

# MUGSHOT

Official newsletter of the Ocala Macintosh User Group which meets the first Tuesday of each month at the Multipurpose Senior Center  
Volume 118- June 2008

---

## ***From the Presidents Corner***



by: N.C. Sizemore

As I see it we have some wonderful opportunities ahead of us. This assumes we want to grow the club and get some new blood and new experiences to draw on. Mac laptops are now the second fastest selling laptops and Mac desktops are selling much faster than ever before.

We even have a store in Ocala selling Macs now. Since our last meeting BEST BUY has started selling MACs in Ocala. They are an authorized seller and an authorized repair facility. Their GEEK SQUAD will also service MACs. They have been training over the last two weeks. More in the June program section.

I have become aware of three Mac users in my community, Oak Run, that are not but should be members of our User Group. I'll be working on them. You probably have similar opportunities to invite folks to join us. please do so.

As I read the bios on our web page I see that we have some people with backgrounds that are very interesting

to me. People I want to get to know better. I really would like to get to know everyone better, thus I am requesting those who have not done so to submit their bio to our Webmaster for publication. If you do not have a suitable photo, no sweat. We have several photographers in the group who will be more than happy to do a suitable head and shoulders portrait for you. This is not to imply that you MUST put your bio on our web page. It is voluntary, but it will help you make new friends in the group faster.

I also want to get a better idea of the types of programs that will benefit you most. For this reason we will be conducting a survey at the next meeting to see what kind of computer you have or are planning to have, what programs you are using, and what kind of presentations would be most helpful to you.

## ***June Program***

James Pierce, Business Sales Supervisor for Best Buy will be bringing us a short program about their getting into Apple computer sales and will be available for questions. One area where I expect a lot of discussion is on Best Buy's three year protection plan vs Apple's three year plan. They do not sell the Apple plan. When I asked why,

I was told "because the Best Buy Plan is better." I will leave it up to Jim to convince us. I do welcome a local sales outlet and authorized repair facility. I think this gives us a great opportunity to expand our member base and serve the community. Hopefully, while Jim is with us we can explore ways that our existence can help Best Buy sell more MACs and how Best Buy can help us build membership by telling people about us. I left our web site running on a MAC AIR when I left the store last week.

Another thing that will be happening at the June meeting will be a short business meeting to officially elect the officers now serving as somehow we kind of forgot to do that earlier. The floor will be open for nominations and I sincerely encourage nominations from the floor. None of the officers will feel hurt by having someone run for their office. In fact, most of us would feel relieved if someone else will do the job! We are serving, not because it is fun or because we want to, but because we have gotten so much from this group we feel like it is appropriate to give back with some effort of our own. and because it has been hard to get anyone else to do it! We would just as soon sit back and enjoy the benefits without the work.

We will also be talking about a short survey to find out more about what you want from the club in way of programs. A copy of the survey is attached as a PDF file. please print it out and bring it with you to the meeting. You may fill it out ahead of time or at the meeting (or partially before and at). We will be discussing it and you may think of some things you wish to add at the meeting.

## **Apple News**

This edition of our MUGSHOT is so full of other news that I think I will hold back on news of iPods, iPhones and iCars until the next issue. I should mention that there is a new Apple Store in Brandon.

## **Other News**

I was sorry to read in Dave Schlenker's 5/30 column in the Star Banner that they were going to switch from their Macs to PCs. Guess I'll just add that to my list of things that get harder and harder to understand as I get older and older.

## **OMUG Minutes**

OMUG minutes for May 2008

NC Sizemore, the new president of the Ocala Macintosh Users Group, speaking for the Board of Directors, thanked Judy and Tim Rankin for their years of service to the club. He also presented them with a \$50 Best Buy gift card to show our appreciation for their contributions.

NC explained the new raffle system which will save buying so many tickets.

Phil Davis, our webmaster, has found numerous free software items that may be useful to us and has created some master CDs with the software on them. Tim Rankin and Clint Jones will make copies of these CDs and they will be available to members at the June meeting. They are geared towards office work; audio and video editing, and even games.

Board members are listed on the OMUG website. Phil Davis is Vice President. Past President Tim Rankin will become Ambassador at Large.

