

NEWSLETTER OF THE LONG ISLAND MACINTOSH USERS GROUP

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

**Membership**

Donald Hennessy  
(516) 541-3186  
aboutlimac@aol.com

**Technical Advice**

Bradley Dichter  
(631) 348-4772  
bdichter@optonline.net

**Program Coordinator**

Rick Matteson  
rgmlimac@optonline.net

**Photoshop SIG**

Brian Revere  
brevere@optonline.net  
(516) 997-5370

**MacBasic SIG**

Geoff Broadhurst  
gahoofo@optonline.net

**Multimedia SIG**

Al Zygier  
azygier@nyc.rr.com

**Produced using:**

Tex-Edit Plus,  
TextSpesso,  
Adobe's InDesign,  
Photoshop, Illustrator,  
and Acrobat.  
Fonts are ITC's Franklin Gothic Compressed and Galliard Pro.

July/August Meetings



At our July meeting, our own Rick Matteson did a great presentation on a new suite of applications from Belight Software, called *Printfolio*. The suite consists of four applications: *Swift Publisher*; *Business Card Composer*; *Disc Cover* and

*Mail Factory*. Also included is *Image Tricks*, a limited image editing application. All of these work together and share all the features of the program. An added plus is that all of the applications have the ability to access your *Address Book*, *iTunes* and *iPhoto*.

*Swift Publisher* is an easy to use, yet powerful, publishing program. You can use it to create: newsletters; brochures; letterheads; booklets and flyers. It has many advanced page layout features such as columns; text wrap; rotating of objects; transparency control and layers. *Business Card Composer* does exactly what its name states. You can create professional looking business cards with text and graphics. You can choose card stock layout from Avery and other supported vendors. *Disc Cover* allows you to create labels, covers, and inserts for your CDs and DVDs. Templates are available for Avery, Neato, and many other stock labels. *Mail Factory* will integrate with *Address Book*, *Excel*, *Filemaker*, and many e-mail clients such as *Entourage* and *Eudora*. With this, you create custom envelopes and labels – even postcards. You can print single envelopes and labels or generate a mass mailing (including postal bar codes to speed delivery).

All of the applications in the suite can make use of the powerful features such as *layers* and *text wrap*. In each of the applications you have access to over 900 professionally-designed templates, as well a huge graphics library that contains 23,000 clip art images. You also have the option of importing other images such as clip art and images that you created. Importing (Meetings continues on Page 5)

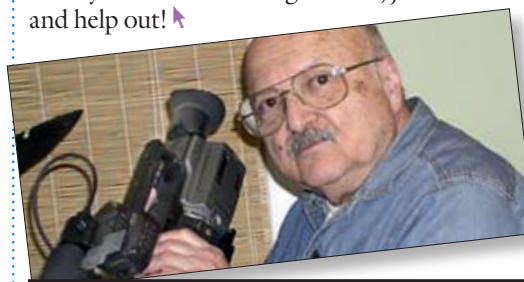
September's Meeting



Kicking off our Fall LIMac functions is this month's general meeting which will showcase our three regular Special Interest Groups – Photoshop SIG, Beginner's SIG and Mac Basics SIG – and more.

Get to know all that LIMac has to offer: Join us and visit the SIG groups where you'll be able to see short presentations by each SIG leader. Ask the leaders and members questions about the group and what you can learn from attending a SIG meeting – maybe get involved yourself.

If you have something to offer, join a SIG and help out!



**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.

**DTP/Photoshop SIG:** *DTP On The Cheap* – A primer for newsletters and other publications using Apple software.

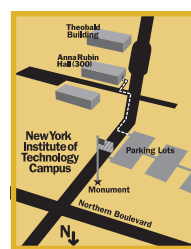
**Multimedia SIG:** This time at the MultiMedia SIG we will begin at the beginning. We'll take up *iMovie* and work our way through the season with *Final Cut Express* and then to *Final Cut Pro*. If any members wish to bring in some of their videos on a HD or a CD we'll try to help them complete a project.

**MacBasics SIG:** This is our first meeting of the season. The purpose of the MacBasics SIG is to cover basic information and programs tailored to people who feel that there is still plenty to learn about Macintosh computers. Specific areas covered: how to personalize your Macintosh;

utilities that come with the Mac (*Font Book*, *Disk Utility*, *Grab*, & *Keychain Access*); basic word processing; spreadsheet; database; and graphics manipulation with *AppleWorks*, *iWork*, and handling multimedia with *iLife*.

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

► The next LIMac board meeting will be at the Plainedge Library, (516) 735-4133, on Wednesday, July 18th, at 8 p.m.



**LIMac Inc.**

P.O. Box 2048  
Seaford, NY  
11783-0180

**President**

Bill Medlow  
archbill@optonline.com

**Vice President**

George Canellis  
gwc11713@optonline.net

**Treasurer**

Donald Hennessy  
aboutlimac@aol.com

**Secretary**

Bernie Flicker  
twoflick@optonline.net

**The LIMac FORUM:  
Editors/Graphics**

Mo Lebowitz  
Loretta Lebowitz  
moleb@aol.com  
moleb@optonline.net

**Board of Directors:**

Rick Matteson  
(Program Coordinator)  
Albert Zygier  
Geoff Broadhurst  
George Canellis  
Al Choy  
Donald Hennessy  
Bradley Dichter  
(Technical Director)  
Scott Randall  
Bernie Flicker  
Bill Medlow  
Harold Silvers  
Brian Revere  
Richard Hickerson

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### Hunting Processor Hogs:

Like to know how to end the hidden activities of some of your applications? How do you list all the running programs on your Mac – and stop the hidden parts of the ones you've quit?

This question assumes that covert remnants of programs are running subsurface and do not show on the *Force Quit* list, as evidenced when the Mac gets slow or even locks up or almost. Not a frequent event, but when it happens I give

up and do a time-wasting restart. (On the PC, many programs run hidden; same with Mac?)

