
Get Documents From iCloud

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This handy guide covers all of Pages for iOS, Apple's chart-topping word processor tuned to work with your iPad, iPhone, and iPod touch. If you're coming from Pages for Mac or Microsoft Word, you'll find all the steps needed to transfer your documents and make a painless transition from point-and-click to tap-and-drag. - Use just your fingers to create documents with text, lists, footnotes, tables, charts, graphics, and media. - Create documents based on Apple's professionally designed templates or your own custom templates. - Store documents in iCloud or third-party cloud locations such as Dropbox or Google Drive. - Use Handoff to pass documents seamlessly between your Mac, iPhone, iPad, and iPod touch. - View or restore earlier versions of your documents. - Organize your documents into folders. - Restrict access to your documents by password-protecting them. - Set the paper size and adjust page margins. - Insert repeating headers and footers. - Number pages automatically. - Use watermarks to stamp your documents with a logo or mark them as confidential. - Print documents wirelessly from an AirPrint-capable printer. - Edit and format text and use the built-in editing tools. - Add comments and highlights to your work. - Track changes in your documents. - Use paragraph and character styles to

maintain a consistent look. - Create bulleted, lettered, or numbered lists. - Flow text into multiple columns. - Change the line spacing and alignment of paragraphs. - Set paragraph margins and first-line indents. - Use tab stops to align columns of text or numbers. - Insert manual page, column, or line breaks. - Insert footnotes or endnotes. - Embellish your documents with photos, videos, text boxes, arrows, lines, and shapes. - Wrap text around objects. - Organize, format, and sort text or numbers in tables. - Chart your data to show trends and relationships. - Export Pages, Word, PDF, or ePub files. - Import Pages, Word, or text files. - Send copies of documents via email, Messages, or AirDrop. - Transfer documents via remote server. - Use iCloud to store, share, sync, or collaborate on documents online. - Plenty of tips, tricks, and timesavers. - Fully cross-referenced, linked, and searchable. Contents 1. Getting Started with Pages 2. Document Basics 3. Editing Text 4. Formatting Text 5. Media, Text Boxes, and Shapes 6. Tables 7. Charts 8. Sharing and Converting Documents Learn how to use Apple's iCloud service to share your content across all your Apple devices. This indispensable guide to Apple's iCloud service walks readers how to share their iTunes songs, photos, books, apps, files, email, contacts, and calendars across their PC, Mac, and iOS devices. Readers will learn how to create documents in iWork apps--Pages, Keynote, and Numbers--and edit them on any device, with iCloud keeping the files up to date. Readers will also learn how to back up important information via the cloud. Maximize your use of Apple's unique office productivity suite Dedicated Mac fans love the convenience and practicality of Numbers spreadsheets, Pages word processing, and Keynote

presentations, the components of the iWork suite.

This guide cuts to the chase, packed with tips and advice for getting the most from the newest version of these applications. It provides the basics on each application and how they work together, intermediate information, and cool ways to enhance your presentations and documents and create reports that analyze and interpret your data. The iWork productivity suite provides spreadsheet, word processing, and presentation applications that Mac users love; this guide helps you make the most of each one. Presents the essential information about the newest version of iWork in addition to tips and more advanced advice for making Numbers, Pages, and Keynote produce exactly what you want. Shows how to create compelling and lively presentations, use formulas and functions to generate reports, format a variety of documents, and much more. iWork Portable Genius offers Mac aficionados the hip tips and tricks that maximize the power of the iWork suite.

