

Get to know your. . .

# Application Menu

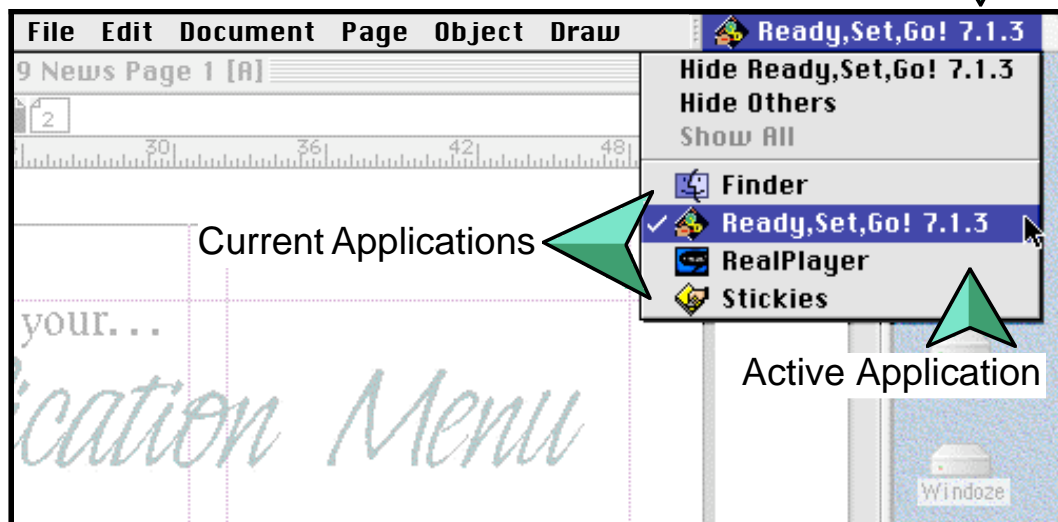
You know what Mac menus are, right?

Menus are those odd words that run across the top of your screen from which you choose the commands that you give your Mac. They are important because you can't tell your Mac what to do without them. Each menu specializes in different functions. The FILE menu is where you work with files (OPEN, CLOSE, SAVE, PRINT. . .), the EDIT menu lets you move things (CUT, COPY, PASTE. . .) and so on. We're now going to look at a menu with no visible name: the Application menu.

mark and in MacOS 8 and later, it's name is in the menu bar. In System 7 only the application's icon is shown in the menu bar.

Three, it allows you to hide applications (make them invisible) so that unnecessary windows are out of the way. Often a big application like Netscape Navigator or MS Word will fill your screen making it hard to access the desktop or another application. With the Application menu, you can choose to hide the current appli-

Application Menu 



**What the Application menu does.**

The Application menu provides you with three advantages:

One, it gives you an easy way to see what applications are currently running. A common mistake that we all make is to forget to QUIT applications when we are done with them. Soon, you end up with five or six unnecessary applications running (but you don't know because you've closed all of their windows). Now, your Mac starts slowing down and protesting that there's no memory left. A quick check of the Application menu shows those unnecessary applications so you can choose them and quit.

Two, you can instantly change from application to application by clicking on its name. The current application is marked with a check-

mark and in MacOS 8 and later, it's name is in the menu bar. In System 7 only the application's icon is shown in the menu bar.

**Tear it off!**

In Mac OS 8.5 you can tear off the Application menu and make it a window that always floats in front of all other windows. This is great when you switch back and forth between applications frequently. Just click the Application menu, pull down and keep pulling. Try it.

**When you call for help.**

Get to know the Application menu well. You'll need it when you call us or a software publisher for help. Don't be surprised if you are asked to use the Application menu to help diagnose the problem or to switch between applications



Just when you got used to MacOS 8.5.1 here comes 8.6. MacOS 8.6 is the latest incarnation of the Macintosh Operating System. If you are currently using MacOS 8.5, the 8.6 upgrade is a free download from Apple's web site (just use this URL: <http://www.apple.com/macos/>). If you aren't yet using MacOS 8.5 and you have a PowerMac, you'll need to first buy and install 8.5 before doing the 8.6 upgrade.

#### New in MacOS 8.6

New features include:

- Improved Sherlock find utility. Sherlock can now catalog and search the content of HTML and PDF files.
- Open Transport 2.0.3 for faster and more stable internet and network connections.
- More efficient Game Sprockets software for better gaming performance.
- Improved Desktop Printing software now supports USB and TCP/IP printing connections.
- DVD-RAM support for recordable DVD drives.

- ColorSync 2.6 color management software for graphics professionals.
- Multi-Lingual support for foreign language web surfing.
- Improved English Speech recognition (now usable on iMacs).
- Better USB and Firewire support.

So, should you run right out and get MacOS 8.6?

Nope.

The internet is buzzing with MacOS 8.6 problems. Admittedly, these problems are mostly incompatibilities between 8.6 and non-Apple hardware and software, but who among us is using only Apple software and the latest versions at that? Please wait awhile for Apple and the other manufacturers and publishers to work out the problems and mis-matches.

*My experience.*

I just installed MacOS 8.6 this morning and had a few problems, though remarkably few. All of my applications are running fine. Photoshop 4 has suddenly decided it doesn't want to play with Macromedia Freehand (Photoshop won't launch after Freehand, but doesn't mind if Freehand launches second). The new Iomega (ZIP and Jaz) driver doesn't like Formatter Pro unless it can load first. On the whole, not bad for a new System software update. Next month I'll have more information about 8.6 and compatibility.

### May Tip —

Here's another task to add to your monthly chores: *Rebuilding the desktop on your Mac.*

There is an invisible file on all Macs that contains the Table of Contents to your hard disk drives. This file gets filled with outdated information whenever you move or delete a file. Each time a file's location changes, a new entry is added for that new location. The old entry is not deleted, instead it is amended with the equivalent of a sign saying that the file isn't here anymore. This builds up and can leave your desktop file so loaded with old, useless information that it takes noticeably longer for your Mac to find a file and can lead to confusion.

Here's how to *Rebuild the Desktop*:

- 1) Start up your Mac.
- 2) When you hear the Startup tone, hold down the *Command* ⌘ and *Option* keys and hold them down until you see a dialog box that asks if you really want to rebuild the desktop.
- 3) Click OK.

The process will take a few minutes, but will pay off with faster and more reliable performance. Do this once each month and your Mac will be very happy with you.

California Computer Care

P.O. Box 9445

Santa Rosa, CA 95405

(800) 540-8989

Like an  
auto club  
for your  
computer.