

## Teach Yourself Visually iMac (Teach Yourself VISUALLY (Tech))

*Are you a visual learner? Do you prefer instructions that show you how to do something — and skip the long-winded explanations? If so, then this book is for you. Open it up and you'll find clear, step-by-step screen shots that show you how to tackle more than 135 basic computer tasks. Each task-based spread includes easy, visual directions for performing necessary operations, including: Comparing types of computers Selecting memory and storage options Using Windows® or Mac OS® X Working with digital media Exploring e-mail and the Web Protecting your privacy online Helpful sidebars offer practical tips and tricks Full-color screen shots demonstrate each task Succinct explanations walk you through step by step Two-page lessons break big topics into bite-sized modules Clear instructions to help visual learners get started with their MacBook Pro Covering all the essential information you need to get up to speed with your MacBook Pro, this new edition provides you with the most up-to-date information on performing everyday tasks quickly and easily. From basics such as powering on or shutting down the MacBook Pro to more advanced tasks such as running Windows applications, this visual guide provides the help and support you need to confidently use your MacBook Pro to its full potential. Empowers you to perform everyday tasks quickly and easily Covers new hardware updates, the latest version of OS X, troubleshooting, iCloud, FaceTime, and more Walks you through working on the Mac desktop with Mission Control and Launchpad Explains how to download applications from the Mac App Store Teach Yourself VISUALLY MacBook Pro, Second Edition is an ideal, fully illustrated guide for learning how to make the most of all your MacBook Pro has to offer.*

*Visually demonstrates the iMac's features, explaining how to run software, find files, customize the desktop, connect to the Internet, play video, upgrade and optimize the system, and troubleshoot common problems*

*Visual learners will quickly see how to take full advantage of Mac OS X Lion The latest Mac desktop operating system adds iPad functionality, a desktop App Store, and many more cool features. This guide combines step-by-step instructions with full-color illustrations to show visual learners how to take advantage of everything Lion has to offer. Plenty of screen shots show you just what to expect at every step, so you can get going quickly whether you're new to the Mac or upgrading from an earlier OS. Reviews how Lion incorporates all-new features including a multi-touch trackpad, Mission Control, App Store functionality for the desktop, and more Aims specifically at those who learn best when they see how things are done, with step-by-step instructions and full-color illustrations showing exactly what each step looks like Shows both new Mac users and those upgrading from an earlier Mac OS how to get going with OS X Lion, use all the iLife digital media applications, customize the desktop, and make the most of the latest features If you learn more quickly when someone shows you how it's done, this is the perfect Mac OS X Lion guide for you.*

*Teach Yourself VISUALLY Android Phones and Tablets*

*Teach Yourself VISUALLY Apple Watch*

*Teach Yourself VISUALLY Access 2013*

*Teach Yourself VISUALLY Computers*

Learn to use all parts of Office for Mac with this easy, visual method Since its release in January 2008, Microsoft Office 2008 for the Mac has sold faster than any previous edition. Including Word, Excel, PowerPoint, and Entourage, this office productivity suite has the tools you need for word processing, spreadsheets, presentations, and managing e-mail and contacts. Teach Yourself VISUALLY Office 2008 for Mac shows you how to use each one. If you learn best when you see how things are done, this book is made for you. More than 175 useful and essential tasks are presented with clear, step-by-step instructions, illustrated with full-color screen shots that show you exactly how to use each application. Covers all the applications in Office 2008 for Mac: Word, Excel, PowerPoint, and Entourage Shows how to create and edit documents in Word, manage spreadsheets and crunch numbers with Excel, and develop knockout presentations with PowerPoint Helps you improve your productivity by taking full advantage of the calendar, to-do list, contacts, and e-mail functions of Entourage Practical examples and advice along with full-color illustrations on every page help you learn quickly Step-by-step instructions and clear, high-resolution screen shots demonstrate more than 175 important tasks, so you can read less and learn more Teach Yourself VISUALLY Office 2008 for Mac gets visual learners up to speed on Office 2008 for Mac quickly and easily.

Presents instructions for more than 160 MacBook tasks, including using the dock and dashboard, setting up a .Mac account, video chatting with iChat, and creating albums in iPhoto.