The complete guide to Mac OS X, fully updated for the newest release! The Mac's solid, powerful operating system and the exploding popularity of iOS devices are fueling a strong increase in market share for Apple. Previous editions of this book have sold more than 75,000 copies, and this new edition is fully updated with all the exciting features of OS X Mountain Lion, including Game Center, Messages, and Notifications. Written by industry expert Galen Gruman, it covers all the basics and then delves deep into professional and higher-end topics, making it the one book you need to succeed with Mac OS X. Mac sales are booming, and those who are just getting started with a Mac need the detailed coverage in this guide. Includes tips, tricks, and advanced information for those ready to step up to the next level with their Macs. With both basic coverage and more in-depth explorations of professional and advanced features, this book is ideal for both Mac newcomers and veterans who want to master all the functionality of the new system. Mac OS X Bible is the comprehensive resource on using the newest version of Mac OS X and taking full advantage of its power.

iPhone 5 Superguide

Macs All-in-One For Dummies

The Book that Should Have Been in the Box

My Pages (for Mac)

Learn how to use Apple's iCloud service to share your content across all your devices. This indispensable guide to Apple's iCloud service walks you through how to share songs, photos, books, apps, files, email, contacts, and calendars across your PC, Mac, and iOS devices. You will learn how to create and manage documents and edit them on any device, with iCloud keeping the files up to date. Find out how to back up important information via the cloud. You will even discover how to find people and locate misplaced devices! With High Sierra, Apple has taken its macOS operating system to new heights. From Apple's efficient new file system to improved video streaming and support for virtual reality, this latest macOS version provides features improve your experience. And once again, David Pogue brings his humor and expertise to the #1 bestselling Mac book. Whether you're a developer or a home-user, this guide offers a wealth of detail on Apple's macOS 10.13 operating system, this new edition covers everything High Sierra has to offer. Perfect for newcomers. Get crystal-clear, jargon-free introductions to the best and brightest macOS apps, including Siri, Safari, iCloud, FaceTime, and AirDrop. Get the whole picture. Learn more efficient ways to navigate, organize, and edit your photos with new features in the Photos app. Go in-depth. Take advantage of Apple's new graphics

technology, and its support for virtual reality. Gain real insight. David Pogue doesn't just tell you how to use macOS features. You'll also learn why to use them—and how to avoid common pitfalls.

A guide to the Pages, Numbers, and Keynote productivity apps for Mac covers such topics as iOS versions of the apps, the similarities in the interfaces and tools, and workflows using iCloud Drive, with a review of Apple certification exam topics. Your all-in-one guide to unleashing your Mac's full potential. It's a Mac world out there. But if you haven't read the instruction manual, you may be neglecting some of your computer's coolest features. Turn to *Macs All-in-One For Dummies*'s jam-packed guide to access the incredible tools within your computer. With this fully updated reference, you will learn how to use Launchpad and Mission Control; protect your Mac; back up and restore data with Time Machine; sync across devices in iCloud; import, organize, and share photos; direct in iMovie; compose in GarageBand; and so much more. The possibilities are endless with such a powerful tool. Includes 6 minibooks: *Mac Basics*, *Online Communications*, *Beyond the Basics*, *Your Mac as a Multimedia Entertainment Center*, *Taking Care of Business*, and *Mac Networking Walks* you through setting up and sending e-mail, surfing the web with Safari, organizing your files and folders, connecting to a network,

creating Reminders and Notifications, finding your way with Maps, staying organized with Calendar and Notes, and customizing your Mac just the way you want it. Features updated coverage of OS X Mavericks, the latest Macintosh computers, the newest versions of iLife and iWork, and noteworthy trends and tools on the market for this fourth edition. Whether you're new to the Apple craze or a dedicated Mac user from the onset, there's something for everyone in this bestselling guide to making friends with your Mac.

macOS Mojave: The Missing Manual
Exploring the iOS SDK
OS X El Capitan: The Missing Manual
Beginning iPhone Development with Swift 3
Teach Yourself VISUALLY MacBook Pro

Create your very own apps for the latest iOS devices. You'll start with the basics, and then work your way through the process of downloading and installing Xcode and the iOS 10 SDK, and then guides you through the creation of your first simple application. Assuming little or no working knowledge of the Swift programming language, and written in a friendly, easy-to-follow style, *Beginning iPhone Development with Swift 3* offers a comprehensive course in iPhone and iPad programming. In this third edition of the best-selling book, you'll learn how to integrate all the interface elements iOS users have come to know and love, such as buttons, switches, pickers, toolbars, and sliders. Every single sample app in the book has been rebuilt from scratch using the latest Xcode and the latest iOS 10-specific project templates, and designed to take advantage of the latest Xcode features. Discover brand-new

technologies, as well as significant updates to existing tools. You ' ll master a variety of design patterns, from the simplest single view to complex hierarchical drill-downs. The art of table building will be demystified, and you ' ll learn how to save your data using the iOS file system. You ' ll also learn how to save and retrieve your data using a variety of persistence techniques, including Core Data and SQLite. And there ' s much more!

