



# Welcome to Tiger

Find out what you can do  
with Mac OS X v10.4

 Apple Computer, Inc.

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Because Apple frequently releases new versions and updates to its software, images shown in this book may be slightly different from what you see on your screen.

# Welcome to Tiger

Mac OS X puts power at your fingertips with Spotlight searching, Dashboard widgets, custom web news, and four-way video conferencing.



-  **Spotlight** Find anything, anywhere, anytime. Instantly.
-  **Dashboard** Instant access to a new kind of application called widgets.
-  **iChat AV** Video conference with up to three other people.
-  **Safari RSS** Scan the latest news, information, and articles from the Internet.
-  **Automator** Automate tasks with point-and-click simplicity.

# Spotlight

Find anything, anytime on your computer as quickly as you can type. Search your entire system from anywhere to find documents, email, contacts, calendars, music, movies, photos, bookmarks, and applications.

To find something, click the Spotlight icon, then type a few letters or words.

Click to view a slideshow of your images.

The Spotlight window shows all the search results in groups.

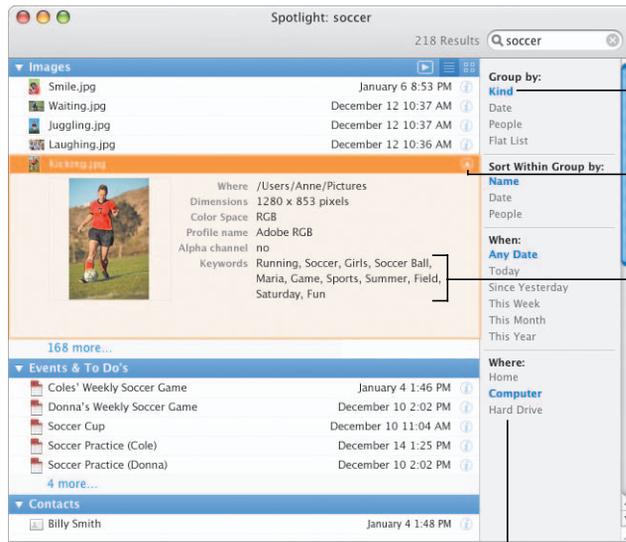
Click to show or hide a group of items.



The Spotlight menu shows the top 20 items you have opened recently. Click an item to open it.

## Organized results

To view all the results of your search, choose Show All in the Spotlight menu to open the Spotlight window. You can group items, sort them, and limit the results. You can preview images and see additional information about items.



Click to select the way you want to group the results.

Click to view additional information about an item.

This is the metadata that Spotlight uses to search for this image.

Click to group, sort, or limit search results.

## Customize Spotlight

Use Spotlight preferences to select and prioritize the types of items you want to search for. If you don't want to search certain folders or disks, click Privacy and then select them.



Drag items to prioritize search results. Click to deselect items you don't want displayed.

Choose a shortcut to show the Spotlight search field.

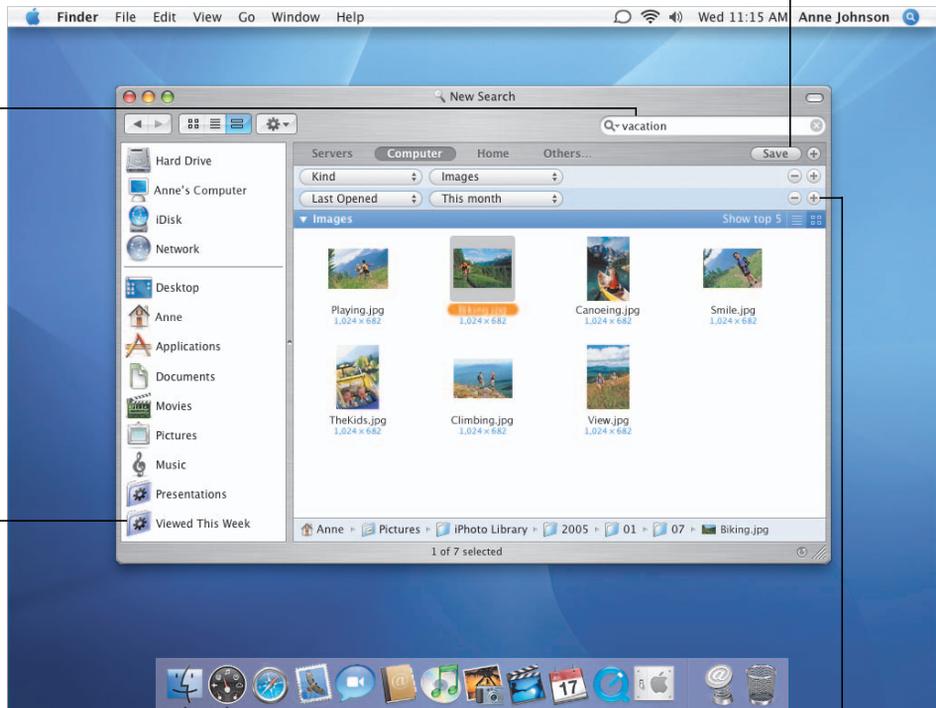
## Spotlight... Everywhere

You'll find Spotlight throughout Mac OS X Tiger, including the Finder, System Preferences, Mail, Address Book, and elsewhere. You can also save search criteria to create a Smart Folder that updates its contents automatically each time you open it.

After you specify a search, click Save to create a Smart Folder.

Type a few letters or words to search your files.

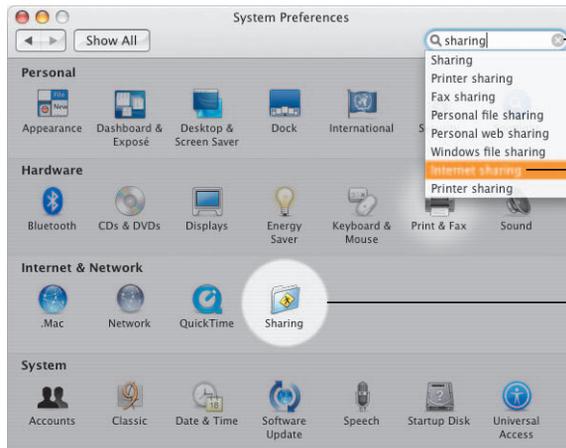
Click a Smart Folder to see the current contents or edit its search criteria.



Click the Add (+) button to search using additional criteria.

### Finding preferences

To find and change a preferences setting, open System Preferences and type a few letters or words in the search field. Spotlight even understands Windows terms.



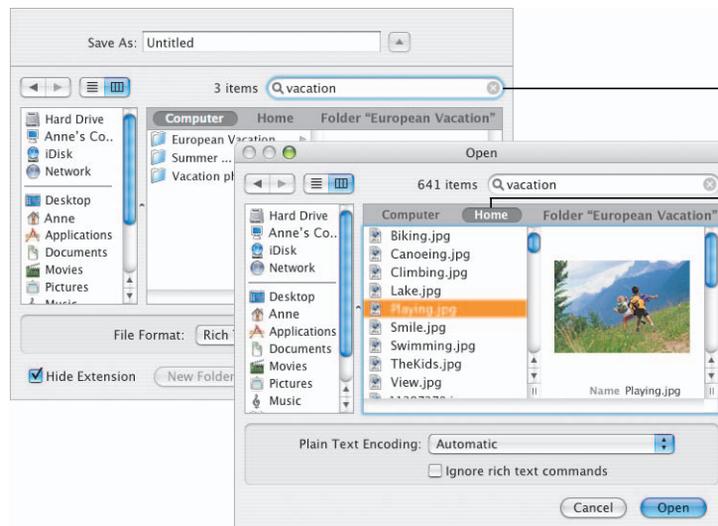
Type a few letters or words to find the preference you want to set.

