

# Index

## Numbers

#00 Phillips screwdriver, 209–210, 225

## A

AC power

- airplanes, and availability of, 199, 203
- charging battery while running, 200

access point

- defined, 28, 308
- firmware, 296

accounts. *See* e-mail accounts; user accounts

active processes, 237

active RAM, 240

Activity Monitor

- CPU usage, 235–239
- hard disk activity, 241–243
- memory usage, 239–241
- processes, 236–237
- refreshing, 238
- update frequency, 238

ad hoc wireless network, 28–29, 308

adapters

- DVI-D to DVI-I, 5
- Ethernet, 24
- FireWire to USB, 18
- Micro-DVI to DVI, 5–6
- Micro-DVI to VGA, 6
- Micro-DVI to Video, 7

adding more RAM, 241

Address Book

contacts

- birthdays, 86–90
- duplicates, 92–93
- e-mail messages, 84–86
- entering, 80–81
- events, 98–99
- groups, 84–86, 309
- smart group, 85, 310
- importing from Microsoft Outlook, 91–92
- mailing labels, 97–98
- merging duplicates, 92–93
- printing envelopes with contact information, 95–96
- saving, 80–81
- sending contact information, 82–83
- smart group, 85, 310
- synchronizing, 41–42, 61–62, 64
- vCard, 80–83, 311

features, 80

MobileMe account, 71, 93–95

administrator commands, 268–269

AdSense, 127–129, 308

AIM (AOL Instant Messenger), 154

air fan

- MacBook Air SMC Update 1.0, 293–294
- troubleshooting, 293

**AirPort**

- connections, 24, 294
- status, 24
- troubleshooting, 294
- turning on/off, 206, 294

alarms for events, 99–100

Alsoft DiskWarrior disk repair application, 254

alternate booting techniques, 303

alternative display, 4

AOL Instant Messenger (AIM), 154

**Apple**

- AppleCare technical support, 235
- Authorized Apple Dealers, 212
- discussion forums, 301
- Web site, 300–301

Apple Hardware Test, 252–253, 288

Apple Partition Map, 182

application shortcuts, 304

**applications**

- closing, 234, 249
- compatibility with OS X, 233
- crashes, 263–265
- force quit, 261–262
- installing, problems after installation, 233
- preferences file, 244–245, 310
- quitting, 206, 261–262
- Safe Relaunch, 264–265
- settings, 233
- stuck, 260–262
- transferring from another Mac, 29–31
- uninstalling, 173–174, 233
- versions, 233, 243
- won't start, 265

appointments. *See* events

attaching devices. *See* connecting devices

**audio**

- Bluetooth headphones, 37–39
- Media Player for Mac OS X, 297
- troubleshooting, 296–297
- voice chat, 38–39
- volume, 38, 296

audio chat, 37–39, 156–160

Authorized Apple Dealers, 212

**B**

Back to My Mac application, 120–124

**backups**

- disk image, 187–189
- DVDs or CDs, 189–191
- MobileMe, 117–120, 191
- online source, 117–120, 191
- Time Machine, 183–187, 276–277

batteries in devices, replacing, 249

**battery in MacAir Book**

- charging, 201
- cycling, 207–208
- deep discharge state, 202, 308
- discharging, 207
- disposing of, 212
- energy settings, 204–206
- installing, 209–212
- long-term storage considerations, 202
- memory effect, 200, 309
- performance, 204
- portability, 199
- removing, 209–211
- replacing, 209–212
- reserve power, 208
- saving energy, 203–207
- status, 201–203
- tracking battery usage, 201–203

**birthdays**

- automatic birthday greetings, 90
- Birthdays calendar, 102–103
- e-mail reminders, 88–89
- keeping track of, 86–88

**Bluetooth**

- Bluetooth Setup Assistant, 33–35
- Bluetooth window, 33, 36
- configuration options, 35–36
- connecting devices
  - headphones, 37–38
  - headset, 36–37
  - keyboard, 32–35
  - mouse, 32–35
  - Palm OS PDA, 43–45
  - phone, 39–43

Bluetooth (*continued*)

- defined, 308
- discoverable, 32, 308
- File Exchange utility, 45–47
- pair, 32, 309
- passkey, 32, 34
- piconet, 33, 309
- saving energy, 207
- sharing, 47–49
- status, 207
- transferring files, 45–47
- turning on/off, 207

## BMP file format, 59

## Bonjour technology, 154–156, 308

## bookmarks

- defined, 308
- exporting from Internet Explorer, 281–283

## booting techniques

- Safe Boot, 251–252, 288, 310
- secondary boot device, 180–183, 252
- shortcut keys, 303

## bounce message, 152–153, 308

## C

## cables

- dual-link, 5, 308
- DVI-D, 5
- DVI-I, 5
- single-link, 5, 310

calendars. *See also* iCal

- importing from Microsoft Outlook, 103–105
- MobileMe account, 71, 105–106
- subscribing to published calendars, 106–108
- synchronizing
  - with iPod, 61–62
  - with phone, 41–42

## calibrating

- battery, 207–208
- display, 9

camcorder. *See* digital camcordercamera. *See* digital camera

## Cariolis Systems' iDefrag utility, 242

## case

- opening, 210–211, 225–226
- screws, 209–211, 225

## Catalog file, 222

## CDs

- backups, 189–191
- ejecting, 297
- inserting, 292

## cell phone

- compatible models, 39
- connecting, 39–43
- Internet connection, 42–43
- iSync, 66, 68–71
- synchronizing, 39, 41–42, 66, 68–71
- using as Bluetooth modem, 43