What You Will Learn Develop your own bestselling iPhone and iPad apps Utilize Swift playgrounds Display data in Table Views Draw to the screen using Core Graphics Use iOS sensor capabilities to map your world Get your app to work with iCloud and more Who This Book is For Anyone who wants to start developing for iPhone and iPad.

Each chapter will take you through a new major feature of iOS 5. You will learn how to integrate each feature into your applications. If you ever wanted to learn about the latest features of iOS 5 and learn how to incorporate Twitter, iCloud and Core Image framework effects functionality into your applications, then this book is for you. You should have a good knowledge of programming experience with Objective-C, and have used Xcode 4. iPhone programming experience is not required.

The team that brought you the bestselling *Beginning iPhone Development*, the book that taught the world to program on the iPhone, is back again, bringing this definitive guide up-to-date with Apple's latest and greatest new iOS 8 and its SDK, as well as with the latest version of Xcode (6.1). You'll have everything you need to create your very own apps for the latest iOS devices. Every single sample app in the book has been rebuilt from scratch using Xcode 6.1 and the latest 64-bit iOS 8-specific project templates, and designed to take advantage of the latest Xcode features. Assuming only a minimal working knowledge of Objective-C, and written in a friendly, easy-to-follow style, *Beginning iPhone Development* offers a complete soup-to-nuts course in iPhone, iPad, and iPod touch

programming. The book starts with the basics, walking through the process of downloading and installing Xcode 6.1 and the iOS 8 SDK, and then guides you through the creation of your first simple application. From there, you ' ll learn how to integrate all the interface elements iOS users have come to know and love, such as buttons, switches, pickers, toolbars, and sliders. You ' ll master a variety of design patterns, from the simplest single view to complex hierarchical drill-downs. The confusing art of table building will be demystified, and you ' ll learn how to save your data using the iPhone file system. You ' ll also learn how to save and retrieve your data using a variety of persistence techniques, including Core Data and SQLite. And there ' s much more!

Discover loads of tips and techniques for the newest MacBook Pro You're already ahead of the game with a MacBook Pro. Now you can get even more out of the popular Apple notebook with the new edition of this handy, compact book.

Crammed with savvy insights and tips on key tools and shortcuts, this book will help you increase your productivity and keep your Apple digital lifestyle on track. From desktop sharing and wireless networking to running Windows applications, this book avoids fluff, doesn't skimp on the essentials, saves you time and hassle, and shows you what you most want to know. Includes savvy advice and plenty of no-nonsense information in a clear layout that is easy to access Covers essential tools, topics, and shortcuts on things like desktop sharing, wireless networking, running Windows applications, using the Intel Ivy Bridge processor, and more Features Genius icons throughout the book that provide smart and innovative ways to handle tasks and save yourself time MacBook Pro Portable Genius, 4th Edition shows you just how to get more out of your MacBook Pro.

MacBook Air Portable Genius
A Step-by-step Guide on Local and iCloud Document Storage
Switching to the Mac
Teach Yourself VISUALLY LinkedIn

