



January 2009 Double Click Main Meeting Report

(If any Double Click member is interested in helping out with the newsletter, please contact one of the Double Click officers.)

Our January meeting included a Beginners presentation, a Q&A session, the main presentation and ended with our monthly prize raffle. Attendance was a bit higher than average.

Beginners Session - January

Using Quick Look

Credit: theAppleBlog – January 2, 2009 – Charles Moore

When Mac OS 10.5 (Leopard) was introduced, it included a new feature known as Quick Look. As its name suggests, Quick Look's is as a quick and convenient way to take a peek at a file's contents without actually opening the file.

All you have to do is to just highlight the desired file's icon in the Finder and press the Spacebar. Quick Look also has another keyboard shortcut (⌘-Y) which is found in the Finder's File menu.

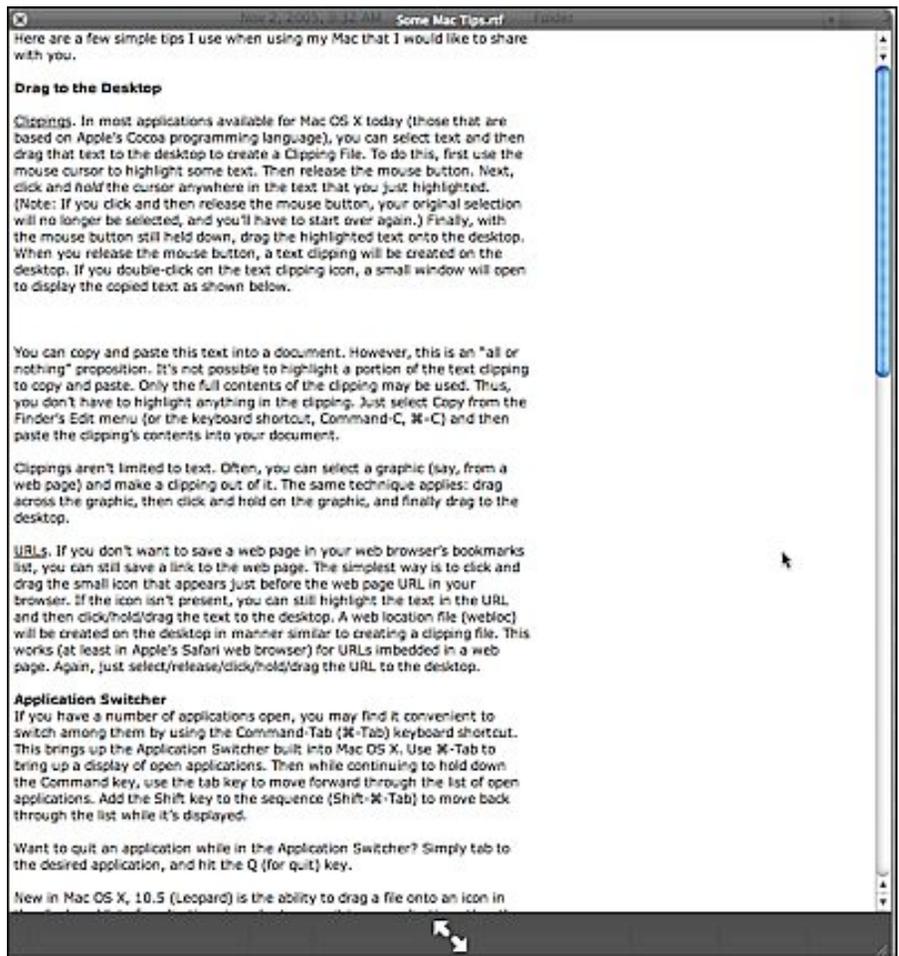
What's displayed depends on the type of file selected.

Text document

If the file is a text document (TextEdit file, Microsoft Word file, etc.), you'll see a preview something like the example to the right.

You can resize this window like any other Finder window, and if the document is sufficiently large content, scroll bars will appear so you can scroll through the document.

If the Quick Look view isn't big enough, click on the double-ended arrow zoom button (which shows a



“Full Screen” label when the mouse cursor is over it at the bottom of the Quick Look window) and it will zoom to full screen display.

When the preview image is zoomed, the double-ended arrow zoom button changes from outward-pointing arrows to inward-pointing ones, and the label changes to “Exit Full Screen.” Also, a Close button is displayed.

Closing a Quick Look Window

Apple has provided several ways to close a Quick Look window:

- Click the small Close button at the upper left hand corner of the window.
- Press the Spacebar again.
- Use the keyboard shortcut (⌘-Y) again.
- Press the Escape key (esc).
- Use the standard Mac Close command (⌘-W).

