

## Take Control of iCloud

Overcome password frustration with Joe Kissell's expert advice! Version 3.2, updated July 28, 2021 Password overload has driven many of us to take dangerous shortcuts. If you think *ZombieCat12* is a secure password, that you can safely reuse a password, or that no one would try to steal your password, think again! Overcome password frustration with expert advice from Joe Kissell! Passwords have become a truly maddening aspect of modern life, but with this book, you can discover how the experts handle all manner of password situations, including multi-factor authentication that can protect you even if your password is hacked or stolen. The book explains what makes a password secure and helps you create a strategy that includes using a password manager, working with oddball security questions like "What is your pet's favorite movie?," and making sure your passwords are always available when needed. Joe helps you choose a password manager (or switch to a better one) in a chapter that discusses desirable features and describes a dozen different apps, with a focus on those that work in macOS, iOS, Windows, and Android. The book also looks at how you can audit your passwords to keep them in tip-top shape, use two-step verification and two-factor authentication, and deal with situations where a password manager can't help. The book closes with an appendix on helping a relative set up a reasonable password strategy for those whose friends or relatives have distressing password strategies, and an extended explanation of password entropy for those who want to consider the math behind passwords. This book shows you exactly why:
• 9-character passwords with upper- and lowercase letters, digits, and punctuation are not strong enough.
• You cannot turn a so-so password into a great one by tacking a punctuation character and number on the end.
• It is not safe to use the same password everywhere, even if it's a great password.
• A password is not immune to automated cracking because there's a delay between login attempts.
• Even if you're an ordinary person without valuable data, your account may still be hacked, causing you problems.
• You cannot manually devise "random" passwords that will defeat potential attackers.
• Just because a password doesn't appear in a dictionary, that does not necessarily mean that it's adequate.
• It is not a smart idea to change your passwords every month.
• Truthfully answering security questions like "What is your mother's maiden name?" does not keep your data more secure.
• Adding a character to a 10-character password does not make it 10% stronger.
• Easy-to-remember passwords like "correct horse battery staple" will not solve all your password problems.
• All password managers are not pretty much the same.
• Your passwords will not be safe if you never write them down and keep them only in your head. But don't worry, the book also teaches you a straightforward strategy for holding your passwords that will keep your data safe without driving you batty.

### Take Control of iCloud, 7th Edition

Master Mail in macOS, iOS, and iPadOS! Version 5.2, updated July 04, 2022 This book explains how to use Apple's Mail app in macOS 12 Monterey, 11 Big Sur, 10.15 Catalina or 10.14 Mojave, and iOS 15/iPadOS 15 and iOS 14/iPadOS 14, including customization and troubleshooting. It also helps you manage your incoming and outgoing email efficiently.n Take Control of Apple Mail is your complete guide to Apple's Mail app. In this book, Joe explains core concepts like special IMAP mailboxes and email archiving, reveals Mail's hidden interface elements and gestures, and helps with common tasks like addressing and adding attachments. He also offers tips on customizing Mail, including a nifty chapter on how simple plugins and special automation can dramatically improve the way you use Mail. Joe also covers finding that message in the haystack with Mail's natural-language search, improving the messages you send, how digital signatures and encryption work in Mail, and—perhaps most important—an award-winning strategy for avoiding email overload. You'll quickly find the information that's most important to you, including:
• Key changes in Mail for Monterey and iOS 15/iPadOS 15
• How to take advantage of the new Mail privacy features Mail Privacy Protection and Hide My Email
• Getting through your email faster with gestures
• Using advanced search techniques to find filed messages
• Using plugins to significantly enhance how you use Mail
• The whys and hows of sending attachments
• Using markup features to embellish, and even sign, outgoing attachments
• Defeating spam with the Junk Mail filter—and what to do if you need more firepower
• Understanding special mailboxes like Sent, Drafts, and Junk
• Using notifications to stay apprised of incoming messages
• Taking charge of email organization with rules and other measures
• Backing up and restoring email
• Importing email from other apps, older versions of Mail, or another Mac
• Deciding whether you should encrypt your email, along with detailed, real-world steps for signing and encrypting messages
• Taking Mail to the next level with AppleScript and Automator
• Key skills for using Mail in iOS and iPadOS, such as working with incoming and outgoing messages, using attachments, and configuring accounts
• Fixing problems: receiving, sending, logging in, bad mailboxes, and more
Although this book primarily covers Mail in Monterey, Big Sur, Catalina, Mojave, iOS 15/iPadOS 15, and iOS 14/iPadOS 14, the majority of it is also applicable to earlier versions.

Master networking, privacy, and security for iOS and iPadOS! Version 2.2, updated March 16, 2022 This book describes how to securely use your iPhone and iPod touch with iOS 15 and iPad with iPadOS 15 in Wi-Fi and cellular/mobile networks, making connections with ease while protecting your data and your privacy.n Your iPhone and iPad have become the center of your digital identity, and it's easy to lose track of all the ways in which Apple and other parties access your data legitimately—or without your full knowledge and consent. While Apple nearly always errs on the side of disclosure and permission, many other firms don't. This book comprehensively explains how to configure iOS 15 and iPadOS 15 to best protect your privacy while messaging, email, browsing, and much more, and how to ensure your devices and data are secure from intrusion. Take Control of iOS & iPadOS Privacy and Security covers how to configure the hundreds of privacy and data sharing settings Apple offers in iOS and iPadOS, and which it mediates for third-party apps. You'll learn how Safari has been increasingly hardened to protect your web surfing habits, personal data, and identity—particularly with the addition of the iCloud Private Relay, an option for iCloud+ subscribers to anonymize their Safari browsing. In addition to privacy and security, this book also teaches you everything you need to know about networking, whether you're using cellular, Wi-Fi, Bluetooth, or combinations of all of them, as well as about AirPods, AirPlay, Airplane Mode, and Personal Hotspot and tethering. You'll learn how to:
• Master all the options for a Personal Hotspot for yourself and in a Family Sharing group.
• Troubleshoot problematic Wi-Fi connections.
• Set up a device securely from the moment you power up a new or newly restored iPhone or iPad.
• Manage Apple's new built-in second factor verification code generator for extra-secure website and app logins.
• Protect your email by using an address Apple manages and relays messages through for you.
• Understand Safari's blocking techniques and how to review websites' attempts to track you.
• Anticipate Apple's potentially privacy-challenging changes designed to improve the safety of children, both those using Apple hardware and those who suffering abuse.
• Optimize cellular data use to avoid throttling or overage charges, while always getting the best throughput.
• Understand why Apple might ask for your iPhone, iPad, or Mac password when you log in on a new device using two-factor authentication.
• Share a Wi-Fi password with nearby contacts and via a QR Code.
• Differentiate between encrypted data sessions and end-to-end encryption.
• Stream music and video to other devices with AirPlay 2.
• Deter brute-force cracking by relying on a USB Accessories timeout.
• Configure Bluetooth devices.
• Transfer files between iOS and macOS with AirPods.
• Block creeps from iMessage, FaceTime, text messages, and phone calls.
• Secure your data in transit with a Virtual Private Network (VPN) connection.
• Protect Apple ID account and iCloud data from unwanted access.