## central processing unit (CPU)

- defined, 308
- monitoring CPU usage, 235–239
- time, 239
- types, 239

## charging battery, 201

## chat

- AOL Instant Messenger (AIM), 154
- audio chat, 156–160
- Bluetooth headset, 38–39
- Bonjour technology, 154–156, 308
- MobileMe, 154–155
- recording, 160, 162
- video chat, 156–157, 160–162

## checking

- connections, 249, 288
- for software updates, 174–175, 243

## cleaning

- Desktop, 172–173
- MacBook Air, 177–178
- screen, 178

## closing applications, 234, 249

## compatible cell phone models, 39

## Composite (yellow RCA) connector, 7

## Compost program, 172

## computer-to-computer wireless network, 28–29, 308

- configuring
  - Bluetooth devices, 35–36
  - Mail not show images in messages, 138–140
  - microphones, 158
  - Time Machine, 183–187
- connecting devices
  - Bluetooth
    - headphones, 37–38
    - headset, 36–37
    - keyboard, 32–35
    - mouse, 32–35
    - Palm OS PDA, 43–45
    - phone, 39–43
  - external display, 4–7
  - fax, 15–16
  - imaging devices, 17–19
  - microphones, 158
  - monitor, 4–7
  - optical drive, 25–26
  - plug-and-play, 4
  - printer, 10–15
  - projector, 4–7
  - SuperDrive, 25
  - television set, 4–7
  - VCR, 7
- connecting to Internet with phone, 42
- connecting to wireless network
  - AirPort, 24, 294
  - lock icon, 24
  - step-by-step directions, 24–25
- connections
  - checking, 249, 288
  - external display
    - Composite (yellow RCA) connector, 7
    - DVI (digital video interface), 4–6
    - DVI-D to DVI-I adapter, 5
    - Micro-DVI to DVI adapter, 5–6
    - Micro-DVI port, 4–5
    - Micro-DVI to VGA adapter, 6
    - Micro-DVI to Video, 7
    - S-Video connector, 7
    - VGA (video graphics array), 4, 6
    - video, 7
  - FireWire, 18
  - Remote Disc, 272–273
- connectors
  - Composite (yellow RCA), 7
  - DVI-A, 4
  - DVI-D, 5–6
  - DVI-I, 5–6
  - female, 6, 309
  - male, 6, 309
  - S-Video, 7
  - VGA, 6
- Console, 232–233
- contacts
  - birthdays, 86–90
  - duplicates, 92–93
  - e-mail messages, 84–86
  - entering, 80–81
  - events, 98–99
  - groups, 84–86, 309
  - importing from Microsoft Outlook, 91–92
  - mailing labels, 97–98
  - merging duplicates, 92–93
  - printing envelopes with contact information, 95–96
  - saving, 80–81
  - sending contact information, 82–83
  - smart group, 84–85, 310
  - synchronizing
    - with iPhone, 64
    - with iPod, 61–62
    - with phone, 41–42
  - vCard, 80–83, 311
- copying and pasting shortcut keys, 307
- CPU (central processing unit)
  - defined, 308
  - monitoring CPU usage, 235–239
  - time, 239
  - types, 239
- crashing applications, 263–265
- creating
  - events, 98–99
  - group of contacts, 84–86

creating (*continued*)

- personal Web site, 124–125
- secondary user account, 179–180

## CRT monitor, 6

## cursor, spinning, 242–243, 310

## custom repeat interval for events, 101–102

## cutting and pasting shortcut keys, 307

## cycling battery, 207–208

## D

## db.tidbits.com Web site, 301

## deep discharge state, 202, 308

## default printer, 11

## defragmented hard disk, 241–242, 308

## deleting

- files, 170–173, 218
- folders, 173

## Desktop

- cleaning up, 172–173
- icons, 173

## desktop extension, 4

## devices

## connecting

- Bluetooth, 32–45
- external display, 4–7
- fax, 15–16
- imaging devices, 17–19
- microphones, 158
- monitor, 4–7
- optical drive, 25–26
- Palm OS PDA, 43–45
- phone, 39–43
- plug-and-play, 4
- printer, 10–15
- projector, 4–7
- SuperDrive, 25
- television set, 4–7
- VCR, 7

## default settings, 250

## disconnecting, 206

## firmware, 250, 309

## power cycle, 249

## replacing batteries, 249

## sharing

- Bluetooth, 47–49
- fax, 15–17
- imaging devices, 19–20
- optical drive, 26–27
- printer, 12–15
- SuperDrive, 26
- troubleshooting, 291
- turning on/off, 249

## DHCP (Dynamic Host Control Protocol) lease, 294–295

## digital camcorder

- connecting, 17–19
- FireWire-compatible, 18
- sending video to a video chat, 166–167
- sharing, 19–20