*Activity Monitor* (which you'll find in the *Utilities* folder inside your *Applications* folder) lists all currently running applications – both those that *Force Quit* can see as well as hidden applications. When I suspect that a hidden process is mucking up the works, I launch *Activity Monitor* and, from the pop-up menu at the top of the window, choose *My Processes*. This

shows just running “real” applications (and their associated helper programs) and widgets. None of the hidden Unix stuff appears in the window (which is good, because you don't want to mess with this stuff unless you really, really know what you're doing.)

Most items that appear are intuitively named and some even have icons that hint at their association. For example, Microsoft's *Database Daemon*, which is associated with *Entourage*,

has an *Entourage*-like icon. *iChatAgent* likewise bears an *iChat* icon.

When I've located an item that appears to be gumming up the works (a helper application that didn't quit with its host application, for example), I select it and click the *Quit Process* button at the top of the window.

*Activity Monitor* offers this additional advantage: It can show you what's occupying your (Continues on Page 3)

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Bradley Dichter  
bdichter@optonline.net



### An Icon of Control in InDesign CS3:

If you *Option-click* on any Icon (not button) in the *Control* palette, a dialog will open to enter all of your specifications. For instance, if you select an object with your *Selection* tool (V) and *Option-click* on the icon for *Rotation Angle*, a dialog will open to enter an *Angle*. The dialog usually offers more options. With *Rotate*, the dialog includes a *Copy* button. If you need to make a rotated *Copy* of an object, this is a fast way to do it.

-Jeff Witche



### Block Pop-Up Windows:

Some sites cause extra windows to pop-up without your asking for them. These may be per-

## Bradley's Tech Session

► I see on various forums online, I've seen recommendations when installing updates for Mac OS X and applications to restart the computer before. Coming from the Windows world, we had to. Is there any reason to do that for OS X?

To be on the safe side, to clear the memory, I can see that. I'd think restarting in *Safe Boot* mode, by holding down the *Shift* key after the startup chord would be better. I'd also suggest running a *Repair Permissions* with *Disk Utility* before and after as many update installers don't set the installed files permissions correctly.

When it comes to *Mac OS X* updates, I don't let *Software Update* download and install a basic or 'delta' update, say from *Mac OS 10.4.9* to *10.4.10*. I always download the combo update which is much larger and install that. I hear so many problems coming from the delta update that is fixed by then applying the combo update that it doesn't make sense to do the delta update. After the repair permissions, make sure no *FireWire* hard drives are mounted and connected during the system update. There are a lot of reports of damaged directories during the updates. You should keep up on any firmware updates for your drives. It's vitally important to not run any other applications during the system update and extremely important to not run anything else during the *Optimizing System Performance* last step. Many of the *System Updates* will cause your Mac to restart twice, so don't worry about that, and the second restart can take longer than usual. Now, I'm not trying to scare anyone – plenty of people have not bothered with any of these precautions and just ran *Software Update* without any problems, but I'd rather suggest the safest way I know.

► I got a 2GB flash drive and when I insert it, besides the expected MS-DOS volume I also get a CD icon. Should I, and can I just reformat the drive and get rid of that?

That CD icon represents the locked protected area for the U3 security software. This is not the same as a partition. Perhaps best known from SanDisk *Cruzer U3*, but there is U3 'smart' flash drives from other vendors. The U3 partition auto-runs software for *Windows* machines. What they suggest under *Windows* is to go to the *Device Manager*, right-click on (Q&A continues on Page 3.)

## President's Message

LIMac, like many great organizations, is as good as it is because of its members. In LIMac we strive to help each other. It's been that way since I joined and, hopefully, will continue for many years to come. I see in our group great flexibility that gains from the excellence we get from Apple.

Every year it is something different as the Mac grows and strives to do things differently (and better) than the “PC crowd.” We have a small percentage of the vast computer market when compared to PC users, but we are still better at any turn.

Sometimes “better” is translated as “easier.” Sometimes it is translated as “more dependable.” LIMac looks to share these benefits so all its members realize how they can be more efficient and have less problems. We look to do whatever we can for our members in many ways.

The iPod as an example. We recognize that the iPod is more than a music player, although not a computer, and have offered it as part of our raffles for the past year and a half (thru the kind support of *Designscapes*) and I'm sure it will be the same way with the iPhone.

I marvel at the way the industry changes every year. Just take a look at our LIMac History Page ([www.limac.org/history.html](http://www.limac.org/history.html)) and you will see how things have changed in the industry and how LIMac has adjusted. In an effort to bring first-hand information to our members, for example, our September 2007 meeting will involve all of our Special Interest Groups (SIGs) offering presentations in our main room. This way, members can see what these groups can offer and what they are missing from each group. You never know what may peak your interest; you may realize that you have something to offer others. It could be very rewarding. Just bring your smile.

I need to point out that we will have a very special event this November 9th. So, please, save the date – you won't want to miss it!

contact information from your address book, images from *iPhoto* and *iTunes* song lists is a snap. *Image Tricks* can be used to edit and actually add effects to any image. You can then use (August continues on Page 5)



Bill Medlow  
President  
ArchBill@optonline.net

fectly legitimate, but more often they are advertising, or even spam.

All modern browsers, including *Safari*, allow you to block pop-ups, while allowing the harmless ones to appear. Choose *Safari/Block Pop-Up Windows*.

**TextSize:** Some sites use text that's just too small to read comfortably. Of course, “too small” is very subjective, and can depend on the time of day, how tired you are, and other factors.

Increase the size of text on a page by pressing *Command +*. Press *Command -* to reduce it again. These commands are also available under the *View* menu as *Make Text Bigger* and *Make Text Smaller*. You can press the key combinations repeatedly until you either find a comfortable size or *Safari* refuses to make any further changes. While you can enlarge or reduce text, images remain the same size.