NC asked for ideas from members for future programs. Please contact him, (Email NCSIZEMORE@GMAIL.COM) if you have any requests or suggestions.

The secretary's report for April is on the website. Minutes were approved.

Judy Rankin gave the Treasurer's report for Clint Jones, as follows:

Beginning Bank Balance	
3/01/08:	\$542.55
Income: 3/4/08 Meeting	
(1- 2008-09 Membership)	\$30.00
50/50 Raffle Receipts	<u>37.00</u>
	+67.00
Expenses: 3/4/08 Meeting:	
Rent-Senior Center	-\$28.00
Bank Balance 3/31/08	<u>\$581.55</u>
Income: 4/1/08 Meeting:	
(3 - 2008-09 Memberships)	\$90.00
50/50 Raffle Receipts	36.00
Sale of Equip (Laptop Stand)	<u>16.00</u>
	+142.00
Expenses: 4/1/08 Meeting:	
Speaker (Urena)	30.00
Rent - Senior Center	28.00
City of Ocala (Qtly Donation)	50.00
Refreshments	<u>14.21</u>
	-122.21
Bank Balance 4/30/08	<u>\$601.34</u>

There were three visitors: Roger Demers and Harrie Burdan. NC's grandson was also present, Tony Shokunbi.

A former member, Ed Corbitt passed away in April. Judy will try to contact his widow for further information.

The club purchased a new, larger screen of the best quality. NC will be the first one to use the screen for his presentation concerning Adobe Photoshop Elements, 4.0. NC's Elements presentation consisted of showing how to use the "Crop" tool to resize images to specific sizes and to change the resolution at the same time. He recommended a resolution of 72 for images you are going to email or post to a web page and 250 or 300 for an image you are going to print. He demonstrated how he keeps separate folders for each type of image.

He also gave a short presentation on "Finding Reliable Information on the Internet"

First he demonstrated how to make Google more user friendly by setting preferences to show 50 items on a page instead of 10 and to open in a new window instead of over the search window.

There are many sites out there to find information besides Google: some of these are Yahoo, Clusty, Dogpile, Ask, and Ask Jeeves.

When purchasing items over the Internet, use your credit card rather than your debit card. The credit card is government protected.

Besides Snopes, you can find out whether information is correct or not by going to Truthorfiction.Com.

NC showed a list of web sites he uses for many different purposes. He said do not take notes, these will be posted on our web site long enough for you to look at them and copy any you think you may use. One of special interest was a State of FL web site you can use to get information about your Doctor (or any licensed professional) <http://ww2.doh.state.fl.us/irm00praes/praslist.asp>

Phil Davis was our second speaker of the evening with a presentation of tips for using Leopard's Preview, Finder, and Spotlight.

Preview tips included adding, removing, and rearranging pages in a pdf file. Also, tips for using Preview to do simple image editing like cropping, resizing, adjusting color and exposure, and removing unwanted backgrounds. Read more about this in MacWorld (<http://www.macworld.com/article/132468/2008/04/workingmac2504.html>)

Phil demonstrated using the expanded Finder functions to create focused searches that can be saved in a smart folder.

Leopard's Spotlight (the search tool) can do many things including targeted searches, searches for specific file types, launching programs, and even a simple calculator.

The two money prizes this week were \$26 each. One of our visitors, Roger Demers, and Earl Satterfield won these. One of our other visitors, Harrie Burdan, and Clint each won a chance to select a prize from the table.

In the question and answer portion of the meeting, there were questions about Photoshop, bookmarks, airport, and one person's hard drive going blank when a flash drive is removed. Rich commented on the fact that Apple has not addressed that problem.

Carolyn and Bob Docteur set up the refreshments. Carolyn makes yummy brownies.

The meeting ended close to 9 PM.

