Take Control Of Apple Mail

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macOS Big Sur For Dummies - Bob LeVitus 2020-10-15
Your "get-started" guide to the world of macOS Big Sur Wherever you like to Mac—at home in front of your trusty iMac or over a coffee with your portable MacBook Air—macOS provides you with the seamless, efficient, and reliable user experience that makes these devices so famously a pleasure to use. macOS Big Sur For Dummies is here to heighten the experience for new users and upgraders alike by providing the very latest on the ways macOS Big Sur can enhance how you work and play. Written in a no-jargon style by Bob LeVitus—the Houston Chronicle's much-loved "Dr. Mac" since 1996—this guide starts with the basics, like getting set up, and explains more advanced uses, like making music and movies, exploring the expanding universe of apps and giving tips on how to save time and enhance productivity along the way. With this book, you'll learn to Set up and connect your Mac Get friendly with Siri Enhance your world with apps Work better and faster Use the comprehensive capabilities of macOS Big Sur to do anything and everything you would like to do—and do it even better. For beginners and experts alike, macOS Big Sur For Dummies is the best way to step into the magical world of getting things done with Mac.
macOS Catalina For Dummies - Bob LeVitus 2019-11-12
Get a handle on macOS Catalina It doesn't matter if you're doing your computing on an old reliable Macbook or a brand-new Mac desktop, both rely on macOS to help you get things done. It helps to have an equally reliable guidebook to steer you through the tasks and steps that make macOS run efficiently. This fun and friendly guide provides the direction you need to easily navigate the classic and brand new features in macOS Catalina. Longtime expert Bob "Dr. Mac" LeVitus shares his years of experience to help you better understand Catalina and make it a timesaving tool in your life. Take a tour of the macOS Catalina interface Get organized and save time with macOS applications Find pro tips on speeding up your Mac Back up your data macOS Catalina For Dummies is perfect for new and inexperienced macOS users looking to grasp the fundamentals of the operating system.
Take Control of Notes - Josh Centers 2021-09-20
Unlock the potential of Apple's Notes app! Version 1.5, updated September 20, 2021 Apple's Notes has come a long way since it was first introduced with the iPhone as a simple note-taking app, but many users are still unaware of its expanded capabilities. Now available on Macs, on iOS/iPadOS devices, and on the web at iCloud.com, Notes has become a surprisingly powerful tool for writing, sketching, organizing, and sharing information of all kinds. In Take Control of Notes, TidBITS Managing Editor Josh Centers provides a quick but thorough guide to this deceptively simple app, showing you how to master its many tools—and avoid or work around its limitations. Among many other things, you'll learn how to: • Choose where to stores notes (iCloud, IMAP, or a device) and whether or how they sync • Import notes from other apps and services • Apply and modify character-level and paragraph-level formatting in a note • Make lists (including checklists and lists with multiple levels of indentation) • Work with tables in notes • Encrypt notes with a password • Add photos, videos, audio, maps, and other content to your notes • Scan printed documents into Notes and save them as PDF attachments • Draw and sketch using your finger or an Apple Pencil • Share notes with other users, and add @-mentions • Use the Quick Note feature in macOS and iPadOS to start a note from anywhere • Organize your notes into folders, tag notes, and search their contents
Take Control of Your Passwords, 3rd Edition - Joe Kissell 2021-07-28
Overcome password frustration with Joe Kissell's expert advice! Version 3.2, updated July 28, 2021

Password overload has driven many of us to take dangerous shortcuts. If you think ZombieCat12 is a secure password, that you can safely reuse a password, or that no one would try to steal your password, think again! Overcome password frustration with expert advice from Joe Kissell! Passwords have become a truly maddening aspect of modern life, but with this book, you can discover how the experts handle all manner of password situations, including multi-factor authentication that can protect you even if your password is hacked or stolen. The book explains what makes a password secure and helps you create a strategy that includes using a password manager, working with oddball security questions like "What is your pet's favorite movie?", and making sure your passwords are always available when needed. Joe helps you choose a password manager (or switch to a better one) in a chapter that discusses desirable features and describes a dozen different apps, with a focus on those that work in macOS, iOS, Windows, and Android. The book also looks at how you can audit your passwords to keep them in tip-top shape, use two-step verification and two-factor authentication, and deal with situations where a password manager can't help. The book closes with an appendix on helping a relative set up a reasonable password strategy for those whose friends or relatives have distressing password strategies, and an extended explanation of password entropy for those who want to consider the math behind passwords. This book shows you exactly why: • 9-character passwords with upper- and lowercase letters, digits, and punctuation are not strong enough. • You cannot turn a so-so password into a great one by tacking a punctuation character and number on the end. • It is not safe to use the same password everywhere, even if it's a great password. • A password is not immune to automated cracking because there's a delay between login attempts. • Even if you're an ordinary person without valuable data, your account may still be hacked, causing you problems. • You cannot manually devise "random" passwords that will defeat potential attackers. • Just because a password doesn't appear in a dictionary, that does not necessarily mean that it's adequate. • It is not a smart idea to change your passwords every month. • Truthfully answering security questions like "What is your mother's maiden name?" does not keep your data more secure. • Adding a character to a 10-character password does not make it 10% stronger. • Easy-to-remember passwords like "correct horse battery staple" will not solve all your password problems. • All password managers are not pretty much the same. • Your passwords will not be safest if you never write them down and keep them only in your head. But don't worry, the book also teaches you a straightforward strategy for handling your passwords that will keep your data safe without driving you batty.
Are Your Bits Flipped? - Joe Kissell 2016-04-29
Overcome Common Tech Misconceptions! Just as a single "flipped bit" in a piece of computer code can bring an otherwise reliable app crashing to a halt, a single misconception in your understanding of personal computing technology can cause all manner of problems—including lost data, wasted time, and frustration as you live and work in today's increasingly digital world. In this unique title, which is packed with little-known facts and debunked beliefs, tech expert Joe Kissell untangles common confusions surrounding the high-tech products and services we all rely on every day. By eliminating your tech misconceptions, you'll: * Avoid common errors that waste precious time or result in data loss. * Make decisions based on an accurate understanding of how things work. * Find yourself asking for—or paying for!—computer help less often. * Have clear explanations on hand when others ask you for help. * Better understand tech topics in the headlines—encryption, passwords, privacy, and more. * Make a stronger impression at a job interview, user

group, or wherever your tech skills may be judged. Some of the 16 chapters in this 190-page book are updated and expanded versions of essays originally published in TidBITS. You'll start thinking more clearly about: • Trust: Can you trust an online service like iCloud or Gmail, or a password manager? • Privacy: How do you evaluate your privacy when a Web site wants you to give it personal information? What if the site wants to track the way you use it? What if you want to store confidential data on it? • Fear: Should you worry about using Java or JavaScript, two computer languages that have little in common except their names? • Clicking: Why click twice when you can click once? Sort out once and for all what a single click versus a double click can accomplish rather than just clicking randomly like a teenager. • Opening apps: Are you in the shockingly large group of people who spend too much time on the mundane action of opening apps? • Cloud accumulation: How many cloud services (like Dropbox or Google Drive) do you need, where are your "cloud" files actually kept, and how can you keep your monthly cost down? • Email: How can you ensure that attachments make it through? Do you worry about where your email is actually located? Did you know you can choose an email address that will work over time and make you look better online? • Backups: Are you relying on a backup strategy that will let you down? Should you worry about what happens if you start up your Mac from a bootable duplicate? • Encryption: Do you understand why the U.S. government is going after the giant tech companies, and why the stakes are high for your own use of encryption? • Passwords: Do you know why it's such a bad idea to use the same password for multiple sites, or to rely on a pattern? (Please, please, use a password manager.) • Web: Are your web searches finding what you want quickly and easily? Did you know that you can navigate the web more effectively if you understand how URLs work?