(Continues from Page 2)

Mac's mind. Just click the % CPU column to see which applications are hammering on your Mac's CPU. Or take a look at the *Real* memory column to view the RAM-hogs you're running.

Note that quitting the hidden processes may do you no good whatsoever. For example, if I've had a browser open for a few days, my Mac slows down. Quitting processes in *Activity Monitor* does no good. Rather than mess around looking

for the culprit, I do the expedient thing — I restart my Mac — and I'm back to working at normal speed.

—Christopher Breen

#### Mac OS X Hints

The insider tips you won't get from Apple

#### Hidden QuickTime frame numbers

Mac OS X is full of unexpected touches. Hold down the shift key before you minimize some-

thing to the *Dock* or activate *Dashboard*, for example, to see the graphical effect in supercool ultraslow motion. Likewise, the new *QuickTime 7.1.6* has a tiny feature you've probably missed — it lets you see video time codes and frame numbers.

Time codes show you exactly what point of a movie you're at, which is important when you're trying to make precise edits. And I find frame numbers even more useful: I often want to make

a cut or a splice on a particular frame, and knowing its number makes that a lot easier.

New Playback Options: Tucked into the *QuickTime 7.1.6* update is a new — and if you edit video, handy — menu. Click on the time display to show options for seeing a video's time code or frame numbers.

How do you view these features? At the bottom of the *QuickTime Player* window, next to (Continues on Page 4)



## TIPS!

### How to Send Giant Files:

#### The Problem.

Everybody needs to e-mail big files from time to time, everything from big marketing presentations to vacation photos. But if you send anything larger than a few megabytes, chances are that you'll get an e-mail saying you've hit the company's limit.

Companies cap the amount of data employees can send and store in e-mail for a very simple reason: They want to avoid filling up their servers, and thus, slowing them down.

**The Trick.** Use online services such as *YouSendIt Inc.*, *Send this File Inc.* and *Carson System's Ltd.*'s *DropSend*, which let you send oversize files — sometimes up to a few gigabytes in size — free of charge. (Also try AOL's *AIM* program). To use these services, you typically have to register, supplying personal information such as name and e-mail address. You can then enter the recipient's e-mail address and a message to him or her, and the site will give you instructions for uploading the file. In most cases, the site

the read-only partition and select *Disable*. That doesn't free up the space, about 63MB. If you want to really get rid of the U3 partition, then on a *Windows* machine or a virtual one on a Mac, go to [www.u3.com/uninstall/uninstall.aspx](http://www.u3.com/uninstall/uninstall.aspx) and download and install and then use 'Uninstall U3.' I understand a un-installer is on the U3 partition already. There is no *Mac OS* software that can do this. By the way, since the U3 is a special protected area and not a usual partition, Apple's *Disk Utility* can't be used to repartition/erase the whole drive. I recently bought on sale at Staples a 2GB Sony Micro Vault tiny. It's only 0.11 thick x 1.18 long x 0.57 wide, no stinking U3 and it even works, albeit slowly, on the un-powered USB 1.1 port on the Apple USB Keyboard. I left it MS-DOS-formatted but put in a 1GB sparse disk image from *Disk Utility* to put Mac-only files on it. MS-DOS-formatted volumes don't preserve the resource fork for Mac files that need them.

► **I know you've recommended Western Digital My Book Pro external FireWire hard drives before. What do you think of the Newer Technology miniStack drives? I read that the internal drives offer a 5-year warranty and the enclosure 2 years.**

I don't know anyone who has used their hard drives so I can't report one way or the other. I've been satisfied with their other products, so I imagine they are OK. I see that their cases (zero footprint for a Mac mini) are just plastic and not metal, but they do have a two-speed fan. I note that the Firewire 400 port is on the side which can be inconvenient. If you are looking for robust external hard drives, check out the OWC Mercury Elite Pro Aluminum which seems to get good reviews and my clients with them seem rather happy. The FireWire 400 and USB 2.0 models, the cheapest of the series, have two FireWire ports for easy daisy chaining.

► **I have a Quicksilver Power Mac G4 with two hard drives (80 & 120GB) now. If I buy a Mac Pro, can I put those drive in there?**

No. The Mac Pro requires SATA II hard drives and the G4 used PATA with no space for adapters. You could buy some external *FireWire* enclosures and use the drives with the Mac Pro in that fashion. NewerTech sells a miniStack enclosure kit for \$120 but you can find others

for more like \$40. As you would be needing two for two formerly internal drives, it would be wiser to use the MacPro's *Migration Assistant* to copy the data from the relatively small hard drives from the G4 into the Mac Pro and perhaps move the files to a second hard drive, as you can get a 500GB hard drive for about \$100. That's double the capacity of the standard 250GB drive the MacPro comes with.

► **How can I capture streaming video?**

Different software may be needed as there are different forms of streamed video. If the video is the usual *YouTube* flash based video, I'd suggest the shareware application *YouTube 2.0*. <[stinkbot.com/Tubesock/](http://stinkbot.com/Tubesock/)> You can also try *CocoaJT* the 'donationware' which works with *RealPlayer* and *Windows Media Player* as a stream recorder. <<http://jeanmattbivou.free.fr/cocoajt/index.html>> There is also *MPEG Streamclip* <[www.squareds.com/svideo/mpeg-streamclip-mac.html](http://www.squareds.com/svideo/mpeg-streamclip-mac.html)> and *ASFRecorderX*. You may have to rely on screen capture programs like *Snapz Pro X* with video <[www.ambrosiasw.com/utilities/snapzprox/](http://www.ambrosiasw.com/utilities/snapzprox/)> or *iShowU* <[www.shinywhitebox.com/home/home.html](http://www.shinywhitebox.com/home/home.html)>

► **I get e-mail with photos that are too large to be printed, so my usual method is to save them and resize them in Photoshop. Is there an easier way?**

That is my usual way. The files are higher resolution at 72 dpi to fit, so what you have to do is resize them to higher pixels per inch so they fit on your paper. If you got just one and it was a predictable size, you can try a reduction in the *Page Setup...* window. A quick look at *VersionTracker.com* brings the 5-star-rated free *AutoResizer*. Maybe that would be quicker for you. With less control you can open the images in *Preview*, do a *Print...* with the *Scale to Fit* option selected and perhaps a 90 degree rotate. You don't get precise image size control, but it's quick and you already have the software. Ideally you can ask for higher dpi files in the future so they print without you resizing them, in effect asking the sender to do the resizing for you.