### Take Control of Your Digital Photos, 3rd Edition

### VI.1

### Take Control of Your Digital Legacy

### Take Control of Securing Your Mac

Unlock the potential of Apple's Notes app! Version 1.5, updated September 20, 2021 Apple's Notes has come a long way since it was first introduced with the iPhone as a simple note-taking app, but many users are still unaware of its expanded capabilities. Now available on Macs, on iOS/iPadOS devices, and on the web at iCloud.com, Notes has become a surprisingly powerful tool for writing, sketching, organizing, and sharing information of all kinds. In Take Control of Notes, TidBITS Managing Editor Josh Centers provides a quick but thorough guide to this deceptively simple app, showing you how to master its many tools—and avoid its limitations. Among many other things, you'll learn how to:
• Choose where to store notes (iCloud, IMAP, or a device) and whether or how they sync
• Import notes from other apps and securely copy and paste content-level and paragraph-level formatting in a note
• Make lists (including checklists and lists with multiple levels of indentation)
• Work with tables in notes
• Export notes with a password
• Add photos, videos, audio, maps, and other content to your notes
• Scan printed documents into Notes and save them as PDF attachments
• Draw and sketch using your finger or an Apple Pencil
• Share notes with other users, and add @mentions
• Use the Quick Note feature in macOS and iPadOS to start a note from anywhere
• Organize your notes into folders, tag notes, and search their contents

Unlock the power of Pages for Mac and iPad! Version 3.0, updated 11/23/2021 Apple's Pages word processor is a big, rich app with hundreds of features tucked away in nooks and crannies, making Michael E. Cohen's comprehensive book an essential resource for newbies and experts alike. Whether you prefer to dive into the details or get quick help with a particular feature, this book has got you covered. In this massively revised third edition, Michael expands his already extensive guide, detailing all the significant changes Apple has made to Pages since the last version of the book was released, including support for macOS 11 Big Sur and iPadOS 14. Among many new and updated features, learn about adding drop caps to paragraphs, adding titles and captions to objects, using shared iCloud folders with Pages, and importing iBooks Author projects; and on an iPad, discover how to view two documents at once, use a new reading view, and enter handwritten text. Note: This edition of the book focuses primarily on the Mac and iPad versions of Pages, although it does cover the iPhone/iPod touch and web versions of the app to a limited extent. With Michael's help, you can navigate Pages like a pro. You'll also learn how to:
• Find all the tools you need, whether on a Mac or an iPad
• Do everyday word processing, including working with fonts, tabs, indents, rulers, search and replace, spell checking, and more
• Format longer, more complex documents, with customized headers, footers, page numbers, tables of content, footnotes, and section breaks
• Manage styles, including paragraph styles, character styles, list styles, and object styles
• Create your own templates, complete with master objects
• Master the many multi-touch gestures in iPadOS that give you pinpoint control over page elements
• Include complex charts and charts and make them look exactly the way you want
• Customize layout and manipulate graphics like a pro
• Collaborate with others in real time using iCloud
• Share your documents across devices, using Mac, iPad, iPhone/iPad touch, or almost any web browser

Master essential Mac files, concepts, and skills! The Mac has become an essential tool for many activities, but it's not always easy to use, leading to frustration and wasted time. Because Apple often makes small changes to the interface, you may be stumbling over interface oddities or struggling to complete common tasks that you once handled with ease. Take Control of Mac Basics, written by Tonya Engst, former *Take Control* editor in chief, will fill in the gaps in your knowledge and shower you with useful tips. Carefully arranged and highly cross-linked, the ebook brings together dozens of Mac topics into one place, making it easy for you to find help on many interrelated topics. Free Webinar! The title includes access to a helpful video, where Tonya discusses interface issues and shares her Mac screen as she demonstrates using the Finder window sidebar, saving files, managing windows, launching apps, finding things in System Preferences, and more. After you read this book, you'll be able to:
• Get Your Bearings: Find out the names of the interface elements on your Mac screen and learn what you can do with them, including the menu bar, Apple menu, application menu, Siri, Spotlight, Notification Center, Finder, Finder windows, Dock, and Desktop. You'll also be introduced to each built-in app and utility on your Mac, and get expert advice on how to locate, install, and update additional apps.
• Use the Finder: Become confident with using the folders available to you on your Mac and with filing your files in both default and custom folders that work well for you. You'll find lots of tips for working on the Desktop, customizing the view in your windows, resizing windows, and understanding Mac paths.
• Manage Customization: Discover the many ways you can make your Mac work better for you, including making it easier to see, less of a power hog, more beautiful to look at, and easier to share with a child by creating separate accounts. Also learn how a wide variety of settings in System Preferences can improve the way you carry out essential tasks, such as copy/paste between your Mac and your iPhone, speaking through headphones on a FaceTime or Skype call, and viewing recent text messages or upcoming calendar events.
• Run Apps Effectively: Understand the best methods for getting in and out of apps, having apps launch on their own, quitting apps, dealing with frozen apps, opening new files, saving files, and more.
• Master Essential Tasks: Build your expertise with core Mac tasks and shortcuts including printing, copy and paste, keyboard shortcuts, connecting to a Wi-Fi network (in certain cases even if you don't know the password), Universal Clipboard, Mission Control, AirPlay, Sleep, Shut Down, what to do if you need to enter a Unix command in Terminal, how to think about backups, and more. This book is based on macOS 10.13 High Sierra, which Apple released in 2017. This book is compatible with earlier versions of macOS, but older versions will not entirely match what the book presents. Although we currently have no plans to update the book for 10.14 Mojave, Tonya covers relevant changes to Mojave in a series of posts on this book's blog:
• Using Dark Mode and Trying New Desktop Wallpapers
• macOS Updates Now Happen in System Preferences
• Playing Mother-May-I in Mojave's Security & Privacy Preference Pane
Take Control of Mac Basics is based on an older book called Read Me First: A Take Control Crash Course, which contained information about core Mac skills useful to Take Control readers. Take Control of Mac Basics expands greatly on that idea, adding invaluable content that is pertinent to anyone interested in other Take Control titles.

