

# Index

## A

AAC files, 362

About, Application menu, 12

About This Mac, 10

accessing

    iDisk, 246-248

    other users' iDisks, 250

    shared screens, 540-541

account information, viewing in  
Mail, 290-291

Account preferences, System  
Preferences, 92

accounts

    adding to Mail, 261-265

    administrator accounts,  
    509-511

    Guest accounts, 509

    iChat, adding/editing,  
    323-325

    protecting, 551-552

    user accounts. *See* user  
    accounts

Action menu, files, 57

Action menu (Finder), 57-59

actions

    adding to workflow  
    (Automator), 592-593

    Automator, 590

    configuring properties of  
    (Automator), 593

    folder actions (AppleScript),  
    617-618

    recording for workflows  
    (Automator), 594

actions (Automator)

    collapsing/expanding, 595

    deleting, 594

    disabling/enabling, 594

    downloading, 599

    importing, 595

    renaming, 594

    reordering, 594

    user control, 595

**activating****activating**

- calendars, iCal, 328
- screen sharing, 539-540

**Active Screen Corner, 79****Activity Monitor, 575, 638****Add to/Remove from Backup Set,****Action menu, 58****adding**

## accounts

- iChat, 323-325
- to Mail, 261-265

## actions to workflow

(Automator), 592-593

## applications to Dock, 45-46

## attachments to messages

(Mail), 274-275

## buddies (iChat)

- to buddy lists, 299-300
- while chatting, 308-309

## calendars (iCal), 328

## cards, Address Book,

134-135

## color labels, 59-60

## entries to Keychain Access,

144-145

## groups of cards, Address

Book, 136-137

## keychains, 145

## video clips (iMovie), 437-438

**Address Bar, Safari, 222-225****Address Book, 133-134**

## cards, 134

adding/editing, 134-135

adding/editing groups,  
136-137distribution groups,  
137-138special card settings and  
functions, 136

viewing, 136

contact information, printing,  
138-139

preferences, 139-140

**addressing messages (Mail),  
272-273****Adjust palette, iPhoto, 393-395****adjusting**

audio (iMovie), 445-446

video and images  
(iMovie), 440**administrator access, removing  
from existing users, 548-549****administrator accounts, 509-511**

editing user accounts, 511

**administrators, restoring pass-  
words, 585****Advanced pane, Safari, 240-241****Advanced preferences**

iDVD, 464

iPhoto preferences, 405

**Advanced Technology Attachment  
(ATA), 639****AIFF files, 362****AIM (AOL Instant Messenger)**

account, 293

**AirPort, 207, 215-217****AirPort Disk Utility, 642****AirPort Utility, 642****airports, 204****albums (iPhoto), creating,  
387-389****alerts, buddy alerts (iChat),  
301-302****aliases, 54-55****Analog, 538****AOL Instant Messenger (AIM)**

account, 293

**Apache, 533****appearance**

changing desktop, 72

Finder window, 33

Safari, 237

**Appearance pane**

iPhoto preferences, 404

Personal System

Preferences, 84

**Apple, iWork, 153****Apple AirPort Extreme Base  
Station, 558****Apple Lossless encoding, 362****Apple menu, 10-11****Apple Product Security web  
page, 547****Apple Remote, 118****Apple TV, 118****Apple's Mac OS X**

Downloads, 147

**AppleScript, 599-600**

events, tracing, 607

folder actions, 617-618

if, 612-613

list abstractions, 611-612

lists, 611

repeat, 613-614

resources for, 619

results, viewing, 607

Script Editor, 600

- Script Menu, 617
- scripting, 619
- scripting dictionary, 602-603
  - browsing, 602-605
  - classes and objects, 604
- scripting preferences,
  - changing, 608
- scripts
  - creating, 606
  - saving, 608
- subroutines, creating, 614-617
- syntax, tell, 609
- variables, set/get, 610-611
- AppleTalk, 643**
- AppleTV, iTunes, 368-370**
- application crashes, 577**
  - Force Quit, 578-579
  - unexpected quits, 578
- Application menu, 11-12**
- applications, 54. *See also software***
  - Boot Camp, 8
  - deleting, 57
  - Dock and, 44-45
  - DVD Player. *See* DVD Player
  - Front Row, 117-119
  - iChat, 9
  - iTunes, 8
  - Mail. *See* Mail
  - Open dialog box, 67
  - Preview. *See* Preview
  - QuickTime. *See* QuickTime
  - Safari, 9
  - Save dialog box, 68-69
  - saving workflows as, 598
- Applications folder, 27**
- archiving DVD projects, 481-483**
- Arrange Track feature, GarageBand, 411**
- assigning mailboxes (Mail), 284**
- ATA (Advanced Technology Attachment), 639**
- attachments**
  - adding to messages (Mail), 274-275
  - email, 268-269
- audio**
  - adjusting (iMovie), 445-446
  - background soundtracks,
    - adding in iMovie, 443-444
  - loops. *See* loops
  - recording audio (GarageBand), 415
    - multiple takes, 418
    - real instruments and vocals, 417-418
    - software instruments, 415-416
  - slideshows, DVD projects, 477-478
  - sound effects, adding in iMovie, 444
  - voiceovers, recording (iMovie), 445
- audio chats, iChat, 313-314**
  - inviting more participants, 314
  - responding to incoming audio chat requests, 314
- audio controls, iTunes, 359**
- Audio MIDI Setup utility, 644**
- audio podcasts, creating with GarageBand, 424-426**
- audio skimming, 436**
- Autofill, Safari, 234, 238**
- automated access, Keychain Access, 141-143**
- automatic logins, disabling, 550**
- Automator, 589-590**
  - actions, 590
    - downloading, 599
    - user control, 595
  - interface, 590-592
  - logs, viewing, 596
  - workflows, 590
    - actions, adding, 592-593
    - actions, configuring properties of, 593
    - actions, recording custom actions, 594
    - creating, 592
    - downloading, 599
    - managing, 594-595
    - running and debugging, 596-597
    - saving, 597-598
- Automator Actions, 599**
- Automator Portal, 599**
- Automator World, 599**
- AUTOMATOR.US, 599**