► **How is the new iMac different than the one we got last year?**

I guess the question would be *What time last year* as the first generation white Intel based iMacs were introduced July of 2006 with the (Q&A continues on Page 7)

will send the recipient a link that he or she can click to download the file

**The Risk.** Because these services send you files over the Web, they're outside of your control. That makes it easier for a wily hacker to intercept files during their travels.

#### How To Stay Safe.

Some of the services are more reputable than others. *YouSendIt*, for instance, is a start-up run by a former Adobe Systems executive and funded by well-known venture-capital firms. Others offer little information on their sites about themselves and could be more susceptible to security holes that could let a hacker steal your information.

If the site's backers aren't immediately apparent, there are other clues that can help. Look for a *secure* icon — in Internet Explorer, it's a little lock on the bottom of the screen — which signifies that the site is using encryption to protect its visitors' confidential information. A logo from a security company such as *VeriSign Inc.*, meanwhile, means *VeriSign* has confirmed the identity of the site's owner.

—*The Wall Street Journal*

## More of Bradley's Tech Session

(Continued from Page 3)

progress bar, a time stamp shows the position of the playhead in hours, minutes, and seconds. If you've updated to *QuickTime 7.1.6*, try clicking on the time display. When you do, you'll see a drop-down menu with (depending on the source of your clip) up to two additional display options: *Non-Drop-Frame* and *Frame Number* (see "New Playback Options").

#### Transform Smart Playlists into regular playlists

If you've used *iTunes'* *Smart Playlist* feature, you know that you can sometimes get very interesting results from it. Say you have created a smart playlist (File: *New Smart Playlist*) that chooses songs that are in the Latin Dance genre and that you haven't played more than two times: You've also chosen the *Limit It To 25 Items Selected By Random* option, as well as the *Live Updating* option, which continually updates the playlist. If one particular 25-song selection hap-

pens to be the perfect soundtrack for your weekly salsa-dancing practice, you could well lose it with the next live update. But you don't have to — if you know a few tricks.

There are two ways to create a standard playlist from the contents of a smart playlist. The first is to open the smart playlist, select all the songs, and then drag them to an empty area in the leftmost column in *iTunes*. A new untitled playlist containing all the tracks will appear.

The second way is to drag the smart playlist from its present location and drop it on the *Playlists* header. The header won't be momentarily highlighted, but a new standard playlist with the same name as the dropped smart playlist will appear at the bottom of your list of playlists. (This doesn't work if the smart playlist is in a folder; however, you can move it out of the folder, drag and drop it on the *Playlists*

(Continues on Page 5)

# 4



**Helen and Sheldon Gross**  
shel9@verizon.net

**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. The summer is over. We really don't know where the time went. All we can say is that we were exceedingly busy.

We finished transferring all our audio tapes to *iTunes* and rearranging the living room in order to eliminate the CD/tape player, (so we can have enough space for a slightly larger HDTV). Of course, I found two more boxes of audiotapes but they'll have to wait for cooler weather. All the tapes we no longer need went to a local library, not the trash heap, so our consciences are clear on this green issue.

Our latest project involves videotapes. As our children and grandchildren were growing up, we took miles and miles of 8mm movies. (See, I told you we were old.) About nine or ten years ago we transferred the pictures to videotape. Now, we are beginning to transfer the videotapes to digital format so that we can transfer them to DVDs. This is a very time consuming project, but well worth the effort.

We are using a *DAC-100 Analog to DV & DV to Analog Bi-Directional Converter* that we have on loan from a very good friend, who not only lent us the converter, but is also available

to us for late-night panic calls. And believe me, we have taken advantage of the assistance quite a bit. Little things, like, *Which is the front of the converter (for setup)?*, and, *What should we expect to see, pop up frequently*. Of course, the first videotape that we converted alone worked beautifully except that there was no audio at all. The audio connections were not correct, they had to be done over.

The main difficulty is that this transfer takes place in real-time. A two-hour videotape takes two hours; a four-hour tape takes four hours, etc. Luckily, we never bothered with six-hour tapes.

We are now beginning to learn the editing techniques in *iMovie*. I believe that *iMovie* does not follow all the Apple rules in that things are not intrinsically obvious. We must edit before using *MovieGate* (to burn the DVDs), which has a 40-page manual that we printed out in full.

This long-term project should keep us busy for some time. Storage is a big problem. Following Brad's advice we purchased a 500gig external drive just for this purpose. We'll keep you informed as we learn more. ↗



### A Nice Welcome to Adobe InDesign CS3!

If you're like me, when you see the new Welcome screen in *InDesign CS3*, you'll immediately head for the "Don't show again" checkbox. Not so fast! When I took a better look at what is included in this screen, I decided to keep it available for a while. No matter how you're using *InDesign*, this screen offers access to a lot of valuable information and shortcuts. My favorite part is the *Open a Recent Item* section, which is the fastest way to find and open documents that you recently worked on (even if it was in CS2). You can also create new Documents, Books, and Libraries, and have access to a vast collection of Templates in *Bridge*. It's also a great portal into the *InDesign* community with one-click access to *InDesign Exchange*, *InDesign User Groups*, as well as *InDesign Partners* for training, printing, plugins, and solutions. Plus there's more, but this is only supposed to be a short tip.