If you are in Full Screen viewing mode, then pressing either the keyboard shortcut (⌘-Y) or the large Close button will exit Quick Look entirely. (The small Close button may not be visible in Full Screen mode.) Pressing the Spacebar will scroll down through the document. Pressing the Escape key will exit Full Screen mode and return you to the standard Quick Look view in the Finder.

Limitations of Quick Look

The file chosen for this example had some embedded graphics, but you don't see them, do you? That's a limitation of Quick Look, likely more due to the nature of the file—in this case a Microsoft Word 2004 file—than Quick Look. With some files, you will see the textual contents but not imbedded graphics. Also, remember that Quick Look is just that—a quick look at the contents of a file. It's not designed for editing, so you can't use common editing commands such as Copy or Cut.

Image File

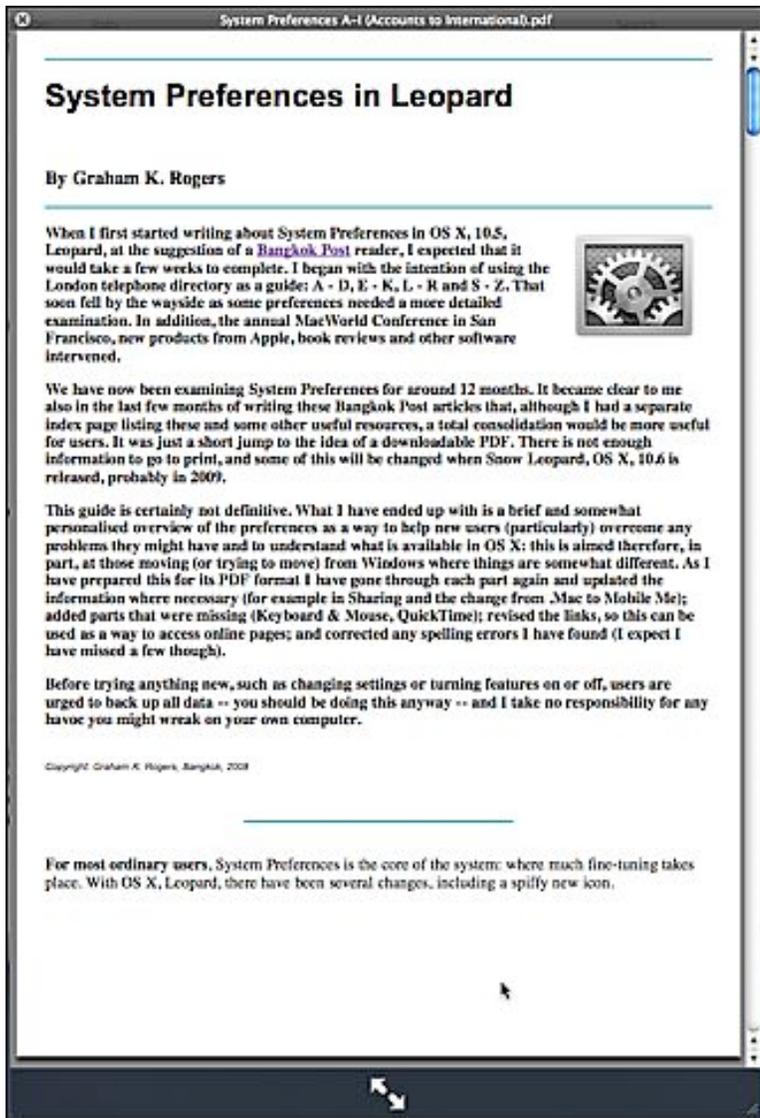
If Quick Look is being used on an image file, the preview will appear like the example below.



Note that another button is now displayed next to the double-ended arrow full screen zoom button. Click this new button (looks like a small photo with an icon of a camera in front of it) if you want to add the picture to your iPhoto photo collection. Quick Look can preview all popular graphics formats such as JPG, TIFF, GIF, PNG, Camera RAW, and Photoshop, as well as PDF. Speaking of PDF files...

Acrobat Reader (PDF) Files

We all have occasion use PDF (Portable Document Format) files. Quick Look can not only open PDF images, but also is able to scroll through multi-page PDF documents right in the Quick Look preview window.



Movie and Audio Files

Quick Look can also preview movie and audio files, and these can be played in the preview window. Even a navigation slider is provided for moving through the contents of the file being played. As with graphics, most popular file formats are supported, including MP3, MIDI, AIFF, AAC, and MPEG4.