Choose a term in this menu to see where the setting is located.

When the preferences pane you want is highlighted, press Return to open it.

### Finding documents

You can use Spotlight to find items when you're using any application. You can also use the search field in the Open and Save dialogs to find files and folders on your computer.



Type a few letters or words to search for items on your computer.

Click to select where you want to search.

# Dashboard

Dashboard zooms onto your desktop with the click of a mouse and, like Exposé, disappears just as quickly. You can use widgets to get up-to-date information, quickly look up contacts, check your stock portfolio, see what's playing on iTunes, and more.

Some widgets get information from the Internet.

Click anywhere on the desktop to close Dashboard.



Click to open the Dashboard widget bar to add more widgets.

You can open more than one copy of a widget.



Click the Dashboard icon to open it.

## Expanding Dashboard

It's a snap to get more widgets. When you open Dashboard, click the Open (+) button to show the widget bar. To add a widget to Dashboard, just click it.



Click to close the widget bar.

Click to close the widget.

If this icon appears, click it to see other widgets.

## Customizing widgets

Most widgets are simple and customizable to fit your needs. To see the settings you can change, click the Info button in the bottom right corner. For example, in the Stock widget, you can specify the stocks you want to see.



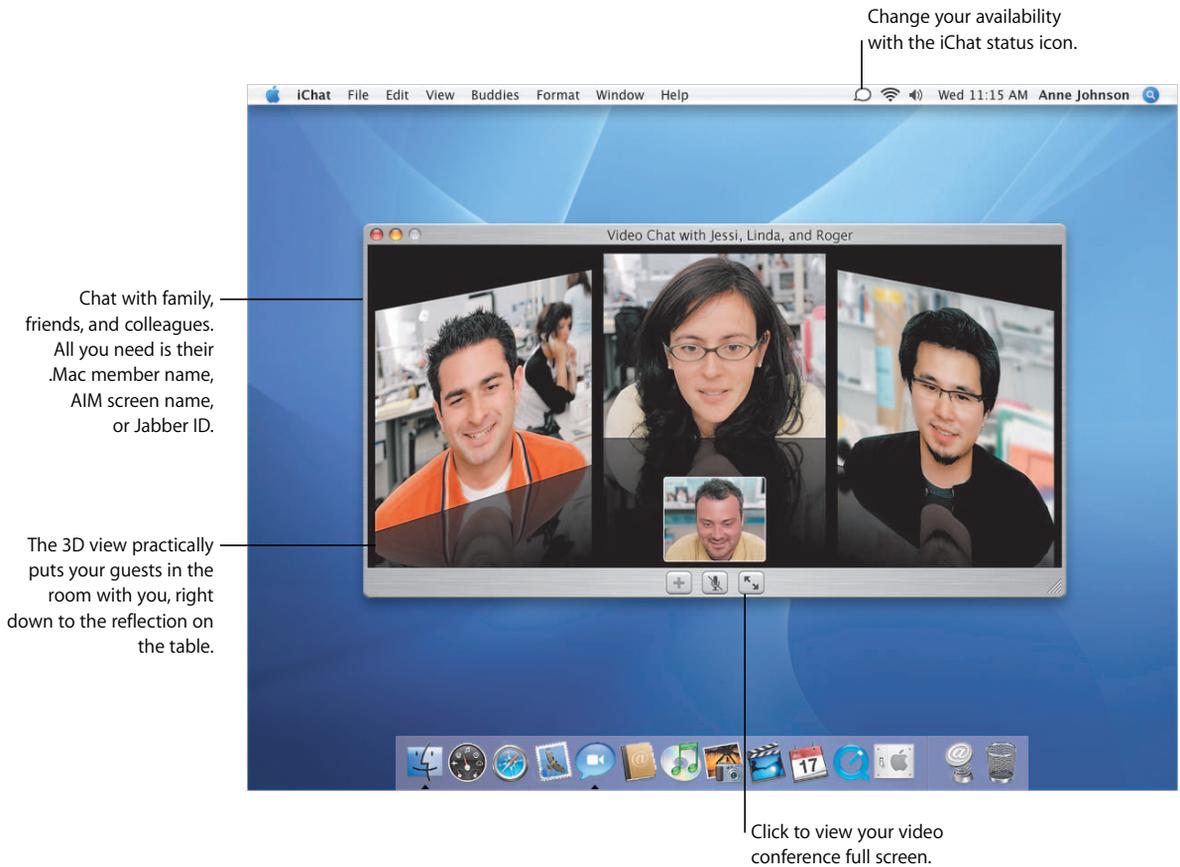
Click the Info button to select options for a widget.

To add a stock, type a company's name or symbol, then press Return. Select a name in the menu, then click the Add (+) button.

When you're finished, click Done.

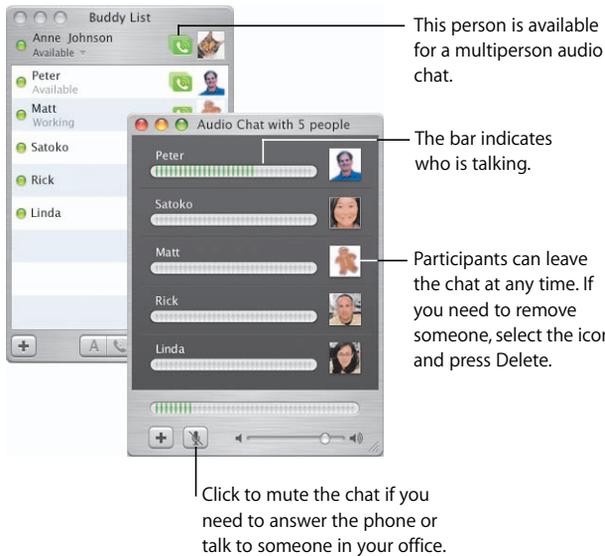
## iChat AV

Use multiway video and audio conferencing to chat live with friends and colleagues. Video conference with up to three other people with stunning, true-to-life pictures and crystal-clear conversation.



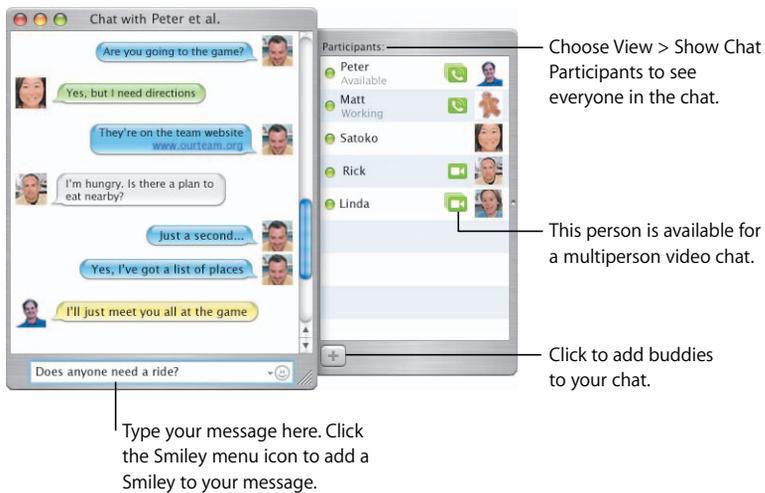
## Audio chats

You can hold audio chats with up to nine other people. Just select their names and click the telephone icon at the bottom of the Buddy List.