—Jeff Witchel



**George Canellis**  
gwc11713@optonline.net

## User Group News

LIMac is a proud member of the Peachpit User Group Partner Program and as such all LIMac members are entitled to a 30% discount off the list price of any of Peachpit's books. When ordering at their Web site ([www.peachpit.com](http://www.peachpit.com)) at checkout, right before you enter your credit card number, you must enter the user group coupon code (case-sensitive). This coupon code is an exclusive offer that may not be used in conjunction with any other coupon codes. Through the generosity of Peachpit, LIMac will also be receiving free books as raffle prizes. Look for them on the prize table when you're purchasing your raffle tickets at the monthly meeting.

The following vendor offers require a top-secret user group offer code. If you are interested in any of the following products, please send an e mail to me at [gwc11713@optonline.net](mailto:gwc11713@optonline.net). **Prosoft** is dedicated to creating professional quality software designed to be easily used by 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](http://www.prosofteng.com))

**MUG** members can now take 30% off a single book or 35% off two or more books from O'Reilly, No Starch, Paraglyph, PC Publishing, Pragmatic Bookshelf, SitePoint, or Syngress books you purchase directly from O'Reilly. ([www.oreilly.com/store](http://www.oreilly.com/store))

**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 (*User Group News continues on Page 5*)



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header, and then move it back to the folder when you're done.) You can also use this trick to turn a *Party Shuffle* playlist into a standard playlist – just drag it to the *Playlists* header.

#### Work with links within multiple Safari windows

If you're using *Safari* to do some heavy-duty browsing, you've probably got multiple windows and multiple tabs open at once. For instance, when doing research for a paper, you may open

*Wikipedia* in one window and *Google* in another, and then command-click to open multiple tabs within each window.

What happens if you see a link in a background window that you'd like to open? Try to just click on it, and the background window will move to the front, requiring that you click on the link again to open it. Try instead to *Command-Click* on the link in the background window, and it will open in a new tab. That isn't too surprising, as

that's the normal *Safari* behavior for command-clicking on a link (if you've enabled tabbed browsing in *Safari's* preferences). What is surprising is that the link opens in a tab in the foreground window, leaving the background window right where it is. That messes things up if you're trying to keep your sites separate – for instance, all *Google* search results in one window and all *Wikipedia* pages in the other.

Although you can't get that link to open in

a new tab in the background window, you can make it open in that window's current tab – doing so just requires a bit of mouse gymnastics. First, press and hold the *1* key, and then click and hold on the background link you'd like to open. While still holding the mouse button down, release the *1* key; then release the mouse button.

#### QuickTime movie-resizing tricks

When viewing a movie in QuickTime Player, (Continued on Page 6)



#### The Safari Status Bar

The status bar is a gray strip at the bottom of the browser window. It displays information relating to the page you're viewing. To enable it, choose *View/Show Status Bar*. Watch the status bar as you work with Web pages, as it gives you more information and therefore more control as you browse the Web.

For example, call up a bookmark or enter an address manually, and the status bar should carry messages such as "Contacting www.example.com."

Hover over a link, and the status bar should display where that link will take you. Sometimes a Web page is created in such a way that it is able to override the useful information with text the Web designer thinks is more important, but mostly the information in the status bar is useful.

Similarly, you can usually spot e-mail addresses. Be careful if the URL you see in the status bar ends with a file extension such as *.pdf*, *.doc*, *.xls*, etc. as that means the link goes to a file of that type, which may download to your computer.

## More of Mac User Groups News

(User Group News continues from Page 4)

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](http://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 US, 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/](http://www.myob.com/us/))

**Actoris Software's Xpress Schedule** is the Macintosh tool for preparing employee work schedules. Create better schedules in less time, by email or text message. *Food Cost Manager* is

(Meetings continues from Page 2) these in your project.

One of the best things about Rick's presentation was the interaction with the audience. People freely asked questions and Rick would answer them. Many times the members would contribute answers and suggestions. This made for a lively and informative program – and everyone was attentive.

Thanks Rick, for a great presentation, and your continued contributions that make LIMac the great organization it is. ↴

–Scott Randell

**At our August meeting**, our resident cinema enthusiast, Al Zygier, once again treated us to a presentation. Using his own projects as a vehicle, Al showed us old and new projects and we saw how his interests and efforts helped him achieve professional quality in his movies.

Al started by showing the LIMac documentary. He then explained the methods used in

a complete back office solution for food service businesses. Manage your inventory, calculate recipe and menu costs, and prepare nutritional information for your customers.

**Xpress Schedule**, regularly \$99, is available for a special Apple User Group price of \$74, and **Food Cost Manager**, regularly \$249 is available at \$185, that's a 25% discount. Get the user group order form at [www.actorissoftware.com/mug](http://www.actorissoftware.com/mug) and then e-mail your order to [sales@actorissoftware.com](mailto:sales@actorissoftware.com).

**JoeSoft** is software for the average Joe. From *iTunes* and *iPod* entertainment products to stock trading software, JoeSoft brings great software to the masses at reasonable prices. Free technical support based in California, low-cost software replacement policies, and generous free upgrade periods set JoeSoft apart from others.

**Get a 25% discount** on all products, including newly-released *Klix* and *Jax*. Avoid waiting for the software to be shipped; download it directly from now! Discount code: This offer is valid through September 30, 2007. ([www.joesoft.com](http://www.joesoft.com)). ↴

order to get the various effects used in the movie, followed by answers to "how-to" type questions from the audience.

Al showed a video of a class in pastry making that his daughter teaches at The Art Institute of New York. In this particular class, she is teaching the children of faculty members how to make cookies. After Al filmed this video, he decided it was rather boring. He then proceeded to show what he did to make it more interesting. Deciding to trim and format it into a news broadcast, he wrote a script and made himself the announcer – even changing the timbre of his voice to a more announcer-like tone! You really had to be there for this one.

Once again we had a very interesting and entertaining presentation by Zygier whom we would like to thank for an enjoyable, educational evening.

