



# iLife '11

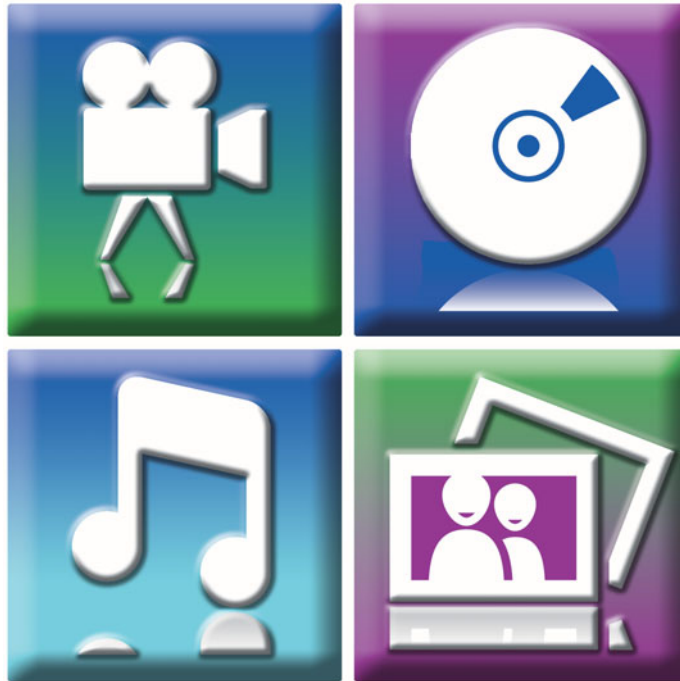
## Made Simple

Glen Durdik



Apress®

# iLife '11 Made Simple



Glen Durdik

Apress®

## **iLife '11 Made Simple**

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ISBN-13 (pbk): 978-1-4302-3632-0

ISBN-13 (electronic): 978-1-4302-3633-7

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*I would like to dedicate this manual to my mother, who instilled in me both the value of hard work and the desire to pursue a path in life that I am passionate about.*

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# About the Author



**Glen Durdik** is an Apple Certified Macintosh Technician with a passion for all things Apple. He started his career in the Information Technology field by helping to get a University's first Macintosh classroom up and running while he was a student there. For the next two years, he helped hundreds of future graphic artists and teachers learn how to use the Macintosh, as well as the ins and outs of the programs they were using. He knew then that he wanted a career that would always give him the satisfaction of helping users in need. After graduation, he worked full-time at the University and helped expand the Macintosh presence on campus. He later moved on to work at an Apple-

authorized training and service center. He was called upon to travel all over of Manhattan to resolve Mac issues and set up new hardware. However, the education environment again beckoned him. He is currently a desktop engineer, helping to support the largest New York school district outside of New York City. Once again, he is applying his years of teaching skills and technical knowledge to help teachers and students best use the technology they have available to them. Glen has been married to his beautiful wife, Elisa, since 2008. All of his spare time is currently dedicated to helping his wife take care of his first child, who was born in January 2011. Glen can be reached at [gurdik@mac.com](mailto:gurdik@mac.com).

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# About the Technical Reviewer



**Thomas Olivieri** has been teaching computer graphics for over twenty five years on both the secondary and college level. He has been instrumental in developing curriculum in the areas of Fine and Applied Arts. Tom has also served as a Lab Consultant in his former Brentwood School District. Retired from public school instruction, he continues to maintain the District Website.

He has also been a multimedia independent producer for over thirty years. He currently produces college sports recruitment videos and player web pages. Tom resides in Smithtown, NY.

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# Acknowledgments

I would like to begin by thanking my wife for giving me the opportunity to write this book. Without her support, it would have been difficult to find the time and energy to do so. I would also like to thank all of the support staff who have worked hard on this project. Through our team effort, I feel we have put together a concise and easy-to-follow guide that will teach users what makes iLife so great – and in the process make them as passionate about the software as I am.



# Quick Start Guide

To assist new users who have seen the light and purchased a Macintosh, this Quick Start Guide will help you jump right in and find information in this book—and learn the basics of how to get around your Mac and enjoy iLife right away. At the end of this section is a helpful little intro to keyboard shortcuts. As you become more familiar with the Macintosh platform and iLife...the highlighted shortcuts listed will make your time on the Mac much more efficient. Mac (and IOS devices!) and iLife...a perfect combination to perform all of your media tasks. After reading this Quick Start Guide...you are ready to begin your journey of learning in detail—how each great iLife application can make performing their designed tasks a breeze.

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# Getting Around Quickly

OK. You just got your brand new Mac, and you see that iLife is installed. And you ask yourself, “Do I need these applications?”







Well, I have to say, “YES!!!! Of course you do!!!!”

Apple has created mind-blowing applications to simplify all aspects of handling your digital assets. Most iLife programs serve many purposes. This could be simply storing your photos or combining many video clips into an amazing family video. Some iLife apps are geared towards creating just one type of output, such as a webpage or DVD. Whether it is a quick edit of a photo or easily sharing any of our iLife projects with the world, soon you will be saying, “How can I live without these apps?”