If you are a beginning to intermediate Mac user who isn't afraid to take charge of his or her own learning experience, you can't miss with Teach Yourself the iMac. Presented in a straightforward, easy-to-follow manner, the book helps you answer your questions and make the most of your learning experience: \* Explore iMac basics, from identifying its components to plugging in and setting up your machine. \* Customize your iMac by setting general controls and making the most of your Apple menu. \* Create, name, move, and copy folders and files.

\* Use discs and drives that expand the features and capabilities of your iMac. \* Work with text tools to manage, create, and print documents. \* Organize numbers and figures with databases and spreadsheets. \* Use sound, video, and QuickTime to add color and personality to everything you do on your iMac. \* Connect to the world with a modem, surf the Web, and send and receive e-mail. \* Network with other computers, or tie into an existing network. \* Manage memory, and see how to troubleshoot problems when they arise.

Are you a visual learner? Than Teach Yourself VISUALLY Macs is the book for you! This resource: Offers a perfect introduction for visual learners looking to gain a general understanding of Macs and some of the common peripherals associated with them. Demonstrates everything you need to know about transitioning from Windows to a Mac, using iPhoto, creating home movies with iMovie, and connecting all those cool devices, like the iPhone or iPod, so you can maximize iTunes. Shows you how to browse the Web with Safari and use iCal to track appointments, and what to do if something should ever go wrong. Includes full-color, rich screen shots and illustrations as well as step-by-step instructions clearly explain how to get the most from your Mac.

Teach Yourself VISUALLY Macs

Teach Yourself VISUALLY Mac Mini

Covers iOS 8 and all models of iPad, iPad Air, and iPad mini

Teach Yourself VISUALLY MacBook

Know your new iPhone 12, 12 Pro, and 12 Pro Max from the inside-out with 900 color screen shots! Teach Yourself VISUALLY iPhone is your ultimate guide to getting the most out of your iPhone! Apple's graphics-driven iOS is perfect for visual learners, so this book uses a visual approach to show you everything you need to know to get up and running—and much more. Full-color screen shots walk you step-by-step through setup, customization, and everything your iPhone can do. Whether you are new to the iPhone or have just upgraded to the 12, 12 Pro, or 12 Pro Max, this book helps you discover your phone's full functionality and newest capabilities. Stay in touch by phone, text, email, FaceTime Audio or Video calls, and social media; download and enjoy books, music, movies, and more; take, edit, and manage photos; track your health, fitness, and habits; organize your schedule, your contacts, and your commitments; and much more! The iPhone is designed to be user-friendly, attractive, and functional. But it is capable of so much more than you think—don't you want to explore the possibilities? This book walks you through iOS 14 visually to help you stay in touch, get things done, and have some fun while you're at it! Get to know the iPhone 12, 12 Pro, and 12 Pro Max with 900 full-color screen shots Master the iPhone's basic functions and learn the latest features Customize your iPhone to suit your needs and get optimal performance Find the apps and services that can make your life easier The iPhone you hold in your hand represents the pinnacle of mobile technology and is a masterpiece of industrial design. Once you get to know it, you'll never be without it. Teach Yourself VISUALLY iPhone is your personal map for exploring your new tech companion.

Learn the basics and beyond with this visual guide to the iPad, iPad mini, and iPad Pro Teach Yourself VISUALLY iPad is a clear, concise, image-rich guide to getting the most out of your iPad, iPad mini, or iPad Pro running iOS 11. Designed to quickly get you the answers you need, it cuts to the chase by skipping the long-winded explanations and breaking each task down into bite-sized pieces. You'll find step-by-step instruction for everything from the initial setup to working with key features, plus troubleshooting advice that can help you avoid a trip to the Apple Genius Bar. Helpful sidebars highlight tips and tricks that get things done faster, and plenty of full-color screenshots help you visualize the lesson at hand. Exploring your iPad on your own is fun, but you'll miss some of the lesser-known features that help make the iPad the superior device it is. This guide provides a visual tour that helps new users will learn how to take advantage of all the iPad has to offer, and experienced users will discover techniques to streamline everyday tasks. Customize your iPad and connect via Wi-Fi and Bluetooth Access music, videos, games, photos, books, and apps Set up your e-mail, browse the Web, and manage social media Troubleshoot and fix minor issues that arise Now that you have this coveted device in your hands, you want to use every feature and maximize every capability—and Teach Yourself VISUALLY iPad helps you do just that, walking you through each step in the iPad experience.