## BabelBloX

### B

**BabelBloX, 155**

**Back to My Mac, 252-253**

**backdrops, video chats (iChat), 316-317**

**background soundtracks, adding in iMovie, 443-444**

**backing up data, 566**

Backup, 569-570

copying hard drives, 572

creating disk images with Disk Utility, 572-574

data storage options, 567-569

full backups, 567

incremental backups, 567

Internet backups, 568

select backups, 567

Time Machine, 570-571  
data recovery, 571

**Backup, 569-570**

**bandwidth (iChat), Connection Doctor, 322-323**

**Bcc (blind carbon copy), 272**

**Berkley Software Distribution (BSD), 621**

**blocking**

buddies, iChat, 304-305

dynamic image links, 281

**blogging, customizing web pages (iWeb), 498-500**

**Bluetooth, 173-174**

capabilities of, 177

connecting to your computer, 178

drivers, 177

Hardware system preferences, 87

installing devices, 175-177

Network Tools (Utilities folder), 642

passkeys, 176

**Bluetooth Sharing service, 523**

**BMP (Bitmap), 122**

**Bonjour, 294**

**bookmarking PDFs, Preview, 124-125**

**bookmarks**

DVD Player, 114

Safari, 238

web browsing in Safari, 231-233

**Bookmarks Bar, Safari, 225**

**Bookmarks pane, Preview, 127**

**books, creating, 400**

**Boot Camp, 8**

booting Windows from, 161-164

burning driver CDs, 162

installing Windows, 164-165

preparing to install Windows, 162-164

**Boot Camp Assistant, 638**

**booting Windows from Boot Camp, 161-164**

**bounce messages, 282**

**Browseback, 152**

**browsing scripting dictionary, AppleScript, 602-605**

**BSD (Berkley Software Distribution), 621**

Terminal, 622-623

**buddies (iChat)**

adding

to buddy lists, 299-300

while chatting, 308-309

blocking/allowing, 304-305

editing information, buddy lists, 300

**buddy alerts, buddy lists (iChat), 301-302**

**buddy groups, iChat, 302-303**

**buddy icons, iChat, 297-298**

**buddy lists, iChat, 298-299**

account status, 305-306

adding buddies, 299-300

editing buddy

information, 300

setting buddy alerts, 301-302

viewing a buddy's capabilities and profile, 302

**Burn to Disc, File menu (Finder), 38-39**

**burning**

to CDs, iTunes, 372

driver CDs (Boot Camp), 162

DVD projects, 483

**Burning Monkey Solitaire, 155**

**buying software, 148**

### C

**cable modems, 204, 209-210**

**cached pages, 227**

- CalDAV, 337-340**
- calendar publishing, iCal, 336**
  - WebDAV or .Mac servers, 337-338
- calendars (iCal)**
  - CalDAV, 339-340
  - creating, 400
  - subscribing, WebDAV or .Mac servers, 338
  - synchronizing with .Mac, 340
- calibrating color, displays, 183-185**
- cameras, importing video from (iMovie), 432-434**
- CandyBar, 159**
- cards**
  - Address Book, 134-138
  - creating (iPhoto), 400
- cat command, 634**
- Cc (carbon copy), 272**
- CDs, 568**
  - ejecting, 49
  - iTunes, burning to, 372
- CDs & DVDs preferences, Hardware system preferences, 87**
- changing**
  - appearance of Finder window, 33
  - desktop appearance, 72
  - pictures on user accounts, 512
  - profiles, iChat, 296
- Character Palette, 199**
- chat rooms, joining, 310**
- checking email (Mail), 266-267**
- chmod, 629-630**
- chown, 629**
- ClamXav, 561**
- classes, scripting dictionary (AppleScript), 604**
- Close, windows, 14**
- CMM (color matching module), 185**
- Coherence mode (Parallels Desktop), 167**
- Collapsing actions (Automator), 595**
- color calibration, displays, 183-185**
- color labels, 59-60**
- color matching module (CMM), 185**
- color space, 185**
- colors, displays, 181**
- ColorSync, 185**
- ColorSync utility, 644**
- Column view (Finder), 22-23**
- command line, sharing with Remote Login, 542-543**
- commands**
  - cat, 634
  - chmod, 629-630
  - chown, 629
  - cp command, 625
  - curl, 634
  - date, 635
  - df, 635
  - du, 635
  - file, 635
  - find, 635
  - grep, 635
  - gunzip, 635
  - gzip, 635
  - kill, 632-633
  - locate, 635
  - ls command, 624-625
  - man, 633-634
  - mv command, 625-626
  - passwd, 635
  - ps, 630-631
  - reboot, 635
  - rm command, 626
  - shutdown, 635
  - sudo, 633
  - tar, 635
  - top, 631-632
  - uptime, 635
  - wildcards, 626-627
- communicating with iChat. *See* iChat**
- composing**
  - email (Mail), 271
  - notes, 277
  - to-do items, 278-279
- Compress, Action menu, 58**
- computer files, including on DVDs, 480-481**
- configuring**
  - modems, telephone modems, 206-207
  - networking services and settings, 211
    - AirPort, 215-216
    - Ethernet connections, 213-214
    - modems, 211-213

**connecting****connecting**

- iChat, 295
- to shared files, 527
  - browsing the network, 527-529
  - from Microsoft Windows, 531-533
  - with server addresses, 529-530
- to your computer with Bluetooth, 178

**Connection Doctor**

- iChat, 321-322
  - bandwidth, 322-323
  - diagnosing firewall and connection errors, 323
- Mail, 291-292

**connection errors, iChat (Connection Doctor), 323****connections**

- Internet connections, 203-204
  - collecting information, 204-205
  - Network Setup Assistant, 205-206. *See also* Network Setup Assistant
- network connections, setting locations, 219
- peripherals, 171
  - Bluetooth, 173-174
  - FireWire, 172-173
  - USB (Universal Serial Bus), 171-172

- setting network port priorities, availability and locations, 217-218

**Console, 638****contact information, printing from Address Book, 138-139****contacts, Address Book, 135****controlling iChat Theater, 318****Controls menu, DVD Player, 113-115****converting menu button types, DVD projects, 474-475****cookies, security (Safari), 240****Copy/Paste, Action menu, 59****copying**

- cp command, 625
- files between computers (iChat), 320
- files or folders, 56
- hard drives, 572
  - creating disk images with Disk Utility, 572-574

**cp command, 625****crashes**

- applications, 577
  - Force Quit, 578-579
  - unexpected quits, 578
- system crashes, 580
  - forcing shutdowns, 581

**cropping photos (iPhoto), 390-391****CrossOver, 168-170**

- integrating with Leopard, 169

**curl command, 634****Current iTunes Song, 305****customizable tools, iDVD**

- buttons, 457
- Media pane, 458
- themes, 456-457

**customizing**

- desktop icons, 158-159
- Dock, 51
- DVD projects with Inspector, 478-480
- Finder toolbar, 25-26
- login window, 517-518
- sidebar (Finder), 30-31
- Terminal, 622
- tracks (GarageBand), 418
  - instrument tracks, 420
  - master tracks, 421
  - mixing tracks, 421-423
  - software instrument tracks, 418-419
  - Track Editor, 423-424
  - Visual EQ, 423
- web pages (iWeb), 492
  - blogging, 498-500
  - images, 492-495
  - movies, 498
  - podcasting, 498-500
  - repositioning page elements, 500
  - testing links, 496-498
  - text, adding/styling, 496
  - web widgets, 500

**Cyberduck, 530**

**D****Darwin, 8****Dashboard, 74-75**

exiting, 76

widgets, 75-76

**DashSaver, 157****data recovery, Time Machine, 571****data storage options, 567-569****Date & Time preferences, System Preferences, 93-94****date command, 635****dates**

navigating in iCal, 329

    searching images  
    (iPhoto), 386**deactivating network services, 218****debugging workflows (Automator), 596-597****defragmenting, 584****deleting**

actions (Automator), 594

applications, 57

email (Mail), 268

files, 49-50

rm command, 626

    files or folders, 56-57  
    images in Organize view  
    (iPhoto), 382-383

user accounts, 512-513

video clips (iMovie), 437

**desktop, 9, 31-32**

appearance, changing, 72

Apple menu, 10-11

Application menu, 11-12

Dashboard, 74-75

widgets, 75-76

Help menu, 12-13

icons, customizing, 158-159

images, 72-73

screensavers, 72-73

windows, 13

Close/Minimize/Zoom, 14

        moving and resizing,  
        15-16

Toolbar button, 15

**Desktop & Screen Saver preferences, 84****Detect Displays option, 182****df command, 635****Dictionary, 130****DigitalColor Meter, 645****direct messages, iChat, 312****directories, exploring home directories, 28-29****Directory, 642****Directory Utility, 642****disabling**

actions (Automator), 594

    displaying usernames and  
    automatic logins, 550**disc images, DVD projects, 482****disk images, creating with Disk Utility, 572-574****Disk Utility, 581, 638**    creating disk images,  
    572-574

optimizing hard drives, 584

    repairing file  
    permissions, 582    repairing hard disk damage,  
    582-583**disks, ejecting, 49****DiskWarrior, 583****Display Calibrator Assistant, 184-185****Display preferences**

Hardware system preferences, 88

monitors, 181

        calibrating display color,  
        183-185

color calibration, 183

multiple monitors, 182

        resolutions and  
        colors, 181**distribution groups, Address Book, 137-138****DNS (domain name server), 204****Dock, 9-11, 43-44**

applications and, 44-45

        adding and removing,  
        45-46

customizing, 51

    docked windows, files and  
    folders, 48    Personal System  
    Preferences, 85

