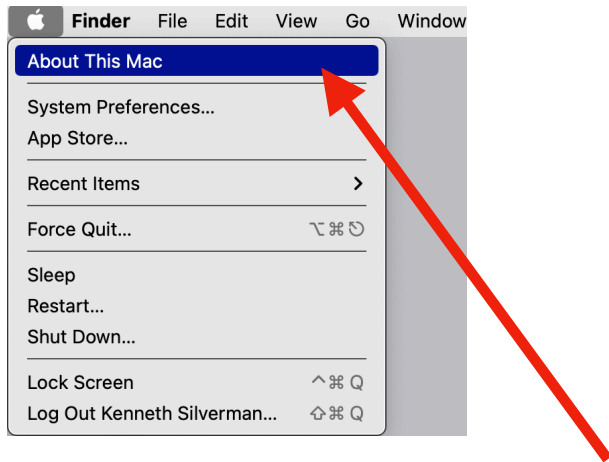


NON-TECH TALK

What's Under the Apple Logo on Apple Computers 🍏

When a support person asks what operating system you are using or some other data regarding your Mac most of it will be found here:

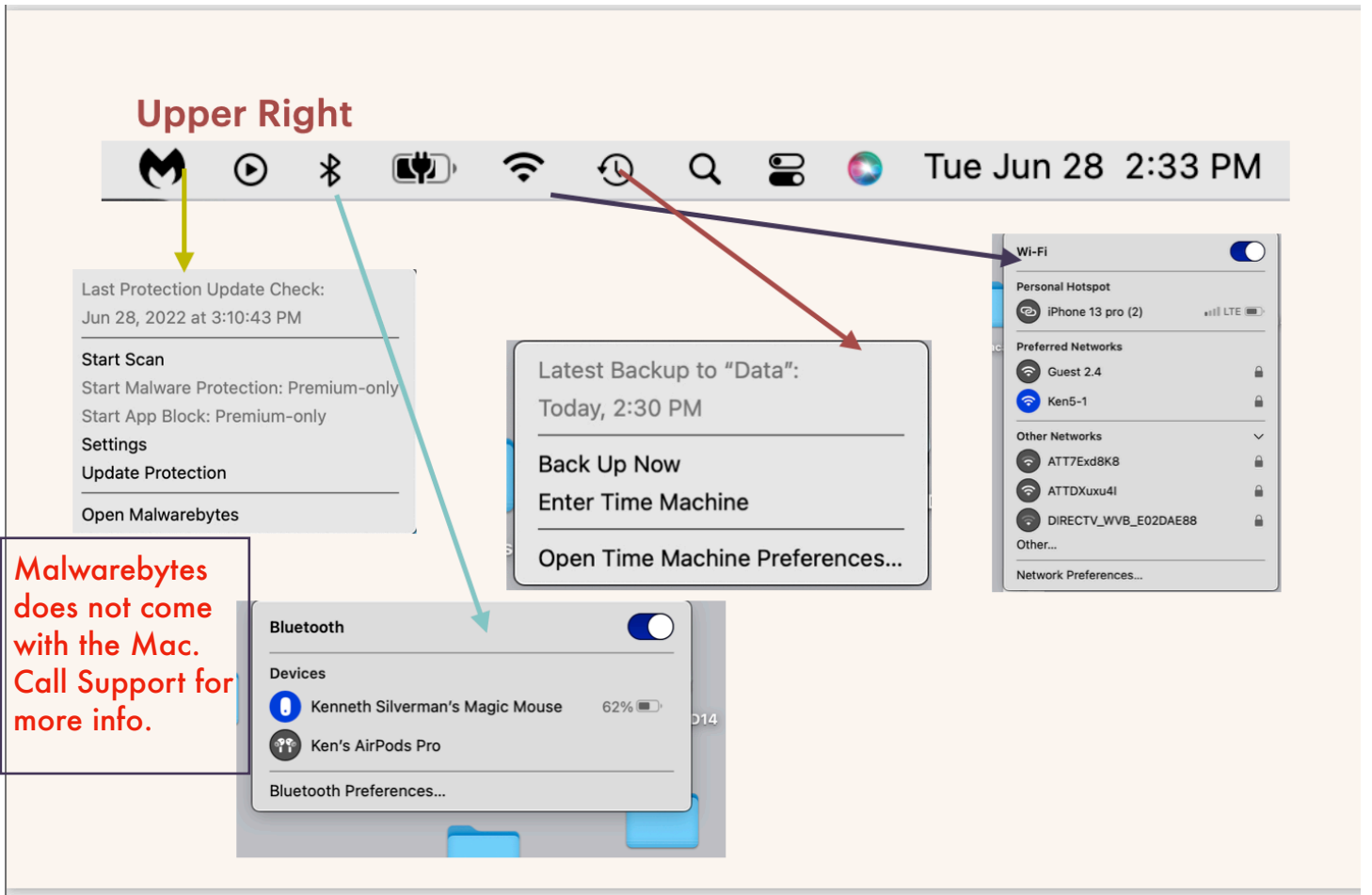
UPPER LEFT of Mac Screen:



