Double Click

March 2

Double Click
December 2002

Digital Cameras
& Digital Disasters

DOUBLE CLICK

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SWAP MEET ISS

The END of the MaUsE ???

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Double Click

April 2003

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Double Click

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From the Editor

Save this issue. Eventually you will buy a new computer and have to make the confusing transition from OS9.1 to some flavour of OSX and you'll want to know how to move files between the two systems when they are on two different computers. In this issue I explain how to do it quickly and easily. Either computer must be used as File Server and in this issue I explain how to do it with both systems so the other computer can get access. There's other neat stuff too, and a piece about how I create the Double Click. Read the article and come to the April 23th MaUsE Meeting to learn more about the process.

The next meeting will be held on April 23rd at the Faith United Church in Courtice. See back page for details.
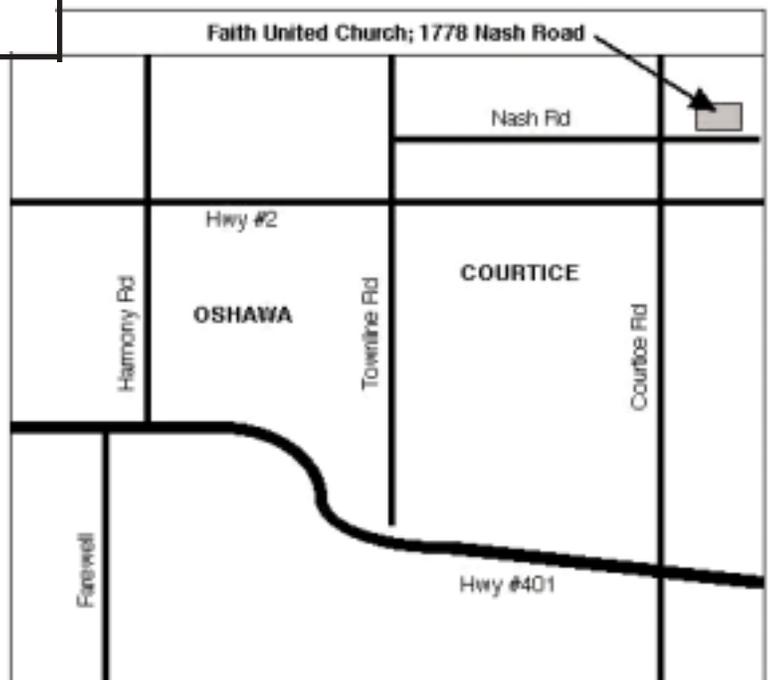
Sharing Your Mac Under OSX

Another neat thing about OSX is that it easily can allow you to make your computer personable to many different users if you want to. With new each user the Desktop and all of the icons on it will appear uniquely different according to the taste of that unique user. In the System Controls you can set your own identity and secure user password to protect all of your documents and applications right down to the Desktop Picture. Your choices and preferences will be re-established every time you log in and then hidden from other users whenever you log out. In this way you can enable each user on your Mac to have a different look and feel to their OSX experience. As First User you are the "Admin" by default and get to set preferences for all other users that may use your Mac.
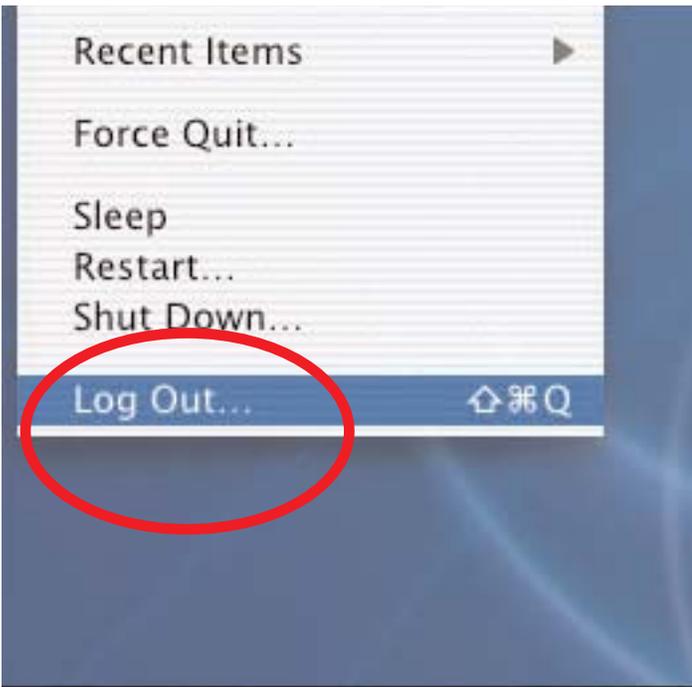
When you are done working on your Mac under OSX, or just want to temporarily get up to leave your desk if using OSX in a public place, you can use the "Log Out" feature to keep prying eyes and fingers from seeing and altering your documents. It works for everybody in family if they want privacy and security.
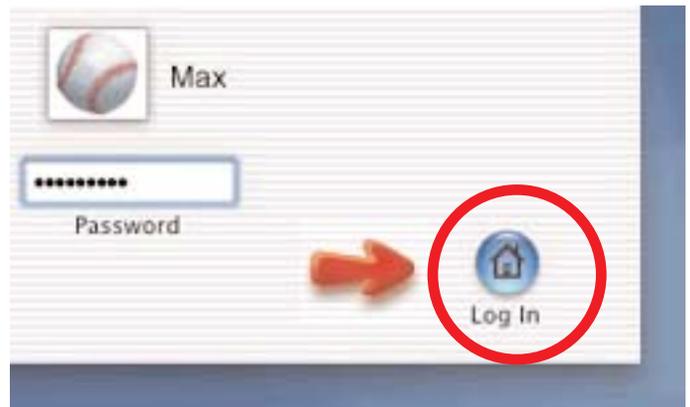
If more than one user wants secure access to a portion of your Mac, as Admin you can give them access in the "Accounts" control panel in the System Controls window as shown above..

The "Accounts" opens up to show the names of all bona fide users of your computer and lists the login options as set by the administrator of the Computer. If its your Mac then the Admin is you. If you are sharing your Mac with other people you get to decide how they will get access. You control the appearance and requirements of the Login Window and you can create more accounts for new users and edit their information.

the Password is accepted the Log In button functions to make the system operable. If there are five different users with permission to access the applications on your computer there should be five different names in the window below. If you don't share your computer with others its still a good idea to password-protect your files to prevent anyone from accidentally deleting your files.

Basically this is how it works: when you are temporarily done using your Mac you simply select Log Out from the command in what passes for the Apple Menu under OSX. This protects your files. When you or someone else comes along to use the computer they will find that it now throws up a window like the one below asking the new user to identify him, her, or itself. Any one of the new users, if they are on the list set up by the Admin, can click on an icon and provide a password if they want to get into their files. Once

Clicking on the Log In take the New User to a different Desktop which shows their files and applications waiting for them just as the computer appeared the last time they logged out. If any user clicks on the iDisk button in the Toolbar they


will be connected to their own iDisk and if they click on the Home icon they will be taken to their own unique Home folders. The Home folders of all other users will be inaccessible unless the passwords for the other users are known.

Troubleshooting
The Chooser

The Chooser is a program you use in every Macintosh Operating System previous to OSX to tell the computer what printer or which shared disk to use or connect to. The Chooser application program can be found listed alphabetically among the other items in your Apple Menu Items and launched by scrolling down to it. You use the Chooser to select equipment connected directly to your computer or equipment connected over a network. In the Chooser Icon List, below, there are icons for specific printers, generic printers, and one to initiate network commands. Only
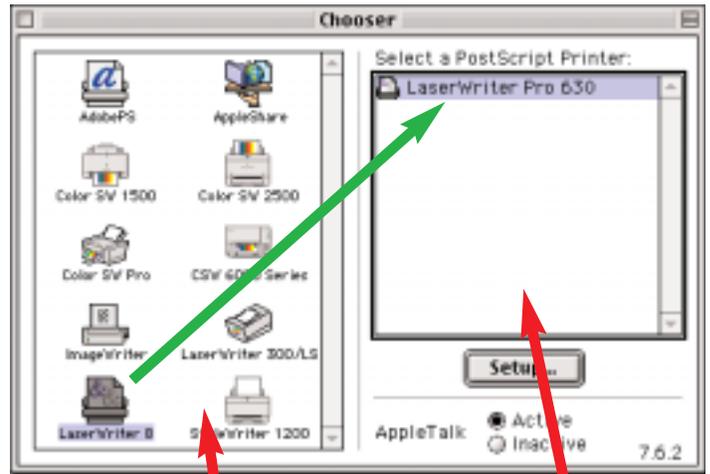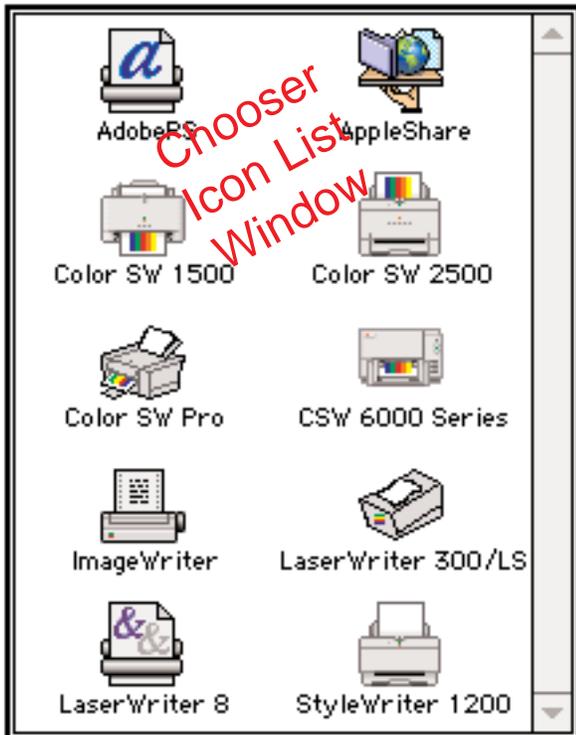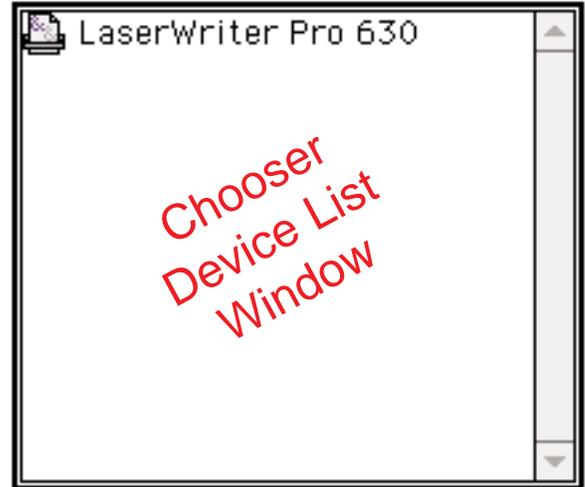
networked and USB printers will show a printer name in the device list and, importantly, only after being selected in the icon list. As you can see in the picture above the LaserWriter 8 icon has been selected in the Icon List and its Name shows up in the Device List because it is turned on and

networked to the computer. The device list for non-networked and non-USB printers shows only the port names: printer port and modem port.