Folders

Folders opened in Quick Look appear as shown to the right, with contents data shown.

Unfortunately, the contents of folders can't be displayed within a Quick Look window.

However, there is at least one third party that has developed a Quick Look Plug-in, called Folder.qgenerator, to provide this capability. The latest version (v. 3) is from December 2007. Here's the URL for the developer's web site:



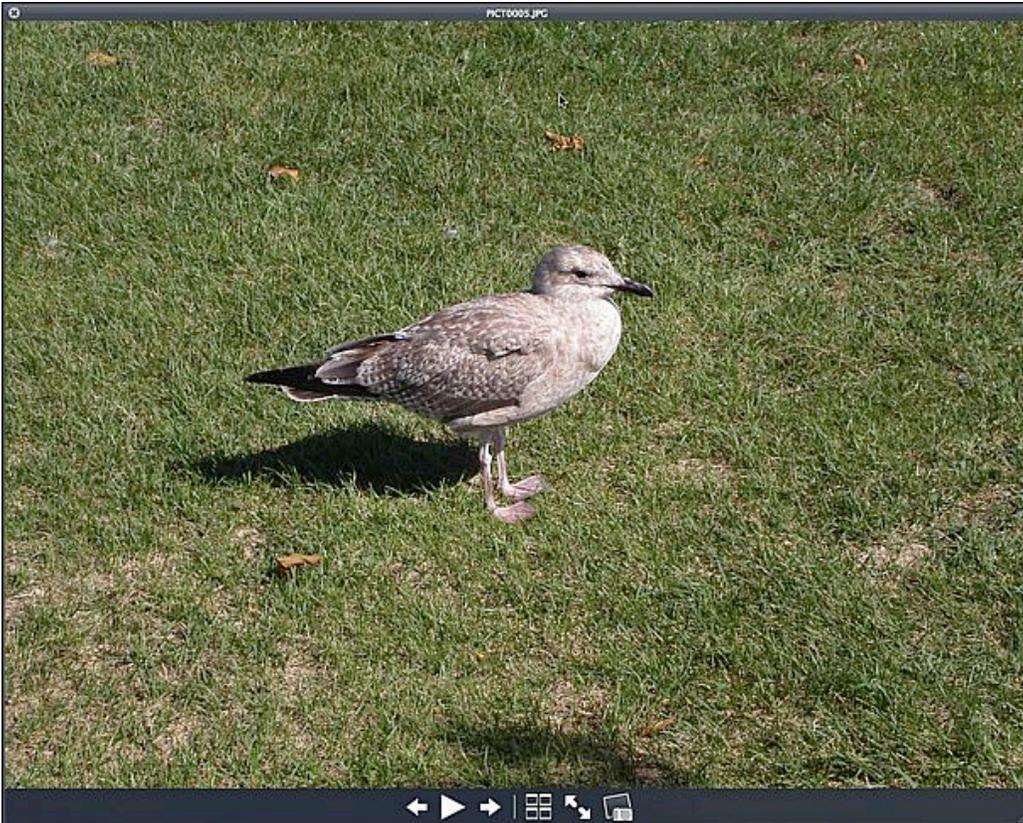
<http://homepage.mac.com/xdd/software/folder/>

Note: I haven't tried this plug-in.