## digital camera

- connecting, 17–19
- sharing, 19–20

## digital video interface (DVI), 4–6

## disabled preferences, 260

## discharging

- battery, 207
- static electricity, 209, 224–225

## disconnecting

- devices, 206
- hard disk interface cable, 226–227

## discoverable, 32, 308

## discs

- ejecting, 297–298
- inserting, 292

## discussion forums, 301

## disk image backups, 187–189

## disk permissions

- defined, 255, 309
- repairing, 255–256, 288

## Disk Utility

- ejecting discs, 297
- repairing hard disk, 254

## DiskWarrior disk repair application, 254

display. *See also* external display

- calibrating, 9
- cleaning, 178

- extended desktop mode, 8–9, 309
  - external display modes, 7–9
  - garbled display, 291–292
  - preferences shortcut keys, 307
  - switching external display modes, 8–9
  - video mirroring, 8–9, 311
  - Display Calibrator Assistant, 9
  - disposing of battery, 212
  - Dock keyboard shortcuts, 307
  - domain name, 135
  - download.com Web site, 301
  - drive type (hard disk), 224
  - drivers
    - printer driver, 11, 13
    - problems with, 234
  - dual-link cable, 5, 308
  - duplicate contacts, 92–93
  - DVD drive
    - connecting, 25
    - sharing, 26–27
  - DVDs
    - backups, 189–191
    - ejecting, 206, 297
    - inserting, 292
    - remote DVD, 310
  - DVI (digital video interface), 4–6
  - DVI-A connector, 4
  - DVI-D cable, 5
  - DVI-D connector, 5–6
  - DVI-D to DVI-I adapter, 5
  - DVI-D port, 5
  - DVI-I cable, 5
  - DVI-I connector, 5–6
  - DVI-I port, 5
  - Dynamic Host Control Protocol (DHCP) lease, 294–295
- ## E
- ejecting discs
    - from Disk Utility, 297
    - by hand, 298
    - from iTunes, 297
    - to save energy, 206
  - at startup, 298
  - SuperDrive, 297
  - troubleshooting problems, 297–298
  - e-mail accounts
    - MobileMe integration, 72, 112–113
    - sending messages from the same account, 146–148
    - synchronizing on iPhone, 64
  - e-mail messages
    - birthday greetings, 90
    - birthday reminder, 88–89
    - bounce message, 152–153, 308
    - configuring Mail not show images, 138–140
    - contacts, 84–86
    - event reminders, 100
    - external content, 138
    - false positives, 141, 309
    - forwarding, 114
    - junk e-mail, 140–141
    - leaving incoming messages on the server, 141–142
    - rich text, 138, 310
    - rules, 148–151
    - sending
      - with a different server port, 145–146
      - from the same account, 146–148
      - undeliverable messages, 269–271
    - skipping large messages, 142–145
    - smart mailbox, 151–152, 310
    - SMTP server, 310
    - troubleshooting, 269, 271
    - vCard attachment, 83
    - Web bug, 138, 311
  - emptying the Trash
    - Compost program, 172
    - Empty Trash Securely feature, 218
    - error message, 266
    - routine maintenance, 170–172
  - encryption, 218
  - energy settings, 204–206
  - entering contacts, 80–81
  - envelopes, printing with contact information, 95–96

- Erase Free Space tool, 219–220
- erasing hard disk, 218–220
- error messages, 232–233, 266
- Ethernet adapter, 24
- Ethernet port, 24–25
- events
  - alarms, 99–100
  - contacts, 98–99
  - creating, 98–99
  - defined, 309
  - MobileMe account, 71
  - repeat feature, 101–102
  - stopping automatic calendar additions, 100–101
  - time zones, 283–284
- examining contents of Trash, 171
- exporting bookmarks from Internet Explorer, 281–283
- extended desktop mode, 8–9, 309
- external content (e-mail messages), 138
- external devices. *See* devices
- external display
  - alternative display, 4
  - calibrating, 9
  - connecting, 4–7
  - connections
    - Composite (yellow RCA) connector, 7
    - DVI (digital video interface), 4–6
    - DVI-D to DVI-I adapter, 5
    - Micro-DVI to DVI adapter, 5–6
    - Micro-DVI port, 4–5
    - Micro-DVI to VGA adapter, 6
    - Micro-DVI to Video, 7
    - S-Video connector, 7
    - VGA (video graphics array), 4, 6
    - video, 7
  - desktop extension, 4
  - extended desktop mode, 8–9, 309
  - external display modes, 7–9
  - garbled display, 291–292
  - switching external display modes, 8–9
  - video mirroring, 8–9, 311

- external DVD drive
  - connecting, 25
  - sharing, 26–27

## F

- failure of hard disk, 220–222
- false positives, 141, 309
- fan
  - MacBook Air SMC Update 1.0, 293–294
  - troubleshooting, 293
- fax
  - connecting, 15
  - sharing, 15–17
- fax modem, 15
- female connector, 6, 309
- File Exchange utility, 45–47
- file sharing, 122–124
- files
  - Catalog file, 222
  - deleting, 170–173, 218
  - FileVault encryption technology, 218
  - permissions
    - defined, 255, 309
    - repairing, 254–255, 288
  - recovering, 192–194, 218
  - remote access, 120–124
  - restoring, 192–194
  - security, 218
  - size of, 216
  - storing, 114–117
  - transferring
    - from another Mac, 29–31
    - with Bluetooth, 45–47
  - Trash, 218
- FileVault encryption technology, 218
- Finder shortcut keys, 305–306
- firewall
  - defined, 309
  - Remote Disc, 272, 275
- FireWire connections, 18
- FireWire port, 18, 25
- FireWire to USB adapter, 18

