

Macintosh Learning Center--- *Shell Weinberg*

Third Floor, Southeast corner

Leisure World Community Center

Laguna Woods Town Centre

Hours: 9:00 a.m. to 3:00 p.m., Monday thru Friday

Mac Users... New, Old & In Between

Doesn't matter how much experience you may have or how long you have been using your computer... once in a while you will have a question about operating your Mac computer. In other words, you'll need help.

On every Apple computer you will find a Menu Bar at the top of your screen. Click on the word **Help** and it will drop a menu for your selection. When active in Finder you will see "**Mac Help**". When active in AppleWorks you will see "**AppleWorks Help**", etc. Usually each application or program has its Help.

When you bought your computer, or received it as a gift, chances are you did not receive a printed manual. However, if you open the Help program you'll see the missing operating manual, plus a lot of other useful information, all there to help you understand and operate your Mac computer. And... you can then print all, or any part of it, if you prefer.

In addition to Help, as a convenient built-in source for learning, you should also know about the **Tutorials** that are available when connected to the Internet. Visit our Club website, lwmug.org, and single click on **TUTORIALS**. This will open a window offering a number of educational Tutorials. All you have to do is single click on the title to open the program of choice.

Much, but not all, of this information is presented in short QuickTime movies. You will hear the instructor speak to you and actually demonstrate the various functions as described. This is an excellent method for teaching Macintosh fundamentals, basics, and more.

Tutorials offered are:

Mac 101

Mac OS X 10.4 Tiger

Mac OS X 10.3 Panther

Mac OS X 10.2 Jaguar

Mac OS X 8.6 and 9

AppleWorks 6