Prevent (or solve) problems with your Apple ID? Version 3.3, updated August 26, 2022 This book covers everything you need to know about configuring an Apple ID account, interactions with iCloud-based services, and troubleshooting account access. Your Apple ID is much more than a simple username. It's a key that unlocks a long list of Apple products and services on any of numerous devices. iCloud uses an Apple ID, as does Apple Music, the App Store; the Apple TV, Music, and Books apps; and more. An Apple ID protects your personal information, including email and iOS/iPadOS backups; helps you find a lost iPhone; and can even unlock your Mac. So it goes without saying that if something goes wrong with your Apple ID, you could be in for a world of hurt. Unfortunately, things go wrong with Apple IDs all the time. Fortunately, Glenn Fleishman, a veteran technology journalist and the author of Macworld's "Mac 911" column, is ready to help with expert advice on how to manage your Apple ID—including how to prevent, solve, or work around most common problems! In this book, Glenn answers questions like:
• What all is my Apple ID used for?
• How does my iCloud account relate to my Apple ID?
• What problems can two-factor authentication (2FA) solve?
• How do I set up two-factor authentication?
• How do I prevent a problem? (Spoiler: yes!)
• What if I have a device that is not able to work with two-factor authentication?
• What should I do if I have two or more Apple IDs or iCloud accounts?
• Will I lose access to all my Apple-made purchases if I move to another country?
• Can I share an Apple ID with someone?
• What exactly should I do if I think someone is hacking my Apple ID account?
• How can I recover a forgotten Apple ID password?
• What steps should I take if Apple locks me out of my account?
• If I lose access to an email address associated with my Apple ID, what can I do?
• What Apple ID changes in recent versions of iOS, iPadOS, and macOS I need to know about?
• How do I "Sign in with Apple" work?
• How can I use Family Sharing to share data and purchases within my family?
• What types of subscriptions can I manage with my Apple ID, and how?
• Which payment methods can I associate with my Apple ID, and how do I manage them? And that's just the beginning. Glenn has packed a remarkable amount of concise problem-solving information into this compact, 140-page book. Read it before you encounter Apple ID problems to minimize your risk, and if you've already encountered a problem, read it to find the best path to a rapid solution.

### Take Control of Calendar and Reminders, 3rd Edition

### Take Control of FaceTime and Messages

### Take Control of iCloud, 6th Edition

### Take Control of Notes

### Take Control of the Cloud, 2nd Edition

Get to know macOS 12 Monterey! Version 1.2, updated June 29, 2022 macOS 12 Monterey builds on the changes in Big Sur, making your Intel or M-series Mac even more powerful and easier to use. This book teaches you how to prepare for a smooth transition to the new version of macOS—and what to do once you've upgraded. Learn your way around, find out about new capabilities (and a few pitfalls), and improve your privacy and security. Following 2020's Big Sur release, which massively overhauled the macOS interface and introduced support for M-series (Apple silicon) Macs, we have macOS 12 Monterey. Although the look and feel are quite similar to Big Sur, Monterey adds refinements, improvements, and interesting new features to books your productivity and your privacy. As was the case for Big Sur, we're not publishing a separate Take Control of Upgrading Monterey book. Instead, complete upgrading instructions are included here, along with tutorials about how to expect before, during, and after your Monterey installation. Among the many subjects covered in this book are:
• How to tell when you're using Mac OS, Windows, or Steam Deck
• How to perform an in-place upgrade or do a clean install and migrate your old data from a backup
• Tips and instructions to Facetime, such as updated audio and video options, scheduled meetings, and (later this year) SharePlay
• New Messages feature, including Shared with You better handling of photos, and new Memoji options
• Changes in Safari 15—including last-minute changes to address design flaws in the new interface for tabs
• The Focus feature that takes Do Not Disturb to a new level
• Shortcuts, which has made its way from iOS/iPadOS to macOS and added new features
• What's new in the Maps app, including more city detail, Driving mode, and better transit support
• Small but interesting changes throughout macOS, such as AirPlay to Mac, iCloud+, improved password support, and Quick Note
• Improvements to bundled apps, including Books, Finder, Mail, Notes, Photos, and more

Those who have made the switch from a Windows PC to a Mac have made Switching to the Mac: The Missing Manual a runaway bestseller. The latest edition of this guide delivers what Apple doesn't—everything you need to know to successfully and painlessly move your files and adapt to Mac's way of doing things. Written with wit and objectivity by Missing Manual series creator and bestselling author David Pogue, this book will have you up and running on your new Mac in no time.

Apple's iWork is more versatile than ever now that there are versions for Mac, iOS, and even iCloud. The only thing iWork doesn't include is its own how-to guide. That's where this friendly, jargon-free Missing Manual comes in. With complete instructions and helpful examples, you'll quickly learn how to create stunning documents, slideshows, and spreadsheets with iWork's Pages, Keynote, and Numbers. The important stuff you need to know: Create elegant files in minutes. Save tons of time by using iWork's collection of prebuilt templates and themes. Craft a variety of documents. Use Pages to design attractive newsletters, catalogs, brochures, flyers, and posters. Build eye-popping presentations. Turn Keynote's themes and easy-to-use cinematic effects into beautiful custom slideshows. Organize and clearly convey information. Jazz up your Numbers spreadsheets with charts, images, and videos. Always have your work on hand. Store your files in iCloud and have them sync automatically to your Mac and iOS devices. Work anywhere, any time. Use the web-based iWork for iCloud to create projects on any computer—even a PC. Versions covered: This edition covers Pages for Mac 5.1, Keynote for Mac 6.1, Numbers for Mac 3.1, version 2.1 of each iOS app, and iWork for iCloud.