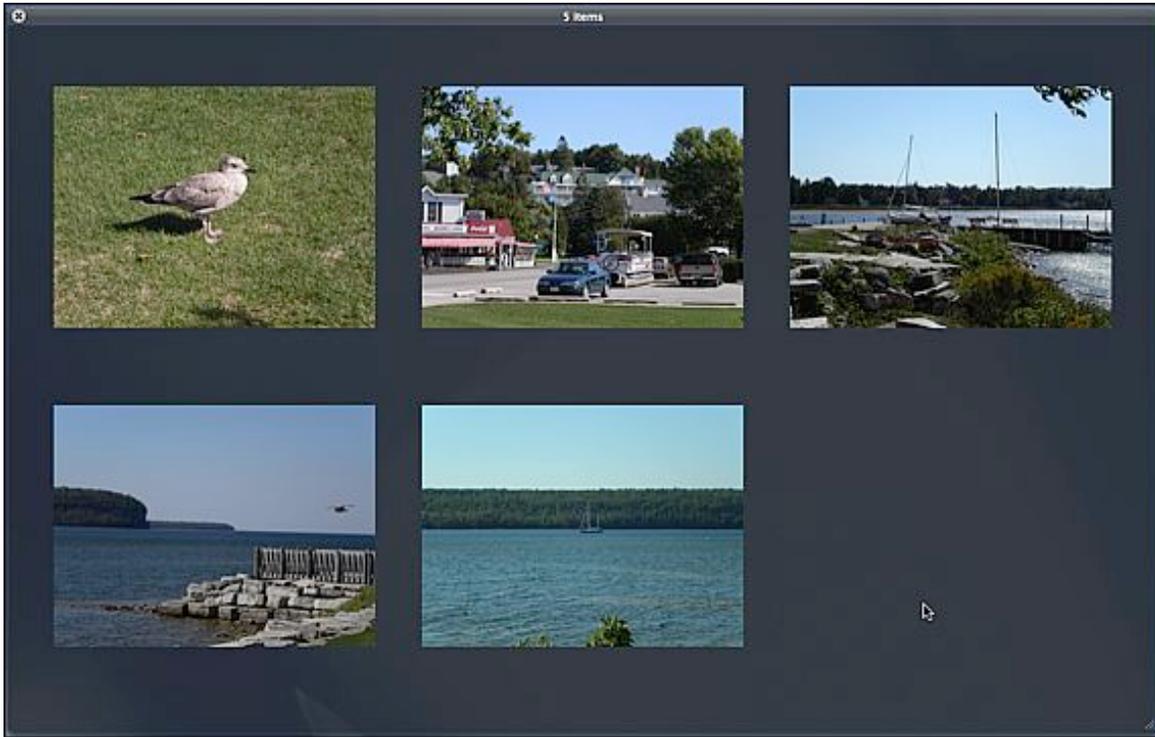
Other Quick Look Features

Select a group of files and then press the Spacebar to show the Quick Look Window:

- The window will display the first file in the group.
- Scroll through the files with the arrow buttons (bottom of the window).
- Play them as a slide show with ~ 3 second pause (Play/Pause button).



- Show an Index with thumbnails (Index button).



View Different Files via Quick Look in the Finder:

- Display one file view with Quick Look.
- Click on another file in the Finder, and Quick Look shows the contents of the new file.

February 15 Beginners SIG Meeting

At the February Beginners SIG meeting, we'll explore another Mac topic, possibly a look at Spaces.

--Steve Parker

"Q & A" Sessions / Announcements

The January Questions and Answers session (as usual) covered a wide range of topics.

Jim noted that the 25th anniversary of Apple's introduction of the Macintosh is this month. He showed a video of Steve Jobs showing the first Mac to a very enthusiastic crowd in January 1984.

Note: We would like to expand the meeting report coverage of his discussion and need someone to help take notes of the questions and answers during this session at our monthly meeting. If any member can do this for us on a regular or semi-regular basis, *please volunteer!*

Member Presentation

Double Click members have an opportunity to address their fellow members at a main meeting.

The **"3 Minute Ticker"** is an opportunity for you to tell the rest of us at the meeting about a great computer program or feature you came upon... or something that turned out to be a waste of money! You could tell us about your best (or your worst) computer purchase, hardware or software, or perhaps about a good or bad experience relative to computer service. Share it with the rest of us! As the title of this feature implies, members will have three minutes to tell their story. A limited number of speakers (one or two) will be featured each month.

"Tell Us About Your Business" provides Double Click members an opportunity to introduce the group to their business in a five to 10 minute talk. Suggested points that you may wish to address would be:

- are you the owner, or a key employee?
- when did your business start?
- what product or service does your company provide?
- tell us about the Mac computers you use.
- how can Double Click members help you?
- what do you consider a good referral?

Your membership in Double Click provides you access to computer expertise... now it may also improve your customer base. There may be customers for you right in the room!

Members interested in presenting a "3 Minute Ticker" or "Tell Us About Your Business" talk should email the member talk coordinator, Jerry Smaglik, at [<jsmaglik@wildblue.net>](mailto:jsmaglik@wildblue.net).

Main Presentation

“Windows on Your Mac: Quick Switching Between Windows and OS X - Leopard”

Presented by Peter Lee, Double Click member.



Peter discussed how to use “virtual machine software” such as Parallels and VMWare Fusion to run alternate operating systems on your Mac. He demonstrated using Parallels on a Mac, showing how Windows runs in its own “window” while the Macintosh OS X operating system continues to run as usual.

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February 18th Meeting Preview:

“Apple’s New iLife ‘09”



Come to this meeting to check out iLife '09 and see how you can get the most out of the photos, movies, and music on your Mac with the latest versions of iPhoto, iMovie, GarageBand, iWeb, and iDVD.

Check the Double Click website for more meeting information:

www.double-click.org

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