preference options, 51

    retrieving information from,  
    46-47

separator bar, 44

trash, 44, 49

Trash

deleting files, 49-50

Secure Empty Trash, 50

## Docktopus

### Docktopus, 155

#### documents, saving, 68

workflows as, 598

### Domain Name Server (DNS), 204

#### downloading

actions, Automator, 599

files, web browsing in Safari,  
230-231

podcasts, 368

software, 148-150

workflows (Automator), 599

### Drive Genius, 583

#### driver CDs, burning (Boot Camp), 162

#### drivers, Bluetooth, 177

#### drop zones

DVD projects, 471

iDVD, 455

### DSL modems, 204, 208-209

PPPoE, 208

### du command, 635

### Duplicate, Action menu, 58

### duplicating network services, 218

### DVD Player, 112-113

bookmarks, 114

Controls menu, 113-115

Features menu, 115

Go menu, 115

parental controls, 116

region codes, setting, 117

video clips, creating, 116

View menu, 113

Window menu, 115

### DVD projects, 469

adding movies, 472-473

converting menu buttons

types, 474-475

editing text menu

buttons, 472

editing video menu but-

tons, 473-474

advanced customization with

Inspector, 478-480

archiving, 481-483

burning, 483

computer files, including,

480-481

creating, 469

applying themes, 470-471

choosing themes,

469-470

drop zones, 471

editing/adding theme

text, 471

previewing, 483

saving, 481

slideshows, adding, 476

arranging slides, 477

audio, 477-478

submenus, adding, 475-476

testing, 484

### DVDs, 568

ejecting, 49

## E

### editing

accounts (iChat), 323-325

buddy information, buddy lists  
(iChat), 300

cards, Address Book,  
134-135

event information (iCal), 332

files with pico, 627-628

groups of cards, Address  
Book, 136-137

HTML documents, 535

photo information, iPhoto,  
383-384

photos (iPhoto), 389-390

Adjust palette, 393-395

applying effects, 392

cropping, 390-391

Full Screen mode,  
395-396

retouching and enhancing,  
392-393

rotating and  
straightening, 390

text menu buttons, DVD  
projects, 472

user accounts, 511

changing pictures, 512

video clips (iMovie), 437-438

video menu buttons, DVD  
projects, 473-474

### ejecting disks, CDs, or DVDs, 49

### emacs editor, 627

### email, .Mac, 253-254



- email (Mail), 266**
  - adding content and sending messages, 274
  - addressing messages, 272-273
  - applying rules to messages, 288
  - attachments, 268-269
    - adding, 274-275
  - checking, 266-267
  - composing messages, 271
  - deleting, 268
  - reading, 267
  - rules, creating, 288-289
  - searching messages, 279-280
  - sending messages, 271
  - signatures, 276
  - spell-checking messages, 275
  - stationery, 275
  - threads, 270
- emoticons, 307**
- enabling actions (Automator), 594**
- Encapsulated PostScript (EPS), 122**
- encryption, FileVault, 550-551**
- Energy Saver, Hardware system preferences, 88-89**
- Enhance tool, 392**
- enhancing photos (iPhoto), 392-393**
- Enigma, 156**
- entries, adding to Keychain Access, 144-145**
- EPS (Encapsulated PostScript), 122**
- Equalizer, iTunes, 360**
- Ethernet, 204**
- ethernet connections, configuring networking services and settings, 213-214**
- event invitations, iCal**
  - receiving, 333-334
  - sending, 330-331
- events**
  - AppleScript, tracing, 607
  - iCal
    - editing information, 332
    - searching, 334-335
  - iPhoto, viewing and managing, 381-382
  - managing in iCal, 329-330
- Events preferences, iPhoto preferences, 404**
- exiting Dashboard, 76**
- expanding actions (Automator), 595**
- exploring home directory, 28-29**
- Expose, 76-79**
  - Personal System Preferences, 85
- external hard drives, 568**
- F**
- FairPlay, 364**
- fast user switching, 518-519**
- faxes**
  - receiving, 195
  - sending, 194-195
  - status of, 195
- Features menu, DVD Player, 115**
- Fetch, 530**
- file command, 635**
- File menu (Finder), 37**
  - Burn to Disc, 38-39
  - new burn folders, 39
- file messages, 283**
- file permissions, 628**
  - chmod, 629-630
  - chown, 629
  - repairing, 582
- file sharing, 523**
  - FTP sharing, 526-527
  - Mac-to-Mac file sharing, 525
  - through the Web, 533-534
    - accessing personal websites, 534-535
    - accessing system websites, 536
    - monitoring website statistics, 536-538
  - Windows file sharing, 526
- File Sharing service, 522**
- files, 54**
  - AAC files, 362
  - Action menu, 57
  - AIFF files, 362
  - copying, 56
  - copying between computers (iChat), 320
  - cp command, 625

## files

- deleting, 49-50, 56-57
  - docked files, 48
  - downloading in Safari, 230-231
  - editing with pico, 627-628
  - iChat, sending and receiving, 311
  - importing song files, iTunes, 361-363
  - ls command, 624-625
  - mv command, 625-626
  - renaming, 55
  - rm command, 626
  - templates, 62
  - WAV files, 362
  - FileVault, 550-551**
  - filtering video clips (iMovie), 436-437**
  - find command, 635**
  - Finder, 19**
    - Action menu, 57-59
    - desktop. See desktop menu bar, 37
    - File menu, 37-39
    - Go menu, 40-41
    - preference options, 32-33
    - searches, Spotlight, 33-35
    - searching from, 35-37
      - Smart Folder, 37
    - sidebar, 29-30
      - customizing, 30-31
    - toolbar, customizing, 25-26
  - Finder window, 19-20**
    - changing appearance of, 33
    - Quick Look, 25
    - searching from, 35-37
      - searching from Smart Folder, 37
    - toolbar, 21
    - view options, 21-25
  - finding hard disk damage, 582-583**
  - finger, 643**
  - Firefox, 152**
    - installing, 150
  - firewalls**
    - iChat, Connection Doctor, 323
    - network security, 555
      - hardware firewalls, 558-559
      - Leopard firewall, 556-558
  - FireWire, 172-173, 350**
    - installing devices and drivers, 174-175
  - First Aid component, Disk Utility, 582**
  - flagging images, 383**
  - Flip4Mac WMV, 152**
  - Flow view (Finder), 23**
  - folder actions (AppleScript), 617-618**
  - folders, 53**
    - copying, 56
    - deleting, 56-57
    - docked folders, 48
    - renaming, 55
    - Smart Folder, 37
    - Utilities folder. See Utilities folder
  - Font Book, organizing fonts, 196-198**
  - fonts, 196**
    - installing, 196
    - Mac OS X Font window, 198-200
    - organizing with Font Book, 196-198
  - Force Quit, 11, 578-579**
  - forms, nonsecure forms, 240**
  - fragments, 584**
  - Front Row, 117-119**
  - FTP sharing, 526-527**
  - full backups, 567**
  - Full Screen mode**
    - iPhoto, 395-396
    - video chats (iChat), 316
- ## G
- games, 155-156**
  - GarageBand, 348, 407**
    - Arrange Track feature, 411
    - customizing tracks, 418
      - instrument tracks, 420
      - master tracks, 421
      - mixing tracks, 421-423
      - software instrument tracks, 418-419
    - Track Editor, 423-424
    - Visual EQ, 423
  - interface, 408-411
  - making audio and video podcasts, 424-426
  - preferences, 427-428

## iCalendar standard

- prerecorded elements, 411
    - loops, 412-413
    - Magic GarageBand, 413-414
  - recording audio, 415
    - multiple takes, 418
    - real instruments and vocals, 417-418
    - software instruments, 415-416
  - sharing projects, 426-427
  - tracks, 410
  - General pane, iPhoto preferences, 403-404**
  - General preferences**
    - Address Book, 139
    - iDVD, 462
    - Safari, 236-237
  - General section, Info window, 62**
  - get, AppleScript, 610-611**
  - Get Info, Action menu, 58**
  - GIF (Graphics Interchange Format), 122**
  - global status (iChat), 295**
  - global variables, 616**
  - Go menu, DVD Player, 115**
  - Go menu (Finder), 40-41**
  - GoogleTalk, 293**
  - Grab, 645-647**
  - Grapher, 647-648**
  - Graphic Converter X, 154**
  - grep command, 635**
  - groups**
    - distribution groups, 137-138
    - smart groups, 137
  - Growl, 155**
  - Guest accounts, 509**
  - gunzip command, 635**
  - gzip command, 635**
- H**
- hard disk damage, repairing, 582-583**
  - hard drives**
    - copying, 572
      - creating disk images with Disk Utility, 572-574
    - fixing problems, 581
      - optimizing hard drives, 584
      - repairing file permissions, 582
      - repairing hard disk damage, 582-583
    - optimizing, 584
  - hardware firewalls, 558-559**
  - Hardware section, System Profiler, 639-640**
  - Hardware system preferences**
    - Bluetooth, 87
    - CDs & DVDs, 87
    - Displays preferences, 88
    - Energy Saver, 88-89
    - Keyboard pane, 89-90
    - Printing pane, 90
    - Sound preferences, 90-91
  - Hearing pane, 99**
  - Help menu, 12-13**
  - Hide, Application menu, 12**
  - Hide Others, Application menu, 12**
  - hiding images, 383**
  - home directory, exploring, 28-29**
  - HomePage website builder, .Mac, 254**
  - hot-pluggable, 172**
  - Hotel Gadget, 157**
  - HTML documents, editing, 535**
- I**
- iCal, 327**
    - CalDAV, 339-340
    - calendar publishing, 336
      - to WebDAV or .Mac servers, 337-338
    - calendars, 328
    - dates, navigating, 329
    - event invitations
      - receiving, 333-334
      - sending, 330-331
    - events
      - editing information, 332
      - managing, 329-330
      - searching for, 334-335
    - menu options, 341-342
    - month view, 330
    - preferences, 340-341
    - subscribing to calendars, WebDAV or .Mac servers, 338
    - to-do lists, managing, 335-336
  - iCalendar standard, 334**