- firmware, 250, 309
  - folders
    - Catalog file, 222
    - deleting, 173
    - Library folder, 173
  - forcing
    - applications to quit, 261–262
    - MacBook Air restart or shutdown, 251
  - forgotten password, 266–267
  - form factor of hard disk, 224
  - forwarding e-mail messages, 114
  - free RAM, 240
  - free space on hard disk, 216–218
  - frozen MacBook Air, 251
- ## G
- games, synchronizing on iPod, 62–63
  - garbled display, 291–292
  - Gbps (gigabits per second), 309
  - GIF file format, 59
  - Google
    - AdSense, 127–129, 308
    - maps, 126–127
  - gradual slowdown, 290
  - group of contacts
    - creating, 84–86
    - defined, 309
    - smart group, 84–85, 310
  - GUID Partition Map, 182
- ## H
- handheld devices. *See* Palm OS PDA
  - hard disk
    - Catalog file, 222
    - defragmented, 241–242, 308
    - disconnecting interface cable, 226–227
    - drive type, 224
    - Erase Free Space tool, 219–220
    - erasing, 218–220
    - errors, 233
    - failure, 220–222
    - FileVault encryption technology, 218
    - form factor, 224
    - free space, 216–218
    - Macintosh HD icon, 216–218
    - monitoring hard disk activity, 241–243
    - Parallel Advanced Technology Attachment (PATA), 224
    - permissions
      - defined, 255, 309
      - repairing, 255–256, 288
    - removing, 226–228
    - repairing, 254–255, 288, 290
    - repartitioning, 181–183
    - replacing, 224–228
    - resetting hard disk as startup device, 289
    - screws, 226–227
    - sleep, 205–206
    - S.M.A.R.T. (Self-Monitoring, Analysis, and Reporting Technology), 220–222, 310
    - spinning wait cursor, 242–243
    - status, 220
    - verifying, 222–223
    - zero out, 311
  - hardware troubleshooting
    - Apple Hardware Test, 252–253
    - basic troubleshooting steps, 248–251
  - headphones, connecting, 37–38
  - headset
    - connecting, 36–37
    - setting up for voice chat, 38–39
  - hint for password, 267
  - HTML
    - defined, 138, 309
    - e-mail messages, 138, 310
    - snippets, 129–130
- ## I
- iCal
    - Birthdays calendar, 102–103
    - events
      - alarms, 99–100
      - contacts, 98–99
      - creating, 98–99

- iCal, events (*continued*)
  - defined, 309
  - repeat feature, 101–102
  - stopping automatic calendar additions, 100–101
  - time zones, 283–284
- importing a calendar from Microsoft Outlook, 103–105
- MobileMe account, 71, 105–106
- subscribing to published calendars, 106–108
- synchronizing
  - with iPod, 61–62
  - with phone, 41–42
- iChat
  - audio chat, 156–160
  - Bluetooth headset, 38–39
  - Bonjour technology, 154–156
  - capabilities, 157
  - digital camcorder video, 166–167
  - security camera, 163–166
  - video chat, 160–162
- icons
  - Desktop, 173
  - lock icon
    - preferences, 260
    - wireless network, 24
- iDefrag (Carolis Systems), 242
- iDisk, 115–117
- iKlear screen polish, 178
- Image Capture program, 18–19
- imaging devices
  - connecting, 17–19
  - sharing, 20
- importing data from Microsoft Outlook
  - calendar, 103–105
  - contacts, 91–92
- inactive processes, 237
- inactive RAM, 240
- infrastructure wireless network, 28, 309
- inserting discs, 292
- installing
  - applications, 233
  - battery, 209–212
    - Mac OS X, 246–248
- Intel, 25
- internal battery. *See* battery
- internal fan
  - MacBook Air SMC Update 1.0, 293–294
  - troubleshooting, 293
- Internet, connecting via phone, 42–43
- IP addresses, 310
- iPhone
  - features, 63
  - synchronizing
    - calendar, 64
    - contacts, 64
    - e-mail accounts, 64
    - music, 65
    - podcasts, 65
    - ringtones, 65
    - videos, 65
- iPhoto, 59
- iPod
  - features, 52
  - synchronizing
    - calendar, 61–62
    - contacts, 61–62
    - games, 62–63
    - movies, 55–56
    - music, 52–55
    - photos, 59–61
    - podcasts, 58–59
    - TV shows, 56–57
    - videos, 52–55
- iPod touch, 63
- iSight camera, 163
- iSync
  - opening, 66
  - Palm OS PDA, 66–69, 71
  - phones, 41–42, 66, 68–69, 71

## iTunes

- ejecting discs, 297
- Movies library, 56
- Music library, 56
- My iTunes widget, 130–132
- opening, 52, 63

## iWeb

- domain name, 135
- Google AdSense, 127–129, 308
- Google Map, 126–127
- HTML snippets, 129–130
- MobileMe, 134
- My iTunes widget, 130–132
- templates, 124–126
- Web site creation, 124–126
- YouTube videos, 132–134

## J

- jeweler's screwdriver, 209, 225
- JPEG file format, 59
- JPG2000 file format, 59
- Junk Mail feature, 140–141

## K

- keeping track of birthdays, 86–88
- keyboard
  - troubleshooting, 291
  - wireless keyboard
    - configuring, 35–36
    - connecting, 32–35
- Keyboard & Mouse preferences, 35–36
- keyboard control, 307
- keyboard shortcuts
  - applications, 304
  - copying and pasting, 307
  - cutting and pasting, 307
  - Display preferences, 307
  - Dock, 307
  - Finder, 305–306
  - keyboard control, 307
  - restart, 303–304

- Safari, 306–307
- screenshots, 307
- shutdown, 303–304
- Sound preferences, 307
- startup, 303
- undo, 307
- keychain, 309
- Klear Screen cleaner, 178

## L

- LCD monitor, 6
- leaving incoming e-mail messages on the server, 141
- Library folder, 173
- Li-ion (lithium-ion) battery, 200
- LiPo (lithium-polymer) battery, 200
- lock icon
  - preferences, 260
  - wireless network, 24
- logging out, 234, 249
- login
  - login items, 176–177, 244, 309
  - MobileMe, 112
  - Safe Login, 244, 310
- long-term storage considerations, 202
- low RAM, 289

## M

- Mac OS X
  - compatibility with applications, 233
  - reinstalling, 246–248
- MacBook Air SMC Update 1.0, 293–294
- MacBook Air SuperDrive. *See* SuperDrive
- MacBook Air Web site, 300
- macfixit.com Web site, 301
- Macintosh HD icon, 216–218
- macintouch.com Web site, 301
- macosxhints.com Web site, 301
- macrumors.com Web site, 301
- macworld.com Web site, 302