OS X El Capitan: The Missing Manual - David Pogue 2015-11-16
With El Capitan, Apple brings never-before-seen features to OS X—like a split-screen desktop, improved window controls, and amazing graphics. The new edition of David Pogue's #1 bestselling Mac book shows you how to use key new features such as swiping gestures, Notes, a new Spotlight search system, the Safari pinning feature, and Split View. Missing Manuals creator David Pogue is one of the most widely recognized technology authors in the world. A former New York Times technology columnist, he founded and now produces videos for Yahoo Tech.

Take Control of iOS 14 and iPadOS 14 - Josh Centers 2021-06-11
Take your iPhone, iPad, or iPod touch to the next level! Version 1.2, updated June 11, 2021 iOS 14 brings new features to your iPhone or iPod touch, while iPadOS 14 updates your iPad with the latest goodies. In Take Control of iOS 14 and iPadOS 14 by TidBITS Managing Editor Josh Centers, you'll discover all the new features in iOS 14 and iPadOS 14 and how to make the best use of them. Every year, Apple releases new versions of its mobile operating systems. In 2020, it was iOS 14 and iPadOS 14, both of which include tremendous new convenience features and significant revisions to your favorite apps. As usual, Josh Centers is back with a book on the new operating systems, but this time around, we're taking a different approach. Instead of recycling and updating loads of old content, we're starting from scratch with a slimmer guide that focuses primarily on what's new in iOS 14 and iPadOS 14. Build on everything you already know about using your iPhone or iPad and explore what Apple has changed and added in this update. Take Control of iOS 14 and iPadOS 14 covers a wide range of topics: • Refresh your memory about how to perform common tasks such as navigating the lock screen, accessing Control Center, and managing your apps. • Take a quick spin through the major design changes and new features. • Clean up your Home screen with App Library. • Add widgets to your Home screen. • Use the new tools in Messages to improve group discussions. • Find cycling routes, local guides, and more in the updated Maps app. • Use new and improved features in the Camera and Photos apps. • Get more (and better) Z's with sleep-tracking features in Health. • Organize your notes and voice memos more effectively. • Translate conversations in real time. • Protect your privacy when using a mobile device. • Find out what special new tricks are exclusive to iPads. • Use new accessibility features to make your device easier to use. • Discover what has been added since the initial release of iOS 14 and iPadOS 14. • And much more! Anyone with a compatible iPhone, iPad, or iPod touch will benefit from Josh's in-depth explanations.

Take Control of ICloud - Joe Kissell 2011

Take Control of the Mac Command Line with Terminal - Joe Kissell 2012
Release your inner geek and learn to harness the power of the Unix underpinnings to Mac OS X! This 111-page ebook from Joe Kissell explains everything you need to know to become comfortable working on the command line in Terminal, and provides numerous "recipes" for performing useful tasks that can be tricky in a graphical interface.

Take Control of Your Paperless Office, 3rd Edition - Joe Kissell 2017-03-21
Digitize your documents while reducing incoming and outgoing paper! Updated 03/21/2017 Join Joe Kissell as he helps you clear the chaos of an office overflowing with paper. With Joe's guidance you can develop a personal clean-up strategy and choose your Mac-compatible tools—a scanner and the software you need to perform OCR (optical character recognition)—plus devices and services for storing your digitized documents and tools to categorize, locate, and view your digital document collections. Once you have your gear in hand, Joe shows you how to convert your paper documents to digitized files and gives you ideas for how to organize your office workflow, explaining how to develop day-to-day techniques that reduce the amount of time you spend pressing buttons, launching software, and managing documents. Bonus! The book also comes with downloadable "folder action" AppleScripts that simplify the process of OCR-ing PDFs in Adobe Acrobat, ABBYY FineReader Express, PDFpen/PDFpenPro, and Readiris. Save or move a PDF in the appropriate folder, and the script does the rest! You'll master these paper-reducing skills: • Scanning or photographing documents you find while out and about—business cards, receipts, menus, flyers, and more—so you keep only digitized versions. Joe discusses a variety of mobile scanning options, with an emphasis on using a camera-equipped iOS device, but with mention of a few options for Android smartphones. • Creating a digitized image of your signature so you can sign and share documents digitally, rather than printing them for the sole purpose of signing them with a pen. • Setting up your computer to send and receive faxes so you can avoid using a physical fax machine with paper input and output. Joe describes online fax services and using a fax modem (note that fax modem support is not available in macOS 10.12 Sierra). Joe also discusses standard techniques for reducing paper—paperless billing, online bank statements, reducing unwanted catalogs and junk mail, and more, as well as less common practices, such as paperless postal mail services and check depositing services. You'll find answers to numerous questions, including: • What is a searchable PDF, and why is it key to a paperless office? • What differentiates document scanners from other types of scanners? • What's a book scanner? • What if I need a mobile, portable scanner? • What does TWAIN stand for, and should my scanner support it? • Why do I need OCR software, and what features should I look for? • What scanners and OCR products does Joe recommend? • How can I automate my workflow for scanning documents? • How should I name and file my digitized documents? • What paper documents should I keep in physical form? • How do I use common tools to add a signature to a PDF? • How can I access my digital documents remotely? • How should I back up my important digital documents?

Take Control of Apple Watch, 3rd Edition - Jeff Carlson 2022-10-21
Explore everything your Apple Watch can do in watchOS 9! Version 3.0, updated October 21, 2022 This book helps you pick out an Apple Watch, discusses what the watch is good for, covers the controls and navigation, and describes how to use the core apps.n The Apple Watch has become the world's best-selling watch, as well as the most popular wearable digital device. Since the device's introduction in 2015, Apple has developed numerous new watch product lines, vastly expanded the device's capabilities, and enabled developers to create entirely new apps and tools. The Apple Watch hides an enormous amount of technical complexity behind that unassuming touch screen, and with help from author Jeff Carlson, you'll unlock every last bit of its power. Take Control of Apple Watch covers all Apple Watch models through Series 8, the Apple Watch SE (2022), and Apple Watch Ultra, as well as all the new features introduced in watchOS 9. Jeff walks you through getting to know the Apple Watch (including how to pick one out if you haven't already), along with topics that teach you how to navigate among the watch's screens with the physical controls, taps on the screen, and Siri. You'll also find advice on customizing watch faces and sharing them with others; taking advantage of the electrocardiogram (ECG) capability and blood oxygen sensor, plus the temperature sensors introduced in the Series 8 and Ultra; getting the notifications you want; handling text and voice communications; using Apple's core apps; and monitoring your heart rate, hearing, and monthly

cycle to improve your overall health. A final chapter discusses taking care of your Apple Watch, including recharging, restarting, resetting, and restoring. Among the many topics covered in the book are: • Picking out and setting up your own Apple Watch—covers models up through Series 8, Apple Watch SE (2022), and Apple Watch Ultra • Making watch face complications work for you • Using the Control Center and Dock • Understanding how the watch interacts with your iPhone (including how to control your watch with your iPhone) • Staying connected using a cellular-enabled Apple Watch model • Using Siri on your watch for a wide variety of tasks • Tracking your exercise, even when you leave your iPhone at home • Using your watch to monitor sleep data • Placing and receiving phone calls on the watch • Getting navigation directions (and using the redesigned Compass app, including waypoints and the Backtrack feature introduced in watchOS 9) • Using the Walkie-Talkie feature to chat with other Apple Watch owners • Sending default (and customized) text messages—and even sending money via Messages • Seeing email from only certain people • Adding calendar events and reminders • Loading your watch with photos and using them to create new watch faces • Doing workouts with Apple Fitness+ • Finding people, devices, and items • Controlling your home with HomeKit-compatible devices • Triggering the iPhone's camera remotely using the watch • Paying at contactless terminals using Apple Pay • Putting tickets on your watch • Using health-related features such as the blood oxygen sensor and medication reminders, plus the ECG, Cycle Tracking, and Noise apps • Detecting falls and (with newer watch models) car crashes, and automatically calling for help • Controlling an Apple TV, or Music on a Mac with the Remote app • Unlocking a Mac (and authenticating certain actions) with your watch • Adding apps to the watch via your iPhone or the watch's built-in App Store • Resetting a messed-up Apple Watch and force-quitting an app