Solutions & Examples for iPhone, iPad, and iPod Touch Apps

Normal 0 false false false
MicrosoftInternetExplorer4 In just 24 sessions of one hour or less, you can master Mac OS X Lion development from the ground up, and start writing tomorrow's most exciting iOS-style Mac apps! Using this book's straightforward, step-by-step approach, you'll get comfortable with Apple's powerful new development tools and techniques, build engaging user interfaces, integrate data and web services, and take advantage of Apple's latest innovations...everything from gestures and multitouch to iCloud and In-App Purchasing. Every lesson builds on what you've already learned, giving you a rock-solid foundation for real-world success! Step-by-step instructions carefully walk you through the most common Mac OS X Lion development tasks. Quizzes at the end of each chapter help you test your knowledge. By the Way notes present interesting information related to the discussion. Did You Know? tips offer advice or show you easier ways to perform tasks. Watch Out! cautions alert you to possible problems and give you advice on how to avoid them. Printed in full color—figures and code appear as they do in Xcode Get started fast with Mac Developer Center, XCode, Objective-C, and Cocoa Programmatically control OS X Lion's powerful new features Work with Cocoa's powerful Model-View-Controller (MVC) pattern Safely manage memory and fix leaks Create robust, engaging, highly interactive user interfaces Organize Cocoa layouts, controls, bindings, tables, and

collections Support gestures and multi-touch events Define user defaults and provide Preference Panes Work with documents, versions, and iOS-style Autosave Make the most of notifications, alerts, sheets, and popovers Use images and animation to make apps more powerful—and more fun Use Core Data to cleanly integrate data into your apps Query and submit data to web services Submit apps to the Mac App Store Support In-App Purchases with StoreKit 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, tips, and tricks, this book from David Pogue—Missing Manual series creator, New York Times columnist, and Emmy-winning tech correspondent for CNBC, CBS, and NPR—covers everything Catalina has to offer with lots of humor and technical insight. Have you tried using the UIDocument API in your Swift app and gave up because it doesn't work as expected or the app crash? Have you tried some of the iOS books and blogs, but still, you could not get to the end? Do you wish someone wrote a book that shows you exactly how to use the UIDocument API in a Swift app? No need to struggle anymore because this book shows you step-by-step how to use the UIDocument API in a real-world Swift app that store documents locally or in

iCloud. Here are some of the skills

you are going to learn in the book. Subclass and configure the UIDocument class in a Swift file Use an instance of the UIDocument subclass in the app's view controllers to do document and media operations Ask the user to choose local or iCloud storage at the initial app launch Ask the user to enable/disable iCloud storage for the app via the Settings app Prepare the app for storing local documents in iCloud Query iCloud for documents and download them Get started on using the UIDocument API. Grab your copy of this book now.

Quickly get up to speed on your MacBook Pro This handy resource is not only visually appealing but offers excellent step-by-step guidance to your MacBook Pro. Following the illustrated instructions will empower you to accomplish everyday tasks quickly and easily. The book covers the basics such as powering on or shutting down the MacBook Pro and working on the Mac desktop with the new Mission Control and Launchpad--to downloading applications with the Mac App Store, running Windows applications, and more. Use this clear, visual guide and quickly learn the ins and outs of your MacBook Pro. Covers new hardware updates, Mac OS X Lion, iLife, iTunes, and more Shows you how to work on the desktop, configure widgets on the dashboard, run Windows applications, and do your own troubleshooting Teach Yourself VISUALLY MacBook Pro offers fully illustrated instructions for learning how to use your MacBook Pro to its full potential. Sams Teach Yourself iCloud in 10

Minutes
IOS 5 Essentials
iWork: The Missing Manual
MacBook Pro Portable Genius
UIDocument Demystified
Beginning iOS Cloud and Database Development gets you started with building apps that use Apple's iCloud. You'll learn the techniques which will enable you to devise and create iOS apps that can interact with iCloud servers. From the basics up, you'll progressively learn how to configure your app for iCloud, upload and download files, implement revisions, add conflict resolution policies, and work with custom documents. There's more! You'll learn how to integrate iCloud with Core Data based applications. Besides technical advice, you'll find suggestions and best practices to design the interaction of iCloud-driven applications. According to many industry sources, analysts, and shows, Apple will rely more and more on iCloud or web apps in the cloud to store and stream data-intensive media and other kinds of apps. As the majority of apps use some sort of data--and that only will grow as apps become more complex with rich and streaming media--this book shows developers how to create apps for iCloud, Apple's new cloud computing storage and data service. What you'll learn How to use, design, and develop for iCloud, including iOS data-driven apps, media apps and more How to work with documents in iCloud How to create custom documents in iCloud How to work with Core Data and iCloud Who this book is for This book is for iOS developers who want to build apps for or that use the new iCloud platform. Answers found here! Apple's latest Mac software, macOS Mojave, is a glorious boxcar full of new features and refinements. What's still not included, though, is a single page of printed instructions. Fortunately, David Pogue is