## iCards

### iCards, 255

### iChat, 9

- accounts, adding/editing, 323-325
- audio chats, 313-314
- buddies, blocking/allowing, 304-305
- buddy groups, 302-303
- buddy icons, setting, 297-298
- buddy lists, 298-299
  - account status, 305-306
  - adding buddies, 299-300
  - editing buddy information, 300
  - setting buddy alerts, 301-302
  - viewing a buddy's capabilities and profile, 302
- chatting with iPhone, 310
- communicating with, 306
- connecting and setting global status, 295
- Connection Doctor, 321-322
  - bandwidth, 322-323
  - firewall and connection errors, 323
- direct messages, 312
- files, sending and receiving, 311
- links, sending and receiving, 312
- logging in automatically, 295
- multiperson chat sessions, creating, 309
- New Chat, 306
- parental controls, 320-321

preparations for using, 293

profiles, changing, 296

screen sharing, 319-320

copying files between

computers, 320

setting up, 294

styles, 312

text messaging, 307

adding buddies while chat-

ting, 308-309

responding to a request to

chat, 308

video chats, 315-316

backdrops and video

effects, 316-317

full-screen mode, 316

responding to

incoming video chat

requests, 317

### iChat Theater, 317-318

### Icon view (Finder Window), 21

### icons, 54

aliases, 54-55

buddy icons (iChat), 297-298

customizing, 158-159

Dock, 44

emoticons, 307

### iDisk, 243, 246

accessing and synchronizing,

246-248

accessing other users'

iDisks, 250

storage space and settings,

248-249

### iDVD, 350-351, 451

customizable tools

buttons, 457

Media pane, 458

themes, 456-457

DVD projects. *See* DVD projects

interface, 451-452

Add button, 452-453

Burn button, 455

drop zones, 455

Inspector button, 453-454

Map button, 454-455

Motion button, 455

Preview button, 455

limitations of, 461

Magic iDVD. *See* Magic iDVD

managing project information and attributes, 459

changing encoded

options, 460

encoding progress, 460

prepared media, 459

OneStep DVDs, 484-485

preferences

Advanced

preferences, 464

General preferences, 462

Movies preferences,

463-464

Projects preferences, 462

Slideshow

preferences, 462

### if, AppleScript, 612-613

- iLife, 345**
  - GarageBand, 348
  - iDVD, 350-351
  - iMovie, 348-349
  - installing applications, 353
  - iPhoto, 347
  - iTunes, 345-346
  - iWeb, 351
  - system requirements, 352
- iLink, 350**
- image effects, applying, 495**
- images. See also photos**
  - blocking dynamic image links, 281
  - customizing web pages (iWeb), 492-495
  - desktops, 72-73
  - disk images, creating with Disk Utility, 572-574
  - flagging, 383
  - hiding, 383
  - importing and organizing (iPhoto), 379-381
  - masking, 493
  - Preview, 125-126
  - searching (iPhoto), 384-386
    - by date, 386
  - selecting/deleting in Organize View (iPhoto), 382-383
- Imaging, Audio, and MIDI Tools**
  - Audio MIDI Setup, 644
  - ColorSync Utility, 644
  - DigitalColor Meter, 645
  - Grab, 645-647
  - Grapher, 647-648
  - Podcast Capture, 648
  - VoiceOver Utility, 649
- IMAP versus POP3, 259-260**
- iMovie, 348-349, 429-430**
  - adjusting audio, 445-446
  - adjusting video and images, 440
  - background soundtracks, adding, 443-444
  - importing video, 432
    - existing video files, 434
    - from cameras, 432-434
    - through web cams, 435
  - photos, 436, 439-440
  - preferences, 448-449
  - projects, starting, 435-436
  - recording voiceovers, 444-445
  - sharing projects, 446, 448
    - exporting to iTunes, 446
    - over the web, 447
  - sound effects, applying, 444
  - titles, 440-442
  - transitions, 442
  - video clips, 436
    - adding/editing, 437-438
    - deleting, 437
    - filtering, 436-437
    - trimming, 438
- iMovie window, 430-432**
- importing**
  - actions (Automator), 595
  - images with iPhoto, 379-381
  - mailboxes (Mail), 260-261
  - songs, iTunes, 361-363
  - video (iMovie), 432
    - existing video files, 434
    - from cameras, 432-434
    - through web cams, 435
- incremental backups, 567**
- Info, 643**
- Info window, 61**
  - General section, More Info section, 62
  - Languages, 65
  - Name & Extension, 63
  - Open With, 63-64
  - Preview, 64
  - Sharing & Permissions, 65-66
  - Spotlight Comments, 61
  - Time Machine section, 62
- information**
  - downloading (Automator), 599
  - retrieving from Dock, 46-47
- Inspector, customizing DVD projects, 478-480**
- Inspector (Preview), 124**
- Inspector window (iWeb), 492**
- installed files, software updates, 566**
- Installed Updates pane, 566**
- installing. See also reinstalling system software**
  - Bluetooth, devices, 175-177
  - Firefox, 150
  - FireWire, devices and drivers, 174-175
  - fonts, 196
  - iLife applications, 353
  - screensavers, 157
  - software, 148-150

## installing

- USB devices and drivers, 174-175
- Windows with Boot Camp, 164-165
- instrument tracks, customizing (GarageBand), 420**
- instruments**
  - recording audio (GarageBand), 417-418
  - software instruments, 418
- interfaces**
  - Automator, 590-592
  - GarageBand, 408-411
  - iDVD, 451-452
    - Add button, 452-453
    - Burn button, 455
    - drop zones, 455
    - Inspector button, 453-454
    - Map button, 454-455
    - Motion button, 455
    - Preview button, 455
  - iTunes, 356-358
    - audio controls, 359
    - Equalizer, 360
    - Source pane, 358-359
    - Visualizer, 360-361
  - Safari, 221-222
    - Address Bar, 222-225
    - Bookmarks Bar, 225
    - Status Bar, 226
    - Tab Bar, 226
- International settings, Personal System Preferences, 85**
- Internet & Network system preferences**
  - .Mac preferences, 91
  - Network preferences, 91
  - QuickTime preferences, 92
  - sharing, 92
- Internet backups, 568**
- Internet connections, 203-204**
  - collecting information for, 204-205
  - Network Setup Assistant, 205-206
    - AirPort, 207
    - cable modems, 209-210
    - DSL modems, 208-209
    - LAN (Ethernet), 210
    - telephone modems, 206-207
  - setting up, 7
  - sharing, 543-544
- Internet radio, listening to, 373**
- Internet Sharing service, 523**
- IP addresses, 204**
- iPhone**
  - chatting (SMS/TXT), 310
  - iTunes, 368-370
- iPhoto, 347**
  - albums, creating, 387-389
  - editing photos, 389-390
    - Adjust palette, 393-395
    - applying effects, 392
    - cropping, 390-391
    - Full Screen mode, 395-396
    - retouching and enhancing, 392-393
    - rotating and straightening, 390
  - events, viewing and managing, 381-382
  - images
    - importing and organizing, 379-381
    - searching, 384-386
    - selecting and deleting in Organize view, 382-383
  - photo information, viewing/editing, 383-384
  - photo projects, 396
    - books, calendars, and cards, 400
    - slideshows, creating, 398-400
    - web galleries, 397
  - preference options, 403-405
  - sharing photos, 401
    - digital photos, 402-403
    - printed photos, 401
- iPhoto window, 378-379**
- iPod, iTunes, 368-370**
- iSync, 179**
  - connecting portable devices to, 179-180
  - preferences, 180
- iTunes, 8, 345-346, 355-356**
  - burning to CDs, 372
  - exporting to (iMovie), 446
  - importing song files, 361-363

interface, 356-358  
 audio controls, 359  
 Equalizer, 360  
 Source pane, 358-359  
 Visualizer, 360-361

iPod, iPhone, or AppleTV, 368-370

listening to Internet radio, 373

playlists, creating, 367

podcasts, downloading, 368

preference options, 373-375

setting up, 356

sharing music on your local network, 371

**iTunes Music Store, 347, 363-365**  
 interacting with purchased music, 366-367  
 making purchases, 365-366

**iTunes Plus, 364**

**iWeb, 351**  
 managing sites and pages, 501-502  
 pages, customizing, 492  
 blogging, 498-500  
 images, 492-495  
 movies, 498  
 podcasting, 498-500  
 repositioning page elements, 500  
 testing links, 496-498  
 text, adding/styling, 496  
 web widgets, 500  
 preferences, 503-504  
 publishing sites, 502-503

starting websites, 487-489  
 web widgets, 500

**iWeb window, 489-491**

**iWork, 153**

## J

**Jabber, 293**

**Jam Packs, 413**

**Java**  
 security (Safari), 239  
 Utilities folder, 649

**JavaScript, security (Safari), 239**

**joining chat rooms, 310**

**junk mail, 280-281**  
 blocking dynamic image links, 281  
 bounce messages, 282

## K

**Ken Burns Effect, 398**

**Keyboard pane**  
 Hardware system preferences, 89-90  
 Universal Access preferences, 99-100

**keyboard shortcuts, 90**

**Keychain Access, 141, 649**  
 adding keychains, 145  
 adding new entries, 144-145  
 automated access, 141-143  
 managing keychains, 145