Preserve your data for posterity! Updated 01/25/2017 How do you want to be remembered by future generations? You can make a will to handle your physical possessions, but what about your digital life—photos, videos, email, documents, and the like? This ebook, written by tech expert Joe Kissell, covers many aspects of preserving such electronic ephemera as part of your digital legacy. If you're not at the stage of life where you can think about this for yourself, consider that you may have to do so for your parents or other relatives. It's not all about posterity either, since following Joe's advice will also help loved ones access your key accounts and important info if you're incapacitated, which can happen at any time. The book will help you with these essential tasks:
• Identify your key digital assets: online accounts, photos, audio files, videos, passwords, documents, email, and more.
• Plan for each type of digital asset based on your priorities for today, for shortly after you are no longer around, and for posterity. Joe explains the ideal file formats to use, how to deal with social media sites, the best ways to digitize paper documents and photos, and strategies for sharing passwords with family members, among much else.
• Communicate your wishes in a "digital will" and designate someone to be its "digital executor." The book includes a template document that you can develop into a personalized digital will.
• Preserve your data for the future. You'll consider types of archival storage media, cloud-based storage services, backups, and what instructions to provide about maintaining your data as file formats and storage media types evolve. Whether you just want to ensure that your heirs get copies of your favorite family photos and a few key documents or you want to catalog and preserve tens of thousands of digital items, this book helps you make smart decisions about your digital legacy. Questions answered include:
• What strategies can I use for sorting and preserving email?
• How can I ensure that my email account will be available to those wrapping up my estate?
• What if I have digital data that should be destroyed when I die?
• What should I do with my huge photo collection (both digital and paper)?
• How can I make my passwords available to those who will need them—but keep them private for now?
• What should I think about when handing down purchased audio and video files?
• What should happen to my Facebook account when I'm no longer around?
• What choices are available for keeping my digital archive available and backed up?
• How long should I expect archival media to last?
• Should I write an autobiography?
• Are online digital legacy services any good?
• How will organizing all this stuff benefit me while I'm alive?

### iPhone 5 Portable Genius

### Take Control of Monterey

### Take Control of iCloud, 5th Edition

### Take Control of Apple Home Automation

Work faster, increase your efficiency, and have more fun with automation! Version 4.0.1, updated July 26, 2022 Looking for ways to work smarter and faster with your Mac? In this updated and expanded fourth edition of his popular guide to Mac automation, Joe Kissell shows how anyone, at any level of experience, can save time and effort and avoid unnecessary errors, by using automation techniques that range from the simplest keyboard shortcut to the most complicated script. Note: This edition of the book covers macOS from Catalina through Monterey. In this book, Joe teaches you how to automate routine tasks in a wide variety of ways. You can begin by making the most of productivity features such as Siri, Spotlight (for launching apps), and text replacement—and then move on to the more sophisticated automation tools built into macOS, such as Shortcuts, Automator, AppleScript, services, and shell scripts. In addition, Joe gives extensive information about third-party automation apps that can make a huge difference to your work efficiency, such as Keyboard Maestro, TextExpander, OmniGraffle, and many more. As an extra bonus, the book includes coupons for discounts on seven automation apps! Whether you're new to automation, you just need a refresher, or you're experienced with automation but want to go deeper, this book can teach you the skills you need to automate with ease. Take back your time, work more efficiently, and have more fun with your Mac, with Take Control of Automating Your Mac, Fourth Edition! With this book, you'll learn how to:
• Get started with the built-in macOS automation tools, including Shortcuts, Automator, AppleScript, and shell scripts
• Take full advantage of input devices to save clicks and keystrokes
• Customize toolbars and your Touch Bar to put hard-to-find controls at your fingertips
• Use your voice to control your Mac with Siri and Voice Control/Dictation Commands
• Automate text expansion for faster, more consistent typing
• Control the Finder with a launcher and by organizing files with Hazel
• Supercharge your clipboard to remember and reformat previous copies
• Write macros in Microsoft Office and Nisus Writer Pro
• Create rules to file email automatically in Apple Mail and Outlook
• Log in to websites faster with a password manager
• Automate cloud services with IFTTT and Zapier
• Set up automatic backup and syncing
• Use Omni Automation for JavaScript-based automation tasks
• Control nearly anything on your Mac with Keyboard Maestro

Build a stress-free workflow to import, rate, tag, and organize your digital photos! Updated 10/23/2019 Are you drowning in a sea of digital photos? Unable to find the shots you're looking for, or to stay on top of managing all the photos you're taking? Digital photography expert Jeff Carlson gives you a plan for organizing this stuff with preparing your camera ahead of time, then choosing the right app to manage your photos, judging and organizing your photos, and backing up your photos for safekeeping. In this book—an expanded and updated version of Take Control of Your Digital Photos on a Mac—Jeff extends his advice to cover both macOS and Windows (along with limited coverage of mobile platforms), and to address a broader range of photo management apps, including Apple Photos, Lightroom, Lightroom Classic, and Exposure X5. Go deeper with Lightroom or Photos: This book discusses photo management with Adobe's Lightroom and Apple's Photos, but for much more detail on these apps, be sure to pick up Jeff's book Take Control of Lightroom CC, or Take Control of Photos by Jason Snell. With this book, you'll learn how to:
• Get started with the minimum amount of work: Take advantage of software intelligence to do some of the categorizing work for you, and find out how you can accomplish some tasks even if you have little time.
• Prep your camera: Learn four actions you can take before you head out the door that will make things easier after you return with new pictures.
• Get your app together: Decide which app you'll use to organize your digital photos, compare popular choices, and find out Jeff's recommended application.
• Import the right way: Learn how to assign valuable metadata to all images that come in during the import stage.
• Pick winners and losers: Assign ratings to your photos, and remove or hide unwanted photos.
• Apply keywords and metadata: Take a second pass on applying keywords to individual shots (after starting the process during import), learn how to apply geotags using GPS data from external devices (like an iPhone), and use facial recognition to collect shots of specific friends and family members.
• Search with smart albums: Build smart albums whose contents change depending on criteria you've specified, allowing you to find photos more easily. While searching, learn how to remove duplicate photos.
• Go mobile: Find the right online service for making your photos available on mobile devices, based on your needs and which desktop photo management app you use.
• Protect your photos: Learn how to implement a backup strategy that will preserve all your data, not just your photos, and how to archive photos for the future.