The little icons in the Chooser Icon List actually represent the special Chooser Extensions in your Extensions Folder. Chooser Extensions include those enabling the use of devices such as printers, AppleShare, fax modem software, some scanners, and so on.

How to select a printer

To choose a printer for the first time or to switch to another printer, follow the steps below:

If your printer is connected directly to the computer:

Click the printer you want to use from the left side of the Chooser
In the upper-right area of the Chooser, click the icon of the port to which the printer is connected. (trace the printer's cable to the back of the computer to see where the printer is plugged in)
 Close the Chooser window.

If your printer is connected to the network:

 Click the printer you want to use from the left side of the Chooser
In the upper-right area of the Chooser, click the name of the printer you want to use, even if only one name is listed.
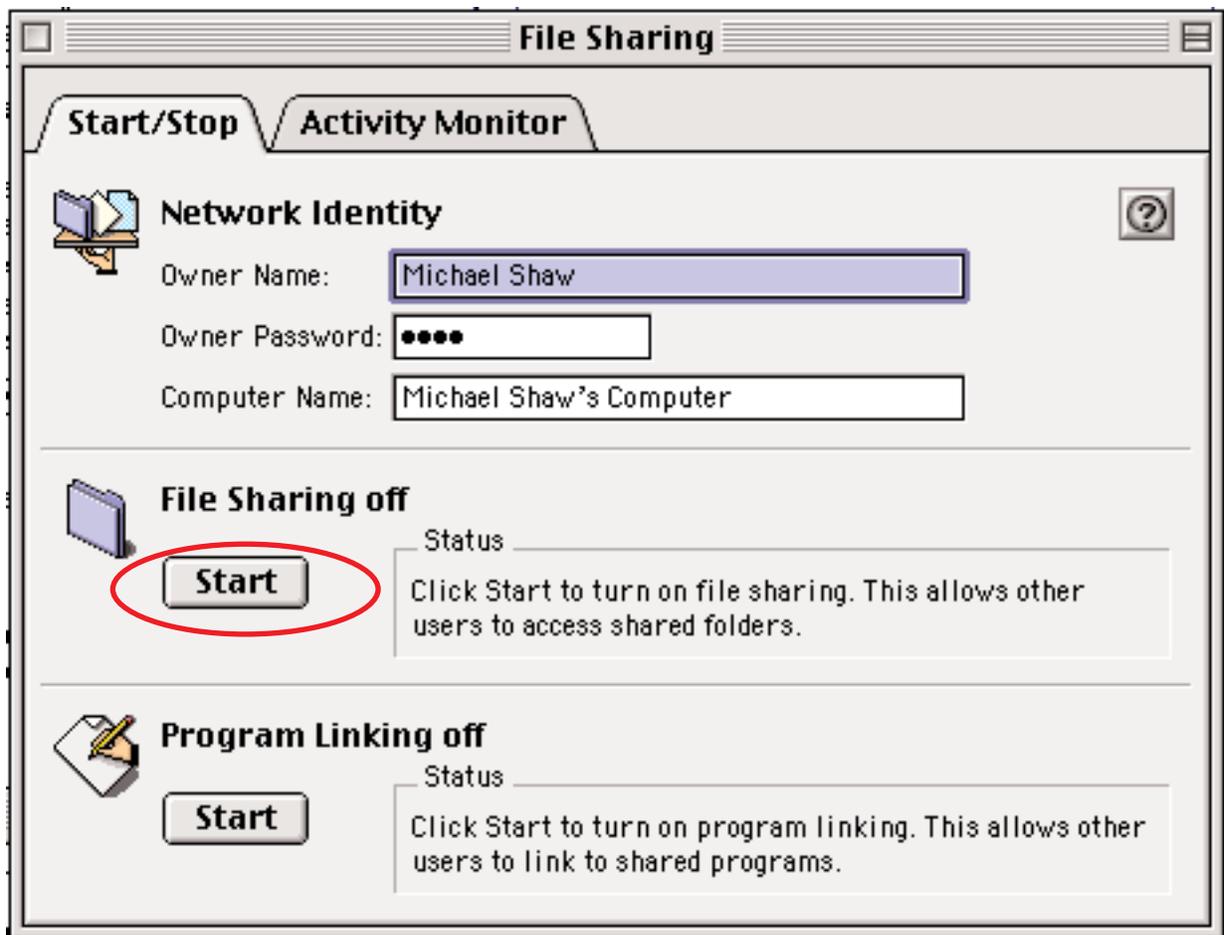 Close the Chooser window

Background Printing

With background printing, you can print documents while you use your computer for other work. You turn this feature on or off in the Chooser. Some printers do not support this feature, and you must turn it off to print successfully.

How to choose a server and volumes on that server

In order to share files using the Chooser you must have already turned on FileSharing on another computer on your network. There is a Filesharing Control Panel easily found in the Control Panels folder listed in the Apple Menu of the computer that will act as your Server. Type in your name and make up a password if you haven't already and click Start to set up the Mac as a Server. Then go back to your first Mac.

· Open the Chooser window.
· Click on the AppleShare icon in the icon list.
· Open your server by double-clicking the named

Connect to the file server "Michael Shaw's Computer" as:

○ Guest
◉ Registered User

Name: Michael Shaw

Password: ••••

Clear Text Password

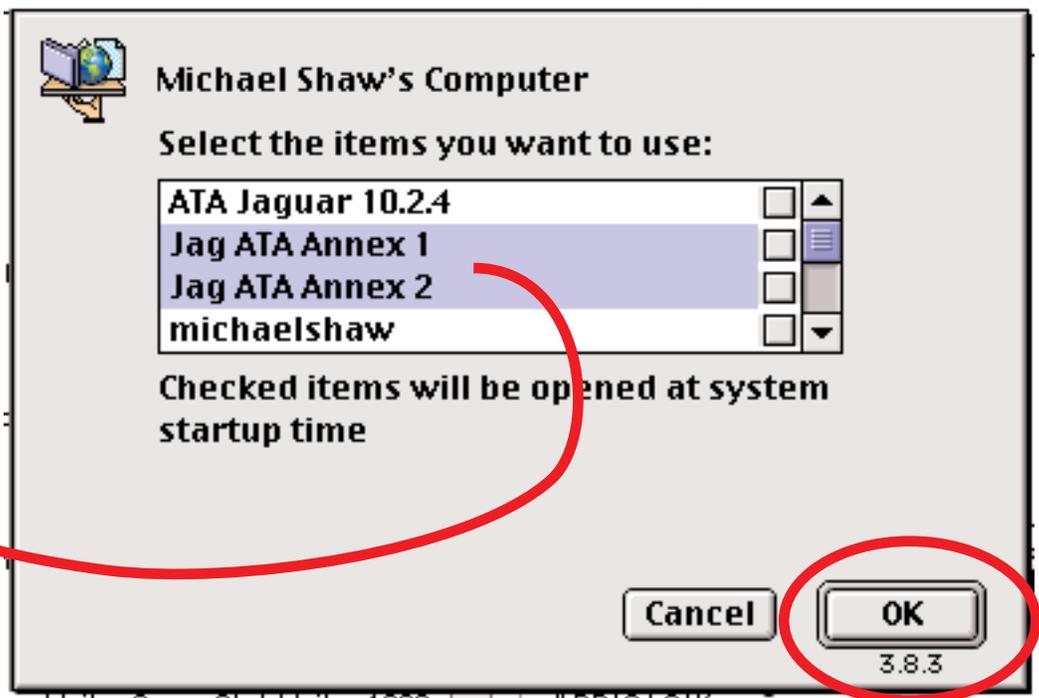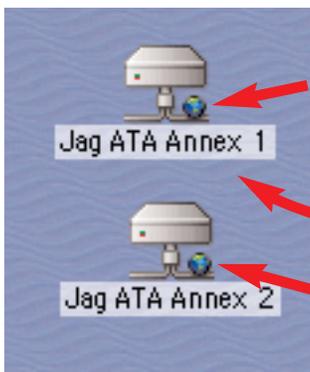[Change Password...]   [Cancel]   [Connect]

3.8.3

icon in the right side of the Chooser (Device List).
· You will be prompted to connect as a Guest or as Registered User. Since you know the name and password you typed in the FileSharing window of the other Mac, this should be easy
·.Click Connect. You will be given a list of all of the hard drives and sharable folders in the Server. Single-click to select the volume or volumes wanted (ie Jag ATA Annex 1 and 2.) and click OK. A corresponding icon (or set of icons if you have selected more than one drive) appears on the Desktop. As you can see from the two hard drive icons below the shared disks have visual cues to remind you that they are out there on a network somewhere. You can open either disk by double clicking on its icon just as if it were a hard drive or folder in your computer and the

action of copying files to and from it is a drag and drop operation.

When your filesharing experience is over you must remember to stop FileSharing at the Server by turning off FileSharing. Its all to common at our house that I will get a complaint that someone's computer is running slowly. Our LaserWriter Pro is the only device networked to all of the Macs. Other serial printers (inkjet), a USB CD burner and a USB scanner are connected to one Mac. After moving files from one computer to another for colour printing or CD burning

Michael Shaw's Computer

Select the items you want to use:

ATA Jaguar 10.2.4
Jag ATA Annex 1
Jag ATA Annex 2
michaelshaw

Checked items will be opened at system startup time

[Cancel]   [OK]