## Mail

- configuring not show images in messages, 138–140
- Junk Mail feature, 140–141
- leaving incoming e-mail messages on the server, 141–142
- preferences, 139
- rules, 148–151
- skipping large e-mail messages, 142–145
- smart mailbox, 151–152

## mailing labels, 97–98

## maintenance

## backups

- disk image, 187–189
- DVDs or CDs, 189–191
- MobileMe, 117–120, 191
- online source, 117–120, 191
- Time Machine, 184–187, 276–277

## cleaning

- Desktop, 172–173
- MacBook Air, 177–178

## emptying the Trash, 170–172

## removing login items, 176–177

## scheduling software updates, 174–175

## male connector, 6, 309

## maps, 126–127

## Mark/Space Web site, 43, 68

## Master Book Record, 182

## Media Player for Mac OS X, 297

meetings. *See* events

## memory

- monitoring memory usage, 239–241
- parameter random access memory (PRAM)
  - resetting, 288
- processes, 238–239

## RAM

- active, 240
- adding more, 241
- free, 240
- inactive, 240
- low, 289
- pages ins, 241
- pages outs, 241

## swap file, 241

## swap used, 241

## used, 241

## VM size, 241

## wired, 240

## troubleshooting, 289

## virtual memory, 239, 311

## memory effect, 200, 309

## merging duplicate contacts, 92–93

## Micro-DVI to DVI adapter, 5–6

## Micro-DVI port, 4–5

## Micro-DVI to VGA adapter, 6

## Micro-DVI to Video adapter, 7

## Micromat TechToolPro disk repair

## application, 254

## microphones, 158

## Microsoft Outlook

## calendar, importing, 103–105

## contacts, importing, 91–92

## microwave ovens, 295

## Migration Assistant, 29–31

## minimizing tasks, 206

## Missing Sync, 68

## mobile phone

## compatible models, 39

## connecting, 39–43

## Internet connection, 42–43

## iSync, 66, 68–71

## synchronizing, 39, 41–42, 66, 68–71

## using as Bluetooth modem, 43

## MobileMe

## Address Book, 71, 93–95

## Back to My Mac application, 120–124

## backups, 117–120, 191

## chat, 154–155

## e-mail accounts, 72, 112–114

## file storage, 114–117

## iCal, 71, 105–106

## iDisk, 115–117

## iWeb, 134

## login screen, 112

## membership fees, 112

- publishing personal Web site to
  - MobileMe, 134
- resolving sync conflicts, 77
- stopping Mac from synchronizing, 76
- subscribing to published calendars, 106–108
- synchronizing, 71–77
- trial offer, 112
- modems
  - Bluetooth, 43
  - fax modem, 15
  - USB Modem, 15
- monitor
  - connecting, 4–7
  - CRT, 6
  - LCD, 6
- monitoring
  - CPU usage, 235–239
  - hard disk activity, 241–243
  - memory usage, 239–241
  - processes, 236–237
- Motorola, 39
- mouse
  - troubleshooting, 291
  - wireless mouse
    - configuring, 35–36
    - connecting, 32–35
- movies
  - Movies library (iTunes), 56
  - synchronizing
    - on iPhone, 65
    - on iPod, 55–56
- multithreading, 238, 309
- music
  - Music library (iTunes), 56
  - synchronizing
    - on iPhone, 65
    - on iPod, 52–55
- My iTunes widget, 130–132
- N**
  - NiCad (nickel cadmium) battery, 200
  - NiMH (nickel metal hydride) battery, 200
  - Nokia, 39

**O**

- online backups, 117–120, 191
- online resources
  - Apple discussion forums, 301
  - Apple Web site, 300–301
  - Cariolis Systems Web site, 242
  - db.tidbits.com Web site, 301
  - download.com Web site, 301
  - MacBook Air Web site, 300
  - macfixit.com Web site, 301
  - macintouch.com Web site, 301
  - macosxhints.com Web site, 301
  - macrumors.com Web site, 301
  - macworld.com, 302
  - Mark/Space Web site, 43, 68
  - seatguru.com Web site, 203
  - tucows.com/Macintosh Web site, 302
  - ultimatemac.com Web site, 302
  - xlr8yourmac.com Web site, 302
- opening
  - case, 210–211, 225–226
  - iSync, 66
  - iTunes, 52, 63
- optical drive
  - connecting, 25
  - sharing, 26–27
- OS X. *See* Mac OS X
- Outlook (Microsoft)
  - calendar, importing, 103–105
  - contacts, importing, 91–92

**P**

- pages ins (RAM), 241
- pages outs (RAM), 241
- pair (Bluetooth devices), 32, 309
- Palm OS PDA
  - connecting, 43–45
  - iSync, 66–69, 71
  - synchronizing, 43, 66–69, 71
- Parallel Advanced Technology Attachment (PATA), 224
- parameter random access memory (PRAM), 288

