

SAMUG Meeting
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Presentation - New Safari v5.0.1 and Dictionary
By Charlie Reich

Acknowledgements: I had 2 days to prepare presentation. Thanks to September 2010 issues of MacWorld and MacLife Magazines for their articles on the following subjects

1. SAMUG Slide show
2. Open webpage - Illustrate new Magic Trackpad and Battery Charger
3. Animal Keynote Slideshow also Demo how to do the same slideshow using folder of Animal JPEG photos. Open photo folder and *Select All* → *press Spacebar*
4. **Program: New Safari v5.0.1 - use with OSX 10.6 Snow Leopard**
5. Open sample Webpage: - Apple Hires Expert etc.
6. ***How to save a Web URL address and insert onto a document***

Long URL: Select/hold ⌘ → type letter L (this highlights URL in blue) then go to Safari Toolbar → Edit → Copy. Now paste the URL into your document... Note that your URL will paste in black font as an Inactive Link). If you wish to convert this to an active link highlight the URL and go to...

Pages Toolbar → Insert → Hyperlink → Webpage (font will now be blue-active link)

Preferred Method ... to create and send an abbreviated live link URL with Topic Only...

Documents: 1. Select/hold ⌘ → type letter L (to highlight URL) 2. Click and drag the icon directly in front of the http: to your document and it will paste in as an active blue font abbreviated link

To email URL: Safari → File → Mail Link to this Page

To email entire webpage: Safari → File → Mail Contents of this Page

7. New Safari Reader option

Old Method: Highlight article and copy & paste into document.

New: Safari Reader lets you click on the Reader in the address bar to read the main content in ad-free, distraction-free space. You're left with simple text on a white background. This ad-free Reader page can be saved by going to:

Safari → Edit → Select All → Copy and then paste into any document. You can also click at the bottom of the Reader page to open a tool bar with five options; zoom-out, zoom-in, email or print, and close. You can also close the Reader page and return to the original Webpage by clicking on the purple Reader icon at the top.

8. Web Page Photo Captures

There are several ways to capture photos from a web page. Some web pages and .pdf files are locked and won't allow highlighting and pasting photos or text. The magic Mac has a way to overcome these elusive photos.

- a. Hold down the Control key and click on a photo in the webpage. A list of optional selections will appear to save, forward or print the photo. Select the captured photo and press the Return key to highlight the title bar and retype the name of your choice. The photo is saved as a .pdf (Portable Document Format) and will open in Preview.
- b. Click on the photo and drag it to the desktop. It will appear as a Screen shot. Press the return key to highlight the Screen shot title and rename it with a title of your choice. Screen shots can be either a .png or .jpg (Joint Photographic Group) format.
- c. Go to the Utilities folder and open the Grab application. This program offers several ways of obtaining a photo. For those locked photos that resist capturing or copying select the, Grab → Capture → Selection. This allows you to easily draw a red outline around the image and immediately convert it to a .tiff (Tagged Image File Format) to your desktop.
- d. For a keyboard selection capture; Press and hold Shift → ⌘ and then select number 4. A small bullseye with crosshairs will appear. Place the bullseye over the upper left hand corner of the image and proceed to draw a box around the image. When you lift off the mouse the image will appear on your desktop as a Screen shot icon. Select the captured photo and press the Return key to highlight the title bar and retype the name of your choice. The photo is saved as a .pdf (Portable Document Format) and will open in Preview. This process can be used to capture a photographic image of anything seen out your desktop; words, paragraphs, images etc.

For those curious as to the different file formats of .png, .tiff, and .jpg type in the term in your Mac dictionary for a definition and then select it's thesaurus for a complete description of the individual qualities and differences. In general terms the .tiff and .png files are of a lossless (higher quality image), and the .jpg is the standard of the industry offering a lossy image requiring a smaller file size which uses less bandwidth space on a webpage and transfers faster on emails.

You can open any image and then go to; *Finder* → *File* → *Save As* and save the photo in any Format option that you desire.

9. Private Browsing

Safari 4 introduced the ability to use private browsing. By turning on this feature of *Private Browsing* under the Safari heading in the tool bar, you are able to browse the web without logging any cache files, cookies or history files. With the new Safari v5.0.1 you can see the small *Private* icon in the address bar to let you know at a glance if your web session is being logged. When your done privately browsing, you can click the *Private* icon, and Safari will ask if you wish to end your private session. Click to close *Private* viewing.

