



January 2008

Next Meeting

**January 10, 7:00
Mac OS X Leopard**

Paul Vaughn and Gordon Alley will cover the hot new features and cool tips and tricks in Apple's latest version of Mac OS X.



A Note from the President

First I want to wish everyone a Happy New Year and I hope 2008 is a good year for you all. Next I want to thank everyone who made the Christmas Party a big success. We had a very good turnout and I think everyone was able to enjoy some good food and good company as we closed out 2007.

2007 was a good year for us Mac fans with the release of several new neat products such as the iPhone, the glass and aluminum iMac, Leopard (Mac OS 10.5), the new thin Apple keyboards which I am happily typing on right now, and of course all of the new iPods. I am eagerly awaiting what Steve Jobs will announce shortly at MacWorld Expo and what we will be looking forward to in the rest of 2008.

The San Antonio MacApple Users Group will continue to strive to be your support network in this new world of high technology in which we are firmly entrenched. We hope to have some useful and exciting programs for you all this year starting with our overview of Leopard in January. I am eager to learn from and share with this great community we have going over all things Apple.

Sincerely,
Nathan Lott

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The Mac Guy: iWork '08 offers sweet office suite

by Paul Vaughn

Apple announced the latest version of their office suite, iWork '08, in August. This package now consists of three applications useful in a general business environment: Pages, Keynote and Numbers. I have installed iWork '08, and here is the rundown of the new features.

This is the third version of iWork, originally released in 2005, and the suite has matured nicely, becoming an alternative to the likes of Microsoft Office or NeoOffice. Benefiting from Apple's tireless design and integration efforts, iWork '08 gives users an easy, intuitive interface, beautiful templates and tight integration with Mac OS X and iLife.



The biggest feature in Pages '08 is the incorporation of a separate word-processing mode distinct from the standard page layout mode. This allows users to concentrate on their text without focusing on layout. Another great new feature is the contextually sensitive formatting bar; you get different formatting options if you have text selected than you do if you have an image or table selected.

Pages '08 automatically can track changes by you or others working on a document. These are highlighted in the text and are represented as color-coded bubbles in the Comments pane. List formatting happens automatically in Pages. If you type a bullet or number at the beginning of a line, Pages will continue the formatting on the subsequent lines.

There are new image editing tools in Pages. You easily can mask a photo to make the edges look torn or taped onto the page; you even can use the new Instant Alpha tool to remove the background of a photo. Like all automatic masking tools, there

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The X Lex: Leopard's Little Spots

Monthly Excerpts for MUGs from *Take Control: The Mac OS X Lexicon*

by Sharon Zardetto and Andy Baird

Not everyone jumps on the new-OS-release bandwagon in the first month or two. And, in fact, such hesitation is wise if you're working on mission-critical projects and can't afford to be slowed down by something that's not working quite right—even if that means it's you who's not working quite right because all of a sudden the Print dialog has changed, or your email downloads aren't landing on the Desktop where they used to. . . . Sometimes it's the little things that can cripple your workflow.

And sometimes it's the little things that make the OS upgrade a special pleasure. This month's excerpts are about some of the little changes in Leopard.

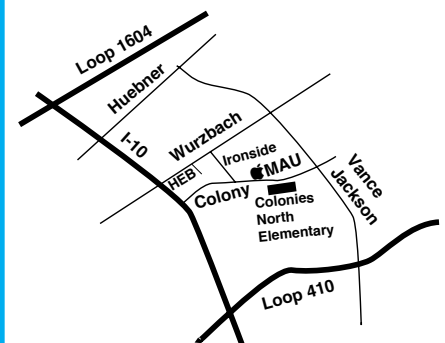
Compress

Leopard's replacement for the Finder's previous

X Lex, p. 3

Join Us!

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iWork '08 (from p. 1)

are some limitations; some photos will work better than others. And, of course, there are more Apple-designed templates for common documents such as newsletters, brochures, fliers and business cards. There are also new stationery sets that have complementary designs for letterhead, business cards, envelopes, invoices and fax cover sheets.

Pages is turning into a very capable word-processing program, a quite viable alternative to Microsoft Word. You needn't sacrifice compatibility; Pages can read Word 2007 documents and export in Word format as well.

Keynote '08 is the fourth version of Apple's presentation package, and Apple keeps making it better. You will find a lot more animation features this time around. Keynote '08 has a series of new animation and transition effects that will dazzle your audience. Build effects include "Comet," where a glowing ball flies across the page revealing your text, and "Flame," where your points burn onto the screen. These effects are stunning. Keynote also has new Smart Builds that let you drag-and-drop images into zones to achieve some very sophisticated effects.

Keynote now supports recording a voiceover directly within the program. When you have your presentation complete, with one click you can send it to iDVD to burn a disc, to iTunes as a PDF or QuickTime movie for inclusion in a podcast or to present from your iPod, or export it to YouTube. If you don't have a YouTube account, Apple will walk you through the steps.