Set up a rock-solid backup strategy so that you can restore quickly and completely, no matter what catastrophe arises. Version 4.3, updated May 30, 2022 This book helps you design a sensible backup strategy, choose and configure the best backup hardware and software for your needs, and understand how to make your backups as painless as possible. The fourth edition of this title applies to macOS 10.14 Mojave through macOS 11 Big Sur. Creating and maintaining a solid backup plan is essential to anyone who uses a Mac, in order to prevent the loss of important data if disaster strikes—whether through hardware failure, theft, or illness, or human error, or other mishap. In Take Control of Backing Up Your Mac, Fourth Edition, tech expert Joe Kissell explains how to design a sensible backup strategy, choose and configure the best backup hardware and software for your needs, and understand how to make your backups as painless as possible. His advice is equally useful to those who have never had a backup system or those whose backup systems are in need of an update. The fourth edition, a major rewrite, fully delves into the new challenges presented by Big Sur and Monterey, M-series Macs, and the ever-changing landscape of Mac backup hardware, software, and cloud services. It features entirely rethought advice about bootable (and non-bootable) duplicates, backup media, and disk formats, as well as changes in Time Machine and the weird world of APFS snapshots. This book covers macOS 10.14 Mojave through macOS 12 Monterey. Using this book, you'll learn how to:
• Design (or update) the ideal backup system: If you're starting from scratch, you'll find all the information necessary to assemble a reliable and easy-to-use backup system. If you're updating an existing system, you'll learn about what's new in hardware, software, and online services that might affect the way you back up your Mac in the future.
• Choose backup software: Apple's Time Machine is both free and easy to use, but it's not the best choice for everyone, and even if you do use Time Machine, you'll certainly want to supplement it with other tools. You'll learn about key features to look for in a backup app and find tips on using several popular tools. You'll also discover the pros and cons of cloud backup services, and get help choosing the right one. (An online appendix covers dozens of apps and services.)
• Shop for hardware: Depending on your needs and goals, you may need one or more external SSDs or hard drives, but the range of options (sizes, interfaces, speeds, and more) can be bewildering. Joe helps you find the best backup hardware, whether it's individual SSDs or hard drives, RAID5, NAS devices, or other options.
• Make and maintain backups: Once you've selected hardware and software, you'll need to know how to make your first backup, set up your backups to run unattended, and test them regularly to make sure they're working as they should. This includes both versioned backups (which contain old file versions and deleted files) and—for some users—bootable or non-bootable (data-only) clones. And, you'll learn about strategies for keeping extra backups offsite.
• Operate Time Machine: If you choose Time Machine for versioned backups, you'll learn how to back up and restore individual files, app-specific data (such as contacts), and even entire folders and how to encrypt Time Machine backups, how APFS snapshots work (inside and outside Time Machine), and what to do if Time Machine misbehaves.
• Deal with unusual backup needs: If you deal with exceptionally large files (such as audio and video files), spend a lot of time on the road away from your usual backup hardware, run Windows on your Mac, or rely on cloud services to store essential data, you'll want to take extra (or different) steps to make sure everything is safely backed up.
• Manage your media: What happens when a backup drive fills up, or becomes so old that you worry about its future reliability? What if you want to archive older files for posterity, but not necessarily maintain them as part of your daily backups? Joe explains how to deal with media management tasks such as these.
• Recover lost data: Backing up data can be easy, but restoring it is often more challenging. When you discover that data is missing—whether due to a disk error, theft, or a simple mistake—you need to know the exact steps needed to recover it and get back to work as soon as possible.

Manage your smart home with Apple's HomeKit platform "Smart home" devices are everywhere these days—you can buy internet-connected light bulbs, thermostats, door locks, sensors, and dozens of other products. But these devices aren't very smart on their own. Apple's HomeKit platform offers a way to integrate, monitor, control, and automate smart home devices from a wide variety of manufacturers. Using the built-in Home app on an iOS device (perhaps along with third-party apps), you can connect to your various smart devices, see what they're up to, control them, and even get them to operate on a schedule or respond to changing conditions in your home automatically. Even with HomeKit, however, home automation can be a daunting prospect. That's why TidBITS Managing Editor Josh Centers wrote Take Control of Apple Home Automation. The book walks you carefully through every step of the process, showing you how you can start with a basic system that costs less than \$50 and work your way up to as much complexity as you want or need. And you don't have to be a computer geek to simplify and improve your life with HomeKit-compatible products. Even if you don't know a wire nut from a macadamia or which end of a screwdriver to stick in a socket (spoiler: neither!), Josh's thorough advice will enable you to work wonders in your home. In this book, you'll learn: The most common home automation myths (and why you shouldn't worry about them) How to choose HomeKit-compatible devices that meet your needs, and which products you might want to avoid Exactly what HomeKit is, what it does, and what its limitations are Why you need a hub (in the form of an Apple TV, HomePod, or iPad) and how to set it up Important safety rules for working with electrical products, especially when it comes to wiring and how to encrypt Time Machine backups, how APFS snapshots work (inside and outside Time Machine), and what to do if Time Machine misbehaves.
• Deal with unusual backup needs: If you deal with exceptionally large files (such as audio and video files), spend a lot of time on the road away from your usual backup hardware, run Windows on your Mac, or rely on cloud services to store essential data, you'll want to take extra (or different) steps to make sure everything is safely backed up.
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### Take Control of 1Password, 5th Edition

### The Book That Should Have Been in the Box

### Take Control of 1Password, 3rd Edition

### Take Control of iCloud, 7th Edition

### Mac OS X Panther Edition

Apple gives macOS new features and improvements right on your desktop and under the hood with Catalina—aka OS X 10.15. With this updated guide, you'll learn how to use your iPad as a second screen, work with iPad apps on your Mac, and use Screen Time on your Mac. This new edition of the #1 bestselling Mac book shows you how to use the revamped apps for Music, Podcasts, and TV. Loaded with illustrations, step-by-step instructions, and screenshots, this new edition of New York Times bestselling author and Emmy-winning tech correspondent for CNN's *Newsnight* and *48 Hours* and *60 Minutes* Joe Kissell has to do a lot of things to make sure you understand how to use the new features of macOS 10.15. Updated 07/15/2017 Price Reduced! To encourage more people to buy this essential book (last updated in September 2017), we've cut the price from \$15 to \$5. We don't know if or when we'll next update it, but we wanted to make sure the information is widely available while it's still relatively fresh. To some people, the Cloud is a hard concept to grasp; what does it mean exactly? For others, it's the sheer complexity of the Cloud that is confusing; how to choose among the ever-increasing number of options. And for yet others, it's the security of the Cloud that is a concern; do I need to worry that my data isn't safe? With Take Control of the Cloud, Second Edition, award-winning author Joe Kissell cuts through the confusion and gives his expert advice on how to make the Cloud work best for you, no matter your issue. From a detailed explanation of what the Cloud is, to his top picks for cloud products and services, to how to enhance privacy and security in the Cloud, Joe covers the topics that are crucial to a clear understanding of what the Cloud can (and can't) do for you. Free Webinar As an added bonus, this book includes a free webinar for additional advice and problem-solving! (Although the webinar has already occurred—twice—purchasers can view recordings of the events at their leisure.) Cloud-related topics covered in this book include:
• Basic concepts, like "cloud computing"
• and "personal cloud"
• Storage
• Syncing
• Backups
• Productivity apps
• Entertainment apps
• Virtual private servers
• Computing engines
• Privacy and security
• Mobile devices
• The personal cloud
• Choosing cloud providers
• The Internet of Things
• Automation
Teach This Book! Do you need to give a presentation concerning the Cloud? We'd like to help. This ebook includes links to a free PDF eRead sheet and a PDF-based slide deck that you can show on any computer or mobile device.

