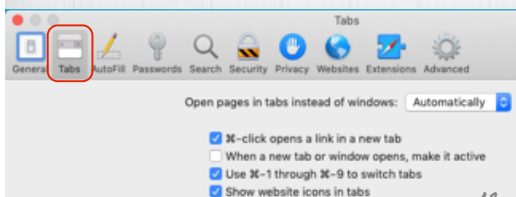If it just doesn't look right, Google it!

She was tearing up a gun-range target, not the U.S. Constitution!

42

What are Safari Favicons?!

Favicons are corporate icons that make recognizing the various tabs in Safari easier.

- Click Safari Toolbar
- Select Preferences
- Click on Tabs
- Check the box - "Show Website Icons in Tabs"
- Close Preferences

43

How to avoid Phishing emails, phony support calls and other scams.

Apple has an excellent Support page on the subject at:
https://support.apple.com/en-us/HT204759

Report spam and Phishing emails to Apple by forwarding them to:
reportphishing@apple.com

44

How do you jump to the top of a webpage in Safari.

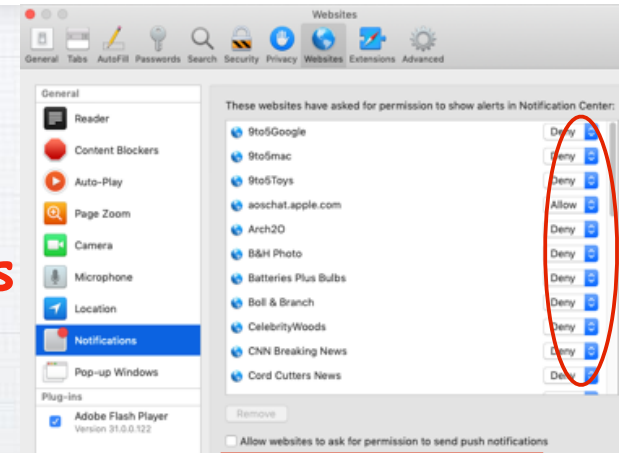It's easy on an iPhone, just double tap above the address bar.

On a Mac, you hold the Command Key and tap the Up Arrow Key. (Or Down Arrow to go to the bottom)

45

Control Safari Notifications

Bothered by all the pop-up Notifications in the upper right corner of Safari?! Turn them off at:
Safari Preferences/Websites/Notifications

46

Privacy?!

After reading this summer that Facebook could access your microphone, you indeed have reason to be a little paranoid! Fortunately iOS is easy to lock down. You know the answer lies in Settings, but where? Open Settings and swipe down to open the Search Box and type 'microphone'.
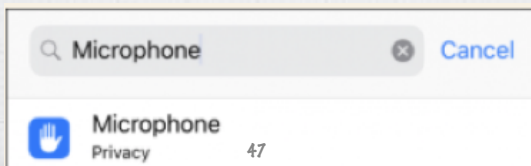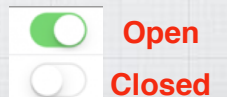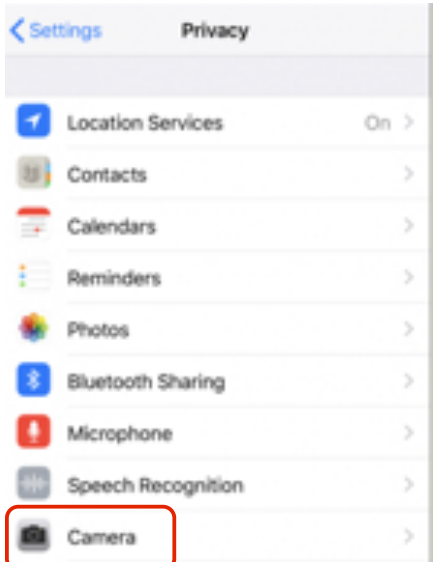

47

It takes you to the Privacy/Microphone page and be prepared to be surprised - there are lots of Apps listening in!
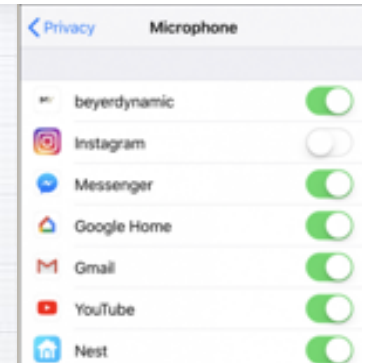
To revoke permission for Instagram or Gmail to hear your conversations, click the Green (open) slide to White (closed) to turn them off.

Open

Closed

48

Panel 1 (page 49)

< Settings	Privacy	
🧭	Location Services	On >
📇	Contacts	>
📅	Calendars	>
📝	Reminders	>
🌈	Photos	>
◎	Bluetooth Sharing	>
🎙	Microphone	>
📊	Speech Recognition	>
📷	**Camera**	>

As long as we are here on the Privacy tab, click on the other options to see who can access various features of your iPhone.

The Camera for example ......

49

Panel 2 (page 50)

< Privacy   Camera

Photos and videos taken with the camera may contain other information, such as where and when they were taken, and the depth of field.

🛒	Amazon	🟢
🐦	Twitter	🟢
📺	Tunity	🟢
📷	Instagram	🟢
💬	Messenger	🟢
🟠	Swarm	🟢
g	Goodreads	⚪

Surprise Again!

At some point I inadvertently gave all these Apps permission to access my camera. You can bet I have since shut them down.

Hope that helps you wrest back control of your privacy. It's important. On the Mac fix them in System Preferences.

50

Panel 3 (page 51)

What is AmazonSmile?

When you shop on AmazonSmile, the AmazonSmile Foundation will donate 0.5% of the purchase price of eligible products to the charitable organization of your choice. Sign up at smile.amazon.com

How much is this? .5% of $250 Billion could be $1.25 Billion Dollars in 2018!

amazonsmile prime   All ▾

◎ Deliver to Douglas
Seattle 98104

Supporting: American Red Cross ▾
Buy Again   Browsing History ▾   Do
51

Panel 4 (page 52)

Your Account › Change Your Charity

Choose one of our spotlight charities

susan G. komen.   **Susan G. Komen**
Save lives by meeting the most critical needs in our communities and investing in breakthrough research to prevent and cure breast cancer.

Select Susan G. Komen

- Susan G. Komen
- The Humane Society of the United States
- Alzheimer's Association
- Heifer International
- World Wildlife Fund

Or pick your own charitable organization:

Charity name or location   Search

You can change or rotate your choice of charity at any time on the amazon.com website by clicking on: Your Account and then: Change Your Charity

52

Apple Park

Apple's new Headquarters was a must see for me on our drive south this year!

Apple Park Visitors Center

Three million square feet of futuristic offices

I was in my element!

See a YouTube flyover:

www.youtube.com/watchv=dnC_dxKc6bk

Apple Park Visitor Center

Questions, Comments ???

Visit: **rmug.weebly.com**

to download this slideshow

Next meeting - Tues. Dec. 11th 2:00PM

Back in the Kramer Room!