**keyword searches, searching images, 385-386**

**kill command, 632-633**

**killing processes, kill command, 632-633**

**Kind, 36**

## L

**Label, Action menu, 59**

**labels, color labels, 59-60**

**LAN, 210**

**Languages, Info window, 65**

**laptops, Trackpad, 89**

**LDAP (Lightweight Directory Access Protocol) preferences, Address Book, 140**

**Leopard, 5**  
 integrating CrossOver, 169  
 running simultaneously with Windows, 165-167  
 switching between Windows, 165

**Leopard firewall, 556-558**

**Library folder, 27-29**

**limitations of iDVD, 461**

**limiting network service access, 553-555**

**links**  
 blocking dynamic image links, 281  
 iChat, sending and receiving, 312  
 testing, customizing web pages (iWeb), 496-498

**LinkSys cable/DSL routers****LinkSys cable/DSL routers, 558**list abstractions, AppleScript,  
611-612

List view (Finder), 21

listening to Internet radio,  
iTunes, 373

lists, AppleScript, 611

Little Snitch, 561

locate command, 635

locations, setting network con-  
nections, 219

Log Out, Apple menu, 11

logging in, 516-517

customizing login window,  
517-518

fast user switching, 518-519

to iChat, automatically, 295

login window, customizing,  
517-518logins, disabling automatic  
logins, 550

logs, viewing Automator logs, 596

lookup, 643

Loop Browser, 412

loops, 407

GarageBand, 412-413

ls command, 624-625

**M****.Mac, 179, 243-244**

Back to My Mac, 252

Backup, 569

email, 253-254

HomePage website  
builder, 254

iCards, 255

iDisk, 246

accessing and synchroniz-  
ing, 246-248accessing other users'  
iDisk, 250storage space and set-  
tings, 248-249publishing calendars,  
337-338

setting up, 244-245

sharing iMovie projects, 447

subscribing to calendars, 338

synchronizing calendars  
with, 340

synchronizing with Mail, 287

syncing, 250

setting up, 251-252

web galleries, 397

**.Mac email, 244****.Mac preferences, 91****Mac OS X, setup, 7**

account creation, 5-6

**Mac OS X Font window, 198-200****Mac OS X Software, 10****Mac-to-Mac file sharing, 525****Macintosh drive, partitioning, 163****MacJams, 408****MacUpdate, 147****Magic GarageBand, 413-414****Magic iDVD, 465**

creating, 465-466, 468-469

adding movies, 466-467

choosing themes, 466

slideshows, 467-468

**Mail, 9**accounts, adding/modifying,  
261-265adding content and  
sending, 274addressing messages,  
272-273attachments, adding,  
274-275

Connection Doctor, 291-292

email, 266

attachments, 268-269

checking, 266-267

composing, 271

deleting, 268

reading, 267

sending, 271

threads, 270

junk mail, 280-281

blocking dynamic image  
links, 281

bounce messages, 282

mailboxes, 282

assigning, 284

creating, 283-284

file messages, 283

importing, 260-261

rebuilding corrupt  
mailboxes, 284

smart mailboxes, 284-286



## mixing tracks, customizing (GarageBand)

- notes
  - composing, 277
  - to-do items, 278-279
- RSS feeds, receiving, 286-287
- rules
  - applying to
    - messages, 288
    - creating, 288-289
  - searching messages, 279-280
  - setting up, 258-259
  - signatures, 276
  - spell-checking
    - messages, 275
  - stationery, 275
  - synchronizing with .Mac, 287
  - viewing, 290-291
- mail activity, viewing in Mail, 291
- mailboxes (Mail), 282
  - assigning, 284
  - creating, 283-284
  - file messages, 283
  - importing, 260-261
  - rebuilding corrupt
    - mailboxes, 284
  - smart mailboxes, 284-286
- maintenance**
  - backing up data, 566
    - data storage options, 567-569
    - full backups, 567
    - incremental backups, 567
    - select backups, 567
  - software updates. *See* software updates
- Make Alias, Action menu, 58**
- malicious code, 560-561**
- man pages, 633-634**
- managing**
  - events
    - iCal, 329-330
    - iPhoto, 381-382
  - keychains, 145
  - monitors, Display preferences, 181-185
  - printer queues, 192
  - printers, 187
    - set up, 188-190
  - to-do lists with iCal, 335-336
  - workflows, Automator, 594-595
- masking images, 493**
- master tracks, customizing (GarageBand), 421**
- Media pane, iDVD, 458**
- menu bar, 9**
- menu bar (Finder), 37**
  - File menu, 37
  - Burn to Disc, 38-39
  - new burn folders, 39
  - Go menu, 40-41
- menu button types, converting (DVD projects), 474-475**
- menus**
  - Action menu (Finder), 57-59
  - Apple menu, 10-11
  - Application menu, 11-12
  - Bookmarks menu, Safari, 235
  - Controls menu, DVD Player, 113-115
  - Edit menu, Safari, 234
  - Features menu, DVD Player, 115
  - File menu, Safari, 234
  - Go menu, DVD Player, 115
  - Help menu, 12-13
    - Safari, 235
  - History menu, Safari, 235
  - iCal, 341-342
  - menu extras (System Preferences), 17-18
  - Safari menu, 233-234
  - Script Menu (AppleScript), 617
  - TextEdit, 133
  - View menu
    - DVD Player, 113
    - Safari, 235
  - Window menu
    - DVD Player, 115
    - Safari, 235
- messages**
  - bounce messages, 282
  - email. *See* email (Mail)
  - file messages, 283
- Microsoft Windows, connecting to shared files, 531-533**
- MIDI (Musical Instrument Digital Interface), 407, 644**
- migrating to Leopard, 7**
- Migration Assistant, 7, 638**
- Minimize, windows, 14**
- minimizing QuickTime Player, 108**
- mixing tracks, customizing (GarageBand), 421-423**

## modems

### modems, 203

- AirPort, 207
- cable modems, 209-210
- configuring networking services and settings, 211-213
- DSL modems, 208-209
  - PPPoE, 208
- ethernet, 210
- telephone modems, configuring, 206-207

### modifying accounts (Mail), 261-265

### monitoring website statistics, 536-538

### monitors, managing Display preferences, 181-185

### Month view, iCal, 330

### More Info section, Info window, 62

### Mouse & Trackpad pane, Universal Access preferences, 100

### Move to Trash, Action menu, 58

### movies

- customizing web pages (iWeb), 498
- DVD projects, 472-473
  - converting menu button types, 474-475
  - editing text menu buttons, 472
  - editing video menu buttons, 473-474
- Magic iDVD, 466-467
- QuickTime, 106

### Movies preferences, iDVD, 463-464

### moving

- mv command, 625-626
- windows, 15-16

### MP3 files, 106

### MPEG format, 380

### MPEG-4, 106

### multiperson chat sessions, creating in iChat, 309

### multiple monitors, 182

### multiuser accounts, Mac OS X, 6

### multiuser systems, software considerations, 151

### music

- burning to CDs, 372
- sharing on your local network (iTunes), 371

### Musical Instrument Digital Interface (MIDI), 407, 644

### mv command, 625-626

## N

### Name & Extension, Info window, 63

### navigating dates (iCal), 329

### Neko.saver, 157

### NetGear routers, 558

### Netstat, 643

### network, browsing for shared files, 527-529

### network connections, setting locations, 219

### network port priorities, setting, 217-218

### Network preferences, 91

### Network section, System Profiler, 640

### network security, 552

- firewalls, 555
  - hardware firewalls, 558-559
    - Leopard firewall, 556-558
  - limiting network service access, 553-555
  - services, 552-553
  - wireless security, 559