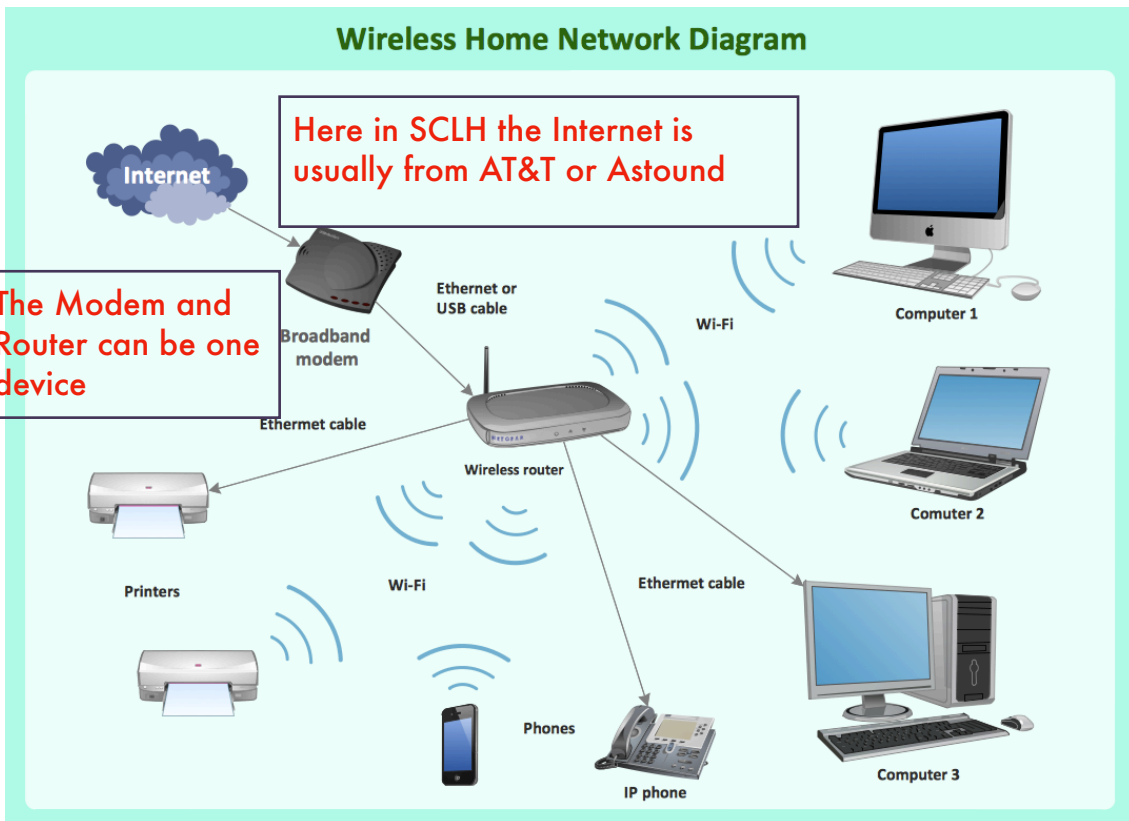
Go to the logo and click on "About This Mac" and you will see the following information