Bad with Money - Gaby Dunn 2019-01-01
"Humorous and forthright...[Gaby] Dunn makes facing money issues seem not only palatable but possibly even fun....Dunn's book delivers." —Publishers Weekly The beloved writer-comedian expands on her popular podcast with an engaging and empowering financial literacy book for Millennials and Gen Z. In the first episode of her "Bad With Money" podcast, Gaby Dunn asked patrons at a coffee shop two questions: First, what's your favorite sex position? Everyone was game to answer, even the barista. Then, she asked how much money was in their bank accounts. People were aghast. "That's a very personal question," they insisted. And therein lies the problem. Dunn argues that our inability to speak honestly about money is our #1 barrier to understanding it, leading us to feel alone, ashamed and anxious, which in turns makes us feel even more overwhelmed by it. In Bad With Money, she reveals the legitimate, systemic reasons behind our feeling of helplessness when it comes to personal finance, demystifying the many signposts on the road to getting our financial sh*t together, like how to choose an insurance plan or buy a car, sign up for a credit card or take out student loans. She speaks directly to her audience, offering advice on how to make that #freelancelyfe work for you, navigate money while you date, and budget without becoming a Nobel-winning economist overnight. Even a topic as notoriously dry as money becomes hilarious and engaging in the hands of Dunn, who weaves her own stories with the perspectives of various comedians, artists, students, and more, arguing that—even without selling our bodies to science or suffering the indignity of snobby thrift shop buyers—we can all start taking control of our financial futures.

Take Control of Your Digital Legacy - Joe Kissell 2017-01-25
Preserve your data for posterity! Updated 01/25/2017 How do you want to be remembered by future generations? You can make a will to handle your physical possessions, but what about your digital life—photos, videos, email, documents, and the like? This ebook, written by tech expert Joe Kissell, covers many aspects of preserving such electronic ephemera as part of your digital legacy. If you're not at the stage of life where you can think about this for yourself, consider that you may have to do so for your parents or other relatives. It's not all about posterity either, since following Joe's advice will also help loved ones access your key accounts and important info if you're incapacitated, which can happen at any time.
The book will help you with these essential tasks: • Identify your key digital assets: online accounts, photos, audio files, videos, passwords, documents, email, and more. • Plan for each type of digital asset based on your priorities for today, for shortly after you are no longer around, and for posterity. Joe explains the ideal file formats to use, how to deal with social media sites, the best ways to digitize paper documents and photos, and strategies for sharing passwords with family members, among much else. • Communicate your

wishes in a "digital will" and designate someone to be its "digital executor." The book includes a template document that you can develop into a personalized digital will. • Preserve your data for the future. You'll consider types of archival storage media, cloud-based storage services, backups, and what instructions to provide about maintaining your data as file formats and storage media types evolve. Whether you just want to ensure that your heirs get copies of your favorite family photos and a few key documents or you want to catalog and preserve tens of thousands of digital items, this book helps you make smart decisions about your digital legacy. Questions answered include: • What strategies can I use for sorting and preserving email? • How can I ensure that my email account will be available to those wrapping up my estate? • What if I have digital data that should be destroyed when I die? • What should I do with my huge photo collection (both digital and paper)? • How can I make my passwords available to those who will need them—but keep them private for now? • What should I think about when handing down purchased audio and video files? • What should happen to my Facebook account when I'm no longer around? • What choices are available for keeping my digital archive available and backed up? • How long should I expect archival media to last? • Should I write an autobituary? • Are online digital legacy services any good? • How will organizing all this stuff benefit me while I'm alive?

Take Control of Calendar and Reminders, 4th Edition - Scholle McFarland 2022-09-06
Manage your schedule more effectively using Calendar and Reminders! Version 4.0, updated September 06, 2022 Learn basic techniques and special tips for keeping yourself on time and on track with Apple's Calendar and Reminders apps.n In the days before personal computers and mobile devices, we had to rely on paper calendars and to-do lists to help us organize our time and activities. Now, we have powerful tools, like Apple's Calendar and Reminders, that are much more responsive to our needs. Put an event on your schedule, invite others to join, or set yourself an alarm (or more than one). Or, keep a list of to-do items, add to it and view it on all your Apple devices, and share your list with family or friends. This book was originally written by veteran Mac journalist and editor Scholle McFarland, and the fourth edition was updated by Glenn Fleishman, with complete coverage of macOS 12 Monterey, macOS 13 Ventura, iOS 15/iPadOS 15, and iOS 16/iPadOS 16. Scholle and Glenn guide you through getting to know these incredibly helpful apps, including lesser-known (but handy) features. For example, did you know that Calendar lets you set an alert that factors in public transportation schedules and time to get to your starting point, so you can leave early enough to catch the train, bus, tram, or ferry you need—and any connections—and arrive at your event on time? Or that Reminders can prompt you to do something not only at a certain time, but also once you've reached a specific destination, like the grocery store? If you've never taken the opportunity to explore Calendar and Reminders, this book will show you how to make them an important part of your daily routine. If you've already been using Calendar and Reminders, you'll learn how to use them more effectively, troubleshoot common problems, and delve deeper into their capabilities. This fully revised fourth edition is now up to date with macOS 13 Ventura, iOS 16/iPadOS 16, and watchOS 9 (as well as covering the previous version of each operating system), and it has been expanded with new topics and additional tips. Learn how to get the best out of Calendar and Reminders, including how to: • Customize Calendar to your liking, from setting time zones, to color coding specific calendars • Create events, making them repeat at regular intervals or on certain dates • Set up notifications and alerts, so you never miss an event • Invite people to events, or share your calendar with them • Create, manage, and share lists in Reminders, including powerful new smart lists • Set alarms in Reminders at a certain time or a certain place • Tag entries for better searching and organizing in Reminders • Use Siri to save time when creating events or reminders • Easily check events and reminders on your Mac, iPhone, iPad, Apple Watch, or HomePod • Troubleshoot common problems in Calendar and Reminders • Share calendars and reminders using iCloud Family Sharing, and assign reminders to a specific person • Sort reminders on your Mac • Print a calendar (to paper or PDF) • Embed video links in Calendar events for quick launching

Take Control of Securing Your Mac, 2nd Edition - Glenn Fleishman 2022-09-28
Keep your Mac safe from intruders, malware, and more! Version 2.0.1, updated September 28, 2022 Securing your Mac requires an attention to detail, but not a degree in computer science. This book provides everything you need to know to reduce your risk dramatically of intrusion, hijacking, and data extraction.n The digital world has never seemed more riddled with danger, even as Apple has done a fairly remarkable

job across decades at keeping our Macs safe. But the best foot forward with security is staying abreast of past risks and anticipating future ones. Take Control of Securing Your Mac gives you all the insight and directions you need to ensure your Mac is safe from external intrusion and thieves or other ne'er-do-wells with physical access. Security and privacy are tightly related, and Take Control of Securing Your Mac helps you understand how macOS has increasingly compartmentalized and protected your personal data, and how to allow only the apps you want to access specific folders, your contacts, and other information. Here's what this book has to offer: • Master a Mac's privacy settings • Calculate your level of risk and your tolerance for it • Learn why you're asked to give permission for apps to access folders and personal data • Moderate access to your audio, video, and other hardware inputs and outputs • Get to know the increasing layers of system security in Ventura and Monterey • Prepare against a failure or error that might lock you out of your Mac • Share files and folders securely over a network and through cloud services • Set a firmware password and control other low-level security options to reduce the risk of someone gaining physical access to your Mac • Understand FileVault encryption and protection, and avoid getting locked out • Investigate the security of a virtual private network (VPN) to see whether you should use one • Learn how the Secure Enclave in Macs with a T2 chip or M-series Apple silicon affords hardware-level protections • Dig into ransomware, the biggest potential threat to Mac users, but still a largely theoretical one • Decide whether anti-malware software is right for you • Discover new security and privacy technologies in Ventura, such as Lockdown Mode and passkeys