## Instant messaging

You can use iChat instant messaging to chat with one person or many. While you're chatting, you can send web links, files, and photos by simply dragging them into the chat. Web links open with a click.



## Safari RSS

Now Safari brings you up-to-the-minute RSS news, headlines, and summaries from the web. Scan thousands of articles in one easy-to-read, searchable list. Then bookmark your search to quickly find similar articles in the future.

Click to view the webpage. Click again to see the RSS feeds.

The number of unread RSS articles appears next to the bookmark.

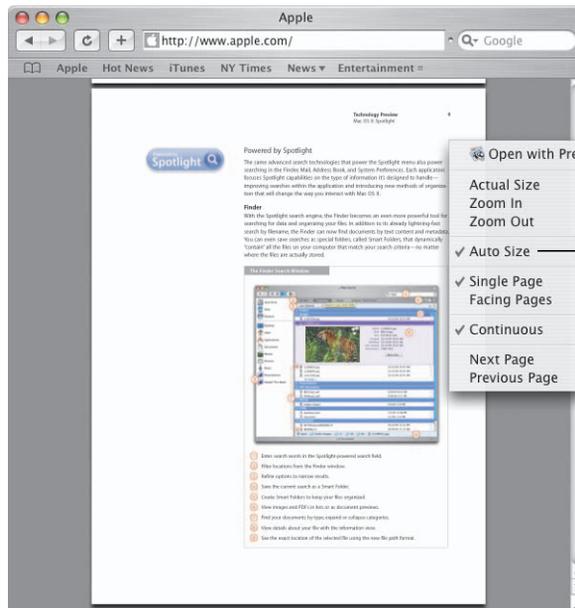
View RSS articles in the Safari browser window, then click "Read more" to read the full article.



Bookmark article searches to use the search again and again.

## Display PDFs

You can view PDFs right in the webpage so that you don't have to download the file to use it. The contextual menu lets you choose how you want to view the PDF.

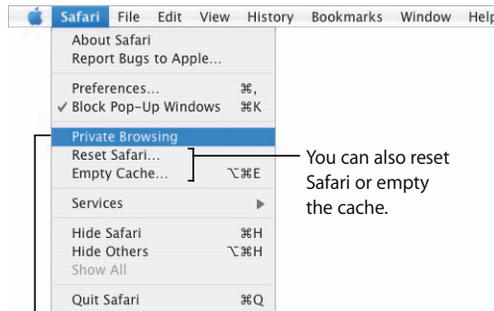


Hold down the Control key and click the PDF to select viewing options.

Choose Auto Size to scale the PDF to fit in the window as you resize it.

## Private browsing

When you browse the Internet using a public computer, turn on Private Browsing to protect your information. When it's on, the websites you visit aren't added to the history, your information isn't saved for AutoFill, and searches aren't added to the Google search box.



You can also reset Safari or empty the cache.

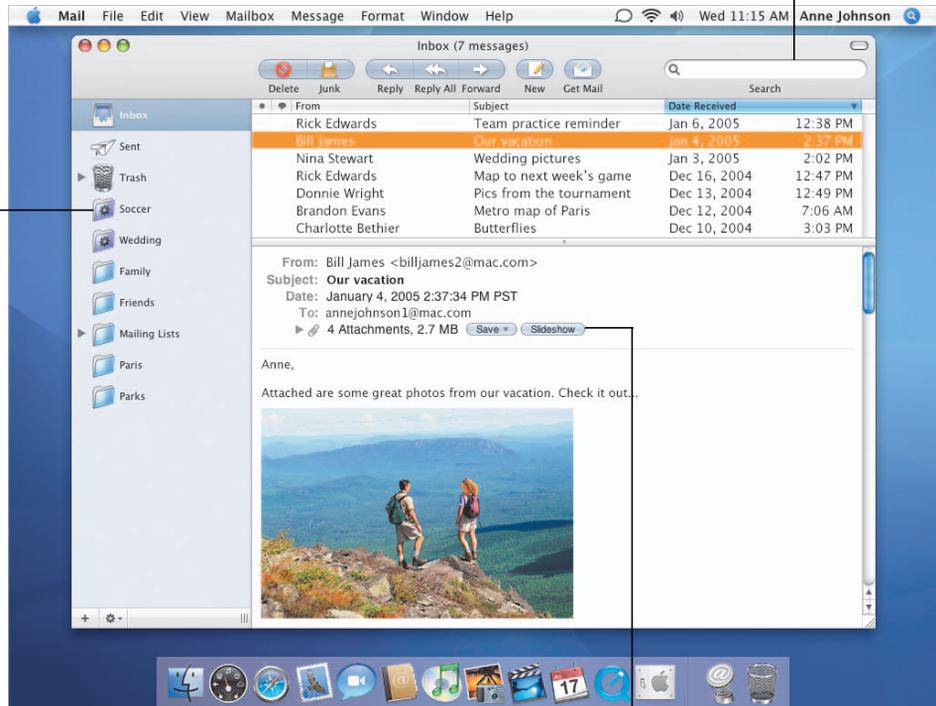
Choose Private Browsing from the Safari menu to protect your personal information.

## Mail

Take control of your inbox. With Spotlight searching, find messages instantly and organize them using Smart Mailboxes. Slideshows make it easy to view images you receive in messages and then save them directly to your iPhoto library.

Type a few letters or words to search your mailboxes.

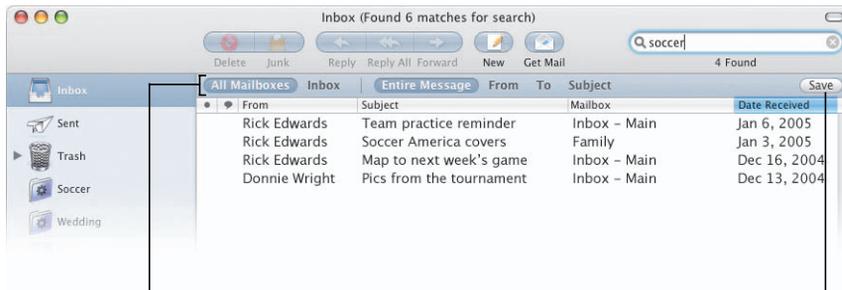
Create a Smart Mailbox to automatically organize email messages.



Click Slideshow to view the images attached to a message.

### Instant searching

When you type a few letters or words in the search field, Mail immediately starts finding messages. You can then change where Mail is searching and save your search as a Smart Mailbox.



Select to search all mailboxes or the current mailbox and the field to search in.

Click Save to create a Smart Mailbox with this search.

