



Winter Park
TECH

Orange County Public Schools

WINTER PARK TECH

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Macintosh Tips & Tricks

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Course Description:

Learn time-saving tips & tricks to help make your use of the computer more productive. We'll also cover shortcuts that are not commonly known and have lots of fun getting to know more about our Macs, the Finder, and various Apple applications.

Text: None required. Handouts will be provided.

Suggested Prerequisites: Basic understanding of the Macintosh computer interface.

Topics to be addressed:

Keyboard Shortcuts

Mouse & Trackpad tips

Customizing Finder

Fun Stuff!

Menu commands

Customizing your applications

Setting your personal preferences

*The instructor reserves the right to modify this course outline at any time.