back, delivering the expertise and humor that have made this the #1 bestselling Mac book for 18 years straight. The important stuff you need to know Big-ticket changes. The stunning new Dark Mode. Self-tidying desktop stacks. FaceTime video calls with up to 32 people. New screen-recording tools. If Apple has it, this book covers it. Apps. This book also demystifies the 50 programs that come with the Mac, including the four new ones in Mojave: News, Stocks, Home, and Voice Memos. Shortcuts. This must be the tippiest, trickiest Mac book ever written. Undocumented surprises await on every page. Power users. Security, networking, remote access, file sharing with Windows—this one witty, expert guide makes it all crystal clear. MacOS Mojave gives the Mac more polish, power, and pep— and in your hands, you hold the ultimate guide to unlocking its potential. Ready to move to the Mac? This incomparable guide helps you make a smooth transition. New York Times columnist and Missing Manuals creator David Pogue gets you past three challenges: transferring your stuff, assembling Mac programs so you can do what you did with Windows, and learning your way around Mac OS X. Learning to use a Mac is not a piece of cake, but once you do, the rewards are oh-so-much better. No viruses, worms, or spyware. No questionable firewalls or inefficient permissions. Just a beautiful machine with a thoroughly reliable system. Whether you're using Windows XP or Windows 7, we've got you covered. Transfer your stuff. Moving files from a PC to a Mac is the easy part. This guide gets you through the tricky things: extracting your email, address book, calendar, Web bookmarks, buddy list, desktop pictures, and MP3 files. Re-create your software suite. Big-name programs from Microsoft, Adobe, and others are

available in both Mac and Windows versions. But hundreds of other programs are Windows-only. Learn the Macintosh equivalents and how to move data to them. Learn Mac OS X Lion. Once you've moved into the Macintosh mansion, it's time to learn your way around. You're in good hands with the author of Mac OS X: The Missing Manual, the #1 bestselling guide to Mac OS X.

Beginning iOS Cloud and Database Development gets you started with building apps that use Apple's iCloud. You'll learn the techniques which will enable you to devise and create iOS apps that can interact with iCloud servers. From the basics up, you'll progressively learn how to configure your app for iCloud, upload and download files, implement revisions, add conflict resolution policies, and work with custom documents. There's more! You'll learn how to integrate iCloud with Core Data based applications. Besides technical advice, you'll find suggestions and best practices to design the interaction of iCloud-driven applications. According to many industry sources, analysts, and shows, Apple will rely more and more on iCloud or web apps in the cloud to store and stream data-intensive media and other kinds of apps. As the majority of apps use some sort of data—and that only will grow as apps become more complex with rich and streaming media—this book shows developers how to create apps for iCloud, Apple's new cloud computing storage and data service.

The Missing Manual, Lion Edition
Take Control of Pages, 3rd Edition
Harness iOS 5's New Powerful Features to Create Stunning Applications
Pages for iPad & iPad Pro (Vole Guides)
The book that should have been in the box
Learn the skills, tools and shortcuts you need in order to make the most of your MacBook Pro

This easy-to-use, compact guide skips the fluff and gets right to the essentials so that you can maximize all the latest features of the MacBook Pro. Packed with savvy insights and tips on key tools and shortcuts, this handy book aims to help you increase your productivity and save you time and hassle. From desktop sharing and wireless networking to running Windows applications and more, this book shows you what you want to know. Includes the latest version of OS X, iCloud, FaceTime, and more. Covers all the essential tools, topics, and shortcuts on things like running Windows applications, using the Intel Ivy Bridge processor, and more. Features Genius icons throughout the book that provide smart and innovative ways to handle tasks and save yourself time. MacBook Pro Portable Genius, 5th Edition puts you well on the way to being a pro at using your MacBook Pro! Apple's latest operating system, macOS Sierra, brings the Siri voice assistant to the Mac—among other things. What it doesn't offer, though, is printed instructions. Pogue tells you the information you need to know, from enhancements and storage to shortcuts and file sharing with Windows.

