



## Finder

When you first start up your Mac, you're greeted by the Finder. Finder allows you to visually access practically everything on your Mac, including applications, hard disks, files, folders, and CDs. You can use the Finder to organize all your files and folders as neatly or as messy as you want.

### Beginner

▶ 4:00

#### In this lesson:

- Quick Look
- Organizing files
- Making a new folder
- Finder views
- Searching for files
- Sidebar
- Save panel

### Advanced

▶ 3:52

#### In this lesson:

- Customizing Finder
- Finder preferences
- Spring-loaded folders
- View options
- Get info on files and folders
- Burning to a CD
- Compressing (zipping) files



# Mac X Manual

**M Lipman**



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