Understand its features and limitations, get set up, and enjoy iCloud! Updated May 22, 2014 iCloud is a simple idea—all your data on all your devices, via the cloud—that often becomes complex in real-world situations, idea—how to use your data on all your devices, via the cloud—that often becomes complex in real-world situations, such as when you want to share your contacts list, or when you want to open a document stored in iCloud in an app other than the one that created it. In this best-selling title from Joe Kissell, you'll start by learning what iCloud can do for you, and how to use it. You'll learn how to use many features of Apple's Photos app on Mac, iPad, and iPhone, with advice on navigating the interface, editing your images, searching your library like a pro, syncing with iCloud and Photos, sharing photos with others, and creating photo books. Get to know Apple's iBooks app and how best to use it to import, manage, edit, sync, and share your photos in macOS 12 Monterey and iOS 15/iPadOS 15! As the successor to Apple's iPhoto and Aperture apps, Photos has a more refined interface and deeper connections to iCloud, and it runs faster. Following the expert advice of Jason Snell, publisher of Six Colors and former lead editor at Macworld, you'll learn how to navigate Photos like a pro! In this book, you'll learn how to:
• Import photos from cameras, mobile devices, or memory cards
• Use multiple Photos libraries
• Navigate the Photos interface, including the sidebar and icons
• View, edit, or disable Live Photos
• Organize your library with enhanced search features, adding metadata, building albums, and creating smart albums
• Edit your photos using quick fixes like cropping, applying filters, and fixing red-eye and rotation problems
• Use advanced editing techniques within Photos and edit using external apps like Photoshop
• Manage your photo collection using the Memories and People features
• and get summary views
• Sync and share your photos with iCloud
• Share your photos via social media, export them out of Photos, or turn them into slideshows
• Create printed objects (such as books and calendars) from your photos using third-party services
Jason also covers new sharing and search options, an improved Memories feature (in iOS 15 and iPadOS 15, coming soon to Monterey), importing other Photos libraries, and more.

Understand its features and limitations, get set up, and enjoy iCloud! Updated May 22, 2014 iCloud is a simple idea—all your data on all your devices, via the cloud—that often becomes complex in real-world situations, such as when you want to share your contacts list, or when you want to open a document stored in iCloud in an app other than the one that created it. In this best-selling title from Joe Kissell, you'll start by learning what iCloud can do for you, and how to use it. You'll learn how to use many features of Apple's Photos app on Mac, iPad, and iPhone, with advice on navigating the interface, editing your images, searching your library like a pro, syncing with iCloud and Photos, sharing photos with others, and creating photo books. Get to know Apple's iBooks app and how best to use it to import, manage, edit, sync, and share your photos in macOS 12 Monterey and iOS 15/iPadOS 15! As the successor to Apple's iPhoto and Aperture apps, Photos has a more refined interface and deeper connections to iCloud, and it runs faster. Following the expert advice of Jason Snell, publisher of Six Colors and former lead editor at Macworld, you'll learn how to navigate Photos like a pro! In this book, you'll learn how to:
• Import photos from cameras, mobile devices, or memory cards
• Use multiple Photos libraries
• Navigate the Photos interface, including the sidebar and icons
• View, edit, or disable Live Photos
• Organize your library with enhanced search features, adding metadata, building albums, and creating smart albums
• Edit your photos using quick fixes like cropping, applying filters, and fixing red-eye and rotation problems
• Use advanced editing techniques within Photos and edit using external apps like Photoshop
• Manage your photo collection using the Memories and People features
• and get summary views
• Sync and share your photos with iCloud
• Share your photos via social media, export them out of Photos, or turn them into slideshows
• Create printed objects (such as books and calendars) from your photos using third-party services
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• and get summary views
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(individual, family, or team), iCloud or Dropbox. While reading Take Control of iPassword on my iPad I was furiously highlighting passages and following along with iPassword open on my Mac. [The book] showed me how some of my passwords were weak or duplicates. I immediately changed those passwords to unique and secure ones. --Eliisa Pacelli, in her MyMac book review (2nd Edition). The book focuses on iPassword 6 for the Mac, but it also provides details and directions for the iOS, Windows, and Android versions of iPassword. It briefly covers iPassword X, a chrome extension that brings iPassword to Chrome OS and Linux. Topics include: Meet iPassword: Set your master password, explore the various iPassword components, and decide on your ideal usage strategy. Master logins: In iPassword, a typical login contains a set of credentials used to sign in to a website. Find out how to create logins, sort them, search them, tag them, and more. You'll also find help with editing logins--for example, changing a password or adding further details. Understand password security: Get guidance on what makes for a good password, and read Joe's important Password Dos and Don'ts. A special topic covers how to perform a security audit in order to improve poor passwords quickly. Go beyond web logins: A primary point of iPassword is to speed up web logins, but iPassword can also store and autofill contact information (for more than one identity, even), along with credit card information. You'll also find advice on storing passwords for password-protected files and encrypted disk images, plus ideas for keeping track of confidential files, software licenses, scans of important cards or documents, and more. Sync your passwords: Discover which iPassword syncing solution is right for you: a hosted iPassword account, Dropbox, iCloud, a manually synced folder, or even device-to-device Wi-Fi sync. Sh . . .