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.

Do you prefer instructions that show you how instead of telling you why? This book is packed with easy, visual directions and full-color screen shots that show you how to tackle more than 150 tasks with Mac OS X Leopard, including adding applications to the Dock, color-coding files and folders, viewing windows in Exposé, using the QuickTime player, storing files on your iPod, creating your own Web widgets, and more. Succinct explanations walk you through step by step.

Teach Yourself VISUALLY iPhone 12, 12 Pro, and 12 Pro Max

Teach Yourself VISUALLY Google Workspace

Teach Yourself VISUALLY Photoshop CC

Covers iOS 8 on iPhone 6, iPhone 6 Plus, iPhone 5s, and iPhone 5c

**The mechanics of Web design made easy for visual learners An effective Web site combines good graphic design principles with a functional user interface. This colorful, step-by-step guide shows visual learners how to plan, develop, and publish a site, all with easy-to-follow lessons. Each task is illustrated with screen shots accompanied by numbered steps. You'll learn all the tools and techniques for creating great-looking Web sites that users will love. Good Web design incorporates basic graphic design principles as well as the techniques required to make a site easy to navigate and user-friendly Those who learn best when someone shows them how will quickly get up to speed with the full-color screen shots and step-by-step illustrations in this visual guide Covers planning a site, creating eye-popping content with popular Adobe tools, building in functionality with HTML and CSS, testing the site, taking it live, and keeping it up to date Companion Web site features code and design examples for experimentation If you find learning easier when someone shows you how to do something, you'll quickly learn to build Web sites with Teach Yourself VISUALLY Web Design.**

**Step-by-step screen shots show you how to tackle more than 100 Apple Watch tasks. Each task-based spread covers a single technique, sure to help you get up and running on Apple Watch in no time.**

**The perfect introduction for getting up and running and getting the most out of your iMac Apple's iMac is a sleek, all-in-one desktop. In a clear, easy-to-follow visual format, Teach Yourself VISUALLY iMac demonstrates everything you need to know about your new Apple iMac, from the iMac's features and capabilities to the most common peripherals you'll be using with it. Whether you're a total newbie to Macs and the Mac OS or an experienced user looking for expert tips to improve your experience, this book is your perfect guide. Takes you through the basics to get up and running with the iMac's plug-and-play simplicity Walks you through setting up a customized desktop, working with the OS, working with email, and troubleshooting and maintenance tricks that will extend the life of an iMac Explores such topics such as editing photos in iPhoto, creating award winning home movies with iMovie, and connecting all those cool devices like an iPhone or iPod so that readers can kick back and chill out with iTunes Shows you how to browse the web with Safari, use iCal to track appointments, and what to do if something should ever go wrong with your iMac With 450 rich, full color screenshots and illustrations, and straight-forward step-by-step instructions, Teach Yourself VISUALLY iMac will quickly make you comfortable with your iMac and help you master the advanced features that make the iMac so cool.**

**Get the most out of the latest MacBook Air with this easy-to-read visual guide Who doesn't love the MacBook Air? It's light as a feather, yet delivers heavyweight functionality. If you want clear, practical, visual instructions on how to use your new MacBook Air, this is the book for you. Using tons of illustrations and step-by-step explanations, Teach Yourself VISUALLY MacBook Air gets you up and running by clearly showing you how to do everything. From the basics to everything the new OS X operating system brings to the table, this book guides you through. Walks you through all the new features and functions of the new MacBook Air Shows you how to work with the new OS X Mavericks operating system, iCloud, FaceTime, and more Covers basics, such as powering up and shutting down to running Windows applications and downloading apps from the Mac Store Features full-color screen shots to reinforce your visual learning of processes Find all the cool and practical ways to use your MacBook Air with Teach Yourself VISUALLY MacBook Air.**