As you would expect, there are new themes for Keynote as well, 36 in all. You no longer are limited to just one theme for your presentation. You can mix-and-match as desired. Keynote '08 also sports compatibility with Microsoft PowerPoint and the new PowerPoint 2007 format.

The newest component in iWork '08 is the much-anticipated spreadsheet application, Numbers '08.

Numbers is an easy program to use if you have used any other spreadsheet program. It is designed intelligently from the ground up. If you ever have had one of those experiences fumbling around trying to navigate workbooks and worksheets in a program like Microsoft Excel, Numbers '08 will seem brilliantly elegant.

The program lets you have multiple tables on one page, and they do not have to be on the same grid. Apple calls them Intelligent Tables, and it's hard to argue. When you drag across multiple cells to select a range of data, Numbers shows you a summary of that data. You then can drag the summary buttons into cells to make calculations easily.

You can turn a row or column into a header with one click. Then when you add a formula to a cell, it uses the header text to describe your data instead of cryptic numbers and letters. Numbers supports more than 150 calculations and logical operations, and they can be linked between tables on the same or different pages. It is also easy to change the formatting of your table. Each table displays handles when is selected that allow you to fluidly drag the table out to add more rows, columns or both. Adding pop-up menus, sliders and steppers to change the data of a cell is a one-click process.

The interactive Print View lets you see how your spreadsheet is going to print, which parts may be off the page, and then fix them by moving and resizing elements with the aid of alignment guides. Like the Pages and Keynote, Numbers has the new image editing and masking tools as well as some attractive template styles for your data.

Apple's iWork '08 is available now and costs \$79. You will need a Mac with at least a 500MHz Power PC G4 or Intel processor, 512MB RAM, Mac OS X Tiger 10.4.10 or higher, QuickTime 7.2 and a DVD drive. This suite is a worthy upgrade for previous users and for those tired of waiting for a new version of Microsoft Office.

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X Lex (from p. 1)

File > Create Archive command, an improvement in descriptive terminology since an “archive” is a generic reference to a file you store away, and isn’t necessarily compressed in any way. Both commands create a file with a .zip extension; and, while a single zipped file or folder takes the name of the original icon, zipping multiple files or folders in one fell swoop names the file archive.zip, even in Leopard.

Deselect All

A new Finder command in Leopard, it deselects everything in a window (Command-Shift-A is its shortcut). If you think this is useless because you can just click on an empty spot in a window to deselect selections, you haven’t worked much in List views, where there are no empty spots—only rows—and clicking “somewhere else” selects something else unless you go past the last item at the bottom of the window.

Keyboard Viewer

Mac OS X’s replacement for the venerable Key Caps program, although it’s hardly changed from the 20-year-old original. It comes in two sizes now: uncomfortably small and uncomfortably big (the only effect of the Zoom button), and the font menu moved to the keyboard window from the menu bar. Big deal.

Leopard’s change to Keyboard Viewer is a small step backward: no font menu at all. You get a more logical, but much less helpful Font mapping menu that shows a single Standard choice for the language you’re working in, and then an abridged list of PiFonts—no more previewing characters in the font of your choice!

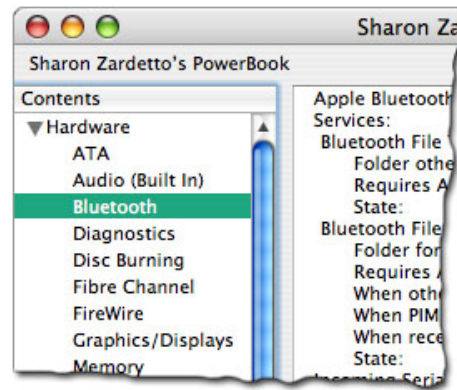
Printer Setup Utility

Need to check your old printer’s ink levels? Just bought a new printer and need to introduce it to your Mac? Time for a head cleaning? Want to restart a stalled print job? The old dependable Printer Setup Utility handled these and many other printer maintenance chores with aplomb for many years. Starting in Leopard, you’ll find these functions covered in the Print & Fax pane of System Preferences.

System Profiler

A sometimes overlooked but very handy guide to the hardware and software on your computer:

choose Apple > About This Mac, and click the More Info button. The picture here shows only a very small portion of the information available through the Profiler.



In Leopard, hold Option when you open the Apple menu, and the About command changes to System Profiler so you can choose it directly.

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Take Control: The Mac OS X Lexicon is an ebook available at <http://www.takecontrolbooks.com/mac-lexicon.html>. User-group member discount, 10% on all Take Control titles: coupon code CPN31208MUG.

Excerpt files for user group publications: <http://www.33thingsbooks.com/XLex.html>. Queries: xlex@33thingsbooks.com.

Email Sharon (sharonLex@33thingsbooks.com) or Andy (Andy@33thingsbooks.com) about the Lexicon.

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