Take Control of Ventura - Joe Kissell 2022-10-24
Meet the latest version of macOS Version 1.1, updated October 24, 2022 macOS 13 Ventura brings important new usability, security, and convenience features to your Mac. Learn how to upgrade your Mac from an earlier version of macOS, find your way around the new system, and make use of the interesting new capabilities such as Stage Manager, Passkeys, and even a way to use your iPhone as a webcam. macOS 13 Ventura may look a lot like its predecessor, macOS 12 Monterey, but it packs a lot of useful new features (along with some potentially confusing user interface choices). Joe Kissell once again provides a complete guide to the upgrade process, as well as an in-depth look at what's new. While Stage Manager provides yet another way to manage your windows, apps like Mail and Messages finally offer solutions to longstanding irritations, Continuity Camera learns some fancy new tricks, and macOS offers even more options to manage your privacy and security. Take Control of Ventura walks you through all these changes. This book teaches you things like: • How to tell whether your Mac is compatible with Ventura • Steps you should take before upgrading • How to perform an in-place upgrade—or do a clean install and migrate your old data from a backup • Adapting to the sometimes-confusing new System Settings app, which replaces System Preferences • Managing windows and apps with Stage Manager • New Mail features—undo sending a message, schedule a message, follow up on messages awaiting replies, and more • Editing or unsending messages in the Messages app • Using new Safari 16 features, such as shared tab groups and editable suggested passwords • Understanding passkeys, which promise to replace passwords in many places—eventually • How to share a Photos library with family and friends • Using Continuity Camera to turn your iPhone into a webcam • Small but interesting changes throughout macOS, such as accessibility improvements, new features in Focus and Dictation, and expanded Live Text capabilities • How to use the brand-new Weather app • Improvements to bundled apps, including FaceTime, Maps, Notes, Reminders, and more

Take Control of Automating Your Mac, 4th Edition - Joe Kissell 2022-07-22
Work faster, increase your efficiency, and have more fun with automation! Version 4.0.1, updated July 26, 2022 Looking for ways to work smarter and faster with your Mac? In this updated and expanded fourth edition of his popular guide to Mac automation, Joe Kissell shows how anyone, at any level of experience, can save time and effort, and avoid unnecessary errors, by using automation techniques that range from the simplest keyboard shortcut to the most complicated script. Note: This edition of the book covers macOS from Catalina through Monterey. In this book, Joe teaches you how to automate routine tasks in a wide variety of ways. You can begin by making the most of productivity features such as Siri, Spotlight (for launching apps), and text replacement—and then move on to the more sophisticated automation tools built into macOS, such as Shortcuts, Automator, AppleScript, services, and shell scripts. In addition, Joe gives extensive information about third-party automation apps that can make a huge difference to your work efficiency, such as Keyboard Maestro, TextExpander, OmniGraffle, and many more. As an extra bonus, the book includes coupons for discounts on seven automation apps! Whether you're new to automation, you just need a refresher, or you're experienced with automation but want to go deeper, this book can teach you the skills you need to automate with ease. Take back your time, work more efficiently, and have more fun with your Mac, with Take Control of Automating Your Mac, Fourth Edition! With this book, you'll learn how to: • Get started with the built-in macOS automation tools, including Shortcuts, Automator, AppleScript, and shell scripts • Take full advantage of input devices to save clicks and keystrokes • Customize toolbars and your Touch Bar to put hard-to-find controls at your fingertips • Use your voice to control your Mac with Siri and Voice Control/Dictation Commands • Automate text expansion for faster, more consistent typing • Control the Finder with a launcher and by organizing files with Hazel • Supercharge your clipboard to remember and reformat previous copies • Write macros in Microsoft Office and Nisus Writer Pro • Create rules to file email automatically in Apple Mail and Outlook • Log in to websites faster with a password manager • Automate cloud services with IFTTT and Zapier • Set up automatic backup and syncing • Use Omni Automation for JavaScript-based automation tasks • Control nearly anything on your Mac with Keyboard Maestro

Linux Network Administrator's Guide - Olaf Kirch 2000
This introduction to networking on Linux now covers firewalls, including the use of ipchains and Netfilter, masquerading, and accounting. Other new topics in this second edition include Novell (NCP/IPX) support and INN (news administration).

Take Control of the Cloud, 2nd Edition - Joe Kissell 2017-07-15
Cut through the hype, understand cloud services, and enhance your privacy and security! Updated 07/15/2017 Price Reduced! To encourage more people to buy this essential book (last updated in September 2017), we've cut the price from $15 to $5. We don't know if or when we'll next update it, but we wanted to make sure the information is widely available while it's still relatively fresh. To some people, the Cloud is a hard concept to grasp; what does it mean exactly? For others, it's the sheer complexity of the Cloud that is confusing; how to choose among the ever-increasing number of options. And for yet others, it's the security of the Cloud that is a concern; do I need to worry that my data isn't safe? With Take Control of the Cloud, Second Edition, award-winning author Joe Kissell cuts through the confusion and gives his expert advice on how to make the Cloud work best for you, no matter your needs. From a detailed explanation of what the Cloud is, to his top picks for cloud products and services, to how to enhance privacy and security in the Cloud, Joe covers the topics that are crucial to a clear understanding of what the Cloud can (and can't) do for you. Free Webinar As an added bonus, this book includes a free webinar for additional advice and problem-solving! (Although the webinar has already occurred—twice—purchasers can view recordings of the events at their leisure.) Cloud-related topics covered in this book include: • Basic concepts, like "cloud computing" and "personal cloud" • Storage • Syncing • Backups • Productivity apps • Entertainment apps • Virtual private servers • Computing engines • Privacy and security • Mobile devices • The personal cloud • Choosing cloud providers • The Internet of Things • Automation Teach This Book! Do you need to give a presentation concerning the Cloud? We'd like to help. This ebook includes links to a free PDF cheat sheet and a PDF-based slide deck that you can show on any computer or mobile device.

Mac OS X Tips, Tricks &amp; Fixes - Imagine Publishing

The Daily Stoic - Ryan Holiday 2016-10-18
From the team that brought you The Obstacle Is the Way and Ego Is the Enemy, a beautiful daily devotional of Stoic meditations—an instant Wall Street Journal and USA Today Bestseller. Why have history's greatest minds—from George Washington to Frederick the Great to Ralph Waldo Emerson, along with today's top performers from Super Bowl-winning football coaches to CEOs and celebrities—embraced the wisdom of the ancient Stoics? Because they realize that the most valuable wisdom is timeless and that philosophy is for living a better life, not a classroom exercise. The Daily Stoic offers 366 days of Stoic insights and exercises, featuring all-new translations from the Emperor Marcus Aurelius, the playwright Seneca, or slave-turned-philosopher Epictetus, as well as lesser-known luminaries like Zeno, Cleanthes, and Musonius

Rufus. Every day of the year you'll find one of their pithy, powerful quotations, as well as historical anecdotes, provocative commentary, and a helpful glossary of Greek terms. By following these teachings over the course of a year (and, indeed, for years to come) you'll find the serenity, self-knowledge, and resilience you need to live well.