3.8.3

Jag ATA Annex 1

Jag ATA Annex 2

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 ┌─────────────────────────────────────────────────────┐
 │  ⊟   "Michael Shaw's Computer (192.168.123.160)      │
 │  ↓    via TCP/IP"                                    │
 │                                                      │
 │       The file server is closing down in 1 minute(s) │
 │       [10:25 PM on 3/13/03].                         │
 │                                                      │
 │       Piss off !! The FileServer is knocking off for the night. │
 │                                                      │
 │                       ┌──────────┐                   │
 │                       │    OK    │                   │
 │                       └──────────┘                   │
 └─────────────────────────────────────────────────────┘
```

the kids may forget to turn off FileSharing and there is a noticeable slow down of both computers. When you turn off FileSharing any computer with shared drives will display a warning that the Server is going down.

More on Troubleshooting

When an icon does not appear in the Chooser icon list, the extension it represents is:

· Not installed. Install it.

· Located somewhere outside the Extensions folder of the System Folder. Find and move it.

·Damaged. Replace it.

Confirm that the extension is present in the Extensions folder of the System Folder, or turned on in the Extensions Manager control panel (System 7.5 and later). When searching, remember that its name may only be an abbreviated form of the printer's name. The extension will function only if it is in the Extensions folder of the active System Folder.

If the extension is present but the filename is followed by any of these suffixes, the printer software is not properly installed: .sea, .sit, .hqx, .smi, .img, .cpt, bin. These represent files still compressed or encoded for Internet delivery. Remove them from the Extensions folder and consult the printer documentation for instructions on how to decompress/decode these files and perform a proper installation.

Finally, if the extension is located correctly and appears intact (attempting to open it should produce a system alert to the effect that it is an extension belonging in the Extensions folder), it may nevertheless be damaged. Remove and reinstall it from the original source.

For more information on setting up FileSharing see the article in this issue about sharing files between computers running OS9.1 and Jaguar.

For information about how this article was written, see the next article.

Double Click Publishing

A little while ago one of the new members of the MaUsE Executive asked me how I produce the Double Click. I quickly showed him the basics and thought that you all might be interested too. If this works out the way I want it to, it will be a piece in the April 2003 Double Click and a small presentation at the April MaUsE meeting on April 23rd. Unfortunately the Club PowerBook has only Operating System X installed on it and Quark XPress and Adobe Acrobat, the two programs that I use to produce our monthly newsletter, do not play well with OSX. I created this article, and the entire Double Click, on two old Macs: my Performa 580CD (circa 1993) at work upgraded with the 75 Mhz 603 motherboard out of a PowerPC 5200 in it and at home on my PowerPC 6500 (circa 1996). Both of these computers run QuarkXPress and Adobe Acrobat just fine. I will figure out something.

We will begin this description of the process by outlining the nine steps required to getting the Double Click on your screen and then go into each to a greater depth. I will do a little presentation at the April MaUsE Meeting about this same topic and answer any questions you might have about the software and hardware I use to produce the document you see before you. There will be some repetition but many of you that read the Double Click may not make it out to the April meeting and others who make it to the meeting ,may not read the article, so it will be OK.