Let’s start with a brief description of every iLife app and what it’s used for. iTunes can be used to share your projects in most iLife apps, so I feel it is essential to cover this app, as well.

Table P1–1 highlights what I think are the key points in every iLife application. It also tells you in what chapter/s each application is detailed.

**Table P1–1. iLife's Apps—Plus iTunes**

Application	Description
 <p data-bbox="224 372 288 389">iPhoto</p>	<p>iPhoto is a great application for handling your digital photo or video library needs. It is truly a digital darkroom for the masses! It includes easy-to-use, yet powerful photo-editing tools. With just a few clicks, you can share your precious memories with a few friends or the whole world via the Internet. This is the first application I cover, and its amazingness is covered in Chapters 1–6.</p>
 <p data-bbox="231 575 281 592">iDVD</p>	<p>iDVD's power lies in the fact that it makes it so easy to create a professional-looking DVD. With iDVD, iMovie, and GarageBand, you can spend only a few moments and create a great project. Or you can spend hours and hours taking your work to the next level. You have the power, so you decide: take things fast and easy to create a great looking project—or spend long hours creating the world's best DVDs. Get your creative juices ready and learn more about iDVD in Chapters 7–9.</p>
 <p data-bbox="231 807 281 825">iWeb</p>	<p>You know what <a href="http://www.apple.com">www.apple.com</a> is, and you want to create your own amazing website. But what if have no idea how to create a webpage. Enter the iWeb app, which lets you create webpages in no time. Learn how to become your very own webmaster by browsing Chapters 10–12.</p>
 <p data-bbox="224 984 288 1001">iMovie</p>	<p>This is not your father's 8mm film projector. With iMovie, you are only limited by your imagination. Import video and a custom soundtrack, and suddenly your family memories are not what they used to be. You can now even create an awesome looking "Movie Trailer" from your media in just a few short steps. Learning how to become the next great director is covered in Chapters 13–15.</p>
 <p data-bbox="200 1183 314 1201">GarageBand</p>	<p>Do you want to improve your guitar or piano skills or learn from accomplished artists? Is there an inner composer dying to come out? Look no further: GarageBand is designed for you. As with the other iLife apps, the more you explore, the more fun you'll have, and the better your skills and compositions will become. Learn how to "rock on" in Chapters 16–18.</p>
 <p data-bbox="224 1360 288 1377">iTunes</p>	<p>Although not part of iLife '11, iTunes is automatically installed on your Mac, and it plays a role in several iLife applications. iTunes may seem simple: it provides a place to store your music, videos, and iOS apps. However, there is so, so much to learn about the inner-workings of iTunes that I included it in this manual. Learn how to master all that iTunes offers in Chapters 19–22.</p>

## Main Items of Interest

After you have launched an application, there are two main items to take note of. The first is the menu interface located at the top of every application's window (see



Figure P1–1). A few menu items like **File** and **Help** are found in every Macintosh application. Other choices are specific to that application.



**Figure P1–1.** A sample of the menu interface on a Macintosh

To access a menu choice, move your mouse over the menu you want to access, and then click and hold your mouse button over the title of that menu. Keep the mouse button pressed and move your mouse down to the option you want.

The second element is the workspace. Every application has its own workspace. In the chapters to follow, I will go over every element in each iLife application. In Figure P1–2, we see the workspace for GarageBand. Most items in the workspace require one click of the mouse button to access or trigger their functionality. Some applications have sliders. For example, iTunes has a slider for controlling the volume (see Figure P1–3). To change the setting in question, click and hold the mouse button over the small circle inside the slider.










**Figure P1–2.** A sample GarageBand workspace



**Figure P1–3.** An example of a slider element

There are also quite a few other items that are the same in every iLife application (and most other Macintosh apps). Table P1–2 covers a few additional items of interest to Macintosh users.

Table P1–2. *iLife Basics.*

Common item	Function of the item
	<p><b>The Red, Orange, and Green Buttons:</b> Every Macintosh window has these three round function buttons (or dots) on the top-left corner. Each button has its own function, which I will discuss later in this table.</p>
	<p><b>The Red, Orange, and Green Buttons with Symbols:</b> If you move your mouse over the three dots, you'll see that an "X" is placed in the red dot, a "-" is placed in the orange dot, and a "+" is placed in the green dot. This does not change their function, but it does give you another way of remembering what each button does.</p>
	<p><b>The Red Button</b> (the dot on the far left): This is the <b>Close</b> button. If you want to close the window or document you are currently viewing, click this red dot. If you are working on a project, clicking this will raise a prompt that asks whether you want to save your work first.</p>
	<p><b>The Orange Button</b> (the middle dot): This is the <b>Minimize</b> button. Clicking it will minimize your current window to the dock. Once the window is minimized, you can bring it back up by clicking the icon in the dock. An example of a minimized window is shown below. Notice that it has a small window of the project you are working on and a small icon of the application it is from. In this example, there is a small blue DVD icon—which is, of course, the icon for the iDVD app.</p>
	
<p>If you hold your mouse over the icon in the dock, it will display the name of the project, as shown in the following image.</p>	
	
	<p><b>The Green Button</b> (the dot on the far right): This button toggles between the current size of the window you are working on and the full-size rendition of your window. For example, you might have reduced the size of your iPhoto window to do another task on your Mac. After you are done, you can click this button to restore the</p>

**Common item****Function of the item**

window to its full size.