–Scott Randell & Donald Hennessy



#### New Pages panel preview reveals all in Adobe InDesign CS3:

I've always used the *Pages* palette in earlier versions of *InDesign* to quickly move around my document by double-clicking on pages in the palette. Problem was, in long documents, I could not always remember the page number of what I was looking for.

Sometimes it was a real shot in the dark, and I would end up double-clicking on several pages until I landed on the right one. Well, this navigation problem has been solved in the new *Pages* panel in CS3. Every page in the panel has a preview of what is contained on that page. Very cool, and useful for moving quickly throughout a document with total confidence. But now it's also easier to move through the page icons within the panel. If you place your cursor off to the side of the page icons in the panel, it turns into a hand icon, which allows you to click-drag up and down to scroll through the pages in the panel.

–Jeff Witche

**If you get three people to join LIMac, your next year's membership will be free. If you get one person to join, you will get \$12 off; if you get two persons, you will get \$24 off. Not a bad deal!**

(Continued from Page 5)

you might have used the View menu to change the size of the playback window. You can choose between *Half Size* (command-0), *Actual Size* (Command-1), *Double Size* (Command-2), *Fit To Screen* (Command-3), and — if you've upgraded to the Pro version of *QuickTime* — *Full Screen* (Command-F). However, *QuickTime* offers two other, somewhat hidden, ways for you to resize your movies

If you hold down the *Option* key and drag on the window-resizing triangle at the lower right corner of the window, *QuickTime* will resize the movie only to those resolutions that it can display most smoothly. Depending on the size of your monitor, this may give you more viewing options than the four provided by the *View* menu.

The other method of resizing is to use the *Shift* key while resizing the movie. When you hold the *Shift* key down, *QuickTime* removes all

constraints on the size of the movie. This can actually be useful — if you receive a clip that seems to have the incorrect aspect ratio, you can use this trick to set it to something more realistic. Of course, you can also distort clips for the sheer fun of it. After you're finished, simply press *Command-1*, and your clip will return to its default size and aspect ratio.

#### Easily create new folders

Have you ever had to create a large series

of folders, perhaps for a new project, for a new client, or just as part of organizing your massive and disorganized hard drive? It's a cinch to create a single folder in the *Finder*: just press *Command-Shift-N*. But if you've got 20 or 30 folders to make, the process can get tedious. *Terminal* (/Applications/Utilities) can make things a lot easier.

Make a Folder In *Terminal*, the command (Continues on Page 7)

# 6



**Ilene Strizver**  
Ilene@thetypestudio.com

**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.thetypestudio.com](http://www.thetypestudio.com).

## Ilene Strizver Answers Some "Type-type" Questions

**Q. There is discussion in my office about whether it is acceptable to put spaces before and after em dashes. We see it a lot on the Web, but not so often in print. Can you settle this for us?**

**A.** Good question, and one that gives me the chance to expound on a typographic detail near and dear to my heart! Here's the low-down: the space surrounding en and em dashes (as well as the width of the dashes themselves) varies from font to font. In many fonts, the en and em dashes have little or no space around them, making them set very tightly to the surrounding text.

In print, the addition of space around dashes is a question of esthetics; in the United States, it's common to add some space around tight dashes, but the practice can vary in other countries. You'll occasionally see a full word space added before and after dashes in print, but if the font in question has a large word space value (as many do), it can look too open. I personally don't like tight dashes and use the kern function to have complete control over how much space I add. Whichever method you choose is a question of taste, as either is an accepted typographic practice.

On the Web, it's a different story entirely. Unlike in print, Web copy flow (and the rag it creates) varies from user to user, depending on the browser, monitor resolution, and default font style and size. Because of this, you often see unsightly, deep rags resulting from narrow columns of copy containing long words, made worse by the lack of hyphenation in most Web copy. For this reason, I recommend *adding a word space around dashes* in Web copy to allow for more line break options.

A bad rag can result in Web copy when you don't add spaces around an em dash.

**Q. What's a good way to make a printable directory listing of all the fonts in my folders on my system?**

**A.** My suggestion is to use one of two excellent font managers: the \$99.95 *Insider Software FontAgent Pro* or \$99.95 *Suitcase Fusion*.) Both allow you to print directories of your fonts. Here's how:

*FontAgent Pro* lets you print font directories (also called "specimen books") in a couple of ways. Use the *Font Compare* feature to select

fonts and preview them side-by-side on your screen. You can customize the text, including the size, color, and background. From there you can print a specimen book with samples of the text. Each font is labeled by name.

You can also use the *Font Player* to cycle through a selection of fonts on screen and print those previews. Preview templates include *Paragraph View*, *ABC123*, and *Custom Text*. These views are also customizable by point size, text, and background color.

To make and print a directory listing in Suitcase, simply go to the *Print Font Sample Pages* command (Command-P) or *Print Sample Pages* in the *File* menu). From there you can print samples from fonts in folders or from the *Vault* (new to version 11).

**Q. The copy we receive from clients often has dumb quotes, or a combination of dumb and smart quotes. To avoid a tedious search and replace to change them all to smart quotes, we import text use the Place command (QuarkXPress) and Get Text command (InDesign) with the Convert (Typographer) Quotes option selected. This works well, except when there are measurements requiring inch and foot marks, which the software also converts to smart quotes. Manually changing them back is a huge pain. Is there any way to avoid it?**

**A.** Unfortunately, no. Design software is not yet smart enough to sense inch and foot mark usage (also called primes) and leave them alone during the import process. But rather than doing a tedious search and replace in *Quark* and *InDesign* to convert the smart quotes back to primes, I suggest you correct all punctuation in the text document before importing. An easy way to do this is with *Tex-Edit Plus*, a nifty \$15 shareware from Trans-Tex Software that can "smarten" and "stupefy" quotes (as well as ligatures, ellipses, em dashes, and a bunch of other things) for a selection of text or an entire document. *I can't live without it!*

Among the many cool features of *Tex-Edit Plus* is its ability to "smarten" or "stupefy" quotes for a selection or an entire document, thus converting them (back) to inch and foot marks if necessary. ♪

Go to [www.creativepro.com](http://www.creativepro.com) to see Ilene's monthly type tips column.