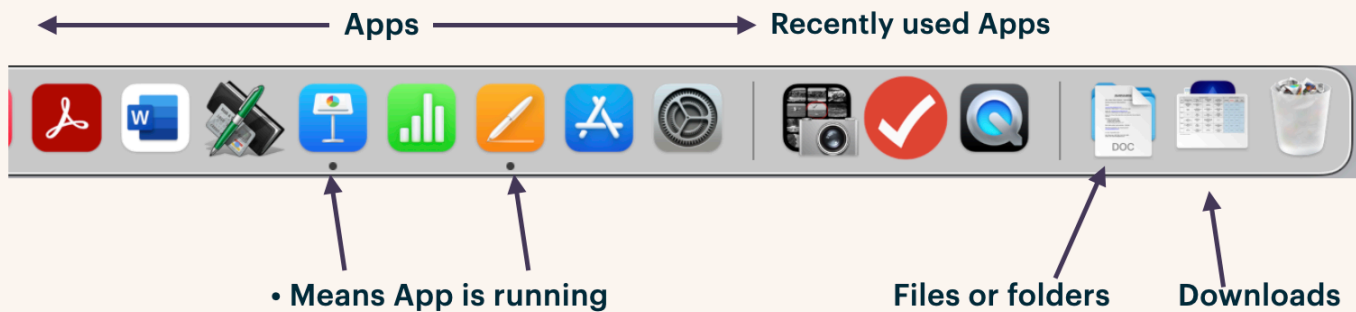
What's on the **upper right** of the screen on the Mac:



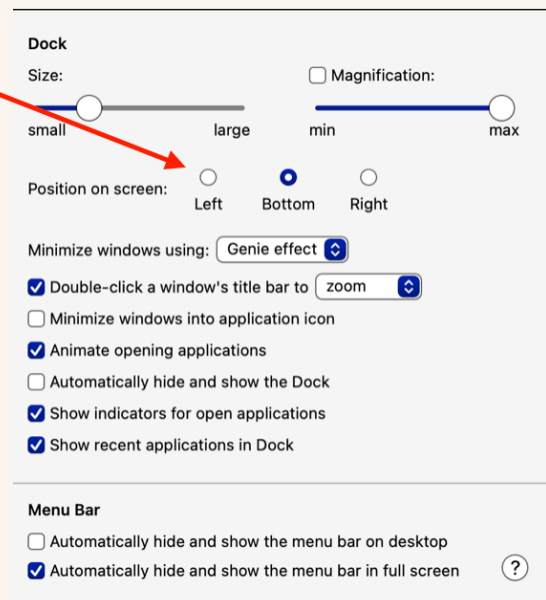
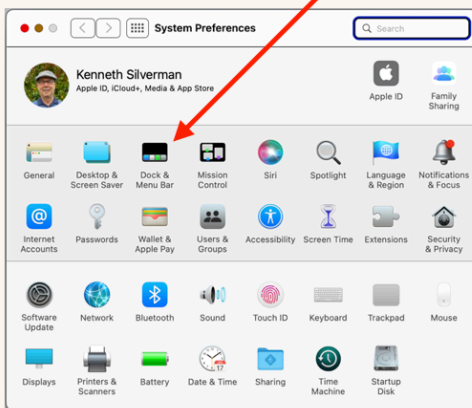
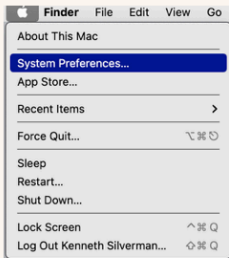
Typical Home Network - Internet comes, normally at SCLH, from either AT&T or Astound (was Wave):