Get to know macOS Sierra with this visual expert guide. Teach Yourself VISUALLY macOS Sierra is your ideal guide to the new Mac operating system. Clear, step-by-step instructions walk you through setup, show you around, and help you get down to work—but first you'll have a little fun. Sierra brings Siri to the desktop, provides seamless access across devices, allows you to copy from one device and paste to another, and so much more. This guide takes you through the beautiful, functional, simplicity that is the macOS workflow, with straightforward explanations, step-by-step demonstration, and rich, easy-to-follow visuals. From essential everyday tasks to the specialized "tricks" you can only find on a Mac, you'll know Sierra inside-out in a flash. Expert instruction is the key to getting the most out of any tool, and your Mac is a tool like no other. Connect, create, enjoy, and more with fewer clicks, fewer issues, and much less confusion than any other operating system.

This book is your personal guide to exploring and using macOS Sierra. Set up seamless contacts, email, and calendars, Messages, and FaceTime. Find your way around Mission Control, Launchpad, Dashboard, and Time Machine. Organize photos, video, movies, music, and files, on your Mac or in the cloud. Secure, customize, and maintain your Mac for flawless functionality. Get streamlined, get organized, and get going: macOS Sierra helps you work, play, and live better with features and capabilities designed for the way you operate. Teach Yourself VISUALLY macOS Sierra walks you through what you need to know to experience everything your Mac has to offer.

Step-by-step instructions with callouts to Pages images that show you exactly what to do. Help when you run into Pages problems or limitations. Tips and Notes to help you get the most from Pages on your Mac. Full-color, step-by-step tasks walk you through creating and editing word processing and page layout documents in Pages. The tasks include how to:

- Use writing tools to create word processing documents
- Use fonts, text styles, and paragraph formatting
- Build documents with text, images, and design elements
- Create lists, tables, and outlines
- Add charts and graphs to your documents
- Add a table of contents, headers, footers, and footnotes
- Merge addresses and data with documents
- Create cross-platform PDF files
- Use and design your own templates
- Review and edit documents as a team

BONUS MATERIAL: Find other helpful information on this book's website at

quepublishing.com/title/9780789750075

CATEGORY: Macintosh Productivity App

COVERS: Pages for Mac

USER LEVEL: Beginning-Intermediate

Visual QuickStart Guide

Take Control of iCloud, 5th Edition

macOS Catalina: The Missing Manual

Sams Teach Yourself Mac OS X Lion App

Development in 24 Hours

Take Control of Notes

Unlock the power of Pages for Mac and iPad! Version 3.0, updated 01/12/2021

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 other 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 the 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 tables 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

Provides information on using iOS 5 to create applications for the iPhone, iPad, and iPod Touch.

Take the pain out of dealing with files and folders Version 1.0, published 12/15/2020 This book helps you better organize, search, and clean up the files on your Mac, iPhone, and iPad, providing practical steps and realistic strategies to reduce clutter and stress. Apple users have fantastic tools at their disposal for using, creating, and editing files of all kinds, but few of us have any real strategy for naming, organizing, or tagging those files—making them increasingly difficult to find later on. In this book, veteran technology author Jeff Carlson helps you make sense of what could be millions of files on your Mac, iPhone, iPad, or iPod touch so that you can spend less time hunting for things and more time doing useful work (or having fun). Jeff starts by helping you set appropriate file management goals and develop overall strategies that fit your needs and preferences. Then he gets into the details of how to use the Finder (on a Mac), the Files app (in iOS and iPadOS), and third-party tools to

make sense of your files and folders and easily find what you're looking for. This book covers topics such as:

