

## Take a tour

The 13-inch MacBook Air has the following features built in:



- *MagSafe 2 power port:* Charge your computer. If you accidentally trip over the power cord, it cleanly detaches.
- *USB 3 ports:* Transfer data, connect USB 2 and USB 3 devices, and more.
- *3.5 mm headphone jack:* Plug in stereo headphones or a digital 5.1 surround-sound speaker system and experience high-quality sound while watching movies or listening to your favorite music.
- *Dual microphones:* Talk with friends or record audio.



- *SDXC card slot:* Transfer photos and videos from your digital camera.
- *Thunderbolt 2 port:* Transfer data at lightning-fast speeds, and connect a display such as the Apple Thunderbolt Display.



- *FaceTime HD camera:* Make FaceTime video calls or take pictures and video. If the light is glowing, the camera is on. For more information, see [FaceTime](#).
- *Power button:* Press and hold for three seconds to turn your MacBook Air on or off, or press to put it to sleep.
- *Multi-Touch trackpad:* Use the Multi-Touch trackpad for precise pointer control. It supports inertial scrolling, pinch, rotate, swipe, three-finger swipe, four-finger swipe, tap, double-tap, and drag capabilities. For more about using gestures, see [Trackpad](#).

# Mac Desktop Manual

**Duncan Clark, Peter Buckley**



## Mac Desktop Manual:

**Switching to the Mac: The Missing Manual, Mountain Lion Edition** David Pogue, 2012-09-12 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 OS X Learning to use a Mac is not a piece of cake but once you do the rewards are oh so much better You won't find 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 OS X Mountain 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 OS X *Mac OS X Lion: The Missing Manual* David Pogue, 2011-10-20 Covers Mac OS X 10.7 and iCloud Cover *MacBook Air User Guide* Alec Young, 2019-12-21 In July 2019 Apple updated the MacBook Air that was originally redesigned in October 2018 Even though there were no major updates to the MacBook Air the enhancement led to a new butterfly keyboard which utilizes the same updated materials like the 2019 MacBook Pro some small SSD changes an improved display with True Tone and a lower price tag The MacBook Air has a T2 chip as well as fingerprint sensor for the Touch ID that can be used instead of entering password This T2 chip is built for enhanced security on the MacBook Air by ensuring a secure boot process through Secure Enclave and fast data encryption with an SSD controller The macOS Catalina which was launched in October 2019 is the latest operating system for the Apple Mac family The new software brought with it several new exciting features that may seem overwhelming even to existing users Some of these features include the Screen Time division of iTunes into 3 separate apps using the iPad as a second screen otherwise known as Sidecar and lots more This user guide contains detailed steps on how to explore all the new features on your computer along with screenshots to make it easy for you to familiarize yourself with the workings of the macOS Catalina Whether you are just buying a new Mac device or downloading the new software to your existing device this book would help you to achieve better and faster productivity Some of the things you would learn in this book include How to Install macOS Catalina How to Backup and Restore your Devices on macOS Catalina How to Organize the Mac Desktop How to Use Find My How to Sign Documents on your Devices How to Setup Sidecar on your Devices How to Use Apple Music in the Music App How to Make Use of the Notes App How to Use Reminders on Mac How to Use the Podcasts App How to Sync on macOS Catalina How to Use Apple TV App How to Use Screen Time on Mac How to Use Voice Controls on Mac How to Use Safari And Lots

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