### network services, 218

### Network Setup Assistant, 205-206

- AirPort, 207
- cable modems, 209-210
- DSL modems, 208-209
- LAN (ethernet), 210
- telephone modems, 206-207

### Network Tools (Utilities folder), 642

- AirPort Disk Utility, 642
- AirPort Utility, 642
- Bluetooth file exchange, 642
- Directory, 642
- Directory Utility, 642
- Network Utility, 643-644
- ODBC Administrator, 644

### Network Utility, 643-644

### networked disks, 568

### networking services, configuring, 211

- AirPort, 215-216
- Ethernet connections, 213-214
- modems, 211-213

New Burn Folder, Action menu, 58

New Chat, 306

New Document, TextEdit preferences, 130-131

New Folder, Action menu, 58

nonadministrator users, 548

nonsecure forms, security (Safari), 240

Norton AntiVirus, 560

notes, composing, 277

notifications (iCal), 333

nouns, 604

## O

objects, scripting dictionary (AppleScript), 604

ODBC Administrator, 644

OmniGraffle, 154

OmniWeb, 152

OneStep DVD, 484-485

Open, Action menu, 58

Open and Save, TextEdit preferences, 132-133

Open dialog box, 67

open source software, 152

Open With, Action menu, 58

Open With section, Info window, 63-64

optimizing hard drives, 584

Organize view, selecting/deleting images (iPhoto), 382-383

organizing

- calendars, by groups (iCal), 328
- fonts, with Font Book, 196-198
- images (iPhoto), 379-381

Overflow, 155

## P

pairing, 173

Parallels Desktop, 166

- versus VMWare, 167-168

parameters, 615

Parental Controls, 513-516

- DVD Player, 116
- iChat, 320-321
- System Preferences, 94

partitioning, Macintosh drive, 163

passkeys, Bluetooth, 176

passwd command, 635

passwords

- hints, 6
- Mac OS X, user accounts, 6
- restoring lost administrator passwords, 585

PCMCIA Flash Card reader, 377

PDFs, bookmarking with Preview, 124-125

performing software updates manually, 563-564

peripherals

- connections, 171
- Bluetooth, 173-174
- FireWire, 172-173

- USB (Universal Serial Bus), 171-172

installing

- Bluetooth devices, 175-177
- USB/FireWire devices and drivers, 174-175

syncing devices with Leopard, 178-179

- connecting portable devices to iSync, 179-180

permissions, file

permissions, 628

- chmod, 629-630
- chown, 629

Personal System Preferences, 84-86

Phone preferences, Address Book, 139

Photo Booth, 103-106

photo projects, iPhoto, 396

- books, calendars, and cards, 400
- slideshows, creating, 398-400
- web galleries, 397

photo settings, images on web pages (iWeb), 495

photos. *See also* images

- editing with iPhoto, 389-390
- Adjust palette, 393-395
- applying effects, 392
- cropping, 390-391
- Full Screen mode, 395-396

**photos**

- retouching and enhancing, 392-393
- rotating and straightening, 390
- iMovie, 436, 439-440
- sharing (iPhoto), 401
  - digital photos, 402-403
  - printed photos, 401
- pico, 627**
  - editing files, 627-628
- PICT (Apple), 122**
- PID number, 631**
- ping, 643**
- Pixelmator, 154**
- playlists (iTunes), creating, 367**
- plug-ins**
  - saving workflows as, 598
  - security, Safari, 239
- PNG (Portable Network Graphics), 122**
- Podcast Capture, 648**
- podcasting, customizing web pages (iWeb), 498-500**
- podcasts**
  - creating with GarageBand, 424-426
  - downloading, 368
- Point-to-Point Protocol (PPP), 212**
- pop-up windows, security (Safari), 240**
- POP3 versus IMAP, 259-260**
- Port Scan, 644**
- portable devices, connecting to iSync, 179-180**
- PostScript (PS), 122**
- PPP (Point-to-Point Protocol), 212**
- PPPoE (PPP [Point-to-Point Protocol] over Ethernet), 208**
- PRAM, resetting, 584-585**
- preference options**
  - Dock, 51
  - Finder, 32-33
  - iTunes, 373-375
  - Safari, 236
    - Advanced pane, 240-241
    - appearance, 237
    - Autofill, 238
    - bookmarks, 238
    - General preferences, 236-237
    - RSS, 238
    - security, 239-240
    - tabs, 238
- preferences**
  - Address Book, 138-140
  - Application menu, 12
  - GarageBand, 427-428
  - iCal, 340-341
  - iDVD, 462-464
  - iMovie, 448-449
  - iPhoto, 403-405
  - iSync, 180
  - iWeb, 503-504
  - Preview, 127
  - QuickTime, 109-111
  - scripting preferences, AppleScript, 608
  - TextEdit
    - New Document, 130-131
    - Open and Save, 132-133
- prerecorded elements, GarageBand, 411**
  - loops, 412-413
  - Magic GarageBand, 413-414
- Preview, 122-124**
  - bookmarking PDFs, 124-125
  - images, 125-126
  - Info window, 64
  - Inspector, 124
  - preferences, 127
- previewing DVD projects, 483**
- Print & Fax System Preference panel, 187**
- printer setup, 190-191**
- Print window, 191**
- printer queues, managing, 192**
- Printer Sharing service, 522**
- printers**
  - managing, 187
    - set up, 188-190
  - sharing, 193
- printing, 190**
  - contact information, Address Book, 138-139
  - printer queues, managing, 192
  - setup, 190-191
- Printing pane, Hardware system preferences, 90**
- processes, 630**
  - killing, kill command, 632-633
  - viewing, 630-632
- productivity applications**
  - Docktopus, 155
  - Graphic Converter X, 154

Growl, 155  
 iWork, 153  
 OmniGraffle, 154  
 Overflow, 155  
 Pixelmator, 154  
 TextWrangler, 155  
 WindowShadeX, 155

**profiles changing in iChat, 296**

**projects**  
 DVD projects. *See* DVD projects  
 iDVD. *See* iDVD  
 iMovie  
     sharing, 446-448  
     starting, 435-436  
 photo projects. *See* photo projects, iPhoto  
 sharing (GarageBand), 426-427

**Projects preferences (iDVD), 462**

**properties, configuring actions, 593**

**protecting accounts, 551-552**

**proxies, 204, 212**

**ps command, 630-631**

**PSD (Photoshop Document), 122**

**Public folder, 29**

**publishing**  
     calendars (iCal), 336  
     to WebDAV or .Mac servers, 337-338  
     websites, iWeb, 502-503

**purchasing songs, iTunes Music Store, 365-366**

## Q

**Quick Look**  
     Action menu, 58  
     Finder window, 25

**QuickTime, 106-107**  
     Internet & Network system preferences, 92  
     preferences, 109-111  
     shortcuts, 107

**QuickTime Player, 108-109**

**Quit, Application menu, 12**

## R

**radio frequency (RF), 173**

**reading email (Mail), 267**

**reboot command, 635**

**rebuilding corrupt mailboxes, 284**

**receiving**  
     event invitations, iCal, 333-334  
     faxes, 195  
     files (iChat), 311  
     links, (iChat), 312  
     RSS feeds (Mail), 286-287

**Recent Items, 11**

**recording**  
     actions for workflows (Automator), 594  
     Script Editor, 601  
     voiceovers (iMovie), 444-445

**recording audio (GarageBand), 415**  
     multiple takes, 418  
     real instruments and vocals, 417-418  
     software instruments, 415-416

**Red-Eye tool, 392**

**region codes, setting in DVD Player, 117**

**reinstalling system software, 586**

**Remote Apple Events service, 523**

**Remote Login, 542-543**

**Remote Login service, 522**

**Remote Management service, 523, 539**

**removing**  
     administrator access from existing users, 548-549  
     applications from Dock, 46  
     calendars, iCal, 328  
     color labels, 60

**renaming**  
     actions (Automator), 594  
     files or folders, 55  
     network services, 218

**reordering actions (Automator), 594**

**repairing**  
     file permissions, 582  
     hard disk damage, 582-583

**repartitioning, 162**

**repeat, AppleScript, 613-614**

**resetting PRAM, 584-585**

**resizing windows, 15-16**

**resolutions, displays**

resolutions, displays, **181**

resources for AppleScript, **619**

**Restart, 11**

restoring lost administrator passwords, **585**

results

- showing (Automator), 597
- viewing in AppleScript, 607

**Retouch option, 392**

retouching photos (iPhoto), **392-393**

retrieving information from Dock, **46-47**

**RF (radio frequency), 173**

**rm command, 626**

rotating photos, iPhoto, **390**

**routers, 204, 558**

**RSS (Real Simple Syndication), 224**

- receiving RSS feeds (Mail), 286-287
- Safari, 238

**rules (Mail)**

- applying to messages, 288
- creating, 288-289

**running**

- Leopard and Windows simultaneously, 165-167
- Windows applications without running Windows, 168-170
- workflows (Automator), 596-597