10. Cookies:

Cookies are a rather mysterious entity that records every website that you visit. They also offer the ability for hackers to obtain information from these cookies as to the websites you visit and update their mailing lists to send additional or new information from those websites. To review your cookie collection and remove any unwanted listings go to: Safari → Preferences → and click on the Security padlock icon → Select the Show Cookies button. Do not select Remove All as cookies can be a good thing and retain information that confirms you entered their site with a proper password or address in order to re-enter again without re-registration. Scroll down your cookie list to review the website names. If you find one that looks unwanted hold down the ⌘ Command key and highlight the unwanted cookie and continue through the list highlighting your unwanted cookies, then select the Done button to remove and close your window. This process is like changing out the water filter on your refrigerator, it should be done every few months just to make sure its clean as a whistle.

Dictionary...Thesaurus

The Dictionary in your Mac application folder offers an excellent multi reference source for all your wordly needs. It's a combination dictionary and/or thesaurus plus offers the ability to look up any selection with a click of the mouse in the Wikipedia website.

There's several options available to open the Dictionary, and many little known additional informational assists within the program to ease your writing efforts.

1. For quick and easy access to the Dictionary go to your Applications folder. Click and hold on the Dictionary icon and drag the icon image down and into your dashboard. Just click on the Dictionary icon in the Dashboard to open your Dictionary. Type in your word inquiry in the oval window in the upper right hand corner of screen and hit your *Return Key*.
2. Another easy access to the dictionary is in Spotlight. Simply click and hold the ⌘ *Command* key and press the *Spacebar* to open Spotlight, or go to the upper right hand corner of the toolbar on your desktop window and click on the Spotlight (looks like a magnifying glass)
3. In Spotlight type in the word and press the Return Key to see it's definition appear next to the *Definition* heading. Hold your cursor over the *Definition* title and the line will highlight in blue. Hold cursor steady on the highlighted *Definition* line and momentarily a mini definition will appear in a yellow highlighted box below the word. For further information click on the word and the full *Dictionary Definition* for that word will open. You can then click on the Thesaurus for alternative word selections.
4. You will find that scrolling your cursor under any word, or term in the Dictionary or Thesaurus window, the word will become highlighted in blue, indicating a live link. Simply hold down your control key and select the blue highlighted word to see a description for it. You can then back arrow click to return to your original word.
5. Tip: If you want to review the spelling in any document, Pages, Word, a webpage or an eMail open the page and hold down three keys; Command, Control and the letter D (In that sequence~practice a little until you get the hand of it). Scroll you cursor over any word or across any sentence and see each word's definition. If you desire any further information on a selected word drop down to the "More..." to open the Dictionary's definition on that word.
6. Autocomplete tip: Have you ever been typing along and thought of a word, or trying to remember a word, or your looking for similar word you want to use? After typing in the first three letters or so of the word, press your Escape key to see all the words starting with those three letters...click on the word that you want to use and it will be Auto-completed in you document for you...spelled correctly.

Alternately, you can review any Page's document on your computer and place the cursor at the end of any word and press the *esc* (Escape) key to see alternative words starting with the same spelling.

7. Open Spotlight and type in word to look up. Hover cursor over definition to see a brief explanation on yellow note, or click on *Definition* to see same informational page as on Dictionary descriptive page.

8. Shortcut: *Command*→*Spacebar* also opens Spotlight

9. Hold down Control key and place cursor over a word. A selection menu will open. Go to bottom of menu to→*Writing Tools*→ Select and Click on selection→*Look Up in Dictionary and Thesaurus* to open dictionary

10. Press down and hold *Command-Control-D* (In that sequence) and scroll under words to see each dictionary review...select *More...* to see Dictionary definition...Select *Thesaurus* in toolbar to see alternatives

11. To hear Correct Pronunciation by Speaking:

Select and highlight any word or sentence. Hold down *Control Key* and scroll down the menu to *Speech*→*Start Speaking*

Alternate method: Hold cursor over any word→press and hold *Control Key*→*Click* then scroll down the menu to *Speech*→*Start Speaking*

To change voice or gender of voice go to the *Apple menu*→ *System Preferences*→*Speech*→ *Text to Speech*→ *System Voice*. *Suggestion:* Select each one and test the tone by pressing *Play...*(Alex is my personal host)

12. Proper Word Selection from partial spelling

Type in the first few letters in a TextEdit or Pages document *Writing Tools* and press *Escape* key to see all word options starting with that spelling.

13. Alternate word descriptions...

Open a word in dictionary...scroll cursor on any word in the menu and it will turn blue, indicating a live link, selecting that word will open a dictionary descriptions for that word.

14. Dictionary>Preferences

Dictionary description is the default. If desired to see Thesaurus open first open the *Dictionary*→*Preferences* select and drag the highlighted *Dictionary title* below the Thesaurus. To change back simply drag the *Thesaurus title* below the *Dictionary* to *reinstate the original default position*.