Basically, here is the procedure I follow when I produce the Double Click. I have used the the Chooser Troubleshooting article found on the previous four pages as an example of a typical article.

1. I Think about a Mac-related topic of some interest to somebody. The article a few pages before this one about the Chooser worked fine.
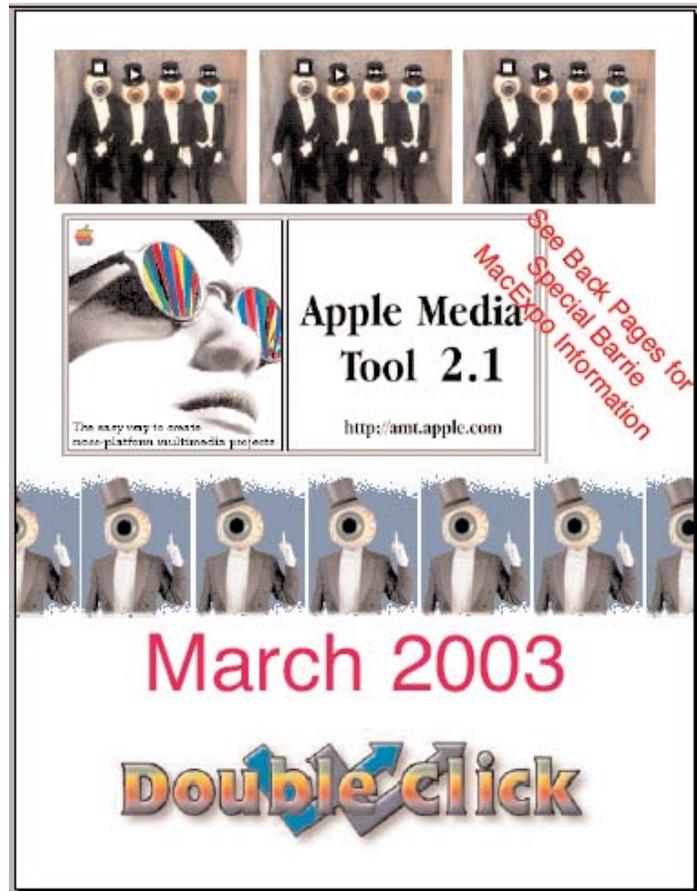
2. I write the prose piece. SimpleText works just fine. Something interesting or accurate.

3. I get some suitable pictures and get them loosely organised.

4. I open QuarkXPress and import the text and pictures. Edit so it looks OK.

5. I spel chek and prooof-reed.

6. I print to File to create a PostScript document.

7. I distill with Acrobat Distiller and check.

8. I send it on its way.

9. Hopefully you readers download it and possibly even read some small part of it. This is actually a very important part of the process but more or less out of my control.

1. I decided to write a little piece of interest to Mac users NOT using OSX. One of the most conspicuously absent System tools in Mac OSX is the Chooser, so it got the nod. Simple. Every operating system has the Chooser and they all work more or less the same.

2. & 3. I launched my Chooser and took pictures of each feature of it using the built-in screen shot utility (Command-Shift-4) and wrote in a SimpleText document about how the Chooser can be used to set preferences for background printing, Appletalk, and to select a printer, change printers, and connect to network servers. I left the screen shots as PICT files and collected them from the System Folder and put them into a Folder with the SimpleText Document and named the Folder "DoubleClick CHOOSER". For articles about software or games I find that I use more illustrations right off my monitor screen than from anywhere else. I copied the SimpleText document to the Clipboard. If I were writing about some piece of hardware, like I usually do, I either use my Apple QuickTake digital camera to take pictures or I put the device on the scanner and get an image that way or I go on the internet and look for JPEGs either on eBay or with reviews and retail advertising.

On my Desktop there is an alias of a Folder called DC Stuff. The original is in the Documents Folder in the Quark Folder. That is where I keep all the bits and pieces of all of the articles that make up each issue, in folders named Jan '03, Feb '03, Mar '03, April '03, etc., etc. The Chooser for April DC folder goes into the April '03 folder and I'm ready to start laying out the article.

4. I launch QuarkXPress and from the File Menu I open the April 2003 Quark document already in the April '03 folder. (When the new Executive line-up was set a few weeks ago I altered the Contact information in my Master Template for the Double Click to reflect these changes and then duplicated half-a-dozen copies of it and put them into folders named for the next six months). When I open the April QuarkXPress Master it already has Page One blank and Page Two laid out with the Contact information, disclaimer and

a Map to Henry Street High school in place and several empty text boxes for the April Meeting Description and "From The Editor" comments. After Page Two I usually add ten blank pages to copy-paste my articles into. I rename it if necessary to "April '03 DC."
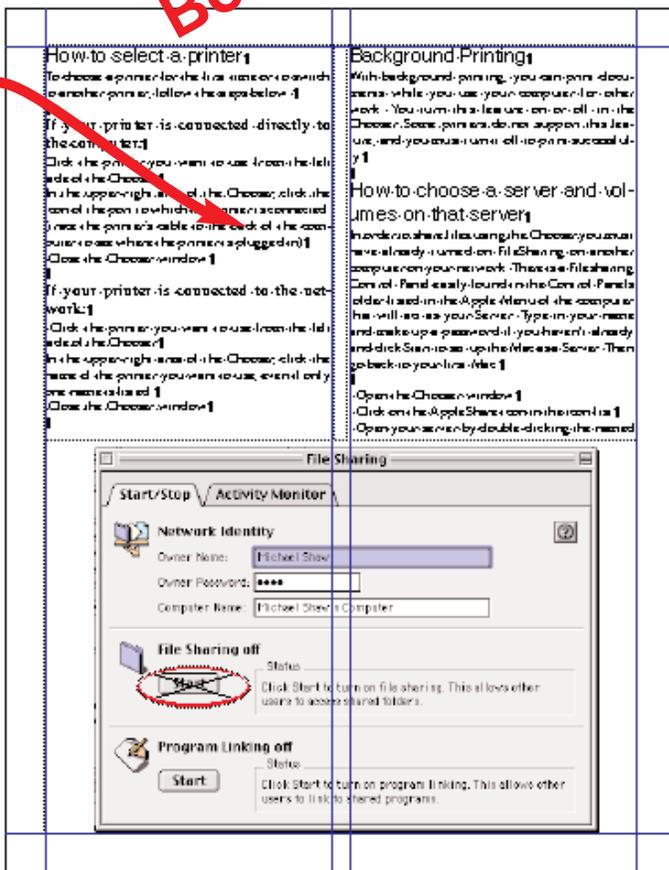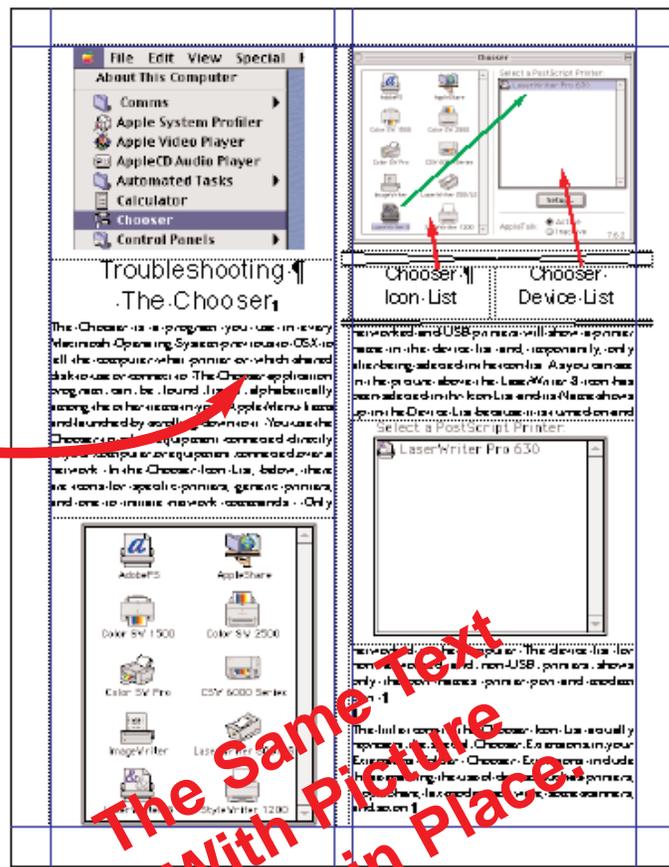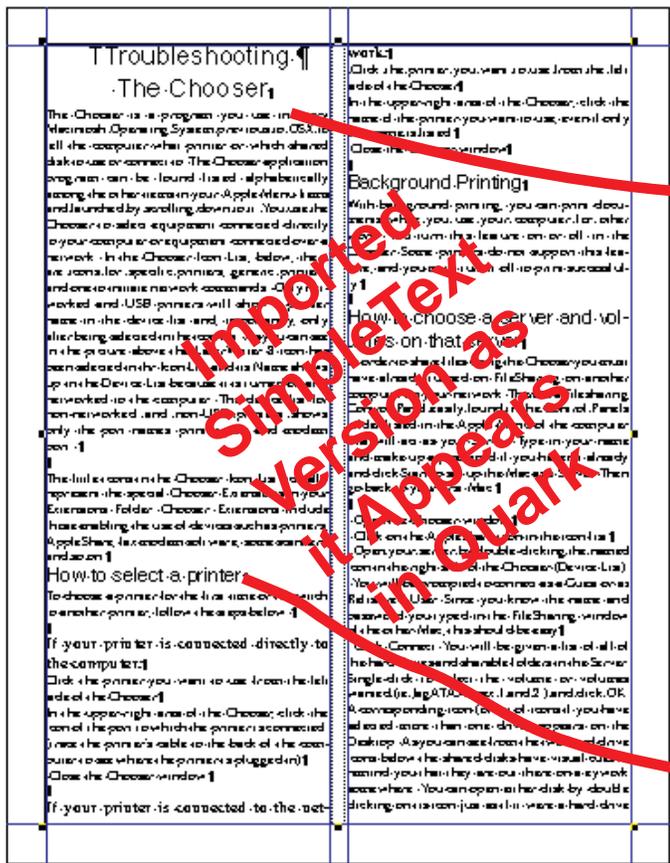