**Teach Yourself VISUALLY iMac**

**Teach Yourself Visually iMac**

**Teach Yourself VISUALLY Mac OS X Leopard**

**Teach Yourself? the iMac**

Master the ins and outs of Google's free-to-use office and productivity software Teach Yourself VISUALLY Google Workspace delivers the ultimate guide to getting the most out of Google's Workspace cloud software. Accomplished author Guy Hart-Davis offers readers the ability to tackle a huge number of everyday productivity problems with Google's intuitive collection of online tools. With over 700 full-color screenshots included to help you learn, you'll discover how to: Manage your online Google Calendar Master the files and folders in your Google Drive storage Customize your folders and navigate your Gmail account Create perfect spreadsheets, presentations, and documents in Google Sheets, Slides, and Docs Perfect for anyone who hopes to make sense of Google's highly practical and free online suite of tools, Teach Yourself VISUALLY Google Workspace also belongs on the bookshelves of those who already find themselves using Workspace and just want to get more out of it.

The easy, visual way to learn this popular database program Part of the Office 2013 productivity suite, Access enables you to organize, present, analyze, and share data on a network or over the web. With this Visual guide to show you how, you'll master the fundamentals of this robust database application in no time. Clear, step-by-step instructions are illustrated with full-color screen shots that show exactly what you should see on your screen. Learn to enter new records; create, edit, and design tables and forms; develop queries that generate specific reports; add smart tags to your tables; and much more. While it is the most widely used database application, Access is not particularly intuitive; the Visual system's two-page lessons and full-color screen shots make this complex software easier to learn Concise, step-by-step instructions and clear illustrations show you exactly what to expect Covers scores of tasks, including entering and setting up new records, organizing and sharing data, designing tables and forms, and generating reports Shows how to perform more complex operations, such as finding dependencies between database objects and adding smart tags to tables Teach Yourself VISUALLY Access 2013 uses clear steps and high-resolution screen images to get you up and running with this popular database program.

A visual guide to the world's most popular mobile device - fully updated for iPhone 6 and iPhone 6 Plus! Teach Yourself VISUALLY iPhone is your practical and accessible guide to mastering the powerful features and functionality of Apple's iPhone. For new iPhone users and long-time customers alike, this excellent resource features visually rich tutorials and step-by-step instructions that will help you understand all of your iPhone's capabilities - from the most basic to the most advanced. Most consumers gravitate toward the iPhone and Apple products in general because they just work. But you may not have been getting the most out of your iPhone, until now. With Teach Yourself VISUALLY iPhone, you'll learn how to access and download books, apps, music, and video content as well as send photos and e-mails, edit movies, sync with Apple devices and services, and effectively use the current OS. All the new features and capabilities of the latest, cutting-edge iPhone are covered. This practical guide will help you: Get to know your iPhone 6, iPhone 6 Plus, iPhone 5s, and iPhone 5c Learn the features of iOS visually with 500 full-color screen shots Master the basic functions of your iPhone and customize your settings Ensure you are getting optimal performance from your smartphone Understand how to find the best apps and services to fit your personal and business needs Written for visual learners and anyone who is interested in either starting out with a brand new iPhone or learning about the latest features of the most recent revolutionary device from Apple, Teach Yourself VISUALLY iPhone is the ultimate visual guide to the world's favorite smartphone.

Your visual, guided tour of OS X El Capitan With clear, step-by-step instructions and plenty of rich visuals, Teach Yourself Visually OS X El Capitan walks you through the latest updates of OS X and demonstrates the essential tasks you need to know.

Teach Yourself VISUALLY OS X El Capitan

Teach Yourself VISUALLY iMac

Sams Teach Yourself Mac OS X Lion in 10 Minutes

Teach Yourself VISUALLY Mac OS X Lion

**This fully updated guide helps you get the most from your iMac As the iMac continues to evolve and become more sophisticated, this full-color, step-by-step guide becomes more and more essential. Veteran author Guy Hart-Davis guides you through everything you need to know about the capabilities**

and features of the iMac and the latest OS. Helpful screenshots and illustrations walk you through the multi-media features offered by the iMac line, including how to surf the web with Safari, using iCal to track appointments, and sync and control your iOS devices. Plus, straightforward instructions and easy-to-follow guidance walk you through the many possibilities of this amazing machine. Gets you comfortable with getting up and running with a customized desktop, working with the OS, working with e-mail, and troubleshooting, and maintenance Zeroes in on editing photos in iPhoto, creating award winning home movies with iMovie, and connecting all the amazing iOS devices such as iPhones and iPads Demonstrates how to browse the web with Safari, use iCal to track appointments, and what to do if something should ever go wrong with your iMac For visual learners who want a straight forward "show me, don't tell me why" approach to learning about iMacs, this colorful, easy-to-follow guide is ideal.