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(Continues from Page 6)

mkdir creates new directories – in other words, folders. For instance, the command mkdir "My Folder" creates a new folder named My Folder in the current directory. To change the current directory, type the command cd and then the path to the correct location. (Drag a folder to the Terminal window to add its path automatically.) For example, if you want the folder to appear in your Documents folder, use this command:

```
cd /Users/your user folder/Documents. Make a Few Folders To create several folders at once, add additional names to the command. You must include quotation marks around each new folder's name if the names contain spaces – for example: mkdir "My Folder" "My Other Folder" "Not That Folder"
```

#### Make Bunches of Folders

What if you have a lot of folders to create? Start by making a text file containing the name

of each folder you want to create – one entry per line. Name the file *dirlist.txt*, place it in the folder where you'd like all the new folders to appear, and then use the cd command to make sure you're in that folder in Terminal. Finally, type this command: `cat dirlist.txt | xargs mkdir`

Each entry in the file will become a folder in the current directory.

Automate the Names when you'd like to create a selection of folders, each with the same basic

name and a unique suffix—for example, Project A, Project B, Project C, and so on – you don't have to type out all those names. Use this command: `mkdir "Project" {A,B,C,D,E,F}`.

```
mkdir "Project" {"New Home","Vacation","To Do"}
```

—Rob Griffiths (Macworld)

### (Q&A continues from Page 3)

Intel Core Duo processors and those were superseded by September with the Core 2 Duo models that lasted until the new Santa Rosa chipset based models in the new case. The newer models were about 25% faster than the previous models and were available at speeds up to 2.16GHz on the 24" model but as low as 1.83GHz on the 17" model. Well, for starters, besides the new and more slender satin finish aluminum, plastic and glass body and modified base of this 4th generation iMac case, Apple killed off the 17" model size. The current 20" model can be had with a dedicated video chip, unlike the integrated graphics of the cheapest 17" previous model. But that's not as fair a comparison, lets talk about what you get for \$1199 last month and now: Then it was the better equipped 17" model (1440 by 900 resolution) with the ATI Radeon X1600 with 128MB of VRAM, 2.0GHz, 677MHz frontside bus speed, 1GB of RAM, 160GB hard drive, 8x SuperDrive, USB 2.0 and FireWire 400, 802.11g Airport Extreme required \$1.99 software patch to enable hidden 802.11n speeds. The same dollar now gets you the 20 screen with higher resolution 1680 by 1080, still 1GB of RAM but now upgradable to 4GB, 250GB hard drive and the better ATI Radeon HD 2400XT card, still with 128MB of VRAM but using the faster GDDR3 type. The new 2.0GHz processor has a 4MB cache instead of 2MB, so it's a bit faster. The frontside system bus speed is now 800MHz, so that's a couple of steps faster. That 1GB of RAM is provided in 1 slot, so the second is free for expansion, which if installed, gets you faster memory access, not just more RAM which is often very useful. You get the new low profile aluminum keyboard with media keys and USB 2.0 ports, a welcome advantage over the USB 1.1 ports on the old keyboard. Not so much for a mouse, but for USB 2.0 flash drives and digital cameras. I suppose you could say, perhaps on the downside, that the new model takes up more height and width and weighs more. As the new models have only glossy screens compared to the non-glare types used in the previous models, that the new models are worse depending on the lighting in the room if there is a table lamp or a window causing a glare. If on the other hand, there is no direct lighting on the face of the computer, then the new glossy face offers better text definition, deeper colors

which helps video and photos. The 20" screen is inferior in viewing angle compared to the new 24" screen and also the previous 20" screen, perhaps to keep costs down. In fact many people have found it to be overly bright and washed out. It seems that going through the display calibration process and using the PC standard 2.2 gamma instead of the Mac standard 1.8 helps a great deal on the new 20" iMac.

That change could be a problem for *Photoshop* users, but hopefully they would choose the 24" model. None of the new iMacs use the LED backlight like the 15" MacBook Pro. The new generation iMacs, even the cheapest 20" model comes with a FireWire 800 port, something only available on the 24" model. Very nice to have for hooking up a high performance external hard drive for backup or just more data storage. Not that *iChat* or even *Photo Booth* takes advantage of it yet, but the little iSight camera in the new model can take much higher resolution pictures than before, the same functionality hidden on the new Santa Rosa based MacBook Pros. Basically I like the look of the new models, with it's metal and black looks clearly inspired by the iPhone, just like the iMac G5 was inspired by the iPod. As you can see on Apple's web site, the next step up model was at the \$1499 price point. While that remains a 20" screen, it's now backed by the 2.4GHz, 4MB cache and 800MHz, instead of 2.16GHz, 2MB cache and 667MHz of the earlier model. The hard drive jumped 250 to 320GB, the video chip jumps to the Radeon HD 2600 Pro with 256MB of GDDR3 RAM and you still get a FireWire 800 port not previously available at this price point. The same display is used on this model as the \$300 cheaper base model. That \$300 gets you a 17% faster CPU, 22% more disk space and a faster video chip with double the Graphics RAM. Another \$300 beyond that moves you up to the better, larger and higher resolution 24" model with same memory and hard drive and everything else. On Apple's online Store, you can of course customize the RAM and hard drive options. I found of particular note that the 24" model can be customized with the 2.8GHz Core 2 Extreme processor, which is designed for desktops, not laptops like the Core 2 Duo of the lesser models and the MacBook Pro and MacBook and Mac mini models. Apple pulls out all the stops for the 24" (Q&A continues on Page 8)