A bundle of Apple services, all in one place All your favorite Apple services are available in one convenient bundle, and Apple One For Dummies helps you get the full value out of your subscription. What's in this Apple barrel? Everything you need to stream music and TV, keep up with the news, play games, store files online, and even stay in shape. This book gives you a bundle of insight on how to choose the subscription level that's right for you, access and link all the services across your Apple and non-Apple devices, and use all the fun features of each service. This book takes you inside Apple Music, Apple TV+, Apple News+, Apple Arcade, iCloud, and Apple Fitness+, showing you how to make the most of each one. Apple One For Dummies also shows you how to make changes at any time, so you get all the juice out of your subscription! Get access to 50 million songs on Apple Plus Discover how the all-new Apple Fitness+ can transform your workout routine Use iCloud to store your photos and videos Understand Apple One's subscription options and get the biggest bang for your buck For Dummies welcomes you to the Apple One-stop-shop that will make your digital life that much simpler.

Understand iCloud's capabilities and limitations, and put its key features to good use! Version 8.0.1, updated February 12, 2022 Make sense of Apple's iCloud online service, configure it for your needs, and choose the best way of using each feature.n iCloud is a simple idea in theory--access to all your data on all your devices, via the cloud--that can become complicated when put into practice. Instead of wasting time fiddling with iCloud, when there are many other more important things to be done with the information it contains, learn how to minimize frustrations with Take Control of iCloud, Eighth Edition! Whether you want a quick tip or a deep dive into the inner workings of iCloud, you'll find what you need in this best-selling book by Apple expert Joe Kissell. Start by learning what iCloud can do, how it differs from other cloud services, and how best to set it up on Macs, iOS and iPadOS devices, Apple TVs, and Windows PCs. Then, move on to finding out the key aspects--and hidden gotchas--of iCloud's core features, including: • iCloud+, Apple's paid membership tiers with extra features • Photo features: iCloud Photos and iCloud Photo Sharing • Family Sharing • iTunes Match and iCloud Music Library • iCloud Drive • Mail and Mail Drop • Contacts, Calendars, Reminders, and Notes • iCloud Keychain • the iCloud website • Location features: Find My Device, Find My Item, Find My Friends, and the Find My app • Two-factor authentication • Activation lock • Backing up and restoring data • Managing your privacy and security This edition not only covers the changes to iCloud in macOS 12 Monterey, iOS 15, and iPadOS 15 but also includes details about recent changes to iCloud that span operating systems, including iCloud+. It also continues to cover macOS 10.15 Catalina, macOS 11 Big Sur, and iOS 14/iPadOS 14, but drops coverage of earlier operating system versions.

Understand iCloud's capabilities and limitations, and put its key features to good use! Version 7.0, Updated 8/10/2020 Apple's iCloud service is highly useful, but it can also create headaches for the average user. In Take Control of iCloud, Seventh Edition , Joe Kissell explains how to avoid frustrations and make iCloud work for you across all your devices. iCloud is a simple idea in theory--access to all your data on all your devices, via the cloud--that can become complicated when put into practice. Instead of wasting time fiddling with iCloud, when there are many other more important things to be done with the information it contains, learn how to minimize frustrations with Take Control of iCloud, Seventh Edition ! Whether you want a quick tip or a deep dive into the inner workings of iCloud, you'll find what you need in this best-selling book by Mac expert Joe Kissell. Start by learning what iCloud can do, how it differs from other cloud services, and how best to set it up on Macs, iOS and iPadOS devices, Apple TVs, and Windows-based PCs. Then, move on to finding out the key aspects--and hidden gotchas--of iCloud's core features, including: Photo Features: iCloud Photos, My Photo Stream, and iCloud Photo Sharing Family Sharing iTunes Match and iCloud Music Library iCloud Drive (including folder sharing and the Files app for iOS and iPadOS) Mail and Mail Drop Contacts, Calendars, Reminders, and Notes iCloud Keychain the iCloud website Location features: Find My Device , Find My Friends, and the Find My app Two-factor authentication Activation lock Backing up and restoring data This edition not only covers the changes to iCloud in macOS 10.15 Catalina, iOS 13, and iPadOS 13 but is also up to date (as of August 2020) with macOS 11 Big Sur, iOS 14, and iPadOS 14. It also continues to cover macOS 10.14 Mojave and iOS 12, but drops coverage of earlier operating system versions.

Take Control of Your Apple ID, 3rd Edition

Take Control of Photos

Take Control of iCloud, 2nd Edition

IWork: The Missing Manual

Take Control of iCloud, 8th Edition

Master Apple's video, audio, and text messaging tools! Version 1.0, published June 21, 2022 Dig into FaceTime, Messages, and Phone from the basics through the most advanced and interesting features available, including screen sharing, group calls, and sending rich messages

In Take Control of FaceTime and Messages. This comprehensive book will answer every question, and reveal useful features you never knew existed. FaceTime, Messages, and Phone form the core of Apple's video, texting, and call tools for owners of iPhones, iPads, Macs, and Apple Watches. As FaceTime and Messages have expanded features, they've become more complicated to master and use exactly the way you want. How they interact with the phone network and the Phone app can be a blurry line, too. In this book, Glenn Fleishman lays out your options to best understand, use, and customize FaceTime and Messages for your needs and conversations. Start by mastering (or reviewing) the basics of each app, then move into group calls and texts, using rich media, maintaining your privacy, and adding whimsy to conversations. Covers iOS, iPadOS, macOS, and watchOS. The book covers all three apps (and the many ways they interact) extensively, showing you: • How to master the basics of the FaceTime, Messages, and Phone apps • Essential settings and preferences for these apps, including how to pick your primary address or phone number and manage location sharing, and maintain your privacy • Ways to share your screen (or let someone share theirs with you) in both FaceTime and Messages, and when to use which • How to insert the text of a sign or other printed material in a message, or even dial a phone number by pointing your iPhone at a printed number • How to have fun and get creative with Memoji, Message Effects, Camera Effects, stickers, and hashtag images • How Apple secures live audio, video, and texting • Strategies and tools to identify and block unwanted phone calls and messages You'll learn about FaceTime capabilities such as: • How to use FaceTime for audio or video calls with one person or a group of up to 32 people • Why you might want to use a FaceTime Link, and how It can extend FaceTime to Windows and Android users • How to work with audio input and output devices in FaceTime • How to use enhanced audio (Mic Mode) and video (Portrait Mode) effects in FaceTime calls on supported devices • How to use the Eye Contact feature on iPhones and iPads, which simulates eye-to-eye contact even when you're not looking at the camera • How to use SharePlay, which lets parties carry on a FaceTime conversation while enjoying synchronized video, audio, or screen sharing (and even how to transfer SharePlay to an Apple TV) • How to convert a FaceTime audio call to a video call Find out things you never knew about Messages, including: • Why some conversations in Messages use iMessage (blue bubbles for individuals, gray bubbles for businesses) while others use SMS/MMS (green bubbles), and the differences between them • All about advanced Messages features, such as nested replies and person-to-person Apple Pay • Why Messages isn't just for text, but also for audio messages, Digital Touch effects, animations, and more • Ways to keep track of shared links and media across apps with Shared for You • The privacy tradeoffs of Messages in iCloud • Simple ways to create events and reminders from Messages conversations • What to do when group chats get out of control--managing notifications, using mentions, and understanding the differences between SMS and MMS chats Make better use of the Phone app: • How to make phone calls (including emergency calls) from your iPhone, iPad, Mac, or Apple Watch • What the "verified" label on incoming phone calls means