If you're a visual learner who prefers instructions that show you how to do something, then this book is for you. Its clear, step-by-step screen shots show you how to tackle more than 160 tasks with your MacBook Air. You'll learn to work with the multitouch trackpad; use the Dock, Exposé, and Spaces; get online via AirPort or Wi-Fi; sync your iPhone to your MacBook Air; manage contacts and calendars; connect to other devices; use e-mail and iChat, surf the Web; and much more. Full-color screen shots demonstrate each task.

Get savvy with the newest features and enhancements of Photoshop CC The newest version of Photoshop boasts enhanced and new features that afford you some amazing and creative ways to create images with impact, and this popular guide gets visual learners up to speed quickly. Packed with colorful screen shots that illustrate the step-by-step instructions, this visual guide is perfect for Photoshop newcomers as well as experienced users who are looking for some beginning to intermediate-level techniques to give their projects the "wow" factor! Veteran and bestselling authors Mike Wooldridge and Brianna Stuart show you the fast and easy way to learn Photoshop CC in this classic Visual guide. • Covers setting up the software, importing images from a digital camera, using all the tools, creating an online gallery, and more • Walks you through retouching and repairing damaged photos, enhancing digital images, and adding custom 3-D effects • Explores color management, palettes, compositing, layers, gradients, type, and filters • Features step-by-step instructions and full-color illustrations Teach Yourself VISUALLY Photoshop CC is designed for those who learn best when they see how things are done.

Learn how to tackle more than 165 iMac tasks. Each task-based spread covers a single technique, sure to help you get up and running on your iMac in no time.

Teach Yourself VISUALLY MacBook Air

Teach Yourself VISUALLY macOS Sierra

Teach Yourself VISUALLY MacBook Pro

Teach Yourself VISUALLY macOS High Sierra

*Your visual, guided tour of OS X El Capitan With clear, step-by-step instructions and plenty of rich visuals, Teach Yourself Visually OS X El Capitan walks you through the latest updates of OS X and demonstrates the essential tasks you need to know. Complemented with screenshots on almost every page that illustrate exactly what you'll encounter, this visual guide will have you up and running with OS X—quickly and easily. Boasting new visuals, several new features, and more seamless integration of iOS devices, the latest version of Mac's operating system has plenty to offer. You'll learn how to manipulate preferences to customize your experience, make the most of your digital media, and streamline your workflow while having a little fun. You will tour the Game Center, Messages, and Notifications, and get acquainted with Mission Control and the App Store—and much more. Customize your Mac to better suit your workflow Discover the newest updates to your favorite tools Navigate your way around OS X El Capitan Accomplish more in less time and make the most of your Mac Each illustrated resource offers visual learners a great beginner's guide to a particular topic, augmenting step-by-step instructions with full-color screen shots.*

*Take your MacBook Air to new heights! Discover how to get more than ever before out of Apple's incredibly thin and light notebooks with help from this hands-on guide. How to Do Everything: MacBook Air shows you how to harness the power of the new Mac OS X Mountain Lion operating system, and use iTunes, iWork, iLife, iCloud, Safari, Contacts, Calendar, Reminders, Notification Center, Mail, and other powerful apps. Tap into all the computing power built into Apple's ultra-portable MacBook Air while you're at home, at work, or on-the-go. Custom configure your MacBook Air and navigate with the Multi-Touch trackpad Get the most out of the new Mac OS X Mountain Lion operating system Transfer data from a PC or another Mac Manage your email accounts with the Mail app Sync all of your data and devices via iCloud Connect peripherals—Bluetooth devices, printers, cameras, and more Use your MacBook Air to connect to Facebook, Twitter, Google+, Flickr, Tumblr, LinkedIn, and other services Maximize productivity tools, such as Microsoft Office and the iWork apps Download and play movies, TV shows, and games Manage your iTunes Library Get organized with the new Contacts, Calendar, and Reminders apps Communicate efficiently using the Messages app Video chat with FaceTime or Skype Run Microsoft Windows programs on your MacBook Air Update, back up, troubleshoot, and maintain your MacBook Air*