Respectfully submitted,

Joan Greenwood

## **OMUG Web Page**

Check out the OMUG home page at <http://www.ocalamug.org>

## **Need Help With Your Computer**



**Computer Solutions**  
by Phillip, Inc.

Microsoft CERTIFIED Solution Provider | Visa | MasterCard | Apple Certified Technician

Phillip Woodward	<u>We Come to You!</u>
Mobile: (352) 804 - 8713	Repairs -Upgrades -Networking
Office: (352) 245 - 6148	Data Recovery
Email: <a href="mailto:philw@pc-or-mac.com">philw@pc-or-mac.com</a>	New & Used Computers
Web: <a href="http://www.pc-or-mac.com">www.pc-or-mac.com</a>	Licensed & Insured

This spot is reserved for

Any items that you might

Want to Donate or Sell

Please contact the Editor

---

## ***Need Help***

We have a number of volunteers who are available to help you with problems you may encounter using software:

General Mac Problems timrank@themacisp.net	Tim Rankin	821-2201 or
PrintShop or Print Explosion judyrankin@mac.com	Judy Rankin	821-2322 or
Appleworks or Microsoft Word cbesley@mac.com	Curtiss Besley	266-6760 or

---

## ***OMUG 2007 Officers and Board of Directors***

Tim Rankin, President & Ambassador timrank@themacisp.net	821-2322
N.C. Sizemore, Vice President NC_Sizemore@yahoo.com	291-8778
Sally Smyth- Secretary daisysface@comcast.net	347-0983
Clint Jones, Treasurer jonesgins@aol.com	351-9236
Virginia Baldwin, Sunshine Lady vbaldwin@atlantic.net	629-6308
Richard Rohde, Newsletter Editor RKR6@cornell.edu	861-0616
Phil Sullivan, E-Mail Webmaster OMUG1@att.net or phil.s.trains@worldnet.att.net	
Judy Rankin, Membership judyrankin@mac.com	821-2322
Bob & Carolyn Docteur- Refreshments docteur@aol.com	624-0524
Phil Davis-Home Page Webmaster phil@davistech.org	369-8432

---

## ***Tip Of The Month***

### **Editing Word Files — Without Word**

**It's easy to work with Microsoft Word files on your Mac, even if you don't have Microsoft Word installed on your computer.**

**TextEdit, your Mac's built-in word processing program, can open MS Word files (which are often distinguished by a ".doc" or ".docx" suffix). Simply double-click the document icon. It will automatically open in TextEdit if that's the only word-processing program on your computer. If you have several, you can specify which program to use by Control-clicking on the file icon (or right-clicking if you have a two-button mouse) and selecting your desired program.**

**Now you can edit the file just like any other document. However, if you want to share your file with MS Word users, be sure to save your work in Word format. Here's how.**

**From the File menu, choose Save As... or type Command-Shift-s. Click-hold on the File Format tab and choose one of the Word formats. Press Save.**

**Note From NCS... This same technique work in *NeoOffice* if you have it installed on your computer.**

**If you own iWork '08, you can use similar techniques in Pages, Apple's advanced word processor. But instead of using the Save As... command, select Export from the File menu. Choose the Word option and press Next.**

**Finally, navigate to the destination where you'd like to save the document, and press Export.**

**This Tip was copied from Apple's *Pro Tip of the Week*.**

## ***Treasurer's Report***

Account Balance 5/1/08		\$601.34
Income 5/6/08 Meeting		
50/50 Raffle	55.00	
Sale of OMUG Mug	5.00	
2008-09 Membership Dues	<u>360.00</u>	+420.00
(Piteau, Baldwin, Anderson)		
(Rohde, Davis, Chatterton)		
(Estes, Wahl, Sizemore)		
(Docteur, Rankin, Demers)		
Expenses 5/6/08 Meeting:		
Rent (Senior Center)	28.00	
New Projection Screen	235.00	
Best Buy Gift Card (Rankins)	50.00	
50/50 Items Purchased	22.45	
Angelfire Website Renewal	<u>49.40</u>	-384.85
Account Balance 5/31/08		<u>\$636.49</u>

Respectfully submitted by Judy Rankin for Clint Jones, Treasurer

Information About You

Name		# Years Using Computers	
Email		# Years Using Macs	

Information About Your Computer

Computer # 1		Computer # 2	
Model		Model	
Operating System		Operating System	

Model: iMac, MacBook, Mac Pro, etc. | Operating System: Leopard, Tiger, Other

How Do You Use Your Mac (other than for email and the web)?

Information About Programs

What topics/programs/speakers would you suggest for future meetings ?	What topics/programs would you be willing to present ?

Other Comments and Suggestions