### Slideshow viewing

When you view images in an email message as a slideshow, you can view them as thumbnails on an index sheet or as individual pictures. As you view individual pictures, click to add them to your iPhoto library.



Click an image in index view to see its full size.

Click to see images on an index sheet.

Click to add the current image to your iPhoto library.

## Address Book and iCal

Address Book and iCal make it easy to organize and share information so that you can collaborate with others. iCal lets you invite guests to events, while calendar groups help you organize your meetings and events.

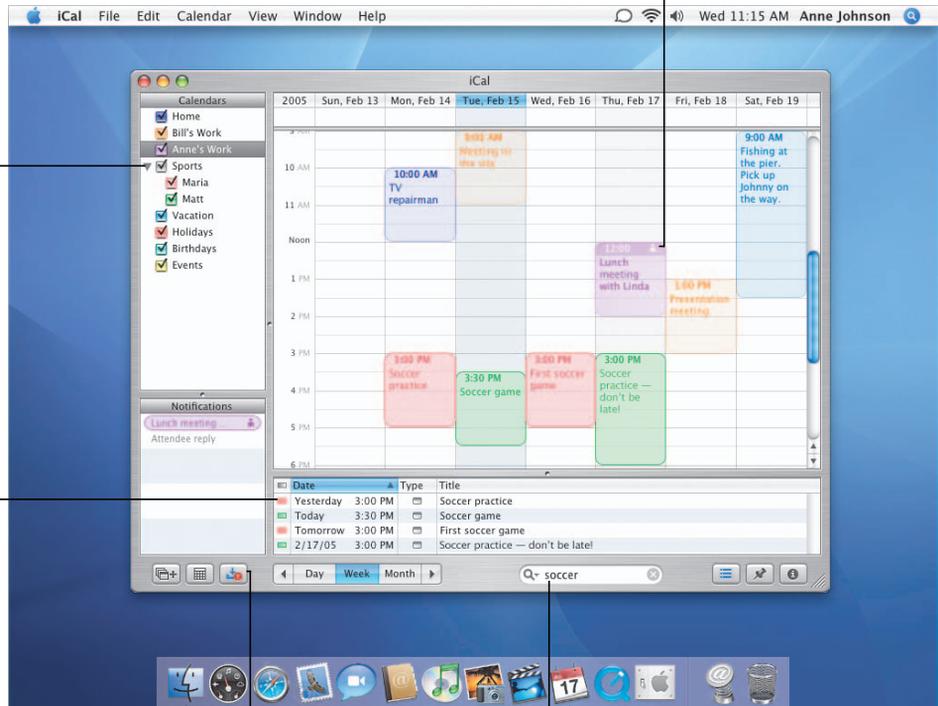
This icon indicates that everyone invited to the meeting has accepted.

Create calendar groups to organize your calendars.

Double-click an event to see it in your calendar.

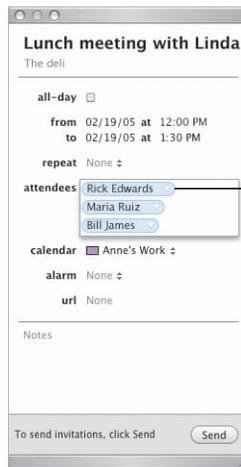
Click to check the status of events you are invited to or have invited other people to.

Type a word or two to find events in your calendars.

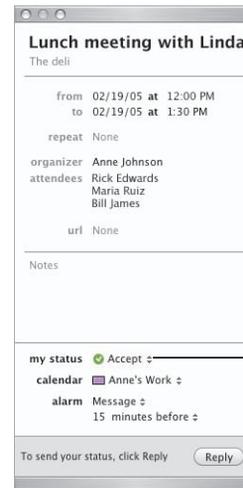


## Event invitations

You can invite Address Book contacts to events you create in iCal. When you do, iCal sends them an email invitation. When they reply, you receive an email from them and iCal is updated.



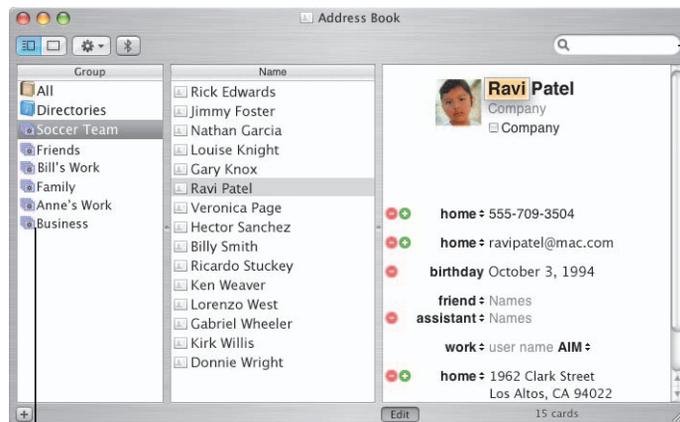
To invite people to an event, type their names the same way you address messages in Mail.



If your guests use iCal, they can choose their status and send you a reply.

## Finding contacts

Address Book provides several ways to organize and find your contacts. Use Spotlight searching to quickly locate any person in your address book. Create a Smart Group to quickly find contacts based on information in Address Book.



Type a few letters or words to search your contacts.

Click a Smart Group to see the contacts in the group.

## .Mac Sync

.Mac sync\* makes it simple to keep your information synchronized on several Mac computers. You can synchronize bookmarks, calendars, contacts, and more so that you always have current information available.

Sync your iDisk automatically so that you can access your files from several computers.



\* To use iDisk and .Mac syncing, you need a .Mac membership.

## .Mac syncing

You can select the information you want to synchronize and how you want to do it. Choose to sync automatically; every hour, day, or week; or manually. To sync your information immediately, click Sync Now.

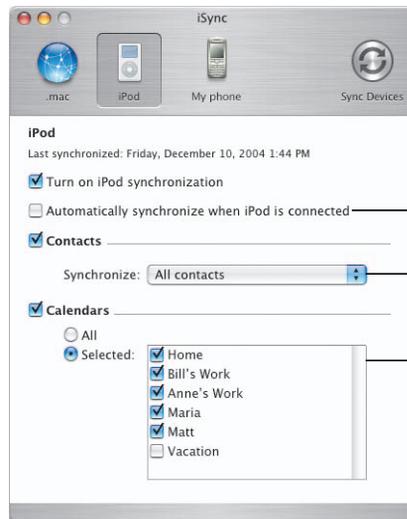


Choose whether you want to sync your information automatically or do it yourself.

Select the information you want to synchronize.

## Syncing your iPod

iSync lets you select how you want to synchronize your contacts and calendars on your iPod. You can sync all your contacts and calendars, or you can select a specific group or calendar.



Select to sync your iPod automatically when you connect it to your Mac.

Choose the group of contacts you want to sync.