*The visual learner's ultimate guide to the MacBook Pro, MacBook Air and macOS Catalina Teach Yourself VISUALLY MacBook is your ultimate guide to getting up and running quickly with your new MacBook Pro or MacBook Air! Whether you're new to computers or transitioning from a PC, this graphics-heavy guide will show you everything you need to know to get the most out of your new laptop. Clear, step-by-step instructions walk you through each task, with screenshots that help you follow along with confidence. You'll learn how to manage files, work with macOS software, organize photos and media, set up email, access the internet, and adjust settings and preferences to make your MacBook work the way you work. You'll also explore the features that bring computing to a whole new level, including iCloud, FaceTime, the App Store, and so much more! The Mac has long inspired a legion of loyal fans, and you're about to find out why. From sleek design to intuitive interface, to an OS that just works, Apple has cornered the market on the high-end computing experience. The MacBook makes sublime computing portable, and this book shows you how to take advantage of all that your MacBook has to offer. Get acquainted with the latest macOS version and its new features Perform everyday tasks quickly and easily Customize preferences and settings to suit your needs Download new apps, video chat, save to the cloud, and much more! No confusing tech-speak, no vague instructions, and no complex tangents into obscure tasks. This friendly guide is packed with screenshots, easy-to-follow instructions, and a practical sensibility; you're not launching the space shuttle, you just want to open your email. If you're ready to explore all that your MacBook can do, Teach Yourself VISUALLY MacBook is your ideal companion.*

*Teach Yourself VISUALLY Mac OS X Tiger*

*Teach Yourself VISUALLY iPhone*

*Teach Yourself VISUALLY MacBook Pro and MacBook Air*

*How to Do Everything MacBook Air*

Sams Teach Yourself Mac OS X Lion in 10 Minutes 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 Mac OS X Lion. Each compact lesson zeros in on a specific aspect of the Mac operating system 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 Mac tasks you need — and want — to do everyday! Tips point out shortcuts and solutions Cautions help you avoid common pitfalls Notes provide additional information 10 minutes is all you need to learn how to... Use Lion ' s great desktop tools including Finder windows, Dock, Launchpad, Dashboard, Mission Control, and Spotlight. Install and manage applications through the Mac App Store and from the desktop. Personalize Mac OS Lion to suit your preferences, including desktop pictures, sounds, Mission Control ' s spaces, Launchpad ' s applications, and the Dashboard ' s widgets. Connect your Mac OS X Lion computer to the Internet through a local wired and wireless network. Install, configure, and use mice, trackpads, and keyboards. Create and manage your Mac ' s user accounts. Protect your Mac from Internet attacks, data loss, and other potential problems. Troubleshoot and solve problems through a logical, easy-to-perform approach. Run Windows applications on your Mac.

The visual learner ' s ultimate guide to the MacBook and macOS High Sierra Teach Yourself VISUALLY MacBook is your ultimate guide to getting up and running quickly with your new MacBook, MacBook Pro, or MacBook Air! Whether you ' re new to computers or transitioning from a PC, this graphics-heavy guide will show you everything you need to know to get the most out of your new laptop. Clear, step-by-step instructions walk you through each task, with screenshots that help you follow along with confidence. You ' ll learn how to manage files, work with macOS software, organize photos and media, set up email, access the internet, and adjust settings and preferences to make your MacBook work the way you work. You ' ll also explore the features that bring computing to a whole new level, including iCloud, FaceTime, the App Store, and so much more! The Mac has long inspired a legion of loyal fans, and you ' re about to find out why. From sleek design to intuitive interface, to an OS that just works, Apple has cornered the market on the high-end computing experience. The MacBook makes sublime computing portable, and this book shows you how to take advantage of all that your MacBook has to offer. Get acquainted with the latest macOS version and its new features Perform everyday tasks quickly and easily Customize preferences and settings to suit your needs Download new apps, video chat, save to the cloud, and much more! No confusing tech-speak, no vague instructions, and no complex tangents into obscure tasks. This friendly guide is packed with screenshots, easy-to-follow instructions, and a practical sensibility; you ' re not launching the space shuttle, you just want to open your email. If you ' re ready to explore all that your MacBook can do, Teach Yourself VISUALLY MacBook is your ideal companion.