- Parental Controls preferences, 260
- partition schemes, 181–183
- passkey (Bluetooth devices), 32, 34
- passwords
  - forgotten password, 266–267
  - hints, 267
  - keychain
    - defined, 309
    - resetting, 267–268
- pasting keyboard shortcut, 307
- PATA (Parallel Advanced Technology Attachment), 224
- performance
  - battery, 204
  - slowdown, 290
- permissions
  - defined, 255, 309
  - repairing, 254–255, 288
- personal Web site
  - creating, 124–126
  - Google ads, 127–129
  - Google Map, 126–127
  - HTML snippets, 129–130
  - My iTunes widget, 130–132
  - publishing
    - to MobileMe, 134
    - to your own domain name, 135
  - templates, 124–126
  - YouTube videos, 132–134
- Phillips screwdriver (#00), 209–210, 225
- phone
  - compatible models, 39
  - connecting, 39–43
  - Internet connection, 42–43
  - iSync, 66, 68–71
  - synchronizing, 39, 41–42, 66, 68–71
  - using as Bluetooth modem, 43
- phone tech support, 235
- photos
  - iPhoto, 59
  - supported file formats, 59
  - synchronizing
    - on iPhone, 65
    - on iPod, 59–61
  - TV-quality version, 61
  - vCard, 83
- piconet, 33, 309
- PICT file format, 59
- pictures. *See* photos
- Plug and Play, 311
- plug-and-play, 4
- PNG file format, 59
- podcasts, synchronizing
  - on iPhone, 65
  - on iPod, 58–59
- port forwarding, 309
- portability, 199
- ports
  - DVI-D, 5
  - DVI-I, 5
  - Ethernet, 24–25
  - FireWire, 18, 25
  - Micro-DVI, 4–5
- power cycle, 249–250, 309
- power source. *See* AC power; battery
- PRAM (parameter random access memory), 288
- precision screwdriver, 209, 225
- preferences
  - defined, 309
  - disabled preferences, 260
  - Display, 307
  - Energy Saver, 204–206
  - iChat, 154–155
  - Keyboard & Mouse, 35–36
  - lock icon, 260
  - Mail, 139
  - MobileMe, 72
  - Parental Controls, 260
  - Print & Fax, 10–11
  - security, 260
  - Sharing, 14–15

- Sound
  - Output tab, 296
  - shortcut keys, 307
  - volume, 296
- troubleshooting, 234, 260
- preferences file, 244–245, 310
- Print & Fax preferences, 10–11
- printer
  - connecting, 10–15
  - default printer, 11
  - Printer Browser, 13
  - Printer list, 10–11
  - sharing, 12–15
- printer driver, 11, 13
- printing
  - envelopes, 95–96
  - mailing labels, 97–98
- priority of processes, 238
- private browsing, 278–279, 310
- private IP address, 310
- processes
  - active, 237
  - default list of, 237
  - defined, 236, 310
  - inactive, 237
  - memory, 238–239
  - monitoring, 236–237
  - multithreading, 238, 309
  - name of process, 237
  - priority of, 238
  - process ID, 237
  - quitting, 262–263
  - selected, 237
  - spinning wait cursor, 310
  - stuck, 260, 262–263
  - threads, 238, 311
  - user or service of process, 237
  - windowed, 237
- programs. *See* applications
- projector, connecting, 4–7
- PSD file format, 59

- public IP address, 310
- publishing Web sites
  - to MobileMe, 134
  - to your own domain name, 135

## Q

- quitting
  - applications, 206, 261–262
  - processes, 262–263

## R

### RAM

- active, 240
- adding more, 241
- free, 240
- inactive, 240
- low, 289
- pages ins, 241
- pages outs, 241
- swap file, 241
- swap used, 241
- used, 241
- VM size, 241
- wired, 240
- recalibrating battery, 207–208
- rechargeable battery. *See* battery
- reconditioning battery, 207–208
- recording
  - audio chat, 160
  - video chat, 162
- recovering
  - files, 192–194, 218
  - system, 194–196
- refreshing Activity Monitor, 238
- reinstalling Mac OS X, 246–248
- remote access, 120–124
- Remote Disc
  - connections, 272–273
  - firewall, 272, 275
  - troubleshooting, 272–276
- remote DVD drive, 25–28, 310

- removing
    - battery, 209–211
    - hard disk, 226–228
    - login items, 176–177
  - renewing Dynamic Host Control Protocol (DHCP)
    - lease, 294–295
  - repairing
    - disk permissions, 255–256, 288
    - hard disk, 254–255, 288, 290
  - repartitioning hard disk, 181–183
  - repeat events, 101–102
  - replacing
    - batteries in devices, 249
    - battery in MacBook Air, 209–212
    - hard disk, 224–228
  - reserve power, 208
  - resetting
    - hard disk as startup device, 289
    - parameter random access memory (PRAM), 288
    - passwords, 267–268
    - router, 296
    - Safari, 278–279
  - resolving sync conflicts with MobileMe
    - account, 77
  - restart shortcuts, 303–304
  - restarting, 234, 250–252
  - restoring
    - files, 192–194
    - system, 194–196
  - rich text e-mail messages, 138, 310
  - ringtones, 65
  - router
    - resetting, 296
    - Universal Plug and Play, 121
  - routine maintenance
    - backups
      - disk image, 187–189
      - DVDs or CDs, 189–191
      - MobileMe, 117–120, 191
      - online source, 117–120, 191
      - Time Machine, 183–187, 276–277
    - cleaning
      - Desktop, 172–173
      - MacBook Air, 177–178
    - emptying the Trash, 170–172
    - removing login items, 176
    - scheduling software updates, 174–175
  - rules for processing e-mail messages, 148–151
- ## S
- Safari
    - bookmarks, 281–283, 308
    - history, 278
    - private browsing, 278–279, 310
    - resetting, 278–279
    - shortcut keys, 306–307
    - troubleshooting, 277–283
    - user agent, 280–281, 311
  - Safe Boot, 251–252, 288, 310
  - Safe Login, 244, 310
  - Safe Mode, 251–252, 310
  - Safe Relaunch of applications, 264–265
  - Samsung, 39
  - saving
    - contacts, 80–81
    - energy when using battery power, 203–207
  - scanner
    - connecting, 18–19
    - sharing, 19–20
    - TWAIN software, 18
  - scheduling software updates, 174–175
  - screen. *See* display
  - screenshots, 307
  - screws
    - case, 209–211, 225
    - hard disk, 226–227
  - seatguru.com Web site, 203
  - secondary boot device, 180–183, 252
  - secondary user account, 179–180
  - security
    - files, 218
    - FileVault encryption technology, 218
    - firewall, 272, 275, 309
    - preferences, 260