Using the Copy-Paste application I import the contents of the SimpleText document into Quark and select appropriate font size and style for title and paragraph headings. I only use two fonts in the Double Click: Helvetica and Palatino. Helvetica is the Sans Serif font used for headers and article titles, usually in 24 points, and all of the articles are presented in 12 point Palatino. How many fonts do YOU have ? How many of them do you actually USE ? Exactly!

Once the article is pasted into QuarkXPress I create picture boxes one by one of various shapes and sizes using the appropriate Quark tool and use the Get Picture command to select the Chooser for April DC folder. It opens to show all of the little PICT files that I created to put in there while I was examining the Chooser back in Step 3. I scroll amongst them viewing by preview until
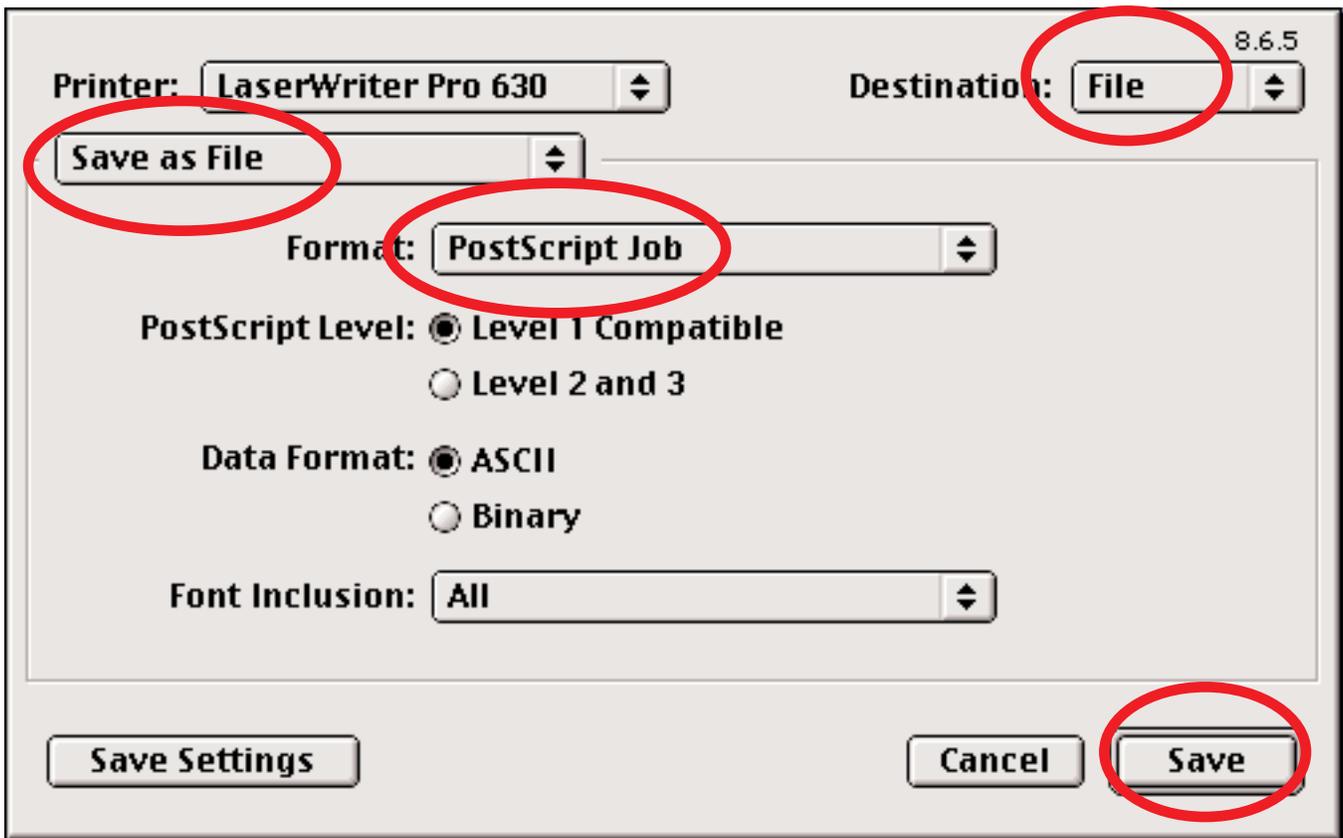
I find the suitable pictures that I want to put into various places amid the text. With the Quark picture tool I can make any picture bigger or smaller. It will let me bring into my Quark document any PICT, JPEG, GIF, or TIFF in my computer.

5. Now I proof-read the text portion to make sure that the text makes sense and that the pictures are where they should be to compliment the prose. I suspect that this may be the only time that my text is read by human eyes. Then I run the spell checking utility in Quark to catch words without vowels and wrds that may be touchingeach other. When I'm satisfied I move on to the next article.

6. Eventually the whole issue is finished in QuarkXPress with previous months meeting pictures in place, front cover artwork done, this months meeting agenda and location FINALLY decided on and editorial cunningly penned. And by this time its HUGE: usually ten Megs but often fifteen Megs or more. Quark is a terrific powerful desktop publishing program and quite possibly more than 75% of the professionally produced advertisements, posters, magazines, flyers and

glossy publications you see every day were produced using some version of QuarkXPress. Everything from Playboy to the Canadian Tire catalog.

With "April '03 DC" open on my Desktop in Quark I print it. But not to paper.

Having selected any PostScript printer (like the LaserWriter Pro) from the Chooser, I print the issue but specify in Destination that it go NOT to my LaserWriter printer but "To File" to be saved as a PostScript Job. If I've been careful and good at keeping track of what I used to create the document and still have all of the pictures that I used when I wrote the articles the virtual PostScript printer will have no difficulty finding them all and putting them into the PostScript file. If any of the pictures have been modified, moved, or are missing entirely the printing process will ask for them. Finally the file appears as "April '03 DC.ps" on my Desktop. The ".ps" suffix indicates that it is a PostScript file. It looks different from the QuarkXPress document but its STILL huge. Just as big as it ever was in Quark. I'm now done with QuarkXPress. I quit Quark.

7. I launch Acrobat Distiller and specify my Distiller preferences. That is a whole thing in itself and I won't go into that now. Suffice to say that I can create a HUGE document with all of the resources of the PostScript file intact or I can set the Distiller to strip redundant and rich resources and reduce the document to nominal screen resolution and colour so it will appear normal and acceptable on the computer monitor but be small enough to download quickly. Its a compromise. I must confess a secret here. I've been cheating you a bit on the colours. Knowing that none of you can distinguish between 26 million different shades of colour, I have reduced the number of colours substantially. If we all had unlimited bandwidth the Double Click could
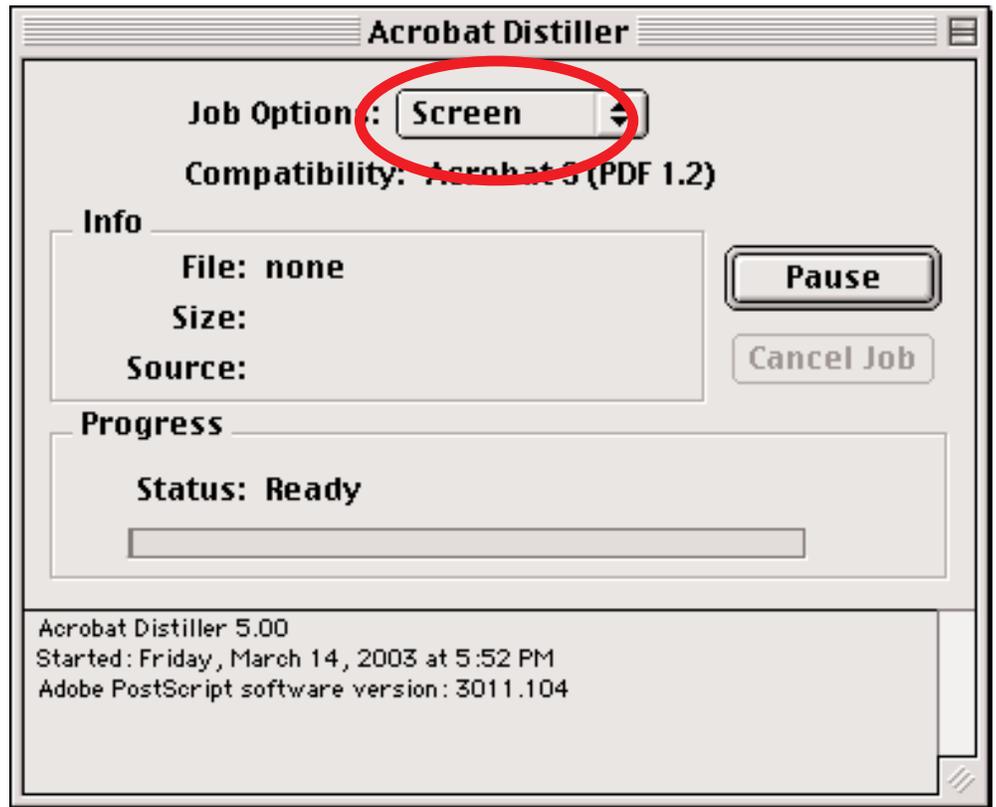
conceivably have sound and QuickTime movie files in glorious colour, but we don't.
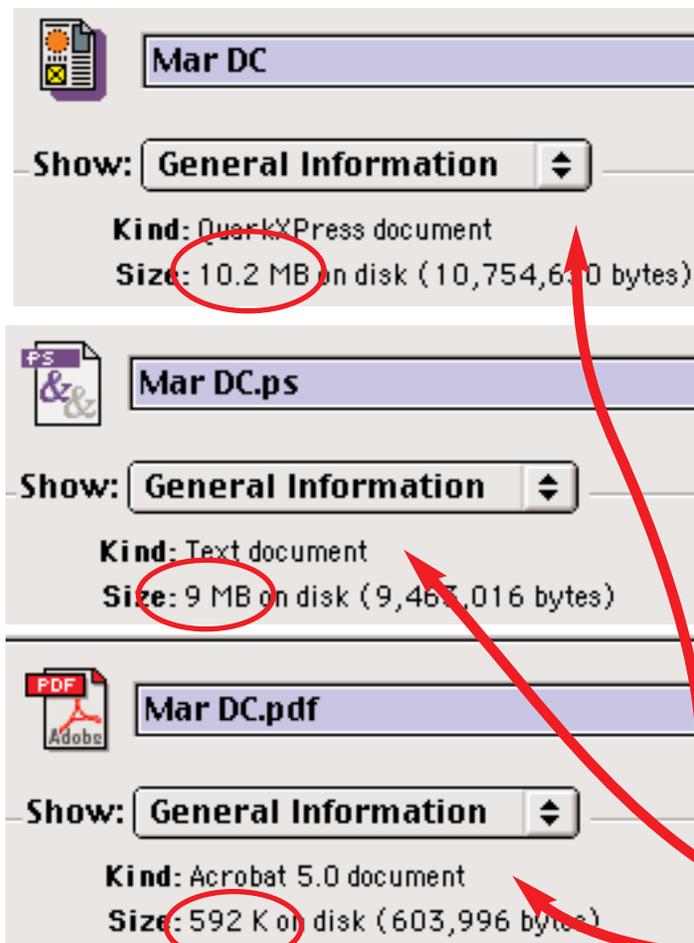