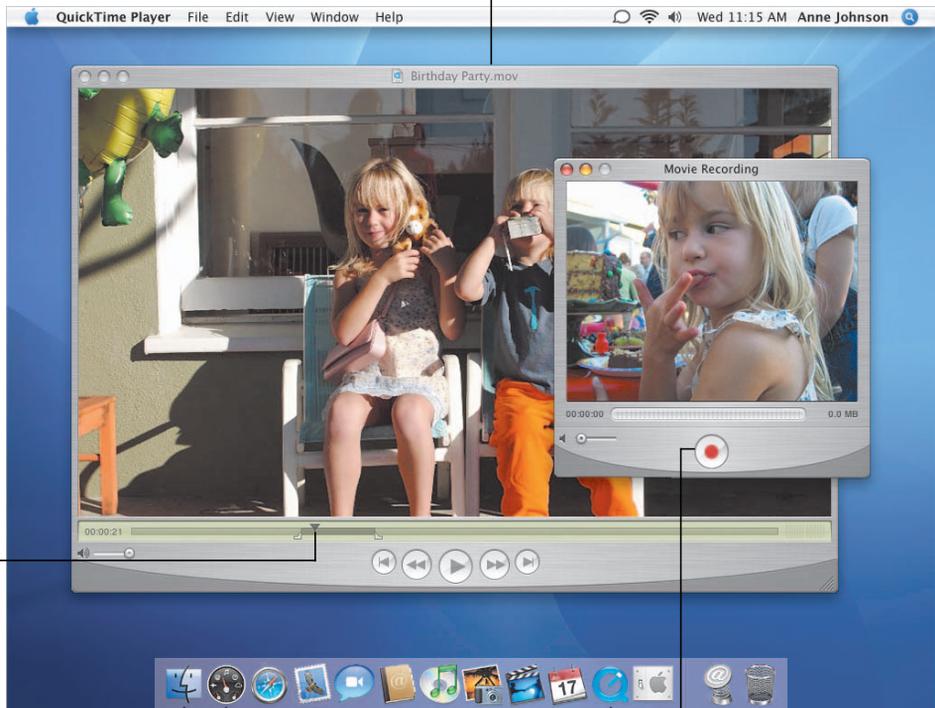
Select the iCal calendars you want to sync on your iPod.

## QuickTime 7

The new H.264 codec in QuickTime 7 delivers crystal-clear video and smooth playback even when you change the size of the player window. Upgrade to QuickTime 7 Pro to capture movies and share them with your friends.

Get up to four times  
the frame size of  
MPEG-4 video.

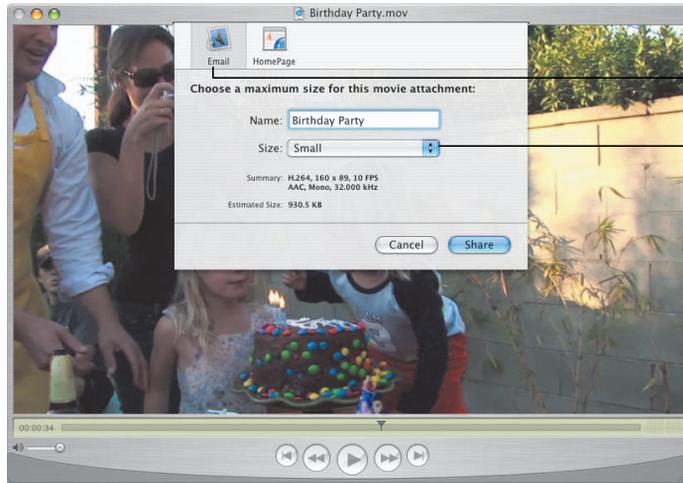
Select the part of the  
movie you want  
to review.



Using QuickTime 7 Pro, capture  
video live using your iSight or  
other FireWire camera.

## Sharing

Share your QuickTime movies effortlessly. Choose Share from the File menu to send your movie in an email or put it on your .Mac website.



Send your movie in an email or save it on your .Mac HomePage.

Choose a size that works best with your Internet connection.

## Easy controls

QuickTime 7 Pro gives you great control of your movies. When you're viewing a movie in full-screen mode, move your mouse to see the control panel.



Control playback using familiar video controls.

Click to return to normal viewing.

## Works With Windows

Your Mac fits seamlessly into Windows networks so you can share documents and printers with everyone. You can establish a secure connection to a Windows network over the Internet and access Microsoft Exchange servers.

The screenshot shows a Mac desktop with a blue background. The top menu bar includes 'Finder', 'File', 'Edit', 'View', 'Go', 'Window', and 'Help'. The system status bar on the right shows 'Wed 11:15 AM' and 'Anne Johnson'. The dock at the bottom contains icons for Spotlight, System Preferences, Safari, Mail, iMessage, iTunes, iPhoto, iMovie, iCal, and the Apple logo.

The 'My Network' window is open, displaying a sidebar with 'Hard Drive', 'Anne's Computer', 'iDisk', 'Network', 'Desktop', 'Anne', 'Applications', 'Documents', 'Movies', 'Pictures', and 'Music'. The 'Network' sidebar item is selected. The main pane shows a network map with nodes for 'Dad's G5', 'Mom's PC', 'Maria's iBook', 'Matt's Mac mini', and 'Rick's PC'. A line connects 'Matt's Mac mini' and 'Rick's PC'.

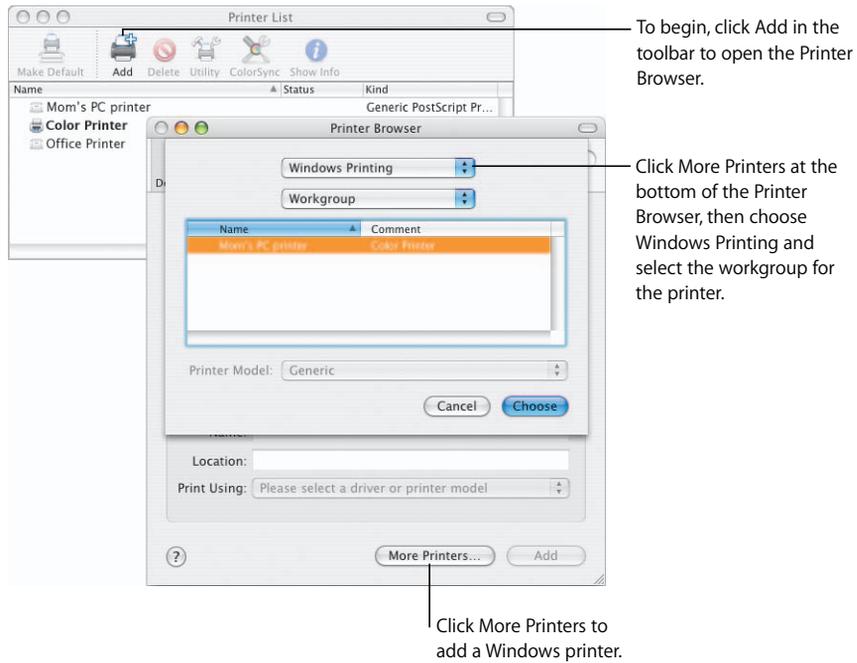
An 'SMB/CIFS File System Authentication' dialog box is open over the network map. It contains the following text and fields:  
Enter the workgroup or domain and your user name and password to access the server "Mom's PC."  
Workgroup or Domain: WORKGROUP  
Name: ANNEJOHNSON  
Password: [text field]  
 Remember this password in my keychain  
Buttons: Cancel, OK

Annotations with lines pointing to the screenshot:

- Click Network in the Finder to browse for Windows workgroups.
- Use your iDisk to share files with Windows users on the Internet.
- Browse Mac and Windows file shares in the same window.
- Log in to Windows shares just as you would on a Windows computer.