- security camera, 163–166
- selected processes, 237
- Self-Monitoring, Analysis, and Reporting Technology (S.M.A.R.T.), 220–222, 310
- sending
  - contact information, 82–83
  - digital camcorder video to a video chat, 166–167
  - e-mail messages
    - with a different server port, 145–146
    - from the same account, 146–148
    - undeliverable messages, 269–271
- settings
  - applications, 233
  - external display modes, 7–8
  - transferring from another Mac, 29–31
- SGI file format, 59
- sharing
  - Bluetooth, 47–49
  - fax, 15–17
  - file sharing, 122–124
  - imaging devices, 19–20
  - optical drive, 26–27
  - printer, 12–15
  - SuperDrive, 26–27
- Sharing preferences, 14–15
- shortcut keys
  - applications, 304
  - copying and pasting, 307
  - cutting and pasting, 307
  - Display preferences, 307
  - Dock, 307
  - Finder, 305–306
  - keyboard control, 307
  - restart, 303–304
  - Safari, 306–307
  - screenshots, 307
  - shutdown, 303–304
  - Sound preferences, 307
  - startup, 303
  - undo, 307
- shutdown, 251
- shutdown shortcuts, 303–304
- single-link cables, 5, 310
- skipping large e-mail messages, 142–145
- sleep
  - hard disk(s), 205–206
  - MacBook Air, 206
- slowdown
  - gradual, 290
  - sudden, 290
  - troubleshooting, 290
- smart group, 84–85, 310
- smart mailbox, 151–152, 310
- S.M.A.R.T. (Self-Monitoring, Analysis, and Reporting Technology), 220–222, 310
- SMC (System Management Console), 293
- SMTP server, 310
- snapshots of video chat, 162
- software
  - troubleshooting
    - crashes, 263–265
    - error messages, 232–233
    - general fixes, 234
    - preferences, 234
    - preferences file, 244–245
    - stuck applications or processes, 260–263
    - tracking down the problem, 232–234
    - updates, 234, 244
    - won't start, 265
  - updates
    - checking for, 174–175, 243
    - scheduling, 174–175
    - troubleshooting, 234, 244
- Sony Ericsson, 39
- sound
  - Bluetooth headphones, 37–38
  - Media Player for Mac OS X, 297
  - preferences
    - Output tab, 296
    - shortcut keys, 307
    - volume, 296
  - troubleshooting, 296–297
  - voice chat, 38–39
  - volume, 38, 296

- speakers, 297
  - spinning wait cursor, 242–243, 310
  - startup
    - ejecting discs, 298
    - MacBook Air won't start, 288–289
    - resetting hard disk as startup device, 289
    - Safe Mode, 288, 310
    - shortcut keys, 303
  - static electricity, 209, 224–225
  - status
    - Airport, 24
    - battery, 201–203
    - Bluetooth, 207
    - hard disk, 220
    - S.M.A.R.T. (Self-Monitoring, Analysis, and Reporting Technology), 221–222
  - stopping automatic calendar additions, 100–101
  - storage
    - long-term storage for MacBook Air, 202
    - online file storage, 114–117
  - stuck applications or processes, 260–263
  - stuck MacBook Air, 251
  - subscribing to published calendars, 106–108
  - sudden slowdown, 290
  - SuperDrive
    - connecting, 25
    - ejecting discs, 297–298
    - inserting discs, 292
    - removing, 27
    - sharing, 26–27
    - troubleshooting, 292, 297–298
  - S-Video connector, 7
  - swap file, 241, 310
  - swap used RAM, 241
  - switching external display modes, 8–9
  - synchronizing
    - defined, 51, 310
    - iPhone
      - calendar, 64
      - contacts, 64
      - e-mail accounts, 64
      - music, 65
      - podcasts, 65
      - ringtones, 65
      - videos, 65
    - iPod
      - calendar, 61–62
      - contacts, 61–62
      - games, 62–63
      - movies, 55–56
      - music, 52–55
      - photos, 59–61
      - podcasts, 58–59
      - TV shows, 56–57
      - videos, 52–55
    - iSync
      - opening, 66
      - Palm OS PDA, 66, 68–71
      - phones, 41–42, 66, 68–71
    - Missing Sync, 68
    - MobileMe account, 71–77
    - Palm OS PDA, 43, 66, 68–71
    - phone, 39, 41–42, 66, 68–71
  - System Management Console (SMC), 293
  - system preferences. *See preferences*
  - system restore, 194–196
- ## T
- tasks, minimizing, 206
  - tech support, 235
  - TechToolPro disk repair application, 254
  - telephone tech support, 235
  - television set, connecting, 4–7
  - templates for personal Web site, 124–126
  - Terminal
    - administrator commands, 268–269
    - troubleshooting, 268–269
  - threads, 238, 311
  - TIFF file format, 59
  - Time Machine
    - configuring for backups, 183–187
    - restoring files, 192–194
    - troubleshooting, 276–277
  - time zones, 283–284