**The Window Resize Corner:** This corner is at the bottom right of every window. Click and hold the mouse button over the diagonal lines of this corner, and then drag to expand or decrease the size of the current window. As I just mentioned, clicking the green dot will return the window to its full size if you so desire.



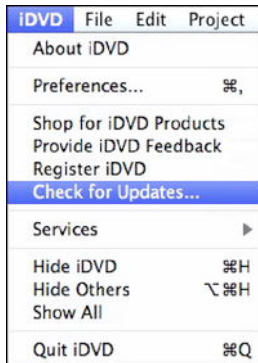
**The Current Application:** You will see a small blue dot below one of the application icons in the dock. This blue dot indicates the app currently in use. Please also notice that if you move your mouse over an icon in the Dock, that the application or folder name will appear. In this case "iDVD."



**The Application Version:** Every application has a feature to tell you what version of the app you are running. This feature can be found in the **Application** menu. The example to the left shows the **iDVD** menu. In iPhoto, you would see the **iPhoto** menu. Menus are always found on the top of your screen. The **Application** menu is always one of the leftmost menus on your screen. To find out what version of the app you are running, go to the **Application** menu (the **iDVD** menu, in this example), and then click and hold your mouse button over the **Application** menu. While the mouse button is pressed, move your cursor down to the about application option (**About iDVD**, in this case). This will bring up a screen like the one shown below.



## Common item

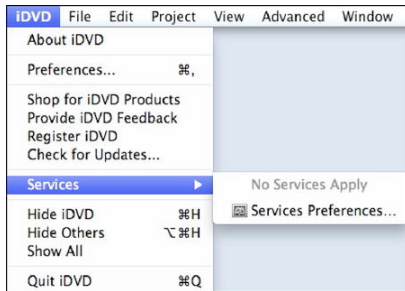


## Function of the item

**Check for Updates...:** This is also found in the **Application** menu. Clicking this simply takes you online to Apple's website to check for updates. The process is shown below.



If the app is up-to-date, you will see a screen like the one below.



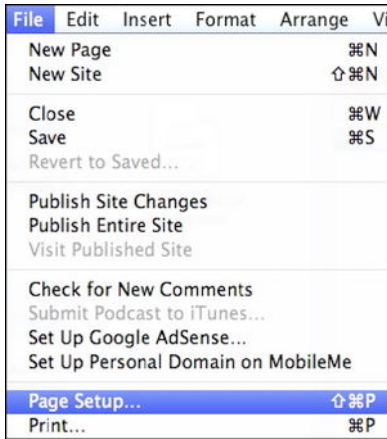
**Services:** If there are special features that an application can take advantage of, this is where you can access them. Notice in the example to the left that there are no services available for iDVD.



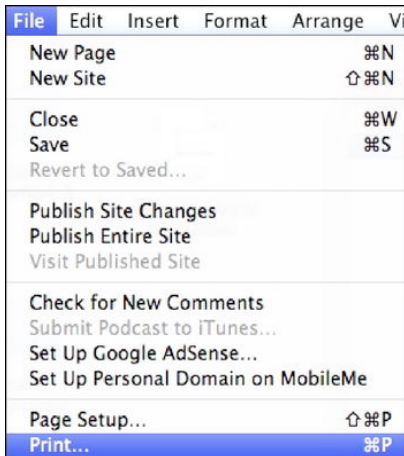
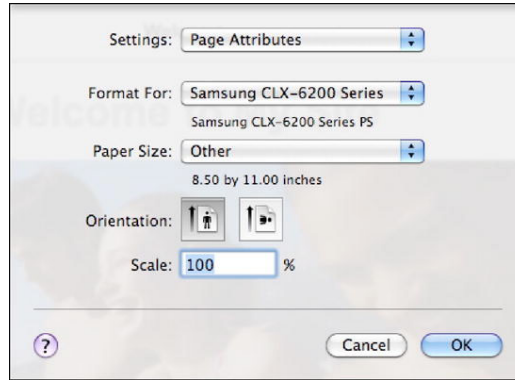
**Quit:** Clicking this option quits the application currently in use. If you have unsaved documents, you will be asked if you want to save your work first.

**Common item**

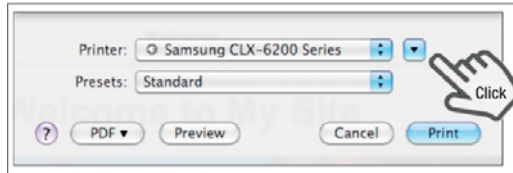
**Function of the item**



**Page Setup...:** If your application has printing features, this option will always be there. It is found in the **File** menu. You can see an example of this window in the image below.



**Print...:** Like **Page Setup...**, this option appears in the **File** Menu if the application you are using has printing capabilities. The first screen that appears when you select this option is shown below. Please note the blue square with an arrow pointing down.



Clicking this blue square brings up the complete set of options for printing, as shown in the screenshot below.