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.

Teach yourself VISUALLY™ Are you a visual learner? Do you prefer instructions that show you how to do something—and skip the long-winded explanations? If so, then this book is for you. Open it up and you'll find clear, step-by-step screen shots that show you how to tackle more than 160 macOS High Sierra tasks. Each task-based spread covers a single technique, sure to help you get up and running on macOS High Sierra in no time. You'll learn to: Set default zoom for websites Install and use a content blocker Connect through FaceTime® Publish photo albums to Facebook Customize Siri®, mouse, and trackpad Designed for visual learners Two-page lessons break big topics into bite-sized modules Succinct explanations walk you through step by step Full-color screen shots demonstrate each task Helpful sidebars offer practical tips and tricks

Teach Yourself VISUALLY Office 2008 for Mac

Teach Yourself VISUALLY iPad

Teach Yourself VISUALLY Web Design

Features step-by-step screen shots that demonstrate how to handle over 175 MacBook air tasks, including personalizing the device, connecting to a network, using iCloud, and managing contacts and calendars.

Learn the basics and beyond with this visual guide to the iPad, iPad Air, and iPad mini Teach Yourself VISUALLY iPad, 3rd Edition is a clear, concise, image-rich guide to getting the most out of your iPad or iPad mini. Designed to quickly get you the answers you need, this book cuts to the chase by skipping the long-winded explanations and breaks each task down into bite-sized pieces. You'll find step-by-step instruction for everything from the initial setup to working with key features, plus troubleshooting advice that can help you avoid a trip to the Apple Genius Bar. Helpful sidebars highlight tips and tricks that get things done faster, and plenty of full-color screenshots help you visualize the lesson at hand. New users will learn how to take advantage of all the iPad has to offer, and experienced users may discover techniques to streamline everyday tasks. Now that you have this coveted device in your hands, you want to use every feature and maximize every capability. Teach Yourself VISUALLY iPad helps you do just that, walking you through each step in the iPad experience. You'll learn to: Get the most from any model of the iPad, iPad Air, or iPad mini Customize your iPad and connect with WiFi and Bluetooth Access music, videos, games, photos, books, and apps Set up your e-mail, browse the Web, and manage social media Troubleshoot and fix minor issues that arise Tooling around on your own is fun, but you'll miss some of the lesser-known features that help make the iPad the superior device it is. This guide provides a visual tour, complete with expert instruction. If you're looking to get more out of your iPad, Teach Yourself VISUALLY iPad, 3rd Edition is essential reading.

Experience all your Android device has to offer! Teach Yourself VISUALLY Android Phones and Tablets, 2nd Edition is the perfect resource if you are a visual learner who wants to master the ins and outs of the Android operating system. With step-by-step instructions driven by targeted, easy-to-understand graphics, this informative book shines a light on the features, functions, and quirks of the Android OS—and shows you how to use them. With the guidance provided by this easy to follow resource, you will quickly access, download, and enjoy books, apps, music, and video content, as well as photos, emails, and other forms of media, right from your phone or tablet! This book is perfect for Android users at beginner to intermediate levels. The Android operating system is graphics intensive, which is why a visual guide is the best way to navigate your Android device. Now that the Android OS is available on both phones and tablets, you can maximize the productivity and convenience of your devices by mastering the features, functions, and quirks of this operating system. Explore the latest Android features and functions Peruse full-color illustrations that walk you, step-by-step, through instructions for using the Android operating system Discover how to access, download, and enjoy multimedia content Sync your Android devices to maximize their capabilities Teach Yourself VISUALLY Android Phones and Tablets, 2nd Edition is the top resource for visual learners wanting to further explore the capabilities of Android devices.

Richly colored illustrations, and clear step-by-step instructions guide users new to Mac OS X Tiger through the basics of this powerful operating system. Covering all aspects of Tiger, this book shows visual learners how to work with files, customize their computers, and maximize the versatility of iLife '05 applications. Also explores how to browse the Web with Safari, manage fonts with FontBook, use iCal to track appointments, and make the switch from older Mac OS versions. Get your Tiger to roar with this easy to use reference filled with more than 100 fun and helpful tasks, presented in full color with a newly re-designed interior to make learning fast and efficient.