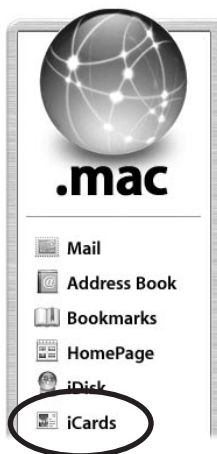# *iCards*

7

If you've never had the urge to send an email postcard to friends, **iCards** could change your attitude. This ever-changing collection of beautiful, eye-catching images is a notch or three above what you usually get from other online greeting card services. A great-looking card with a postmark captures attention more effectively than a plain old email message. You can even use one of your own photos that you've copied to your iDisk, instead of a photo from the iCard Image Library. Because iCards are such a great way to announce events, HomePage uses it to announce newly created web sites. You can also use your .Mac Address Book for quick-click iCard addressing. So start uploading your favorite photos to the Pictures folder in your iDisk. If you haven't signed up for a .Mac account yet, you're missing a powerful lot of *fun.* And a lot of *powerful* fun.
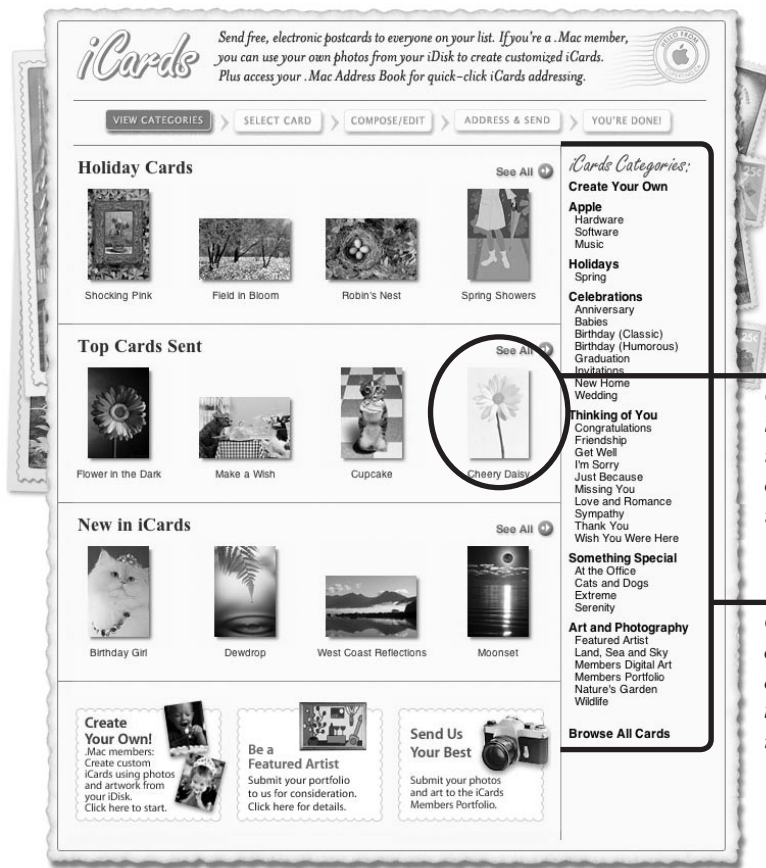
Send an iCard

Anyone can send **iCards** to friends and family, even without a .Mac account, but to send an iCard *using your own photo,* you do need a .Mac account. An iCard is simply an electronic postcard you can send to anyone on any computer. iCard is far better than most Internet postcards for two reasons: The quality of the graphics is superior, and iCards are sent straight to the recipient instead of requiring a visit to a web page to "pick up" a card.

To send an iCard from the iCard Image Library:

1. Go to **www.mac.com** and click the "iCards" button in the sidebar.

2. On the iCards welcome page, shown below, click on a specific iCard thumbnail or one of the many iCard categories to display more card options. Once you click a card thumbnail, it opens a full-sized, editable version of the card (next page).

Click a thumbnail image to open that iCard.

Click any of the many categories to see more iCard choices.

3. On the editable iCard version that appears (shown right), select a type style and write a message, then click the "Continue" button.

4. The next page previews your card and lets you address the card to as many recipients as you like.

   If you're logged into your .Mac account already, your name and email address will automatically be placed in the name and email fields. You can also override these and type in a different name and return address.

   If you want to receive a copy of the email, check the box to "Send myself a copy."

   To protect the privacy of multiple recipients, hide their email addresses: Check the box to "Hide distribution list." This will make sure the address field of the email says "Apple iCards Recipients" instead of recipients' email addresses.

   Enter a recipient's email address in the address field. To add multiple addresses, separate each address with a comma.

   Or choose a recipient from the "Choose a Quick Address" pop-up menu.

   Or click the "Address Book" button (circled on the right) to access your .Mac Address Book list, shown on the next page. Put a checkmark next to the addresses you want placed in iCard's address field. See Chapter 9 to learn more about the .Mac Address Book and Quick Addresses.

   — continued

If you haven't logged in, this button will say "Log In."

