



Mac OS X Basics

Beginner OS X Course

Tuition: \$260

1 Day Hands-on Course

Using a computer should be easy, intuitive and non-frustrating. During this class, you will define terminology, review computer operation basics and blend your existing knowledge with the functionality of Mac OS X.

PREREQUISITES: none

WHO SHOULD ATTEND: This class is for anyone who is looking to better understand the Mac OS X system in general and understand the applications within it.

Topic	Description
Starting Up Your Computer	Understand the differences between automatic login, user logins and guest accounts. Now where's that power button?
The Mouse	What's a right-click, when do I double-click, what are these other buttons for? Get comfortable using a mouse on your Mac.
Map Of Your Mac	You can't know where to go if you don't know where you are! Learn how to navigate your Mac by exploring the desktop and Finder windows. The class will also explore the components inside your Mac doing all the work.
The Finder	The application that helps you view, organize, manage and find everything on your Mac. Learn how to use it to do all these things and more.
System Preferences	Learn the basics of how to customize your Mac to look and act the way you want it to using the Appearance, Desktop/Screen Saver, Energy Saver, and Security panels.
The Applications	Get an overview of all the cool, FREE programs that come pre-installed on your Mac. We'll also practice managing multiple applications and the difference between quitting and closing applications.
Organizing Files & Folders	Sick of seeing all those files on your desktop? Make folders to organize all of your files and start taking control over your digital life. You will also understand file extensions and how to send Windows-friendly files to friends and family members.
Protecting Your Investment	The key advantage of digital files is their cloning capabilities. Learn how easy it is to backup, just in case. Also, get tips and tricks to maximizing your computer's lifespan and how to avoid the 'I need a new computer' problem.

