Mac OS X Mavericks Introduction Quick Reference Guide (Cheat Sheet Of Instructions, Tips & Shortcuts - Laminated Guide)

Synopsis

Laminated quick reference card showing step-by-step instructions and shortcuts for how to use Mac OS X Mavericks. This guide is suitable as a training handout, or simply an easy to use reference guide, for any type of user.The following topics are covered:Starting an App (a Program); Using the Secondary/Right Click; Connecting to a Wi-Fi Network; Opening Files & Folders, Working with Windows; Adding a Printer.Using Stacks (Folder Shortcuts in the Dock); Accessing Recently Used Files, Apps, or Servers; Switching Between Running Apps or Windows; Quitting an App; Quitting a Frozen App; Adding an App to the Dock.Searching with Spotlight; Using Dictation; Using Notifications.Using the File System: Changing Views; Renaming Files or Folders; Sorting Files and Folders; Previewing Files Using Quicklook; Creating a Folder; Selecting Multiple Items; Moving or Copying Files or Folders; Using Tabs in Finder; Quickly Sharing Files or Folders; Creating a Folder; Compressing Files or Folders; Tagging Files or Folders; Deleting Files or Folders; Burning to a CD/DVD. Converting a File to a PDF.Installing New Apps: Finding and Installing Apps in the App Store, Updating OS X & Purchased Apps, Other App Sources.Using the System Preferences; Changing Login Password; Ending Your Computer Session.Includes a List of Keyboard Shortcuts and links to blog posts for more detailed subjects.

Book Information

Pamphlet: 2 pages

Publisher: Beezix Inc. (October 28, 2013)

Language: English

ISBN-10: 1939791065

ISBN-13: 978-1939791061

Product Dimensions: 11.5 x 8.7 x 0.2 inches

Shipping Weight: 0.8 ounces (View shipping rates and policies)

Average Customer Review: 4.3 out of 5 starsÂ Â See all reviewsÂ (70 customer reviews)

Best Sellers Rank: #433,319 in Books (See Top 100 in Books)   #124 inÂ Books > Computers & Technology > Operating Systems > Macintosh   #112571 inÂ Books > Reference

Customer Reviews

I am a power PC user making the switch to Mac. I wanted a quick reference on where to find features and keyboard shortcuts on the Mac, and this product is perfect.If you want to learn what the concepts are, this isn't for you; if you understand the concepts and just need to know where to find the features/shortcuts, this is a great little product.

Concise definitions and easy to read format make this Quick Reference Guide a useful supplemental tool. However, it pays to have a more comprehensive text available just in case the abbreviated reference is just that,viz. abbreviated.

With no other written instructions and other info available, this item served as a guide to basic operations and changes from Mountain Lion until the my " Missing Manual" arrived. Quick receipt of the item was greatly appreciated.

I was a PC user making the switch to Mac. I wanted a quick reference on where to find features and keyboard shortcuts on the Mac, and this product is perfect thanks

As a former Windows user and as a new user of iMac I found this not to be very helpful. One really needs a manual, like one of the "Missing Manual" series.

There are many brief commands in OSx that are easily forgotten if some time has elapsed since last being used. This guide is an easy refresher for those which we know exist, but whose details have slipped into one of those cranial crevices â |And, I think most users browsing through this guide will find something new â | Enjoy!

As a long time DOS/Windows user, I made the transition to a Mac laptop recently.As somebody earlier said, if you're looking to learn concepts don't buy this. If you understand the concepts already and want to know where to find the features or the Mac keys to use this is great.I took one star off because the card gives links to the producers website with specific URLs (for more advanced tips) and the one I was looking for [Advanced Searching] - came up with an "oops this is a little embarrassing ... try searching with different terms.."

this cheat sheet is the first time that I ever ordered one and found it to be OK, and nothing to write home about. some of the short cuts that they have on there should have been kept in the book. I could have thought of many other short cuts to add to this sheet other than the ones that they show.

Mac OS X Mavericks Introduction Quick Reference Guide (Cheat Sheet of Instructions, Tips & Shortcuts - Laminated Guide) Mac OS X El Capitan Introduction Quick Reference Guide (Cheat

Sheet of Instructions, Tips & Shortcuts - Laminated Guide) Mac OS X Yosemite Introduction Quick Reference Guide (Cheat Sheet of Instructions, Tips & Shortcuts - Laminated Guide) Mac OS X Lion Introduction Quick Reference Guide (Cheat Sheet of Instructions, Tips & Shortcuts - Laminated Card) Windows 10 Introduction Quick Reference Guide (Cheat Sheet of Instructions, Tips & Shortcuts - Laminated) Windows 8.1 Update Quick Reference Guide: Introduction (Cheat Sheet of Instructions, Tips & Shortcuts - Laminated) Windows 8.1 Quick Reference Guide: Introduction (Cheat Sheet of Instructions, Tips & Shortcuts - Laminated) Microsoft Windows XP Introduction Quick Reference Guide (Cheat Sheet of Instructions, Tips & Shortcuts - Laminated Card) Microsoft SharePoint 2010 Quick Reference Guide: Introduction (Cheat Sheet of Instructions, Tips & Shortcuts - Laminated Card) Microsoft PowerPoint 2013 Introduction Quick Reference Guide (Cheat Sheet of Instructions, Tips & Shortcuts - Laminated Card) Microsoft Excel 2016 Introduction Quick Reference Guide - Windows Version (Cheat Sheet of Instructions, Tips & Shortcuts - Laminated Card) Windows 7 Quick Reference Guide (Cheat Sheet of Instructions, Tips & Shortcuts - Laminated Card) Microsoft Edge and Internet Explorer 11 for Windows 10 Quick Reference Guide (Cheat Sheet of Instructions, Tips & Shortcuts - Laminated Card) Windows 8 Quick Reference Guide (Cheat Sheet of Instructions, Tips & Shortcuts - Laminated) Microsoft Windows Vista Quick Reference Guide (Cheat Sheet of Instructions, Tips & Shortcuts - Laminated Card) Microsoft Outlook 2016 Mail, Calendar, People, Tasks, Notes Quick Reference - Windows Version (Cheat Sheet of Instructions, Tips & Shortcuts - Laminated Guide) Microsoft Project 2016 Quick Reference Guide Managing Complexity - Windows Version (Cheat Sheet of Instructions, Tips & Shortcuts - Laminated Card) Microsoft Excel 2013 Data Analysis with Tables Quick Reference Guide (Cheat Sheet of Instructions, Tips & Shortcuts - Laminated Card) Microsoft Outlook 2010 Mail Quick Reference Guide (Cheat Sheet of Instructions, Tips & Shortcuts - Laminated Card) Microsoft Outlook 2007 Calendar, Contacts, Tasks Quick Reference Guide (Cheat Sheet of Instructions, Tips & Shortcuts - Laminated Card)