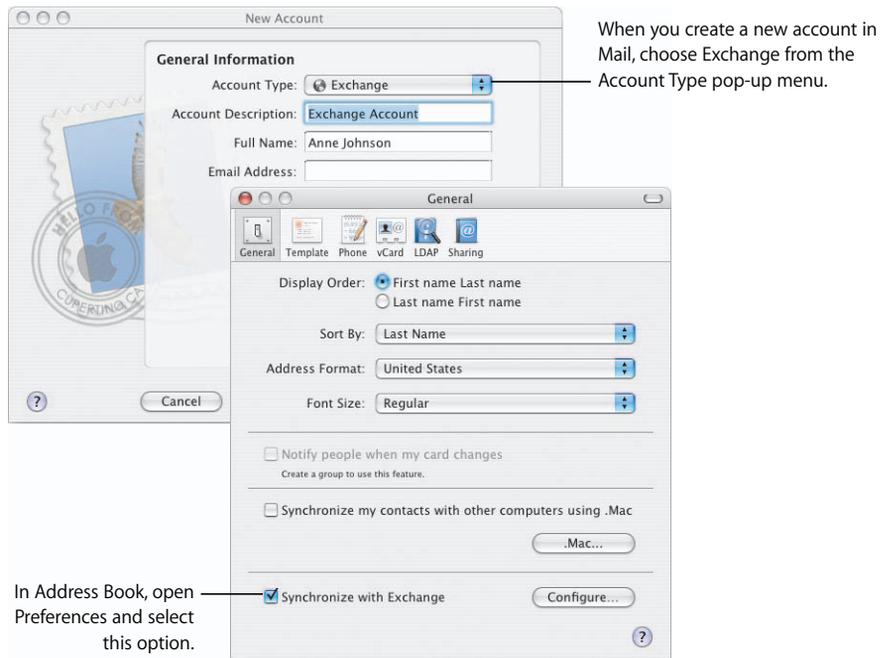
## Windows printers

If you have a printer connected to a Windows computer, you can share it with Mac computers on your network. To add a Windows printer to the list of available printers on your Mac, open Printer Setup Utility.



## Exchange services

Mail and Address Book work with Microsoft Exchange servers so you can access the same addresses available on an Exchange server.



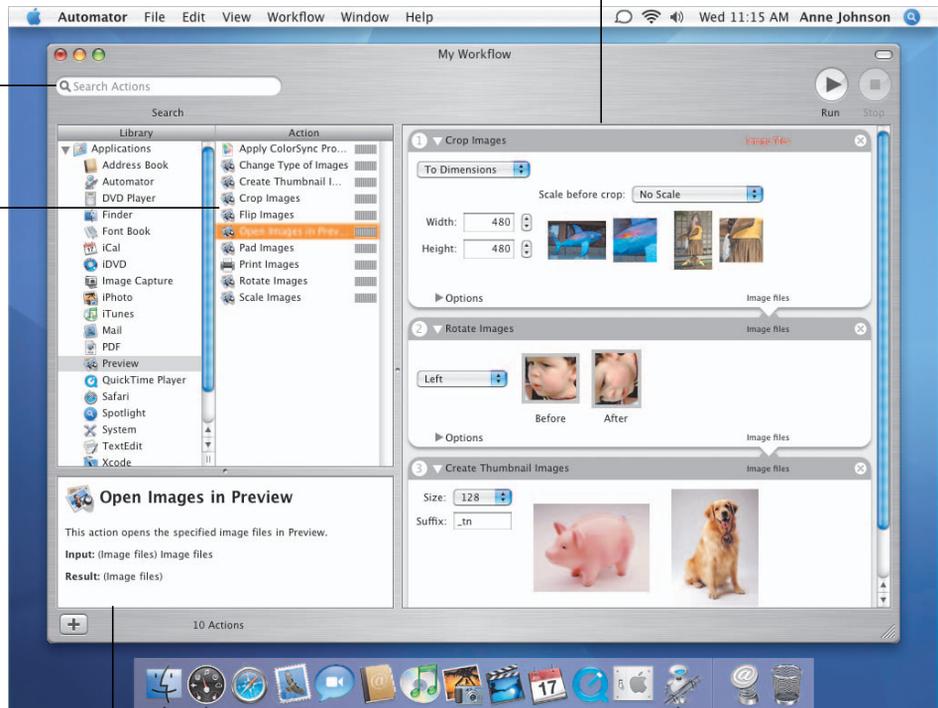
# Automator

Automator lets you automate the tasks you do most often. It's simple to create Automator "workflows" by dragging "actions" and selecting options. Then share your workflows in several convenient formats.

Drag actions here to create a workflow. Click Run to test your workflow.

To find actions, type a word or two here.

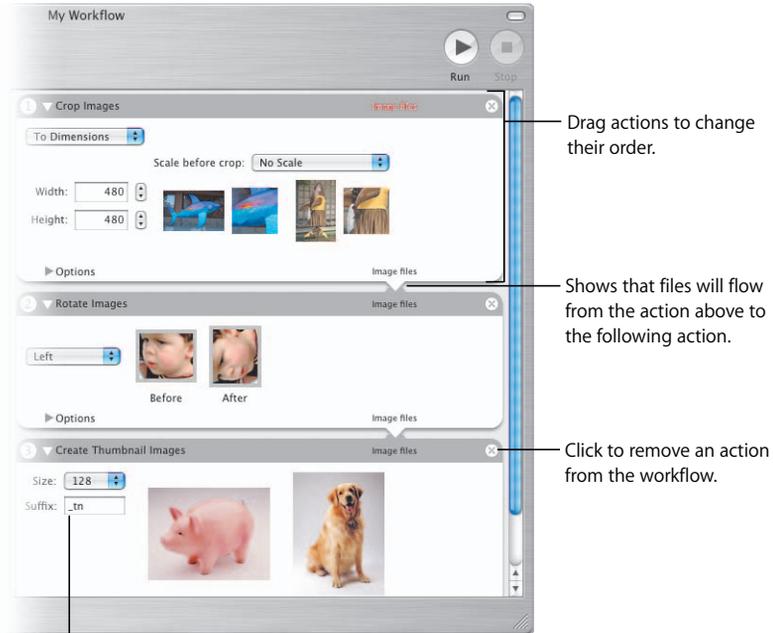
You'll find actions available for many Mac OS X applications.



When you select an action, the description provides information to help you use the action.

## Building a workflow

As you add actions to your workflow, they are linked together to indicate the flow. To customize actions to perform the task you want, you can set values and select options. If an action doesn't have the data it requires to work correctly, you will see an indication at the top of the action.



## Putting them to work

There are several ways you can put your workflow to work for you. You can save it as a workflow document or an application and then share it with friends by mailing it to them. If you save a workflow as a plug-in, you can choose how you want to use it on your computer, such as Folder Actions or iCal alarms.



Double-click a workflow application to run it.

## Parental Controls

You can create a user account for each person using your Mac and select appropriate privileges for each one. You have complete control of your children's access to your computer, the Internet, and who they communicate with.