**S**

**Safari, 9**

- Autofill, 234
- Bookmarks menu, 235
- Edit menu, 234
- File menu, 234
- Help menu, 235
- History menu, 235
- interface, 221-222
  - Address Bar, 222-225
  - Bookmarks Bar, 225
  - Status Bar, 226
  - Tab Bar, 226
- preference options, 236
  - Advanced pane, 240-241
  - appearance, 237
  - Autofill, 238
  - bookmarks, 238
  - General preferences, 236-237
  - RSS, 238
  - security, 239-240
  - tabs, 238
- Safari menu, 233-234
- View menu, 235
- web browsing, 227-228
  - bookmarks, 231-233
  - downloading files, 230-231
  - Snap-Back, 228
  - tabs, 228-230
  - Window menu, 235

**Save As, 68**

**Save dialog box, 68-69**

**saving**

- documents, 68
- DVD projects, 481
- scripts, AppleScript, 608
- workflows (Automator), 597
  - as documents or applications, 598
  - as plug-ins, 598

**Sawmill, 538**

**screen sharing, 539**

- activating, 539-540
- iChat, 319-320

**Screen Sharing service, 522**

**screensavers, 72-73, 157**

- installing, 157

**Script Editor (AppleScript), 600**

- controls, 600-601

**Script Menu (AppleScript), 617**

**scripting, AppleScript, 619**

**scripting dictionary, AppleScript, 602-603**

- browsing, 602-605
- classes and objects, 604

**scripting preferences, AppleScript (changing), 608**

**scripts (AppleScript)**

- creating, 606
- saving, 608

**searches, Spotlight, 33-34**

**searching**

- for events (iCal), 334-335
- from Finder window, 35-37
- images (iPhoto), 384-386
- messages (Mail), 279-280
- with Spotlight icon, 35

**slides, adding/arranging (DVD projects)**

- Secure Empty Trash, 50**
- security**
  - general user security, 547-548
    - disabling displaying user names and automatic logins, 550
    - nonadministrator users, 548
    - removing administrator access from existing users, 548-549
  - malicious code and viruses, 560-561
  - network security, 552
    - firewalls, 555-559
    - limiting network service access, 553-555
    - network service security, 552-553
    - wireless security, 559
  - Safari, 239-240
- Security preferences, Personal System Preferences, 86**
- Security System Preferences panel**
  - account protections, 551-552
  - FileVault encryption, 550-551
- Seeing pane, 97-98**
- select backups, 567**
- selecting images in Organize view (iPhoto), 382-383**
- sending**
  - email (Mail), 271
  - event invitations (iCal), 330-331
  - faxes, 194-195
  - files (iChat), 311
  - links (iChat), 312
  - messages (Mail), 274
- separator bar, Dock, 44**
- server addresses, connecting to shared files, 529-530**
- server administration, 633**
- servers, proxies, 212**
- services, 521-523**
- Services, Application menu, 12**
- services, network service security, 552-553**
  - limiting access, 553-555
- set, AppleScript, 610-611**
- SGL (Silicon Graphics Image), 122**
- shared files**
  - connecting from Microsoft Windows, 531-533
  - connecting to, 527
    - browsing the network, 527-529
    - with server addresses, 529-530
- shared screens, accessing, 540-541**
- sharing**
  - command line with Remote Login, 542-543
  - file sharing. *See* file sharing
  - information through the Web, 533-534
    - accessing personal websites, 534-535
    - accessing system websites, 536
    - monitoring website statistics, 536-538
  - Internet & Network system preferences, 92
  - Internet connections, 543-544
    - music on your local network (iTunes), 371
    - photos (iPhoto), 401
      - digital photos, 402-403
      - printed photos, 401
    - printers, 193
    - projects (GarageBand), 426-427
    - projects (iMovie), 446-448
    - screen sharing, 539
    - services, 521-523
  - Sharing & Permissions, Info window, 65-66**
  - Sharing preferences**
    - Address Book, 140
    - iPhoto preferences, 405
  - shortcuts, QuickTime, 107**
  - Show All, Application menu, 12**
  - Show View options (Finder), 24**
  - showing results (Automator), 597**
  - Shut Down, Apple menu, 11**
  - shutdown, forcing, 581**
  - shutdown command, 635**
  - sidebar (Finder), 29-30**
    - customizing, 30-31
  - signatures (Mail), 276**
  - Sites folder, 29**
  - SketchFighter, 155**
  - Sleep, 11**
  - slides, adding/arranging (DVD projects), 477**

## Slideshow preferences (iDVD)

- Slideshow preferences (iDVD), 462
- slideshows
  - creating, 398-400
  - DVD projects, 476-478
  - Magic iDVD, 467-468
- smart albums, creating (iPhoto), 389
- Smart Folder, 37
- smart groups, 137
- smart mailboxes (Mail), 284-286
- SMS chat sessions, 310
- Snap-Back, 228
- software
  - buying, 148
  - considerations in multiuser systems, 151
  - downloading and installing, 148-150
  - games, 155-156
  - open source, 152
  - productivity applications
    - Docktopus, 155
    - Graphic Converter X, 154
    - Growl, 155
    - iWork, 153
    - OmniGraffle, 154
    - Overflow, 155
    - Pixelmator, 154
    - TextWrangler, 155
    - WindowShadeX, 155
  - screensavers, 157
  - sources for, 147
  - uninstalling, 150
  - web browsing applications, 152
- software instrument tracks, customizing (GarageBand), 418-419
- software instruments, recording audio (GarageBand), 415-416
- Software section, System Profiler, 640-641
- Software Update, 10
  - System Preferences, 94
- Software Update window, 564
- software updates
  - installed files, 566
  - performing manually, 563-564
  - setting up regular software updates, 565
- songs
  - importing (iTunes), 361-363
  - iTunes Music Store, interacting with purchased music, 366-367
  - purchasing from iTunes Music Store, 365-366
- sound effects, adding in iMovie, 444
- Sound preferences, Hardware system preferences, 90-91
- Source pane (iTunes), 358-359
- Spaces, 76-81
  - Personal System Preferences, 85
- spam, 280-281
  - blocking dynamic image links, 281
  - bounce messages, 282
- Speech Feedback window, 96
- Speech preferences, System Preferences, 95-96
- Speech Recognition pane, 95-96
- spell-checking messages (Mail), 275
- Spotlight, Personal System Preferences, 86
- Spotlight Comments, Info window, 61
- Spotlight icon, 33-35
- spring-loading, 33
- Startup Disk preferences, System Preferences, 96
- stationery (Mail), 275
- status of faxes, 195
- Status Bar, Safari, 226
- Sticky Keys, 99
- storage, data storage options, 567-569
- storage space (iDisk), 248-249
- straightening photos (iPhoto), 390
- strings, 610
- styles (iChat), 312
- submenus, DVD projects, 475-476
- subnet masks, 204
- subroutines (AppleScript)
  - creating, 614-617
- subscribing to calendars (iCal), WebDAV or .Mac servers, 338
- sudo, 633
- Summary, 538
- switching between Leopard and Windows, 165
- synchronization services, .Mac, 244