Manage your schedule more effectively using Calendar and Reminders! Updated January 26, 2021 Learn basic techniques and special tips for keeping yourself on time and on track with Apple's Calendar and Reminders apps.n In the days before personal computers and mobile devices, we had to rely on paper calendars and to-do lists to help us organize our time and activities. Now, we have powerful tools, like Apple's Calendar and Reminders, that are much more responsive to our needs. Put an event on your schedule, invite others to join, or set yourself an alarm (or more than one). Or, keep a list of to-do items, add to it and view it on all your Apple devices, and share your list with family or friends. In this book, veteran Mac journalist and editor Scholle McFarland will guide you through getting to know these incredibly helpful apps, including lesser-known (but handy) features. For example, did you know that in Calendar you can set an alert for when you need to leave for an event, based on the travel time calculated using the location you entered for the event? Or that Reminders can prompt you to do something not only at a certain time, but also once you've reached a specific destination, like the grocery store? If you've never taken the opportunity to explore Calendar and Reminders, this book will show you how to make them an important part of your daily routine. If you've already been using Calendar and Reminders, you'll learn how to use them more effectively, troubleshoot common problems, and delve deeper into their capabilities. This fully revised third edition is now fully up to date with Big Sur and iOS 14/iPadOS 14, and it has been expanded with new topics and additional tips. Let Scholle walk you through how to get the best out of Calendar and Reminders, including how to: • Customize Calendar to your liking, from setting time zones, to color coding specific calendars • Create events, making them repeat at regular intervals or on certain dates • Set up notifications and alerts, so you never miss an event • Invite people to events, or share your calendar with them • Create, manage, and share lists in Reminders • Set alarms in Reminders at a certain time or a certain place • Use Siri to save time when creating events or reminders • Use Shortcuts to automate common tasks with Calendar and Reminders • Easily check events and reminders on your Mac, iPhone, iPad, Apple Watch, or HomePod • Troubleshoot common problems in Calendar and Reminders • Share calendars and reminders using iCloud Family Sharing, and assign reminders to a specific person • Sort reminders on your Mac • Print a calendar (to paper or PDF)

Get up to speed quickly with macOS 11! Version 1.1, updated November 12, 2020 Get to know macOS 11 with Take Control of Big Sur. Learn everything you need to know to prepare for a smooth transition to the new version of macOS--and what to do once you've upgraded. Discover new features, explore the revised user interface, and avoid potentially unpleasant surprises. macOS 11 Big Sur is more than just Apple's annual update to its Mac operating system. This revision breaks entirely new ground, significantly overhauling your Mac's look and feel, adding big new features, and including support for the first (soon-to-be-released) Macs based on Apple silicon rather than Intel processors. We're changing things up this year, too. Rather than two separate titles on the new macOS version as we've had in past years, this time we've rolled everything into one: a book that helps you prepare for the new system, safely upgrade your Mac to run Big Sur, and then get to know all the new features. (So, if you're looking for Take Control of Upgrading to Big Sur, look no further: this book contains an abbreviated version of Joe's legendary upgrading instructions.) Some of the topics covered in this book are: • How to tell whether your Mac can run Big Sur • Steps you should take before upgrading • How to perform an in-place upgrade--or do a clean install and migrate your old data from a backup • What Control Center is and how it can simplify adjusting system settings • What's new in the Maps app (guides, Look Around, indoor maps, and more) • Ways to improve your messaging with enhanced group conversations, Memoji, and other changes in Messages • How to use and customized the heavily revised Notification Center • New features in Photos to make your images and videos even better • Improved privacy features in Safari--plus a Start Page, improved tabs, and spiffy new features • The small changes throughout macOS and bundled apps, including Apple Arcade, Spotlight, Siri, the App Store, Notes, Reminders, Voice Memos, and more

Keep your Mac safe from intruders, malware, and more! Version 1.3.1, updated July 22, 2022 Securing your Mac requires an attention to detail, but not a degree in computer science. This book provides everything you need to know to reduce your risk dramatically of intrusion, hijacking, and data extraction.n The digital world has never seemed more riddled with danger, even as Apple has done a fairly remarkable job across decades at keeping our Macs safe. But the best foot forward with security is staying abreast of past risks and anticipating future ones. Take Control of Securing Your Mac gives you all the insight and directions you need to ensure your Mac is safe from external intrusion and thieves or other ne'er-do-wells with physical access. Security and privacy are tightly related, and Take Control of Securing Your Mac helps you understand how macOS has increasingly compartmentalized and protected your personal data, and how to allow only the apps you want to access specific folders, your contacts, and other information. Here's what this book has to offer: • Master a Mac's privacy settings • Calculate your level of risk and your tolerance for it • Learn why you're asked to give permission for apps to access folders and personal data • Moderate access to your audio, video, and other hardware inputs and outputs • Get to know the increasing layers of system security through Catalina, Big Sur, and Monterey • Prepare against a failure or error that might lock you out of your Mac • Share files and folders securely over a network and through cloud services • Set a firmware password and control other low-level security options to reduce the risk of someone gaining physical access to your Mac • Understand FileVault encryption and protection, and avoid getting locked out • Investigate the security of a virtual private network (VPN) to see whether you should use one • Learn how the Secure Enclave in Macs with a T2 chip or M-series Apple silicon affords hardware-level protections • Dig into ransomware, the biggest potential threat to Mac users, but still a largely theoretical one • Decide whether anti-malware software is right for you

Take Control of iCloud

Take Control of iPassword

Take Control of Automating Your Mac, 4th Edition

Take Control of Pages, 3rd Edition

Take Control of Managing Your Files