The screenshot shows the 'Accounts' window in System Preferences. The 'Parental Controls' tab is selected for the user 'Tom Clark'. A list of applications is shown with checkboxes and 'Configure...' buttons. The 'Dictionary' application is checked. A 'Login Window...' menu is visible in the top right corner. A dock is visible at the bottom.

Select the applications you want to control.

To quickly change users, turn on fast user switching.

Select appropriate privileges for each user you create.

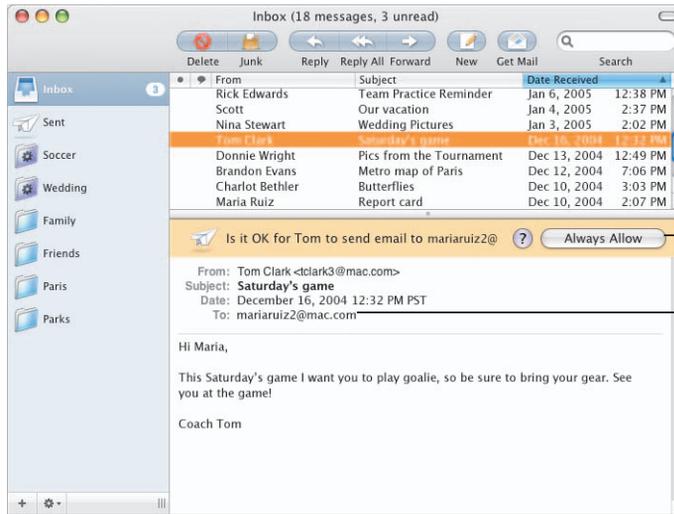
Click to add a new user account for each person using your computer.

Only users with an administrator password can change these settings.

Click to specify the people this user can chat with.

## Controlling email

To protect your children from receiving unwanted email messages, turn on parental controls for Mail and then specify the email addresses of users they can exchange messages with. If someone who isn't on the list sends your child a message, you get notified automatically. Before your child can send a message to someone not on the list, you have to give permission.

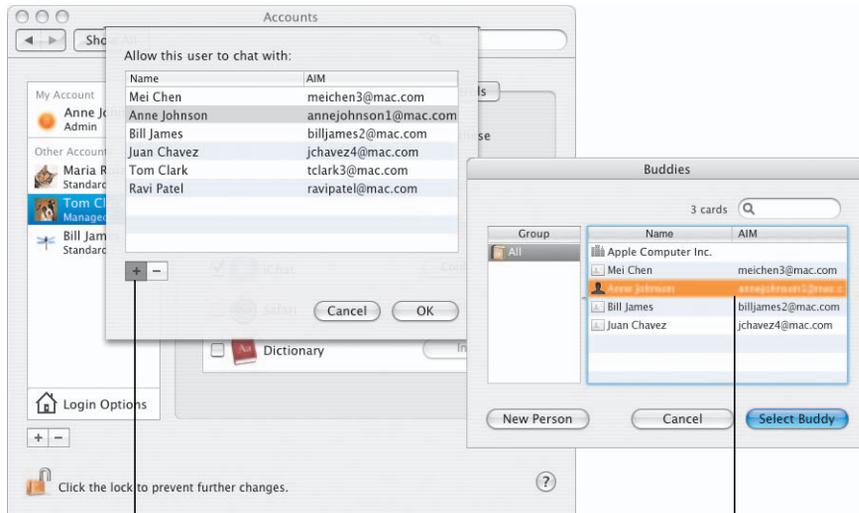


Click here to allow your child to receive messages from this person.

The notification message is sent to the email address you specify.

## Controlling chats

When you turn on parental controls for iChat, you can specify which users your child can chat with. Your child will not be able to chat with someone without your permission.



To allow this user to chat with someone, click the Add (+) button.

Select a name from Address Book or click New Person to add someone.

# iTunes

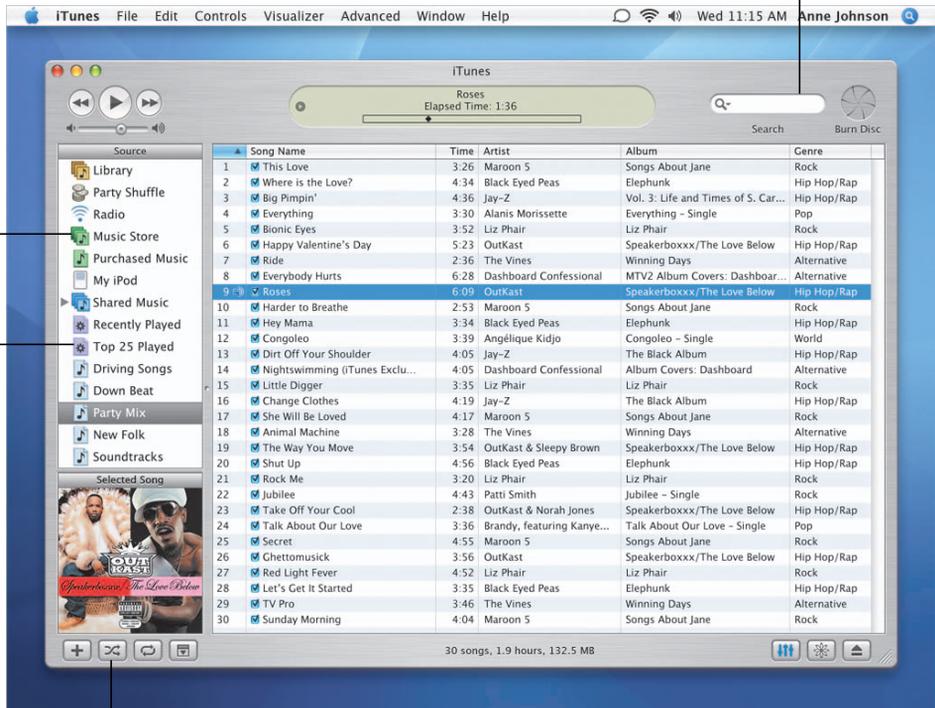
iTunes makes it easy to organize, share, and listen to your music. Shop for music on the iTunes Music store\*. Create playlists of your favorite songs, then copy them to your iPod. Or burn CDs to share your music with your friends.

Type a word or two to search your music library or the iTunes Music Store.

Click to visit the iTunes Music Store.

Create Smart Playlists to organize your music.

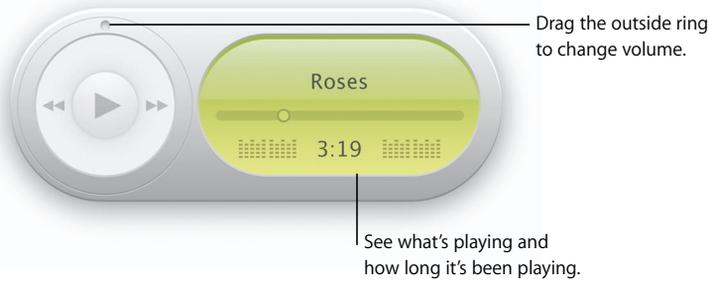
To mix it up, click the Shuffle icon.



\* The iTunes Music Store may not be available in your country.

### iTunes widget

Dashboard includes the iTunes widget that lets you check what's playing and control playback while you work without opening iTunes.