## text menu buttons, editing (DVD projects)

**synchronizing**

- calendars with .Mac, 340

- devices with Leopard, 178-180

- iDisk, 246-248

- with .Mac, 250

- setting up, 251-252

- Mail with .Mac, 287

**syntax, AppleScript, 609****system crashes, 580**

- forcing shutdown, 581

**system folders, 26-27**

- home directory, exploring, 28-29

**System Preferences, 10, 17, 83**

- Hardware preferences

- Bluetooth, 87

- CDs & DVDs, 87

- Displays preferences, 88

- Energy Saver, 88-89

- Keyboard pane, 89-90

- Printing pane, 90

- Sound preferences, 90-91

- Internet & Network system preferences, 91-92

- menu extras, 17-18

- Personal System Preferences, 84-86

- System section

- Account preferences, 92

- Date & Time preferences, 93-94

- parental controls, 94

- Software Update preferences, 94

- Speech preferences, 95-96

- Startup Disk preferences, 96

- Time Machine preferences, 97

- Universal Access preferences, 97

- Hearing pane, 99

- Keyboard pane, 99-100

- Mouse & Trackpad pane, 100

- Seeing pane, 97-98

**System Profiler, 639**

- Hardware section, 639-640

- Network section, 640

- Software section, 640-641

**system requirements (iLife), 352****System section, System Preferences**

- Account preferences, 92

- Date & Time preferences, 93-94

- parental controls, 94

- Software Update preferences, 94

- Speech preferences, 95-96

- Startup Disk preferences, 96

- Time Machine preferences, 97

**system software, reinstalling, 586****System Tools (Utilities folder), 638**

- Activity Monitor, 638

- Boot Camp Assistant, 638

- Console, 638

- Disk Utility, 638

- Migration Assistant, 638

- System Profiler, 639-641

- Terminal, 642

**T****Tab Bar (Safari), 226****tabs**

- Safari, 238

- web browsing in Safari, 228-230

**tar command, 635****TCP/IP, 214****TechTool Pro, 583****telephone modems, 203**

- configuring, 206-207

**tell, AppleScript syntax, 609****Template preferences, Address Book, 139****templates, files, 62****Tempo slider, 409****Terminal, 622-623, 642**

- customizing, 622

**testing**

- DVD projects, 484

- links, 496-498

**text, adding/styling web pages (iWeb), 496****text menu buttons, editing (DVD projects), 472**

**text messaging****text messaging**

iChat, 307

adding buddies while chat-  
ting, 308-309responding to a request to  
chat, 308**TextEdit, 127-130**

menus, 133

preferences

New Document, 130-131

Open and Save, 132-133

**TextWrangler, 155****themes, 455**

DVD projects, 469-471

iDVD, 456-457

Magic iDVD, 466

**threads, email, 270****TIF (Tagged Image File), 122****Time Machine, 570-571**Time Machine preferences,  
System Preferences, 97Time Machine section, Info  
window, 62**time signature, 409****time zones, setting up, 7****titles, iMovie, 440-442****to-do items, composing, 278-279**to-do lists, managing with iCal,  
335-336**Toolbar button, windows, 15****toolbars, Finder window, 21**

customizing, 25-26

**top command, 631-632****traceroute, 643****tracing events, AppleScript, 607****Track Editor, customizing  
(GarageBand), 423-424****Trackpad, 89****tracks (GarageBand), 410**

customizing, 418

instrument tracks, 420

master tracks, 421

mixing tracks, 421-423

software instrument  
tracks, 418-419

Track Editor, 423-424

Visual EQ, 423

**Traffic Report, 538****training (.Mac), 244****transitions (iMovie), 442****Transmit, 530****trash, Dock, 44**

deleting files, 49-50

Secure Empty Trash, 50

trimming video clips  
(iMovie), 438**troubleshooting**crashes. *See* application  
crashes

hard drives, 581

optimizing, 584

repairing file

permissions, 582

repairing hard disk dam-  
age, 582-583passwords, restoring lost  
administrator  
passwords, 585

PRAM, resetting, 584-585

system crashes, 580

forcing shutdown, 581

**U****unexpected crashes, 578****uninstalling software, 150****Unity mode (VMWare), 167****Universal Access preferences, 97**

Hearing pane, 99

Keyboard pane, 99-100

Mouse &amp; Trackpad pane, 100

Seeing pane, 97-98

**Universal Serial Bus. *See* USB****UNIX, 8**

chmod, 629-630

chown, 629

**updates, software updates. *See*  
software updates****uptime command, 635****USB (Universal Serial Bus),  
171-172**Installing, devices and dri-  
vers, 174-175**user accounts, 507-508**

creating, 509-511

deleting, 512-513

editing, 511

changing pictures, 512

Guest accounts, 509

logging in, 516-517

fast user switching,  
518-519login window, customizing,  
517-518

Mac OS X

creating, 5-6

multiuser accounts, 6

## VPN (virtual private networking)

**user control during actions (Automator), 595**

**users**

- general user security, 547-550
- nonadministrator users, 548

**Users folder, 27****utilities. See also applications**

- AirPort Disk Utility, 642
- Audio MIDI Setup utility, 644
- ColorSync Utility, 644
- Directory Utility, 642
- Keychain Access. See Keychain Access
- Network Utility, 643-644
- VoiceOver, 98-99, 649

**Utilities folder, 637**

- Imaging, Audio, and MIDI Tools
  - Audio MIDI Setup, 644
  - ColorSync Utility, 644
  - DigitalColor Meter, 645
  - Grab, 645-647
  - Grapher, 647-648
  - Podcast Capture, 648
  - VoiceOver Utility, 649
- Java, 649
- Keychain Access, 649
- Network Tools, 642-644
- System Tools, 638-642

**V****variables**

- get, AppleScript, 610-611
- global variables, 616
- set, AppleScript, 610-611
- strings, 610

**vCard preferences, Address Book, 140****vCards (virtual cards), 135****verbs, 604****VersionTracker, 147****vi editor, 627****video, importing (iMovie), 432**

- existing video files, 434
- from cameras, 432-434
- through web cams, 435

**video chats (iChat), 315-316**

- backdrops and video effects, 316-317
- full-screen mode, 316
- responding to incoming video chat requests, 317

**video clips**

- creating in DVD Player, 116
- iMovie, 436-440

**video effects, video chats (iChat), 316-317****video menu buttons, editing (DVD projects), 473-474****video podcasts, creating with GarageBand, 424-426****VIDEO\_TS folders, DVD projects, 482****View menu, DVD Player, 113****view options, Finder window, 21-25****viewing**

- account information (Mail), 290-291
- Automator logs, 596
- buddy capabilities and profiles, buddy lists (iChat), 302
- cards, Address Book, 136
- events, iPhoto, 381-382
- mail activity (Mail), 291
- photo information, iPhoto, 383-384
- processes, 630-632
- results, AppleScript, 607

**Virex, 560****virtual cards (vCards), 135****virtual private networking (VPN), 217****virtualization, 166****VirusBarrier, 561****viruses, 560-561****Visual EQ, customizing (GarageBand), 423****Visualizer, iTunes, 360-361****VMWare, 166**

- versus Parallels Desktop, 167-168

**vocals, recording audio (GarageBand), 417-418****VoiceOver utility, 98-99, 649****voiceovers, recording (iMovie), 444-445****VPN (virtual private networking), 217**

**WAV files****W****WAV files, 106, 362****Web**

- browsing in Safari, 227-228
- bookmarks, 231-233
- downloading files, 230-231
- Snap-Back, 228
- tabs, 228-230
- file sharing, 533-538
- sharing iMovie projects, 447

**web browsing applications, 152****web cams, importing video through (iMovie), 435****web galleries, .Mac, 397****Web Gallery preferences, iPhoto preferences, 405****web pages, customizing with iWeb, 492**

- blogging, 498-500
- images, 492-495
- movies, 498
- podcasting, 498-500
- repositioning page elements, 500
- testing links, 496-498
- texting, adding/styling, 496
- web widgets, 500

**Web Sharing service, 522****web widgets, customizing web pages (iWeb), 500****web-based email (.Mac), 253-254****Webalizer, 538****WebDAV, 337-338****website statistics, monitoring, 536-538****websites (iWeb)**

- publishing, 502-503
- starting with, 487-489

**WEP (Wired Equivalency Protocol), 559****What, search criteria, 36****whois, 643****Wi-Fi connections, 204****Widget Bar, 76****widgets, Dashboard, 75-76****Wikipedia, 130****wildcards, 626-627****Window menu, DVD Player, 115****Windows, 13**

- booting from Boot Camp, 161-164
- installing with Boot Camp, 164-165
- preparing to install, 162-164
- running simultaneously with Leopard, 165-167
- running Windows applications without running Windows, 168-170
- switching between Leopard, 165

**windows**

- Close/Minimize/Zoom, 14
- docked windows, 48
- Finder window. *See* Finder window
- Info window. *See* Info window
- moving, 15-16

resizing, 15-16

Toolbar button, 15

**Windows file sharing, 526****Windows Internet Naming Service (WINS), 212****WindowShadeX, 155****WINE, 168****WINS (Windows Internet Naming Service), 212****Wired Equivalency Protocol (WEP), 559****wireless connections, 204****wireless networks, 217****wireless security, 559****workflows, 185**

Automator, 590

actions, adding, 592-593

actions, configuring properties of, 593

actions, recording, 594

creating, 592

downloading, 599

managing, 594-595

running and debugging, 596-597

saving, 597-598

**X-Y-Z****Xgrid service, 523****YouTube, sharing iMovie projects, 447****Zoom, windows, 14**