Take Control of 1Password, 5th Edition - Joe Kissell 2021-07-28

Easily create and enter secure passwords on all your devices! Version 5.0, updated July 28, 2021 Annoyed by having to type hard-to-remember passwords? Let 1Password do the heavy lifting. With coverage of 1Password for Mac, Windows, Linux, iOS/iPadOS, and Android, author Joe Kissell shows you how to generate and enter secure passwords, speed up your online shopping, and share and sync web logins and other confidential data. Wrangling your web passwords can be easy and secure, thanks to 1Password, the popular password manager from AgileBits. In this book, Joe Kissell brings years of real-world 1Password experience into play to explain not only how to create, edit, and enter web login data easily, but also how to autofill contact and credit card info when shopping online, audit your passwords and generate better ones, handle two-factor authentication (2FA), and sync and share passwords in various ways—including a hosted 1Password account (individual, family, or business). The book focuses on 1Password 7 and 1Password 8 for Mac, Windows, and Linux (including the 1Password in Your Browser extensions), but it also provides details and directions for the iOS/iPadOS and Android versions of 1Password. Topics include: Meet 1Password: Set your master password, explore the various 1Password components, and decide on your ideal usage strategy. Master logins: In 1Password, a typical login contains a set of credentials used to sign in to a website. Find out how to create logins, sort them, search them, tag them, and more. You'll also find help with editing logins—for example, changing a password or adding further details. Understand password security: Get guidance on what makes for a good password, and read Joe's important Password Dos and Don'ts. A special topic covers how to perform a security audit in order to improve poor passwords quickly. Go beyond web logins: A primary point of 1Password is to speed up web logins, but 1Password can also store and autofill contact information (for more than one identity, even), along with credit card information. You'll also find advice on storing passwords for password-protected files and encrypted disk images, plus ideas for keeping track of confidential files, software licenses, scans of important cards or documents, and more. Sync your passwords: Discover which 1Password syncing solution is right for you: a hosted 1Password account, Dropbox, iCloud, a manually synced folder, or even device-to-device Wi-Fi sync. Share your passwords: Learn to store passwords in shared vaults within a family or team hosted account. You'll also discover the answers to key questions, including: • What are my options for licensing 1Password? • What are the differences between vaults in 1Password accounts and standalone vaults? • Should I keep using my web browser's autofill feature? • What about iCloud Keychain? Should I use that too? • What can I do quickly to get better password security? • How can I find and update weak passwords I created long ago? • What should I do about security questions, like the name of my pet? • How can 1Password provide a time-based one-time password (TOTP)? • How do I use 1Password logins from utilities like LaunchBar?

Take Control of Your Apple ID - Glenn Fleishman 2018

Your Apple ID is much more than a simple username. It's a key that unlocks a long list of Apple products and services on any of numerous devices. iCloud uses an Apple ID, as does Apple Music; the App Store; the Music, TV, and Books apps; and more. An Apple ID protects your personal information, including email and iOS/iPadOS backups; helps you find a lost iPhone; and can even unlock your Mac. So it goes without saying that if something goes wrong with your Apple ID, you could be in for a world of hurt. Unfortunately, things go wrong with Apple IDs all the time. Fortunately, Glenn Fleishman, a veteran technology journalist and the author of Macworld's "Mac 911" column, is ready to help with expert advice on how to manage your Apple ID-including how to prevent, solve, or work around most common problems! In this book, Glenn answers questions like: What all is my Apple ID used for? How does my iCloud account relate to my Apple ID? What problems can two-factor authentication (2FA) solve, and how do I use it? Are there other mechanisms I can use to ensure that I can recover an Apple ID in the event of a problem? (Spoiler: yes!) What if I have a device that's too old to work with two-factor authentication? What should I do if I have two or more Apple IDs or iCloud accounts? Will I lose access to all my Apple media purchases if I move to another country? Can I share an Apple ID with someone else? What exactly should I do if I think someone is hacking my Apple ID account? How can I recover a forgotten Apple ID password? What steps should I take if Apple locks me out of my account? If I lose access to an email address associated with my Apple ID, what can I do? What Apple ID changes in iOS 13/iPadOS 13 and macOS 10.15 Catalina do I need to know about? And that's just the beginning. Glenn has packed a remarkable amount of concise problem-solving information into this compact, 90-page book. Read it before you encounter Apple ID problems to minimize your risk, and if you've already encountered a problem, read it to find the best path to a rapid solution.

Take Control of Tiger - Adam C. Engst 2005

If Mac OS X Tiger has you bewildered, it's time to regain the upper hand with Take Control of Tiger. Rather than have a single overworked author attempt to give you a brief overview of every imaginable topic, explaining none fully, Take Control assembled an all-star team, with each author dedicated to telling you everything you need to know about a particular subject. For each topic, you'll find a concise introduction, detailed explanations, useful tips, and step-by-step instructions, all amply illustrated. Best of all, you can receive free updates to each of the titles in this collection!Aimed at readers just like yourself, who aren't afraid to tinker around a bit to get the most out of their OS, this full-color volume shows you how to customize Mac OS X Tiger to fit your very specific needs. In the guide's four major sections-"Upgrading to Tiger," "Customizing Tiger," "Users and Accounts in Tiger," and Sharing Files in Tiger"-you'll find all the technical help and troubleshooting tips you need to ensure a smooth and speedy upgrade without any corresponding loss in productivity. In short order you'll learn how to create user accounts, take advantage of the new Spotlight search system, set up multiway video and audio conferences, and more.

Take Control of Troubleshooting Your Mac, 3rd Edition - Joe Kissell 2019

Macs are generally quite reliable as computers go, but they can still experience significant problems. In this essential guide from best-selling author Joe Kissell, you'll learn key troubleshooting skills that will help you address the most common and frustrating Mac irritations. You'll also learn what to do when you encounter a problem for which you can't find a ready-made solution. (Step one: Don't panic!) Whether your Mac won't turn on, experiences crashes or kernel panics repeatedly, can't connect to the internet, or exhibits any of numerous other misbehaviors, this book has the calm, friendly advice you need to find a solution. This book covers 10.9 Mavericks or later, including 10.14 Mojave. You'll learn these 17 basic troubleshooting procedures (along with the reasons they can help): Force-quit an app Restart your Mac Log in to another user account Start up from another volume Run disk repair utilities Erase and restore from a backup Repair permissions (in Yosemite and earlier) Start up in safe mode Check preference files Reset NVRAM or SMC Use Activity Monitor Check free disk space Check log files Clear caches Check your RAM Test for reproducibility Get system information Joe also explains how to solve 21 common problems, including: Your Mac won't turn on Your Mac stalls during startup Your Mac keeps turning itself off Your fan runs excessively Your Mac is abnormally slow (read Take Control of Speeding Up Your Mac for full details) You can't empty the Trash An app grinds to a halt An app crashes You experience repeated kernel panics The keyboard or mouse doesn't work You lose your internet connection Printing doesn't work Spotlight searches fail Keychain (seemingly) forgets passwords Apple Mail fails to connect Time Machine misbehaves A volume won't unmount The Open With menu contains errors iCloud Data doesn't sync properly Continuity features fail Your laptop's battery misbehaves.