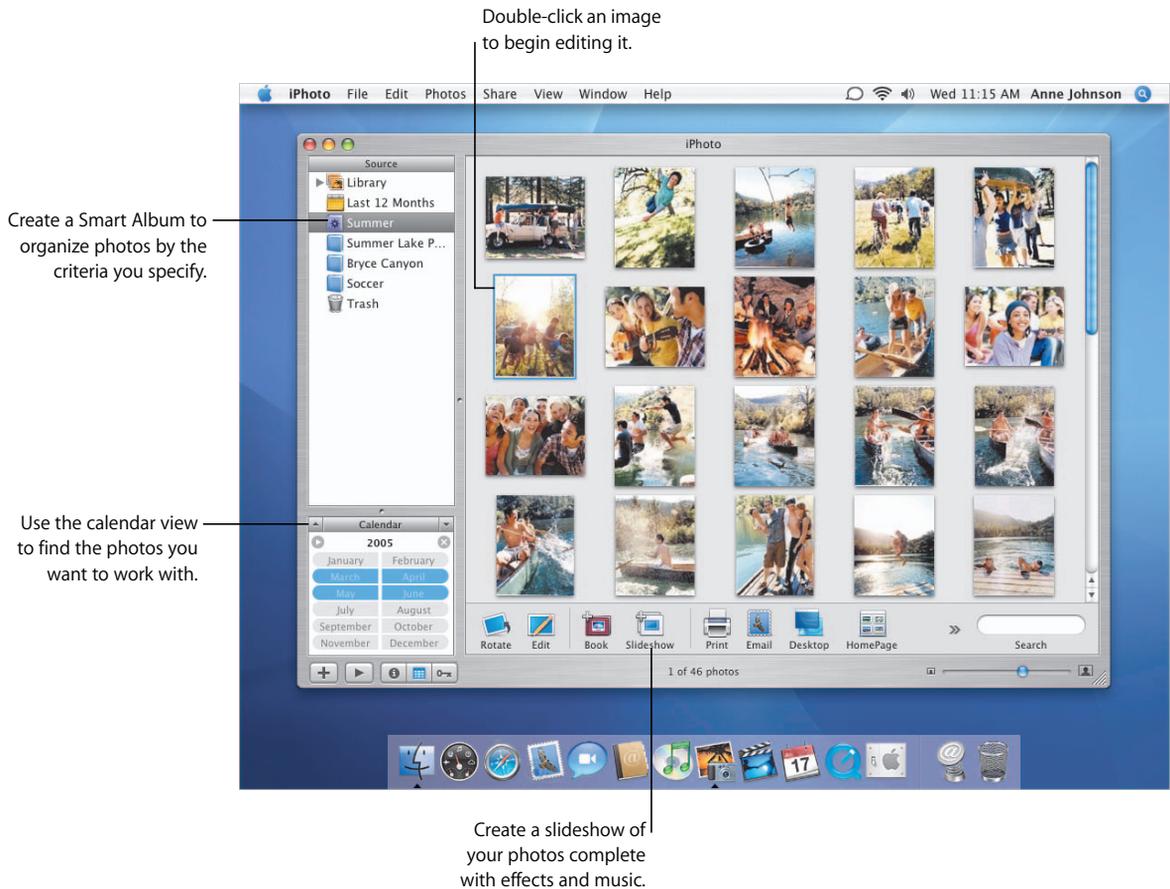
### Works with iPod

iTunes, iPod, and your Mac were made for each other. Simply plug iPod, iPod mini, or iPod shuffle into your Mac and iTunes opens automatically. You can then copy your favorite songs to iPod so you can have them with you all the time.



## iLife

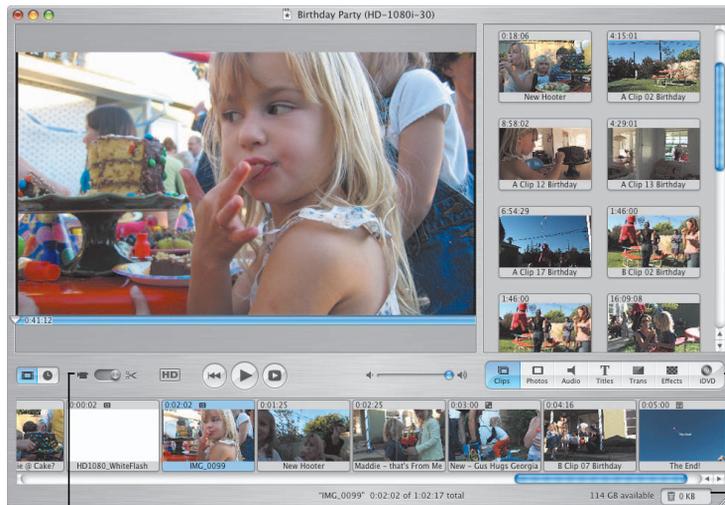
iLife applications\* work together to help you unleash your creativity. Create photo albums and slideshows, make your own high-definition digital videos, compose your own music, then author DVDs to share your creations with others.



\* iLife applications are not included with Mac OS X, but may be installed on your computer. Some iPhoto services may not be available in your country. To use some iPhoto services, you need a .Mac membership. To burn a DVD, your computer must have a SuperDrive.

## iMovie HD

iMovie HD brings you powerful, yet easy-to-use digital video editing. Choose Make a Magic iMovie from the File menu to create a movie from the clips on your camera instantly. You can use digital video film clips in many formats, including HD and MPEG-4.



Select to record a movie using your digital camera.

Use the Media Browsers to add clips, photos, and music, or prepare to burn your own DVD.

Click the Trash to restore media you have deleted.

## iDVD

iDVD makes creating your own DVDs a snap. Now with new themes that include animated drop zones, you can use photos, slideshows, and movie clips to create exciting DVDs. And easiest of all, choose OneStep DVD from the File menu to turn the clips on your camera into a DVD instantly.

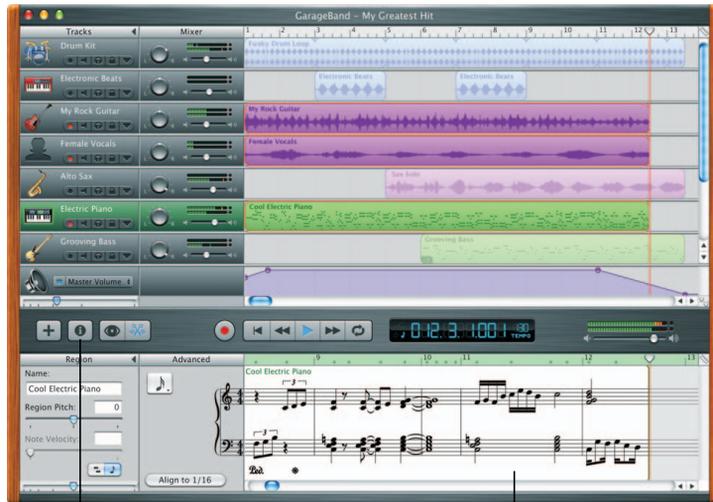


Select an Apple-designed theme to start your project.

View a map of your DVD project to help you keep organized.

## GarageBand

Turn your Mac into an anytime, anywhere recording studio with hundreds of instruments. GarageBand is the easiest way to create, perform, and record your own music.



Click to open the Track Info window, loop browser, or editor.

View the notation for your song as you record it.