THE DOCK



DOCK SETTINGS



DOCK - ADDING OR DELETING AN APP

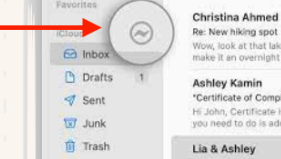
- To remove an app from the dock. Click and hold the app in the Dock and drag it off the Dock, up to about the middle of the screen and then let go. It will go "poof" and disappear.

- REMEMBER the app is still in the application folder
- To put an app in the Dock. Go to your application folder and find the app you wish to put in the Dock. Click and drag to the left side of the Dock and let go.

Apps in the Dock are a pointer to the actual application. When clicking on an app in the dock it points to the actual program and opens it. If you take an app out of the dock you do not delete it as it is still in the application folder if you want to put back in the dock.

MAIL APP



- What should you do when you see 
- 1 - Quit Mail and restart
- 2 - OR - Restart your computer
- 3 - Check to see that you are connected to the Internet (using a browser like Safari click on a link)
- 4 - If all fails call the clubs support line

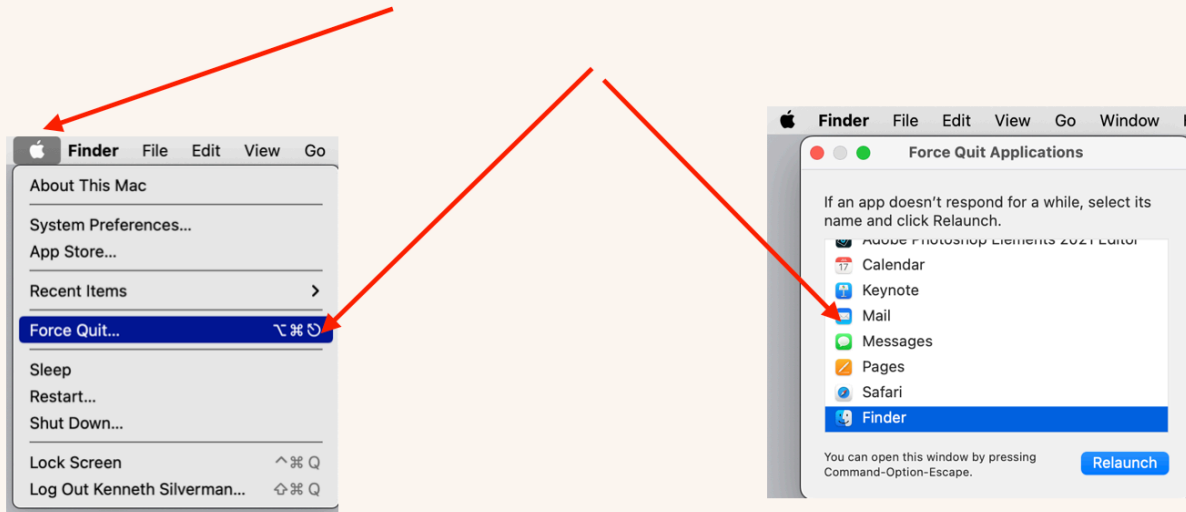
LOOKING AT THE COMMAND KEY



- **Command-C:** Copy the selected item to the Clipboard. This also works for files in the Finder.
- **Command-V:** Paste the contents of the Clipboard into the current document or app. This also works for files in the Finder.
- **Command-A:** Select All items.
- **Command-P:** Print the current document.
- **Command-Q:** Quit open program

When you are having a problem with an App that is not responding and it won't quit then you can Force Quit the App and the restart it.

FORCE QUIT



More shortcuts by Apple Support Channel on YouTube:

<https://www.youtube.com/watch?v=r2xVvFVp3a4>