I drag the PostScript document into the Distiller Window. This program is the part of Acrobat that creates the documents that your Acrobat Reader will open. Distiller does its thing to the PostScript file and spits out a .PDF onto the Desktop called "April '03 DC.pdf." I open it with Acrobat Reader and peruse each page to make sure that the pictures are as they should be and none of them sideways or used twice. I don't proof-read it. Since I don't have the April DC done yet I will pull last month's issue out and use it as an example. At this point I have three copies of the same document: the original Quark document, the Postscript file and the .pdf version. Note the relative difference in the size of the three documents. The screen-optimised .pdf is much smaller than the original QuarkXPress document I created. From 10.2 Megs the Distiller has reduced the document down to 592 kilobytes with all of the pictures and fonts included.
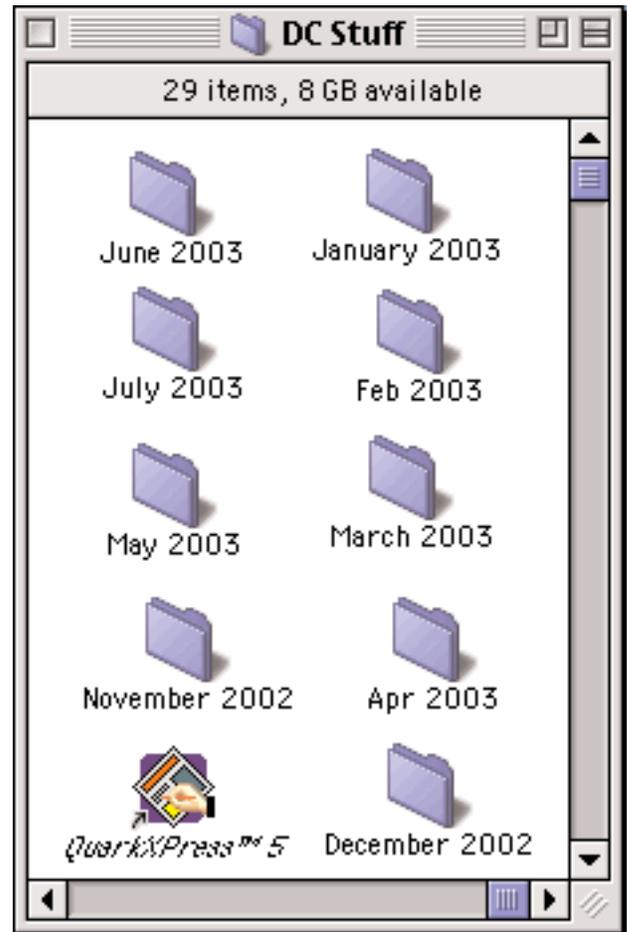
8. I open my email program and address an email to Jim and Sean . Subject line: "Double Click for April 2003 ready to go..." or something like that. I attach the newly minted Double Click.pdf and send it off to be posted on our website. I work semi-hard on this thing and I'd appreciate it if more of you would make the effort to go to <www.mause.ca> and download it. I know it used get to Fenelon Falls but I'm not too sure about the rest of you.

9. See step nine above. Very important.

If any member of the Club would like to write about some Mac-related event, like the acquisition of a new piece of soft- or hardware, or an experience with an upgrade or repair, or anything else at all at all, please feel free to submit articles. Just follow the hints found in items 1 and 2 above. I need something from you on a floppy or as an eMail, written in SimpleText with a couple of JPEGs or PICTs attached. That would be lovely. Even though there is still a bit of snow on the ground I have already blocked out the Double Click issues for May, June and July so there is room for anything you may want to send to:

michael_shaw@sympatico.ca

To see the end results of this process, see the previous article.

John Kettle
New MaUsE
Treasurer

After school I went into the army. They sent me to Germany, and into military intelligence (don't tell me the old joke). Afterwards I became a journalist, firstly on newspapers, and then later for magazines – a magazine for electricians, one for architects, and a political magazine. At odd moments I wrote or edited a dozen books, a couple of which made good money (never enough to think of it as a career, though).

ˇThen for 33 years I was a futurist. I earned my living by forecasting, looking at trends, studying the future. Some of it was guesswork, some of it was messy statistical manipulation (Macintosh statistical packages, needless to say). For the last 12 of those years I published a futurist newsletter (written, typeset, illustrated, and page-made on Macs too). I'm still the only person doing population forecasts of the city of Oshawa. Now I take oil painting classes and am a weekday as well as a Sunday painter. I help run a monthly discussion group at the Oshawa library which gets into politics, art, the Odyssey, genealogy, ˇJames Joyce, and anything else that comes up. Recently I joined the Oshawa library board of trustees. And now the MaUsE executive.
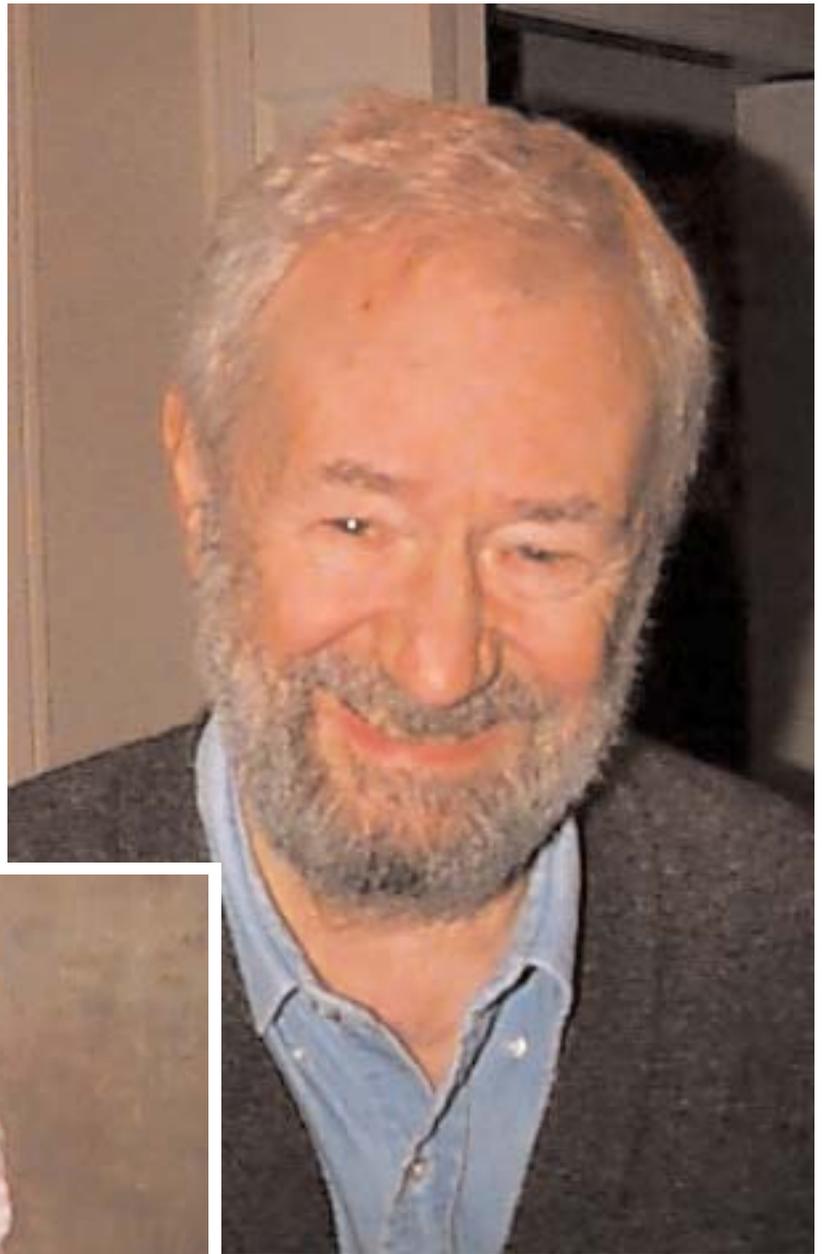
FileSharing Between OS9.1 and Jaguar

And I don't mean one or the other, I mean BOTH. And before I begin I'm going to assume that you have a computer with each system on it and they are correctly connected via a viable ethernet network. The intention here is to describe the process by which you can turn on FileSharing on your computer so that other computers can see it and access your files even though you are running radically different operating systems. This will happen to all of us when we buy our next computer. From now on all new Macs will come with OSX as the default system.