- tracking battery usage, 201–203
  - transferring
    - contacts from phone, 41–42
    - events from phone, 41–42
    - files
      - from another Mac, 29–31
      - with Bluetooth, 45–47
  - Trash
    - Compost program, 172
    - Empty Trash Securely feature, 218
    - emptying, 170–172
    - error message, 266
    - examining contents, 171
    - troubleshooting, 266
  - troubleshooting
    - Activity Monitor
      - CPU usage, 235–239
      - hard disk activity, 241–243
      - memory usage, 239–241
      - processes, 236
    - administrator commands, 268–269
    - air fan, 293
    - AirPort, 294
    - Apple Hardware Test, 288
    - audio, 296–297
    - disc that will not eject, 297–298
    - e-mail messages, 269, 271
    - external devices, 291
    - forgotten password, 266–267
    - frozen MacBook Air, 251–252
    - garbled display, 291–292
    - hardware
      - Apple Hardware Test, 252–253
      - basic troubleshooting steps, 248–251
    - keyboard, 291
    - login items, 244
    - MacBook Air won't start, 288–289
    - memory, 289
    - mouse, 291
    - preferences, 260
    - reinstalling Mac OS X, 246–248
    - Remote Disc, 272–276
    - restarting MacBook Air, 250–252
    - Safari, 277–283
    - slowdown, 290
    - software
      - crashes, 263–265
      - error messages, 232–233
      - general fixes, 234
      - preferences, 234
      - preferences file, 244–245
      - stuck applications or processes, 260–263
      - tracking down the problem, 232–234
      - updates, 234, 244
      - won't start, 265
    - sound, 296–297
    - speakers, 297
    - stuck MacBook Air, 251–252
    - SuperDrive, 292, 297–298
    - tech support, 235
    - Terminal, 268–269
    - Time Machine, 276–277
    - Trash, 266
    - wireless networks, 294–296
  - tucows.com/Macintosh Web site, 302
  - turning on/off
    - AirPort, 206, 294
    - Bluetooth, 207
    - devices, 249
    - MacBook Air, 250
  - TV shows, synchronizing
    - on iPhone, 65
    - on iPod, 56–57
  - TV-quality version of photos, 61
  - TWAIN software, 18
- ## U
- ultimatemac.com Web site, 302
  - undeliverable e-mail messages, 269–271
  - undo keyboard shortcut, 307
  - uninstalling applications, 173–174, 233
  - Universal Plug and Play, 121, 311
  - updates
    - firmware, 250, 296
    - MacBook Air SMC Update 1.0, 293–294

updates (*continued*)

## software

- checking for, 174–175, 243
- scheduling, 174–175
- troubleshooting, 234, 244

## USB Modem, 15

## used RAM, 241

## user accounts

- creating a secondary user account, 179
- secondary user account, 180
- transferring from another Mac, 29–31

## user agent, 280–281, 311

## user-installable, 311

## V

## vCard, 80–83, 311

## VCR, connecting, 7

## verifying the hard disk, 222–223

## versions of applications

- compatibility with OS X, 233
- finding version number, 243

## VGA (video graphics array), 4, 6

## VGA connector, 6

## video chat

- Bluetooth headset, 38–39
- capabilities of buddies, 157
- equipment required, 156
- recording, 162
- security camera, 163–166
- sending digital camcorder video to a video chat, 166–167
- setting up, 160–162
- snapshots, 162

## video connection, 7

## video graphics array (VGA), 4, 6

## video mirroring, 8–9, 311

## videos

- Music library (iTunes), 56
- synchronizing
  - on iPhone, 65
  - on iPod, 52–55
- YouTube, 132–134

## virtual memory, 239, 311

## VM size (RAM), 241

voice chat. *See* chat

## volume, 38, 296

## W

## wait cursor, 242–243, 310

## warranty program, 235

## Web bug, 138, 311

## Web sites

- Apple, 300–301
- Cariolis Systems, 242
- db.tidbits.com, 301
- download.com, 301
- MacBook Air, 300
- macfixit.com, 301
- macintouch.com, 301
- macosxhints.com, 301
- macrumors.com, 301
- macworld.com, 302
- Mark/Space, 43, 68
- personal Web site
  - creating, 124–126
  - Google ads, 127–129
  - Google Map, 126–127
  - HTML snippets, 129–130
  - My iTunes widget, 130–132
  - publishing, 134–135
  - templates, 124–126
  - YouTube videos, 132–134
- seatguru.com, 203
- tucows.com/Macintosh, 302
- ultimatemac.com, 302
- xlr8yourmac.com, 302

## Webcam, 163

## widgets

- defined, 311
- Google ads, 127–129
- GoogleMap, 126–127
- My iTunes, 130–132
- YouTube videos, 132–134

## Wi-Fi, 33

- windowed processes, 237
  - wired RAM, 240
  - wireless keyboard
    - configuring, 35–36
    - connecting, 32–35
  - wireless mouse
    - configuring, 35–36
    - connecting, 32–35
  - wireless network
    - access point, 28
    - ad hoc, 28–29, 308
    - Bluetooth
      - defined, 308
      - discoverable, 308
      - pair, 309
      - piconet, 309
    - computer-to-computer, 28–29, 308
    - connecting
      - AirPort, 24, 294
      - lock icon, 24
      - step-by-step directions, 24–25
    - DHCP (Dynamic Host Control Protocol) lease, 294–295
    - infrastructure, 28, 309
    - microwave ovens, 295
    - transferring stuff from another Mac, 29–31
    - troubleshooting, 294–296
  - workflow, 88–90, 311
- X**
- xlr8yourmac.com Web site, 302
- Y**
- yellow RCA (Composite) connector, 7
  - YouTube videos, 132–134
- Z**
- zero out, 311
  - #00 Phillips screwdriver, 209–210, 225