- How to keep important items in sync among your devices
- Choosing when to use internal storage vs. external storage (such as an external hard drive, a NAS, or the cloud)
- Whether and how to use iCloud Drive to sync your files, including Desktop and Documents folders
- How to create shortcuts to your favorite files and folders
- Understanding how the macOS folder hierarchy works
- The best ways to use the desktop
- What you should consider when creating a folder hierarchy
- Why and how to use tags to categorize files
- How you can automatically sort, rename, and file items on your Mac
- When to consider third-party information management apps (such as DEVONthink)
- How to find files and folders with Spotlight in macOS, iOS, and iPadOS
- Alternative search tools you might want to consider
- How to work your way through a long backlog of unsorted (or poorly sorted) files
- Ways to free up storage space

If you're struggling with file management, this book will help you get a grip on the process—and get your devices to do more of the hard work for you. Note: This book focuses on macOS 11 Big Sur and iOS 14/iPadOS 14, but nearly everything it describes is also applicable to older Apple operating systems released over the past few years. Work effectively in Pages in OS X Yosemite, iOS 8, and iCloud! Apple's Pages word processor is a big, sprawling 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. Those new to Pages, or still getting their sea legs in the transition to Pages 5 will appreciate Michael's guide to finding familiar tools, formatting text, and iCloud Drive quirks. And everyone will benefit from the book's discussion of advanced features like snaking columns (snarky columns are left as an exercise to the reader), list styles, layout options, and collaboration tools. Whether you need quick help with a particular feature or steel-toed documentation with which to kick Pages into shape, this book is for you. Still running 10.9 Mavericks? Mavericks users can still find plenty of Pages help here. To find out what's different, read *What about Mavericks?*. The book offers plenty of help with word processing: For everyday word processing, you'll find directions for working with fonts, tabs, indents, rulers, search and replace, spell checking, and more. For longer, more complex documents, you'll learn how to control headers, footers, page numbers, footnotes, and section breaks. Plus you'll find oodles of help with character styles, paragraph styles, and even list styles. For projects that go way beyond the norm, you'll learn how to create your own templates, complete with master objects. For collaborative projects, you'll come up to speed with the track changes and commenting features. You can also use the newfangled Share icon to collaborate with others (simultaneously) in an iCloud-based Pages document. Layout and graphics merit attention too, in terms of: Turning off the usual word processing text flow

so you can lay out independent objects more easily (perfect for posters!) Inserting text boxes, vector graphics, and all manner of media Styling text boxes and vector graphics with whizzy object styles (for example, you can specify a specific color and shadow) Being precise with smart guides and vertical rulers Creating a custom look with fills, shadows, opacity, and more Working in tables (which can act as mini spreadsheets) and creating charts You'll also find thoughtful directions for managing your documents: What happens with fonts and features when you move Pages documents between Mac, iOS, and iCloud Whether and how to work with Pages documents in iCloud Drive How to import from Pages 4 (aka Pages '09), Word, text, and RTF How to export to Pages 4, Word, text, EPUB, and PDF And lots more!

iConnected

Beginning iOS Cloud and Database Development

MacOS High Sierra: The Missing Manual

Teach Yourself VISUALLY macOS Sierra

iOS 7 Programming Cookbook

Within these pages, we'll take you on a tour of the device's exterior and basic features, and walk you through how to activate a brand new iPhone. Discover how to get connected over cellular data or Wi-Fi, and how to share your connection. We'll also teach you some basic gestures for navigating through apps and home screens, downloading your first third-party app, and connecting to Apple's iCloud service. And we devote an entire chapter to customizing your settings, covering

every submenu and toggle. If it's installed apps you want to know about, our Superguide covers them all: Read our in-depth how-tos on working with your mail, navigating with Maps, surfing Safari, chatting with Messages, and more. We also offer a basic guide for syncing your device and your media with iTunes. If you run into trouble, never fear: Macworld's own Christopher Breen authors a very special chapter on troubleshooting basic iPhone 5 problems and maladies, as well as tips on when to go to the experts. And in case you're stumped on how to best outfit your device, we provide suggestions for great iPhone 5 cases, headphones, speakers, and more.