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7

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**Bullets (●)**

Simply put, a bullet is a large dot used to draw attention to each item in a list or series. The items can be single words, phrases, sentences or paragraphs. Even if you use the bullet that is part of your font, don't automatically assume it's the right size: it might need to be altered in scale or position to make it look balanced next to the text. Here are a few guidelines to making the most out

of this simple yet strong element: Bullets should be centered on either the cap height or X-height, depending on the nature of your copy. If all of your items begin with a cap, center the bullet on the cap, or a bit lower so it balances with the negative spaces created by the lowercase. If your items all begin with lowercase characters, center the bullets on the x-height. Insert some space after the bullet to

avoid crowding. The preferred way to align bullets is with the left margin. You can also have the bullets overhang the margin, and keep all your text aligned with the left margin. Whichever style you choose, your listing will look best if items that run more than one line are indented so that the copy aligns with itself, and not with the bullet on the first line. To be more creative, substitute symbols

or dingbats for the actual bullets. Try squares, triangles or check marks. Keep these simple and in proportion with the rest of your text. To save time and maintain consistency, copy and paste your perfectly styled and adjusted bullet for each usage. *TIP: Remember to copy a bullet that is a dingbat or other decorative image before you make global font changes to your text, in order to simplify reinserion.*



**Adobe Labs Experimentation in Adobe Illustrator CS3:**

If you want an opportunity to play with new emerging technologies, *Illustrator CS3* offers a portal to the future under the *Window menu*>*Adobe Labs*. In *Illustrator*, there are two Adobe Lab panels (*palettes*). The first, called *knowhow*, offers instant help in using all the tools in the *Tools* panel. This contextual panel includes a description of what a selected tool does; key commands associated with that tool; a button to change the tool's options and another button to find out more information in *Adobe Help Viewer*.

—Jeff Witche



**Before installing a system update, check your Login Items:**

Before installing any significant system update (in addition to taking the time to read through our recommended update procedure), it would behoove you to take a look through the currently installed set of *startup* and *login* items. If there are any components

*(Q&A continues from Page 7)*

model and offers a 1TB hard drive option – outstanding for a consumer-level desktop computer. For marketing reasons, they limited the 2.0 GHz 20-inch to a max of 500GB, while the 2.4GHz version can get a 750GB. I guess the only thing else to note it that despite having a faster bus speed, the RAM is still 667MHz or PC2-5300 DDR DIMMs, but at least now the iMac can address 4GB total, not just 3GB. There is no longer a magnet on the right side to park the remote clinging to the side of the iMac. The new big model is a bit heavier than the older ones; 0.7 lbs more for the 24" model. The new 20" is a full two pounds lighter than before. On the software side, the new iMacs comes with the full version of *iLife '08* and *iWork '08* 30-day trial version. (The engineer geek in me wants to know why Apple doesn't use the next speed memory and controllers, the 750MHz PC2-6000 or the frontside bus matching PC2-6400. I guess it wouldn't have been worth it)

**► What do I need to download videos from YouTube and Google Video? I want to use the footage in iMovie.**

I've used *TubeSock 2.0* \$15 <[stinkbot.com/Tubesock/](http://stinkbot.com/Tubesock/)> to capture surprisingly good quality from *You Tube*. As for *Google Video*, I'd assume you just click the download button to save to your hard drive. The movie I tested saved a .mp4 file which I could have burned to a DVD-Video with *Toast* if I wanted. For those *Google Video* posts that don't have the download button, I'd install the under \$10 *CosmoPod*. <[www.cocoamug.com/cosmopod/](http://www.cocoamug.com/cosmopod/)> It puts in a new button in *Safari*'s toolbar which invokes the utility which downloads the .flv file and then converts it into an .mp4 file. It even works in the *Safari 3.0.3 beta*. If these utilities don't work, you can always fall back on a screen-

capture program like *Snapz Pro X w/Video* from AmbrosiaSW or *iShowU* from *Shinywhitebox.com*.

**► I use the iDisk from .Mac and I see the iDisk icon on my Desktop. Apple recently upgraded the service to 10GB. Is the iDisk taking up space on my hard drive?**

It can if you have the *iDisk* synchronize with your Mac. A trial user gets just 50MB, so for them it's not so bad, but the sync option puts a copy of your *iDisk* on your Mac, so use that feature with caution. Look for the sync icon to the right of your *iDisk* in your *Sidebar*. Change the settings in your *.Mac System Preferences* panel – *iDisk tab*. .3 beta.



Give to LIMac by searching the Internet. There is a search engine called *Goodsearch.com* that donates 50% of its revenue to charities and schools designated by its users.

LIMac is now a member – and *Goodsearch* will donate to us about one cent for every search our members make via *GoodSearch*.

A penny does not sound like a lot, but the site is all about numbers – the more LIMac members use *Goodsearch* for their Internet searches, the more money we will raise.

For example, if our members use the *GoodSearch* search engine, and do five Web searches a day, LIMac could raise more than \$1,200!

Think of all the money that could be raised while you and your friends and family are surfing the Web!

Come to the September meeting and ask about *GoodSearch!*

that aren't currently in use or are of questionable stability, remove them prior to installation. Errant items in these locations can cause problems with *startup* or *shutdown*, particularly after new system software is introduced.

To check if any login items are causing your *startup/shutdown* issues, go to the *Accounts* pane of *System Preferences* and click on the *Login Items* tab. Deselect any third-party items (and even Apple-originated items in some cases), restart, and check for persistence of the issue.

To check if any startup items are causing the issues, go to the */Library/StartupItems* folder (that's the *Library* folder at the root level of your startup volume, not the user-level *Library* folder located at *~/Library*) and, again, remove any third-party items, restart, and check for persistence of the issue.

—MacFixIt



**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](http://www.metaobject.com/Products.html#PostView)) or *Adobe Acrobat Reader 8.1*

for reading the FORUM.pdf – excellent programs that handle .pdf files with visual accuracy. (Also read their *Help* files to discover the many tools and techniques they have available.)

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DAN DANGLO

**AUG. SHUFFLE WINNER**



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