Take Control of DEVONthink 3 - Joe Kissell 2019

With the information-management app DEVONthink 3 , you no longer have to swim in a sea of web bookmarks, email receipts, RSS feeds, scanned memos, and downloaded bank statements. DEVONthink stores your digital documents and clippings, helps you scan and store paper documents, and serves as home base for organizing and viewing all your information. But mastering all that power can take effort, and this book-created in partnership with DEVONtechnologies-has the real-world advice you need to understand how DEVONthink can bring order to your information. You'll also learn how to extend your DEVONthink experience beyond your main Mac with detailed coverage of the many ways you can sync DEVONthink databases to other Macs and to iOS devices using the DEVONthink To Go iOS app. After covering essential DEVONthink vocabulary and concepts, including the completely reworked user interface of DEVONthink 3, Joe helps you start using DEVONthink effectively. You'll learn how to: Decide how many databases you need and set them up Determine whether to input or index data Configure where incoming

data will go Import data from many different apps Import data from a scanner, including OCR options Use grouping and tagging to organize data Add and work with DEVONthink 3's expanded metadata capabilities Use simple (and sophisticated) techniques for searching Create smart groups that automatically gather newly imported data Use smart rules and AppleScript to automate countless activities within DEVONthink Create documents in plain text, HTML, Markdown, and more Edit documents in DEVONthink (or externally) Find the best way to sync DEVONthink data with other devices Work with reminders, smart templates, and other sophisticated tools Convert documents between formats Effectively use the DEVONthink To Go iOS app Share DEVONthink documents with other people Export documents from DEVONthink Back up and maintain healthy databases Questions answered in the book include: What is DEVONthink good for, and what should be left to other apps? What kinds of data can I import? (Short answer: Nearly everything!) How can I display my data in a way that works well for me? When I import documents from different sources, where do they end up, and why? Is it better to sort imported documents right away, or leave them for later? Should I group my data, tag it, or both? What are duplicates and replicants, and how can I tell them apart? Which types of data can be created or edited within DEV...

Take Control of Apple Mail, 5th Edition - Joe Kissell 2022-07-04
Master Mail in macOS, iOS, and iPadOS! Version 5.2, updated July 04, 2022 This book explains how to use Apple's Mail app in macOS 12 Monterey, 11 Big Sur, 10.15 Catalina or 10.14 Mojave, and iOS 15/iPadOS 15 or iOS 14/iPadOS 14, including customization and troubleshooting. It also helps you manage your incoming and outgoing email efficiently.n Take Control of Apple Mail is your complete guide to Apple's Mail app. In this book, Joe explains core concepts like special IMAP mailboxes and email archiving, reveals Mail's hidden interface elements and gestures, and helps with common tasks like addressing and adding attachments. He also offers tips on customizing Mail, including a nifty chapter on how simple plugins and special automation can dramatically improve the way you use Mail. Joe also covers finding that message in the haystack with Mail's natural-language search, improving the messages you send, how digital signatures and encryption work in Mail, and—perhaps most important—an award-winning strategy for avoiding email overload. You'll quickly find the information that's most important to you, including: • Key changes in Mail for Monterey and iOS 15/iPadOS 15 • How to take advantage of the new Mail privacy features Mail Privacy Protection and Hide My Email • Getting through your email faster with gestures • Using advanced search techniques to find filed messages • Using plugins to significantly enhance how you use Mail • The whys and hows of sending attachments • Using markup features to embellish, and even sign, outgoing attachments • Defeating spam with the Junk Mail filter—and what to do if you need more firepower • Understanding special mailboxes like Sent, Drafts, and Junk • Using notifications to stay apprised of incoming messages • Taking charge of email organization with rules and other measures • Backing up and restoring email • Importing email from other apps, older versions of Mail, or another Mac • Deciding whether you should encrypt your email, along with detailed, real-world steps for signing and encrypting messages • Taking Mail to the next level with AppleScript and Automator • Key skills for using Mail in iOS and iPadOS, such as working with incoming and outgoing messages, using attachments, and configuring accounts • Fixing problems: receiving, sending, logging in, bad mailboxes, and more Although this book primarily covers Mail in Monterey, Big Sur, Catalina, Mojave, iOS 15/iPadOS 15, and iOS 14/iPadOS 14, the majority of it is also applicable to earlier versions.

The Language of Letting Go - Melody Beattie 2009-12-12
Written for those of us who struggle with codependency, these daily meditations offer growth and renewal, and remind us that the best thing we can do is take responsibility for our own self-care. Melody Beattie integrates her own life experiences and fundamental recovery reflections in this unique daily meditation book written especially for those of us who struggle with the issue of codependency.Problems are made to be solved, Melody reminds us, and the best thing we can do is take responsibility for our own pain and self-care. In this daily inspirational book, Melody provides us with a thought to guide us through the day and she encourages us to remember that each day is an opportunity for growth and renewal.

Making Work Work - Julie Morgenstern 2004
The best-selling author of Organizing from the Inside Out offers a revolutionary approach designed to help readers enhance performance, promote efficiency, and boost one's value and security without sacrificing one's personal life, offering tips on e-mail, multitasking, skills development, and more. 200,000 first printing.

Take Control of the Mac Command Line with Terminal, 3rd Edition - Joe Kissell 2022-04-13
Learn how to unleash your inner Unix geek! Version 3.2, updated April 13, 2022 This book introduces you to the Mac's command line environment, teaching you how to use the Terminal utility to accomplish useful, interesting tasks that are either difficult or impossible to do in the graphical interface.n If you've ever thought you should learn to use the Unix command line that underlies macOS, or felt at sea when typing commands into Terminal, Joe Kissell is here to help! With this 228-page book, you'll become comfortable working on the Mac's command line, starting with the fundamentals and adding more advanced topics as your knowledge increases. Now includes complete coverage of Monterey, Big Sur, Catalina, and zsh! Joe includes 66 real-life "recipes" for tasks that are best done from the command line, as well as directions for working with permissions, carrying out grep-based searches, creating shell scripts, and installing Unix software. The book begins by teaching you these core concepts: • The differences among Unix, a command line, a shell, and Terminal • Exactly how commands, arguments, and flags work • The basics of Terminal's interface and how to customize it Next, it's on to the command line, where you'll learn: • How to navigate your Mac's directory structure • Basic file management: creating, copying, moving, renaming, opening, viewing, and deleting files • Creating symbolic links • The types of command-line programs • How to start and stop a command-line program • How to edit a text file in nano • How to customize your prompt and other shell defaults • The importance of your PATH and how to change it, if you need to • How to get help (Joe goes way beyond telling you to read the man pages) You'll extend your skills as you discover how to: • Create basic shell scripts to automate repetitive tasks. • Make shell scripts that have variables, user input, conditional statements, loops, and math. • See which programs are running and what system resources they're consuming. • Quit programs that refuse to quit normally. • Enable the command line to interact with the Finder. • Control another Mac via its command line with ssh. • Understand and change an item's permissions, owner, and group. • Run commands as the root user using sudo. • Handle output with pipe (|) or redirect (> or <). • Use grep to search for text patterns in files and filter output. • Install new command-line software from scratch or with a package manager. • Use handy shortcuts in the Terminal app itself and in zsh. Questions answered include: • What changed on the command line in macOS 12 Monterey and macOS 11 Big Sur? (Not much, unless you have an M-series Mac!) • What changed on the command line in macOS 10.15 Catalina? (A lot!) • What are the differences between the zsh shell and the bash shell? • Which shell am I using, and how can I change my default shell? • How do I quickly figure out the path to an item on my Mac? • How can I customize my Terminal window so I can see man pages behind it? • How can I make a shortcut to avoid retyping the same long command? • Is there a trick for entering a long path quickly? • What should I say when someone asks if I know how to use vi? • How do I change my prompt to suit my mood or needs? • What is Command Line Tools for Xcode? • When it comes to package managers, which one should I use? Finally, to help you put it all together, the book showcases 66 real-world "recipes" that combine commands to perform useful tasks, such as listing users who've logged in recently, manipulating graphics, using a separate FileVault password, creating and editing user accounts, figuring out why a disk won't eject, copying the source code of a webpage, determining which apps have open connections to the internet, flushing the DNS cache, finding out why a Mac won't sleep, sending an SMS message, and deleting stubborn items from the Trash.