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.

With El Capitan, Apple brings never-before-seen features to OS X—like a split-screen desktop, improved window controls, and amazing graphics. The new edition of David Pogue's #1 bestselling Mac book shows you how to use key new features such as swiping gestures, Notes, a new Spotlight search system, the Safari pinning feature, and Split View. Missing Manuals creator David Pogue is one of the most widely recognized technology authors in the world. A former New York Times technology columnist, he founded and now produces videos for Yahoo Tech.

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 or work around 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 services
- Apply and modify character-level and paragraph-level formatting in a note
- Make lists (including checklists and lists with multiple levels of indentation)
- Work with tables in notes
- Encrypt 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

Beginning iOS Cloud and Database Development

Use AirPlay, iCloud, Apps, and More to Bring Your Apple Devices Together

Beginning iPhone Development

Take Control of Managing Your Files

Build Data-Driven Cloud Apps for iOS

Sams Teach Yourself iCloud in 10

Minutes, Second Edition, offers

straightforward, practical information designed to get you up and running quickly and easily. By working through

its 10-minute lessons, you'll learn

everything you need to know to

effectively use Apple's iCloud online

services. Each compact lesson zeroes

in on a specific aspect of iCloud,

explained through concise and

informative descriptions along with

accurate and easy to follow step-by-

step instructions. You'll quickly become

comfortable performing the most

important iCloud tasks to make the

most of what iCloud offers every day!

10 minutes is all you need to learn how

to... Obtain an iCloud account and use

your own iCloud website. Configure

iCloud services on iPhones, iPads, iPod

touches, Macs, and Windows PCs. Use

iCloud with your iTunes music, apps,

and books to ensure you have great

content on all your devices. Take

advantage of iTunes Match to stream

your iTunes music wherever you are. Use Photo Stream for instant access to photos you take with an iPhone, iPod touch, or iPad on all your other mobile devices and computers; you can also share your photos with others and view photos being shared with you. Have easy access to the same document files on iOS devices and computers so that you can efficiently work whenever and wherever you need to. Use iCloud's great email, calendar, contact, and other tools to automatically have the same information on all your devices. Locate your devices, secure them if they aren't under your control, and protect your data with online backups.

Enjoy your MacBook Air to the max with this handy guide by your side! Packed with tips and techniques on everything from getting started with the MacBook Air to taking advantage of all its remote features and accessories, this fun, hip, and portable guide has just what you need to confidently get started with the MacBook Air. In this latest edition, veteran author Paul McFedries covers an assortment of new topics including the new OS X Lion, Intel's latest Sandybridge processor, Thunderbolt, and the backlit keyboard. Offers helpful tips that cover how to maximize the power of the newest MacBook Air Covers all the key skills, tools, and shortcuts to make you a more efficient MacBook Air user Features Genius icons to show you the smartest way to do things Helps save you time and avoid hassles as you get up to speed MacBook Air Portable Genius, Third Edition features savvy advice, tips, tricks, and techniques so you can get

started using your MacBook Air today. Overcome the vexing issues you're likely to face when creating apps for the iPhone, iPad, or iPod touch. With new and thoroughly revised recipes in this updated cookbook, you'll quickly learn the steps necessary to work with the iOS 7 SDK--including ways to store and protect data, send and receive notifications, enhance and animate graphics, manage files and folders, and take advantage of UI Dynamics.

The fascinating history of the personal computer from Altair to the IBM PC revolution. Written by computer legend Stan Veit, who turned Computer Shopper into the world's largest computer magazine.

The Book That Should Have Been in the Box

iOS 5 Programming Cookbook

Stan Veit's History of the Personal Computer

Beginning iOS 5 Application Development

Pages, Numbers, and Keynote