Our first scenario will involve setting up a Mac running OS9.1 so that computers running Jaguar can see the OS9.1File Server and mount its hard drives on the Jaguar Desktop.

1. Open the OS9.1 FileSharing Control Panel. Its right there in the Apple Menu under Control Panels. This is where you put information about the Owners Name and Password. When you open the control panel you will find filesharing is off. Click the Start button to begin file sharing. Its just that easy !!! If you open this Control Panel and find that FileSharing is ALREADY on then you will have an answer to your questions about why your Mac has been so sluggish lately or, if it a PowerBook, why your battery is dying prematurely: Filesharing takes a lot of power and slows your computer down .

2. On the Mac running OSX select "Connect to Server" from the Go Menu. If you don't see the Go menu click once on the Desktop to go to the Finder.
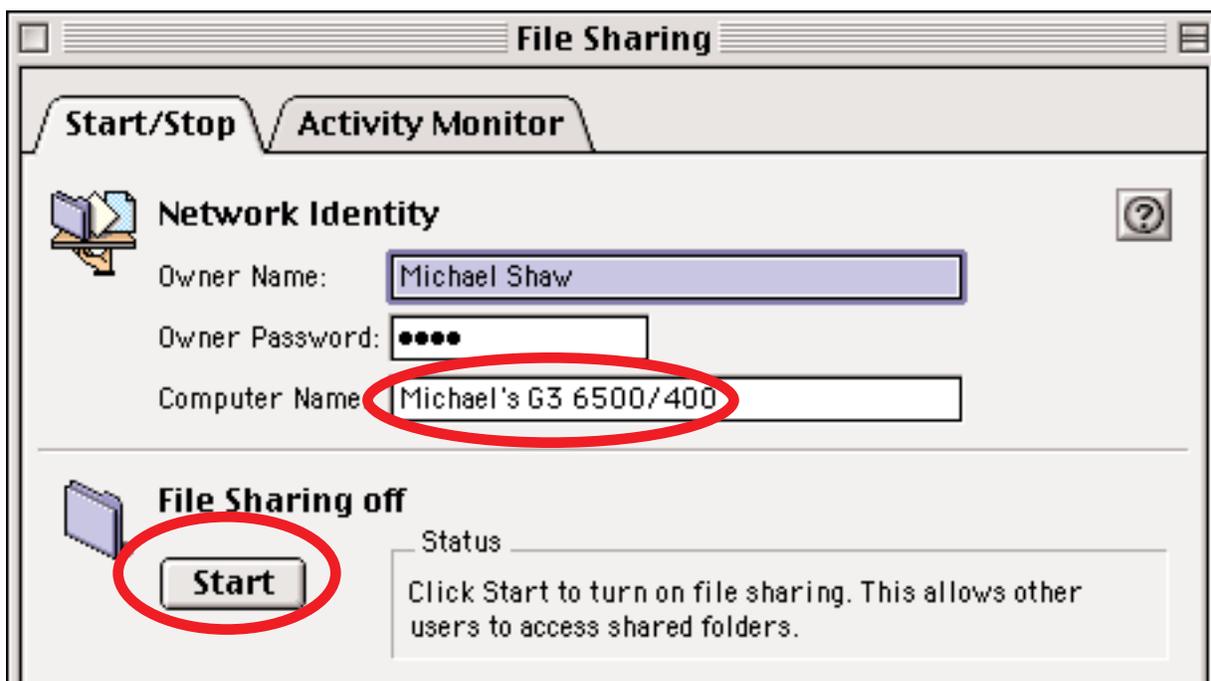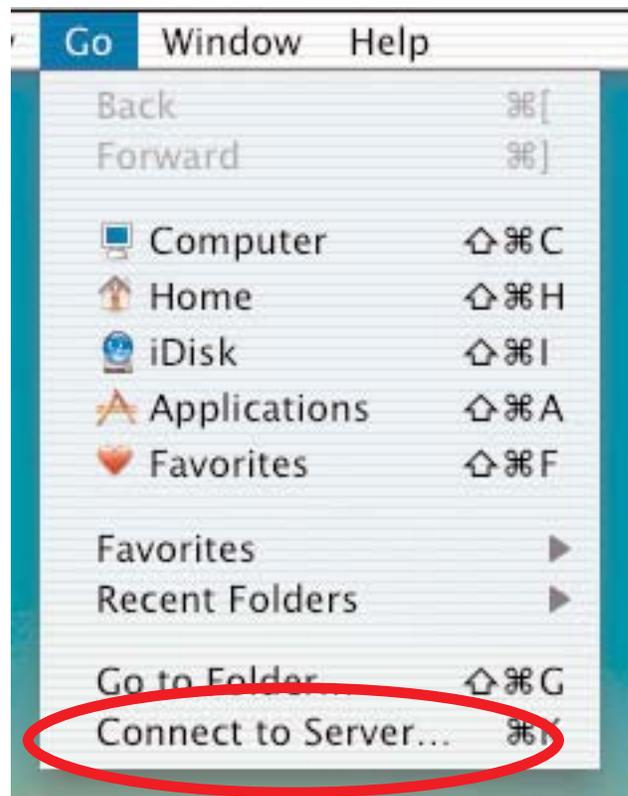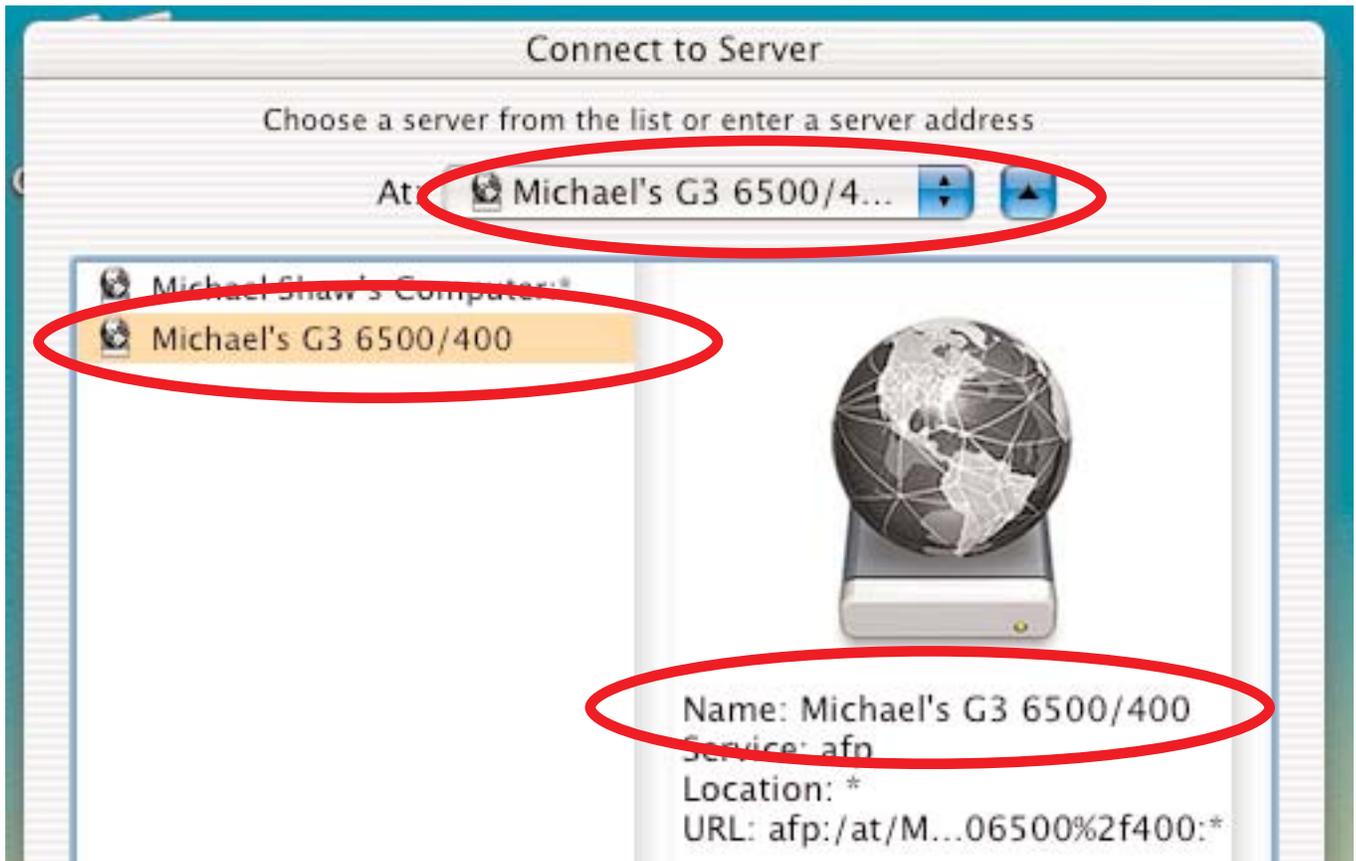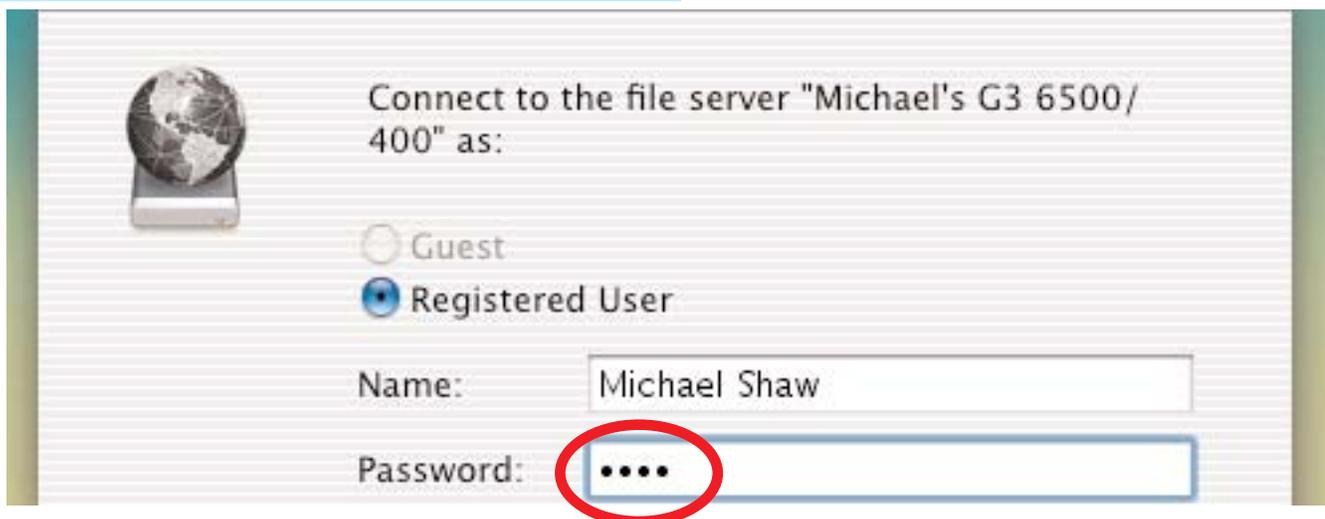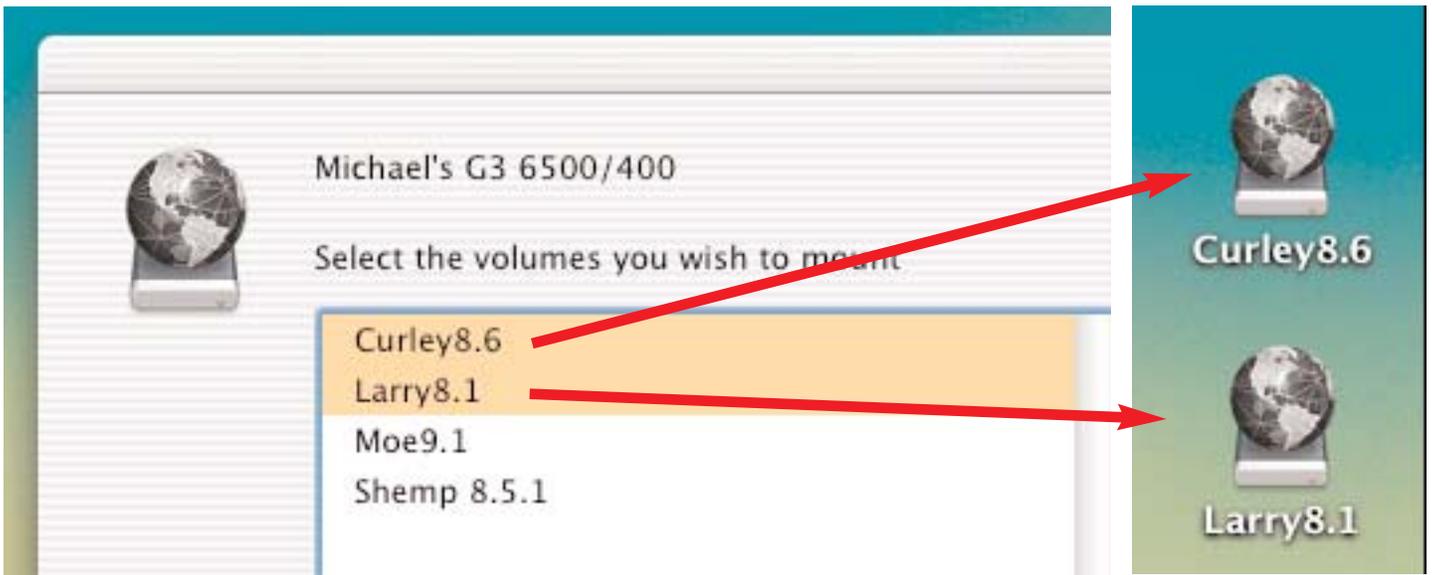
The Connect to Server window will show all servers. We want to connect to the G3 6500/400 and mount one or more of its drives on our OSX Desktop.

Be very careful about reading up too much on FileSharing. I have two HUGE books about OSX by David Pogue and Robin Williams. I'm not stupid but they confused the hell out of me and did it in a mere twenty pages or so. Then I tried the built-in MacOS Help features and everything worked just fine.

3. Select the one you want and you will be asked to type in the Password for that Mac. Try to keep your personal passwords simple or put a little sticky tag on the front of each Mac indicating its name and password. Seriously, naming your computers Mac1, Mac2, Mac3, etc., will not help you tell which Mac you want to find on the network, and the default name for every Mac owned by Michael Shaw is "Michael Shaw's Computer." The Macintosh model name and number work for me. The owner for all my Macs is Michael Shaw. The 4-digit Password for this particular PowerPC 6500 is "6500."

Michael's G3 6500/400

Select the volumes you wish to mount

Curley8.6
Larry8.1
Moe9.1
Shemp 8.5.1

Curley8.6

Larry8.1

4. Once I put in the correct Password and click Connect, a window shows up on my OSX Desktop listing all drives in and connected to the PowerPC 6500 Server. If I select the two drives Curly and Larry and click OK they will appear as icons on my OSX Desktop and can be opened with a double-click just like any other folder on the Desktop. Files can be dragged and dropped to copy them between computers. Note the Server drive icons appears as disks with a network globe symbol over them to indicate that they are network devices. This visual cue will also serve as a reminder that these drives are temporary resources that will disappear if the Server is turned off or shut down.
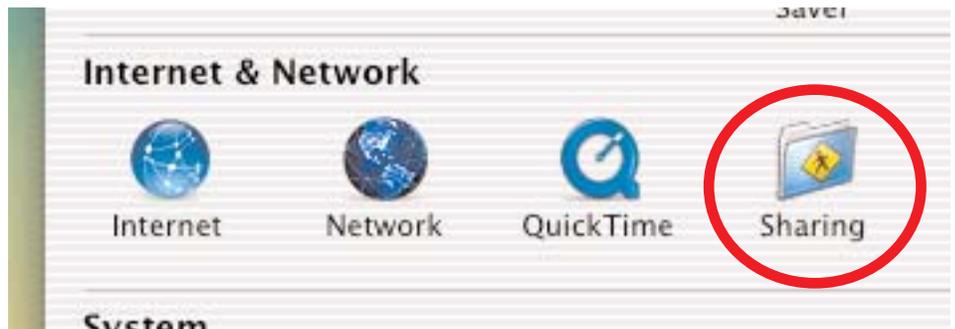
And That is pretty well all there is to it. Just four steps to setting up your old System 9.1 computer so that you can move your files and documents to your new Mac.

5. To complete your FileSharing experience you must remember that the Server MUST be shut down after the files have been moved. Go back to the OS9.1 FileSharing Control Panel and turn off FileSharing. If you don't do this you will seriously negatively affect your system's performance.
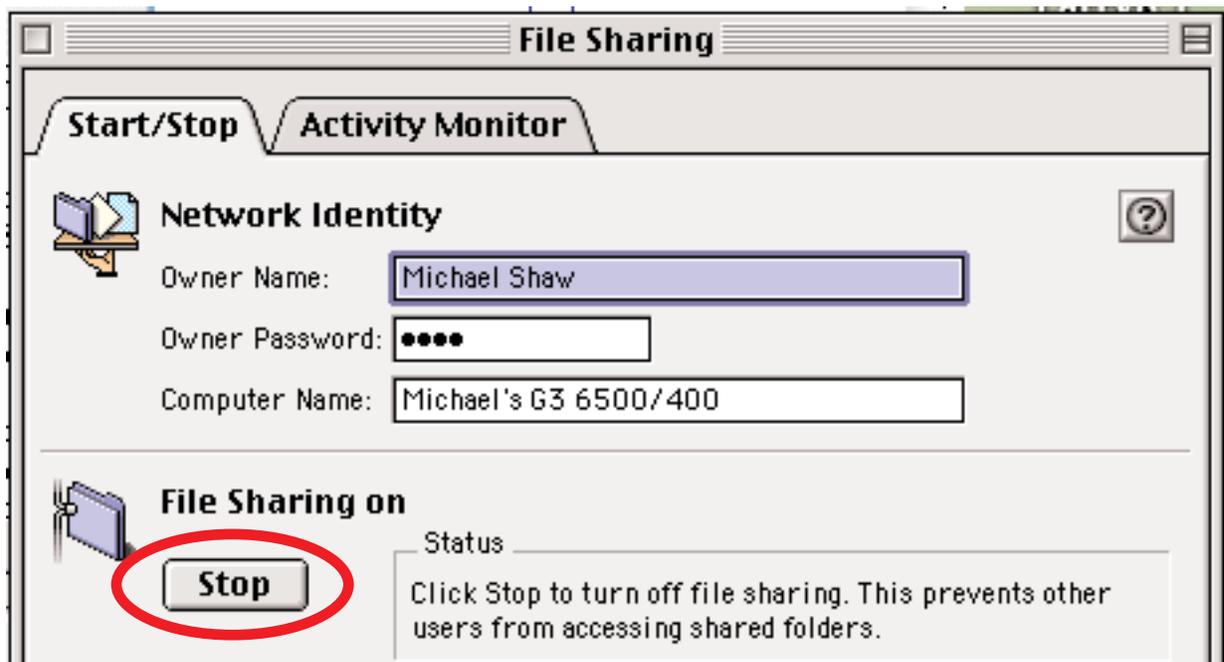