macOS Mojave: The Missing Manual - David Pogue 2018-12-20
Answers found here! Apple's latest Mac software, macOS Mojave, is a glorious boxcar full of new features and refinements. What's still not included, though, is a single page of printed instructions. Fortunately, David Pogue is back, delivering the expertise and humor that have made this the #1 bestselling Mac book for 18 years straight. The important stuff you need to know Big-ticket changes. The stunning new Dark Mode. Self-tidying desktop stacks. FaceTime video calls with up to 32 people. New screen-recording tools. If Apple has it, this book covers it. Apps. This book also demystifies the 50 programs that come with the Mac, including the four new ones in Mojave: News, Stocks, Home, and Voice Memos. Shortcuts. This must be the tippiest, trickiest Mac book ever written. Undocumented surprises await on every page. Power users. Security, networking, remote access, file sharing with Windows—this one witty, expert guide makes it all

crystal clear. MacOS Mojave gives the Mac more polish, power, and pep— and in your hands, you hold the ultimate guide to unlocking its potential.

Take Control of Your AirPort Network - Glenn Fleishman 2004-10
A guide to wireless networking using AirPort for use with Macintosh computers provides information on such topics as connecting a USB printer, adding access points, and evaluting security needs.

Take Control of Mac Basics - Tonya Engst 2018-01-22
Master essential Mac facts, concepts, and skills! The Mac has become an essential tool for many activities, but it's not always easy to use, leading to frustration and wasted time. Because Apple often makes small changes to the interface, you may be stumbling over interface oddities or struggling to complete common tasks that you once handled with ease. Take Control of Mac Basics, written by Tonya Engst, former Take Control editor in chief, will fill in the gaps in your knowledge and shower you with useful tips. Carefully arranged and highly cross-linked, the ebook brings together dozens of Mac topics into one place, making it easy for you to find help on many interrelated topics. Free Webinar! The title includes access to a helpful video, where Tonya discusses interface issues and shares her Mac screen as she demonstrates using the Finder window sidebar, saving files, managing windows, launching apps, finding things in System Preferences, and more. After you read this book, you'll be able to: • Get Your Bearings: Find out the names of the interface elements on your Mac screen and learn what you can do with them, including the menu bar, Apple menu, application menu, Siri, Spotlight, Notification Center, Finder, Finder windows, Dock, and Desktop. You'll also be introduced to each built-in app and utility on your Mac, and get expert advice on how to locate, install, and update additional apps. • Use the Finder: Become confident with using the folders available to you on your Mac and with filing your files in both default and custom folders that work well for you. You'll find lots of tips for working on the Desktop, customizing the views in your windows, resizing windows, and understanding Mac paths. • Manage Customization: Discover the many ways you can make your Mac work better for you, including making it easier to see, less of a power hog, more beautiful to look at, and easier to share with a child by creating separate accounts. Also learn how a wide variety of settings in System Preferences can improve the way you carry out essential tasks, such as copy/paste between your Mac and your iPhone, speaking through headphones on a FaceTime or Skype call, and viewing recent text messages or upcoming calendar events. • Run Apps Effectively: Understand the best methods for getting in and out of apps, having apps launch on their own, quitting apps, dealing with frozen apps, opening new files, saving files, and more. • Master Essential Tasks: Build your expertise with core Mac tasks and technologies including printing, copy and paste, keyboard shortcuts, connecting to a Wi-Fi network (in certain cases even if you don't know the password), Universal Clipboard, Mission Control, AirPlay, Sleep, Shut Down, what to do if you need to enter a Unix command in Terminal, how to think about backups, and more. This book is based on macOS 10.13 High Sierra, which Apple released in 2017. This book is compatible with earlier versions of macOS, but older versions will not entirely match what the book presents. Although we currently have no plans to update the book for 10.14 Mojave, Tonya covers relevant changes to Mojave in a series of posts on this book's blog: • Using Dark Mode and Trying New Desktop Wallpapers • macOS Updates Now Happen in System Preferences • Playing Mother-May-I in Mojave's Security & Privacy Preference Pane Take Control of Mac Basics is based on an older book called Read Me First: A Take Control Crash Course, which contained information about core Mac skills useful to Take Control readers. Take Control of Mac Basics expands greatly on that idea, adding invaluable content that is pertinent to anyone interested in other Take Control titles.

Take Control of Your Online Privacy, 4th Edition - Joe Kissell 2019-04-11
Learn what's private online (not much)—and what to do about it! Updated 04/11/2019 Nowadays, it can be difficult to complete ordinary activities without placing your personal data online, but having your data online puts you at risk for theft, embarrassment, and all manner of trouble. In this book, Joe Kissell helps you to develop a sensible online privacy strategy, customized for your needs. Whether you have a Mac or PC, iOS or Android device, set-top box, or some other network-enabled gadget, you'll find practical advice that ordinary people need to handle common privacy needs (secret agents should look elsewhere). You'll learn how to enhance the privacy of your internet connection, web browsing, email messages, online chatting, social media interactions, and file sharing, as well as your mobile phone or tablet, and Internet of

Things devices like webcams and thermostats. Parents will find important reminders about protecting a child's privacy. The book also includes Joe's carefully researched VPN recommendations. The book is packed with sidebars that help you get a handle on current topics in online privacy, including international travel, quantum computing, why you should beware of VPN reviews online, two-factor authentication, privacy and your ISP, understanding how ads can track you, and more. You'll receive savvy advice about topics such as these: • Why worry? Learn who wants your private data, and why they want it. Even if you don't believe you have anything to hide, you almost certainly do, in the right context. Would you give just anyone your financial records or medical history? Didn't think so. • Set your privacy meter: Develop your own personal privacy rules—everyone has different privacy buttons, and it's important to figure out which matter to you. • Manage your Internet connection: Understand privacy risks, prevent snoops by securing your Wi-Fi network, and take key precautions to keep your data from leaking out. Also find advice on using a VPN, plus why you should never believe a VPN review that you read on the Internet—even if it seems like it was written by Joe! • Browse and search the web: Learn what is revealed about you when you use the web. Avoid bogus websites, connect securely where possible, control your cookies and history, block ads, browse and search anonymously, and find out who is tracking you. Also, take steps to protect passwords and credit card data. • Send and receive email: Find out how your email could be intercepted, consider when you want email to be extra private (such as when communicating with a lawyer), find out why Joe doesn't recommend email encryption as a solution to ordinary privacy needs (but find pointers for how to get started if you want to try it—or just encrypt an attachment, which is easier), get tips for sending email anonymously, and read ideas for alternatives to email. • Talk and chat online: Consider to what extent any phone call, text message, or online chat is private, and find tips for enhancing privacy when using these channels. • Watch your social media sharing: Understand the risks and benefits of sharing personal information online (especially on Facebook!), tweak your settings, and consider common-sense precautions. • Share files: What if you want to share (or collaborate on) a contract, form, or other document that contains confidential information? Find out about the best ways to share files via file server, email attachment, cloud-based file sharing service, peer-to-peer file sharing, or private cloud. • Check your electronics: All sorts of gizmos can connect to the Internet these days, so everything from a nannycam to smart light bulbs should be considered in your online privacy strategy. • Think mobile: Ponder topics like SIM card encryption keys, supercookies, location reporting, photo storage, and more as you decide how to handle privacy for a mobile phone or tablet. • Help your children: As a parent, you know a lot about your children, and you have access to lots of photos of them. But that doesn't mean you should share everything without a thought to your children's privacy needs. Find a few key tips to keep in mind before you tell all.