This pop-up menu contains addresses that you've set as Quick Addresses in .Mac's Address Book. You can set up to ten contacts as Quick Addresses.

Address field.

To select recipients from your Address Book, place a check in the box next to the name of the recipient(s) you want to add. Use the scroll buttons to scroll up or down the list, or use the search field to find a specific name or address. Click the "Return to Card" button when you have selected all the recipients you want added.

These buttons scroll up or down the address list.

Put checkmarks next to addresses you want placed in iCard's address field.

*Enter names or addresses in this **search field**, then click the magnifying glass to do the search.*

Checked addresses from Address Book are automatically placed into iCard's address field.
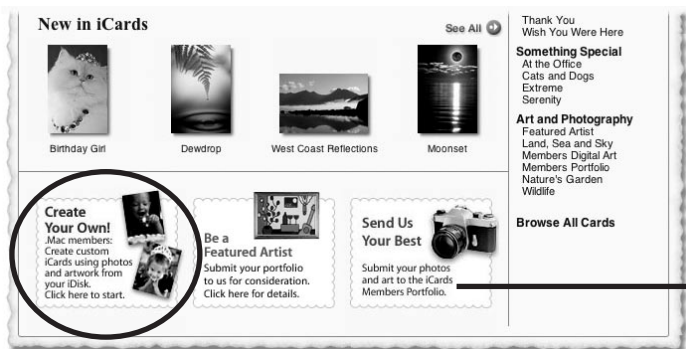
5. Click the "Send Card" button in the top-right or bottom-right corner.

6. A "Congratulations" page opens (shown at the bottom of the page), with the option "Send Same Card" to someone else, "Return to Category" to choose another photo or "Return to iCards Main" to go to the main iCards menu. Once you see the "Congratulations" page, it means your iCard has been successfully sent.

Create Your Own iCard

Apple's iCard images are beautiful, but you probably have photos of your own that you'd like to use. It's easy—**first copy some photos to the Pictures folder on your iDisk** (see Chapter 6 to learn how to do that).
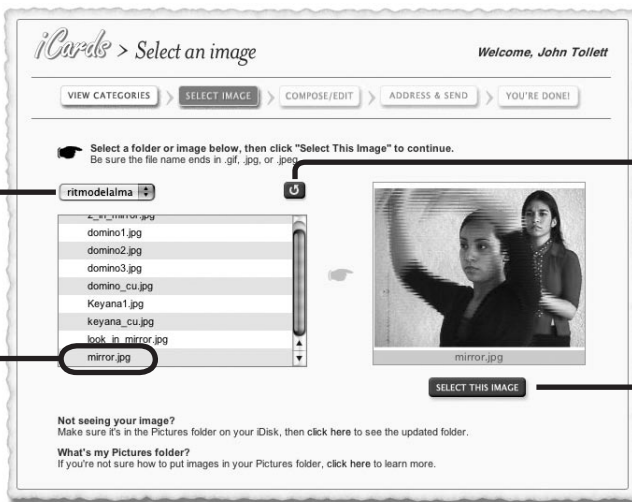
To create your own iCard:

1. On the iCards welcome page, click "Create Your Own" (shown below) to open the "Select an image" window.

.Mac members can upload photos to the iCard collection for others to use.

2. Choose a photo or folder name by selecting it from the pop-up menu. This pop-up menu shows the contents of the Pictures folder on your iDisk.

Select a folder from this pop-up menu. The folder's contents are listed in the pane below.

Tip: If you can't see the contents of your Pictures folder, click the "Update Folder" button.

Or try using a different browser.

*To see a **preview** in the preview pane to the right, single-click an image name in the list.*

Click to choose the image shown.

This pop-up menu lets you navigate back to the Pictures folder after you've drilled down to sub-folder levels looking for an image.

3. When you see the picture you want, click "Select This Image."

4. In the "Create your message" window (below), select a type style.

5. Type your message in the text box (circled below).

6. Click "Resize your image to fit card" to trim your photo to fit iCard's proportions. If you don't like the results, uncheck the box and compare the two settings.

7. Click the "Continue" button.

Type your message here.

8. The next page previews your card and lets you address the card to as many recipients as you like.

> **Enter your name and email address** in the name and email fields if they're not automatically placed there.
>
> If you want to receive a copy of the email, check "Send myself a copy."
>
> **Enter a recipient's email address** in the text box.
> **Or** select an address from the "Choose a Quick Address" pop-up menu.
>
> **Or** click the "Address Book" button to access addresses contained in your .Mac Address Book.
>
> **To add multiple addresses,** separate each address with a comma.

9. Click the "Send Card" button in the bottom-right corner.

In the "Congratulations" page that opens, choose to "Send Same Card" to someone else, "Return to Category" to create another card, or "Return to iCards Main" to start over.

Click here to go back and make changes to your card.

When you send an iCard to multiple recipients, you can protect their privacy by hiding their email addresses. If you click the "Hide distribution list" checkbox, the iCard's address field will say "Apple iCards Recipients" instead of listing all the email addresses.

Click here to send your card.