Next we will look at the equally simple process of setting up your Mac OSX infested computer so that it can be used as a Server. The purpose of this process is very similar to the previous process; any computer designated as a Server can act as a source of files for any number of other computers networked to it. In this way all of the computers can enjoy mass storage and share documents.

1. Open your System Preferences and go to the "**Internet & Network**" controls.

2. Open the **Sharing** control panel. You will find your Computer name and the controls that will turn on Personal File Sharing.

3. Select the button at Personal File Sharing and click the Start button. In terms of OSX That is all you have to do. Just like in OS9.1, its a good idea to give your computer running OSX a unique name and password that will help you differentiate it from other Macs on the Network.

4. Now we go to the Computer running OS9.1 and open the Chooser. You'll find it under the Apple Menu.

5. Select AppleShare in the Icon Window. If you have your OSX computer properly networked and have followed the steps 1, 2 and 3 outlined above carefully the name of the OSX Mac will show up in the Device window. (See the next page for details).

6. Click OK and a window will appear listing all of the hard drives and external devices connected to the OSX computer.
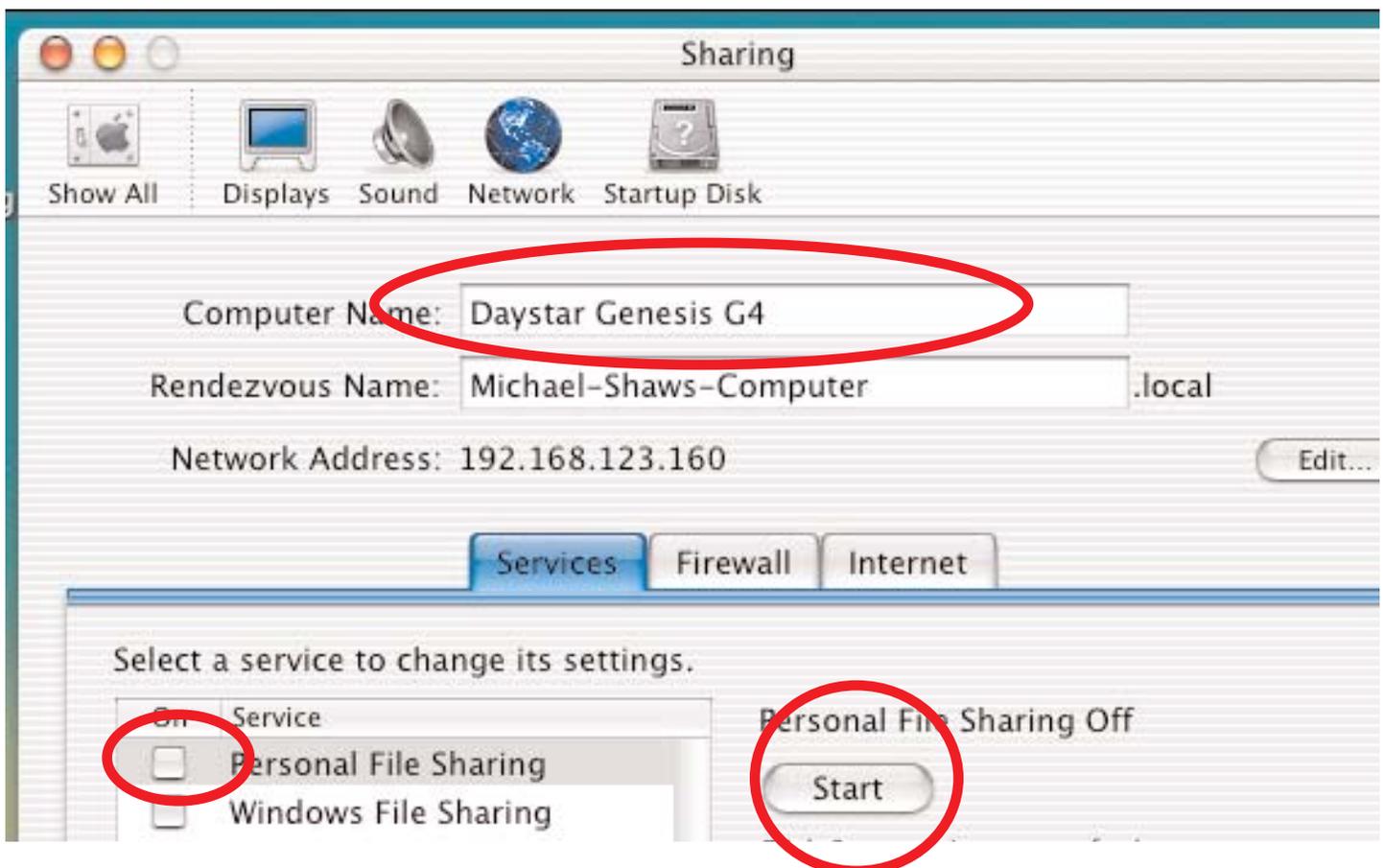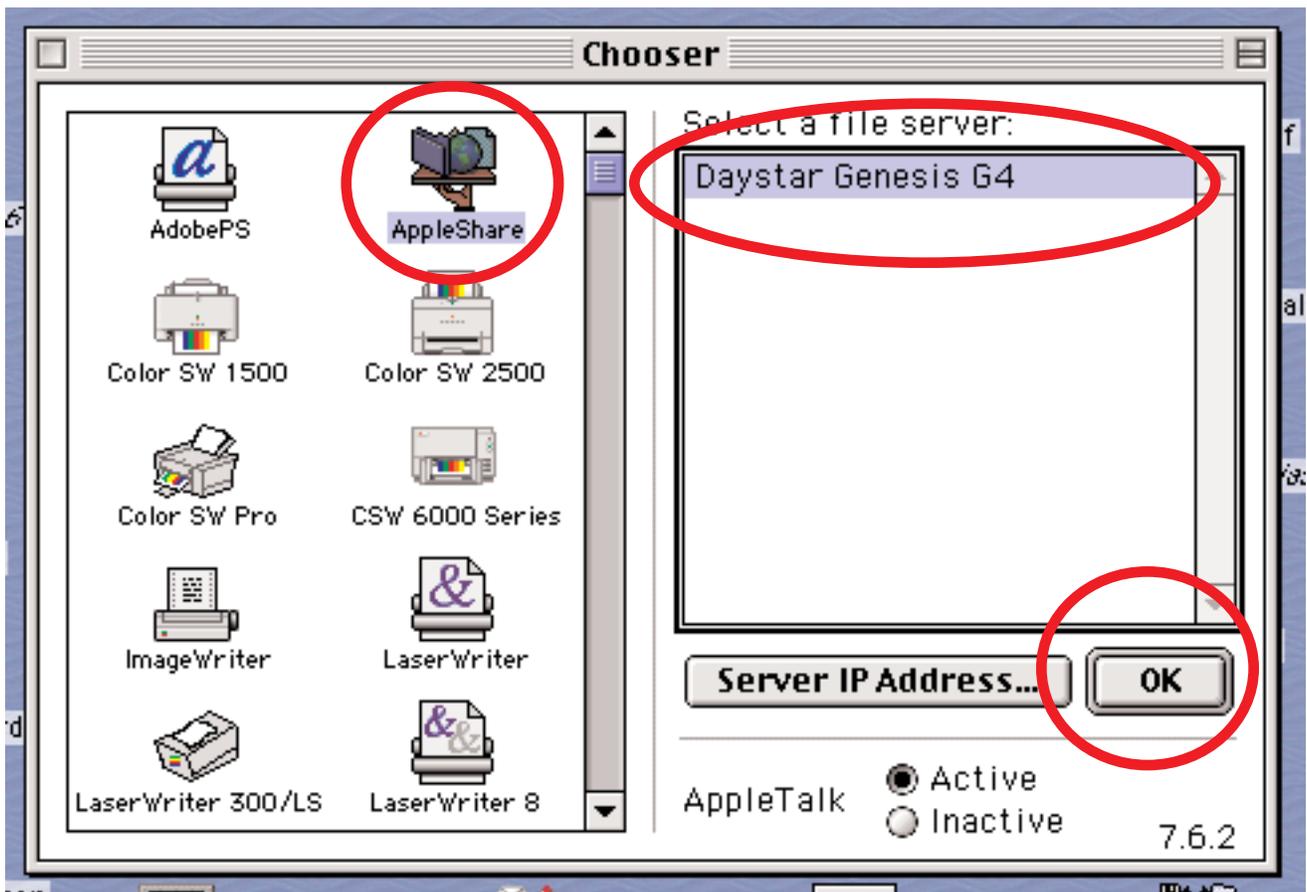
7. Select the items you want to use, holding down the Shift key for multiple items.

8. Click OK and the shared devices from the OSX computer will appear as if by magic on the OS9.1 Desktop. Note the little visual cues to remind you that these are networked drives connected via networked cables. The tiny globe and cables up to the drive icon indicate that these icons represent shared devices.

As far as most of us are concerned with our little small office or home networks, Filesharing among computers connected with ethernet is actually just that simple. Just remember to turn it off when you are done or face a big performance hit. FileSharing slows everything down.
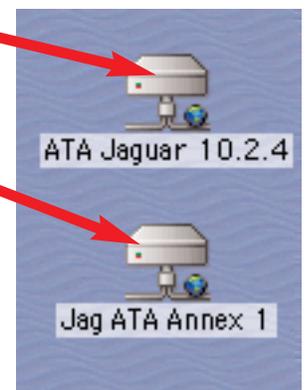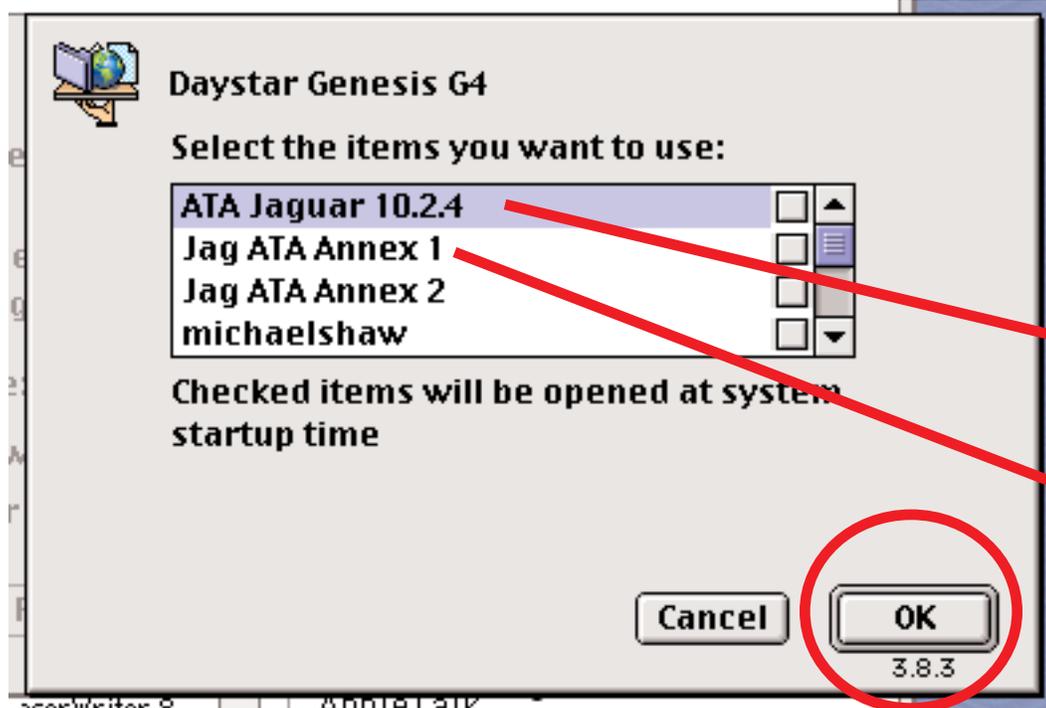
March Meeting Pix

The March meeting was conducted by Jim Foster and Lennie Clement.

Our Jim showed us how to set up data base file documents using AppleWorks, iData and FileMaker and educated us about the many uses of this type of software and how records can be created, formatted, organised and searched using the three programs. Jim also brought in a lot of stuff from his cave of delights and offered them as raffle prizes. There were CDs, copies of Adobe's Photoshop Elements, Apple T-shirts, Apple merchandise from MacWorlds 2001, and books.
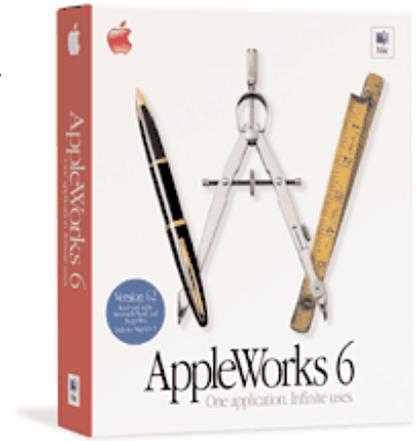
Lennie brought in a portrait that he has been working on of the men in his choir and told us about the mistakes he made when he took the photos that he used to create it and how he overcame them to create a professional-looking final result by using the powerful tools of Photoshop 7.0.

Chris Greaves organised and oversaw the raffle and dispensed tickets. There was a goodly crowd and the entire evenings activities were well received. Its nice to see what other MaUsE club members are doing with their Macs and its good to get exposed to programs that others are using. We all learned something from Jim and Lennie at the March 26th MaUsE Meeting.
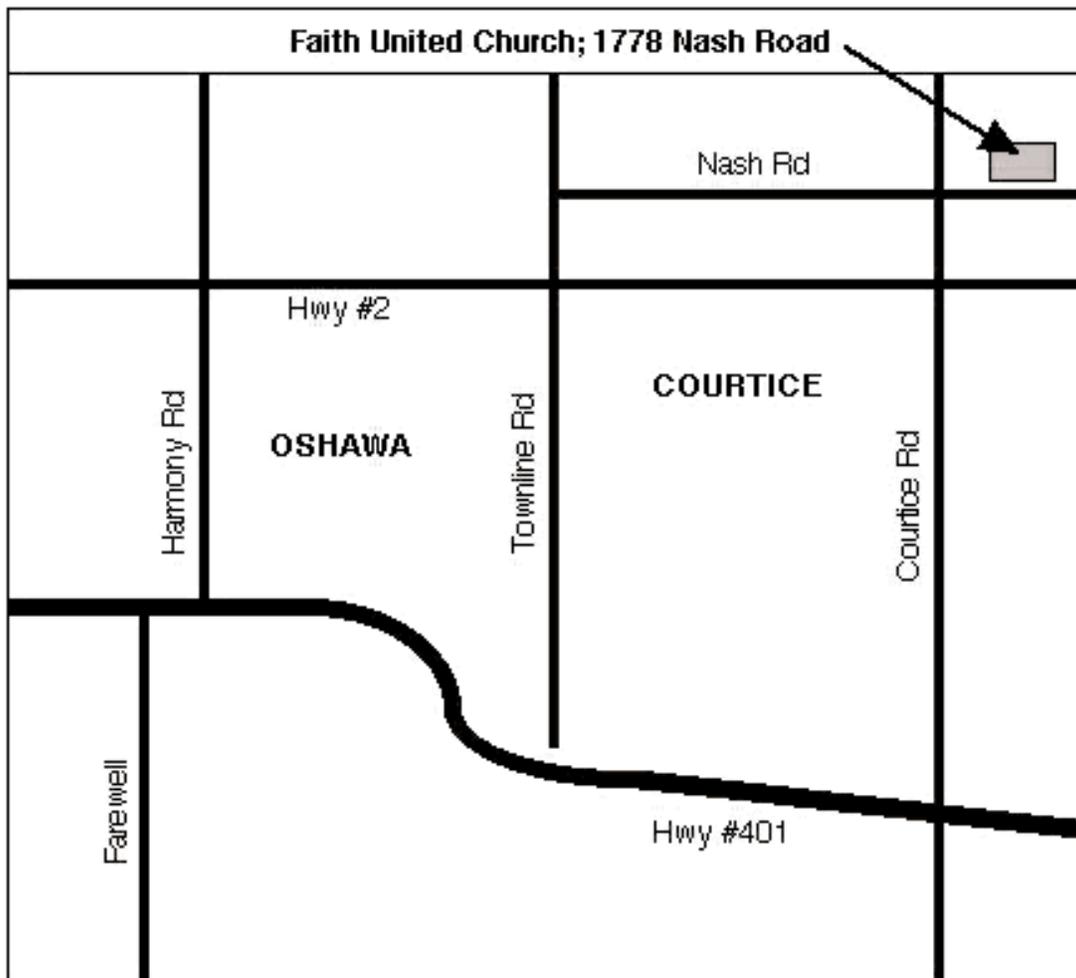
The next MaUsE Meeting will be held on April 23rd at 7:30 P.M. at the Faith United Church in Courtice, Ontario. The building is the large modern yellow brick edifice on the North side of Nash Road just East of Courtice Road. The Meeting topic will be partially a presentation by the entire Double Click Staff who will demonstrate how the Double Click gets edited and published. Your burning questions about QuarkXPress and Adobe Acrobat may be answered.

There will probably be wonderful Raffle Prizes so make sure you get a FREE Raffle ticket on your way in.