iPad mini For Dummies - Edward C. Baig 2012-12-04
The perfect companion for discovering how to get the most out of your iPad mini! Apple's latest iPad may be small, but it's one mighty mini. This fun-and-friendly full-color guide gets you started with your iPad mini, walking you through using the multitouch interface, getting connected, browsing the web, adding tons of cool content, and much, much more. From sending and receiving e-mail totexting with iMessage, downloading apps from the App Store, managing your calendar, making video calls with FaceTime, and working with Siri, expert authors and Mac gurus Ed Baig and Bob "Dr. Mac" LeVitus will have you making your way through your iPad mini in no time at all. Shows you how to unveil the iPod in your iPad mini, take control of your tunes, import photos, create a slideshow, and capture photos and videos Highlights ways to buy and read your favorite e-books; find a location or get directions with Maps; play games; and rent, buy, and watch movies and TV shows Walks you through syncing contacts, calendars, and to-do lists Addresses staying connected with Notification Center, protecting your information, and troubleshooting It may be "mini" but it's capable of enormous endeavors! Find out everything your iPad mini is capable of with the full-color iPad mini For Dummies!

Sendmail - Bryan Costales 2002-12-18
Reliable, flexible, and configurable enough to solve the mail routing needs of any web site, sendmail has withstood the test of time, but has become no less daunting in its complexity. Even the most experienced system administrators have found it challenging to configure and difficult to understand. For help in unraveling its intricacies, sendmail administrators have turned unanimously to one reliable source--the bat

book, or sendmail by Bryan Costales and the creator of sendmail, Eric Allman. Now in its third edition, this best-selling reference will help you master the most demanding version of sendmail yet.The new edition of sendmail has been completely revised to cover sendmail 8.12--a version with more features and fundamental changes than any previous version of the Unix-based email routing program. Because the latest version of sendmail differs so significantly from earlier versions, a massive rewrite of this best-selling reference was called for.The book begins by guiding you through the building and installation of sendmail and its companion programs, such as vacation and makemap. These additional programs are pivotal to sendmail's daily operation. Next, you'll cover the day-to-day administration of sendmail. This section includes two entirely new chapters, "Performance Tuning" to help you make mail delivery as efficient as possible, and "Handling Spam" to deal with sendmail's rich anti-spam features. The next section of the book tackles the sendmail configuration file and debugging. And finally, the book wraps up with five appendices that provide more detail about sendmail than you may ever need. Altogether, versions 8.10 through 8.12 include dozens of new features, options, and macros, and this greatly expanded edition thoroughly addresses each, and provides and advance look at sendmail version 8.13 (expected to be released in 2003).With sendmail, Third Edition in hand, you will be able to configure this challenging but necessary utility for whatever needs your system requires. This much anticipated revision is essential reading for sendmail administrators.

Take Control of Apple Mail, 5th Edition - Joe Kissell 2021
Master Mail in macOS, iOS, and iPadOS! Version 5.1, updated January 26, 2021 Use Apple Mail more effectively! Email expert Joe Kissell explains what's new with Mail for macOS, iOS, and iPadOS, and how to best set up your Gmail, iCloud, IMAP, and Exchange accounts. He then shows you how to take Mail to the next level with plugins and automation, manage your incoming email, customize Mail, and solve common problems. Take Control of Apple Mail is your complete guide to Apple's Mail app. In this book, Joe explains core concepts like special IMAP mailboxes and email archiving, reveals Mail's hidden interface elements and gestures, and helps with common tasks like addressing and adding attachments. He also offers tips on customizing Mail, including a nifty chapter on how simple plugins and special automation can dramatically improve the way you use Mail. Joe also covers finding that message in the haystack with Mail's natural-language search, improving the messages you send, how digital signatures and encryption work in Mail, and-perhaps most important-an award-winning strategy for avoiding email overload. You'll quickly find the information that's most important to you, including: Key changes in Mail for Big Sur and iOS 14/iPadOS 14 Getting through your email faster with gestures Using advanced search techniques to find filed messages Using plugins to significantly enhance how you use Mail The whys and hows of sending attachments Using markup features to embellish, and even sign, outgoing attachments Defeating spam with the Junk Mail filter-and what to do if you need more firepower Understanding special mailboxes like Sent, Drafts, and Junk Using notifications to stay apprised of incoming messages Taking charge of email organization with rules and other measures Backing up and restoring email Importing email from other apps, older versions of Mail, or another Mac Deciding whether you should encrypt your email, along with detailed, real-world

steps for signing and encrypting messages Taking Mail to the next level with AppleScript and Automator Key skills for using Mail in iOS and iPadOS, such as working with incoming and outgoing messages, using attachments, and configuring accounts Fixing problems: receiving, sending, logging in, bad mailboxes, and more Although this book primarily covers Mail on Big Sur, Catalina, Mojave, iOS 14/iPadOS 14, and iOS 13/iPadOS 13, the majority of it is also applicable to earlier versions.

Take Control of Big Sur - Joe Kissell 2020-11-12
Get up to speed quickly with macOS 11! Version 1.1, updated November 12, 2020 Get to know macOS 11 with Take Control of Big Sur. Learn everything you need to know to prepare for a smooth transition to the new version of macOS—and what to do once you've upgraded. Discover new features, explore the revised user interface, and avoid potentially unpleasant surprises. macOS 11 Big Sur is more than just Apple's annual update to its Mac operating system. This revision breaks entirely new ground, significantly overhauling your Mac's look and feel, adding big new features, and including support for the first (soon-to-be-released) Macs based on Apple silicon rather than Intel processors. We're changing things up this year, too. Rather than two separate titles on the new macOS version as we've had in past years, this time we've rolled everything into one: a book that helps you prepare for the new system, safely upgrade your Mac to run Big Sur, and then get to know all the new features. (So, if you're looking for Take Control of Upgrading to Big Sur, look no further: this book contains an abbreviated version of Joe's legendary upgrading instructions.) Some of the topics covered in this book are: • How to tell whether your Mac can run Big Sur • Steps you should take before upgrading • How to perform an in-place upgrade—or do a clean install and migrate your old data from a backup • What Control Center is and how it can simplify adjusting system settings • What's new in the Maps app (guides, Look Around, indoor maps, and more) • Ways to improve your messaging with enhanced group conversations, Memoji, and other changes in Messages • How to use and customized the heavily revised Notification Center • New features in Photos to make your images and videos even better • Improved privacy features in Safari—plus a Start Page, improved tabs, and spiffy new features • The small changes throughout macOS and bundled apps, including Apple Arcade, Spotlight, Siri, the App Store, Notes, Reminders, Voice Memos, and more

Learning Unix for Mac OS X - Dave Taylor 2003
Introduces the UNIX environment for the Mac OS X and explains how to set up and configure the Terminal application; how to manage, create, and edit files; and how to navigate the Internet.

macOS Catalina: The Missing Manual - David Pogue 2019-12-03
Apple gives macOS new features and improvements right on your desktop and under the hood with Catalina—aka OS X 10.15. With this updated guide, you'll learn how to use your iPad as a second screen, work with iPad apps on your Mac, and use Screen Time on your Mac. This new edition of the #1 bestselling Mac book shows you how to use the revamped apps for Music, Podcasts, and TV. Loaded with illustrations, step-by-step instructions, tips, and tricks, this book from David Pogue—Missing Manual series creator, New York Times columnist, and Emmy-winning tech correspondent for CNBC, CBS, and NPR—covers everything Catalina has to offer with lots of humor and technical insight.