

# KeyMac Journal

Volume 11, Number 6

[www.keymacclub.com](http://www.keymacclub.com)

June 2007

## President's Message

### An interesting phone call the other day...

A KK resident with a dead PC ordered an iMac and was looking for a consultant to assist in getting it set up. His Mac friends had convinced him to switch, and assured him that he could do it himself. But he was willing to pay for on-site advice just to be sure he did it right and in the most efficient manner.

In the process of lining up someone to help (Wayne, of course), I learned Jacob is still around and has done some recent (?) consulting for some of you, and I was reminded that occasionally Alan Houtzer assists folks.

And, Ian noted at the OS X session that Net MDs in Seneca had helped him.

Wayne recently came across a web site for a firm named The MacDetective, based in nearby Mauldin. The site is a bit sketchy on confidence-filling info, but it might be a suitable resource.

And then there is Dr. Mac, Bob LeVitus, who will be speaking to KeyMac via iChat in September.  
<<http://www.boblevitus.com/>>

My email to a number of KeyMac folks searching for a resource for the above new Mac user brought a great response from several members who offered to go there and assist in whatever way they could—very nice!

Might be a good thing to develop a Resources section for our web site.

FYI—Wayne and I are going to the Greer MUG Tuesday evening, to check out the first meeting of their new Digital Photography Special Interest Group (SIG). Maybe it will help us to see if we can do one here.

See you Tuesday...come see what we have for the raffle.

*Gene*



## MONTHLY PROGRAMS

**June 19:** "Power Googling: How to maximize your search efforts in Google."

**July:** Vacation, no meeting

**August 21:** TBD

## OS X DISCUSSION GROUP

*Informal gatherings where members help members*

**June 5:** 10 a.m. to noon

**July:** Vacation, no meeting

**August 7:** 10 a.m. to noon

**MASTHEAD**

Published by the KeyMac Computer Club

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**TREASURER'S REPORT**

Balance May 10, 2007	\$1574.05
Deposits: dues paid	27.50
raffle 5/15 (total to date: \$98.00)	67.00
Interest	.69
Disbursements: coffee & treats (Jan. - May)	72.17
printing (classes)	165.45
Balance June 10, 2007	\$1431.62

**QUICK TIPS: WEB RECEIPTS**

by Wayne A. Walker

I buy a lot of stuff on the internet. I like the low prices and the convenience of having things delivered right to my door. Most of the time, the process runs like the well-oiled machine that it is. Items get delivered fast and in excellent condition. Occasionally, however, mistakes are made, and I am forced to return something or notify a company that something never arrived.

Because of moments like these, it's important to keep track of orders placed online. I've tried various ways of doing this. I've stored receipt emails in a special folder. I've printed out the receipt from web sites that don't send a followup email. I've placed things in a note taking program, like Yojimbo. I've even downloaded a browsable copy of the web page to my hard drive.

However, it always seems like whatever solution I use things still go astray. (Maybe it's because of using so many different solutions, eh?)

I didn't know until just recently that there is a special feature built into the Mac OS to take care of this exact problem. It's very easy to use, but a little hard to find. Once you know about it, it quickly becomes a permanent part of your Mac experience if you do any online shopping at all.

Here's how it works.

When you are on a web site receipt page or looking at an email receipt, choose Print under the File menu. See the little button labeled PDF? Click on that, then choose "Save PDF to Web Receipts Folder."

This creates a folder in your Documents folder and labels it "Web Receipts." It can be used with any format receipt, web, email, or anything that includes a print function. It is extra secure. I have read that if you are one of more than one account on a particular Mac, even the administrator can't access your web receipts folder.

Hello, Web Receipts. My new best friend.

**TRAVELING THIS SUMMER?**



**CHECK OUT THIS WEB SITE: wikitravel.org**

Similar to the online encyclopedia Wikipedia, which anyone can edit, Wikitravel is a collaborative online travel guide built entirely by its users. It is becoming the world's most comprehensive guidebook. Most entries list hotels, restaurants, and attractions; the most comprehensive listings include information on culture, demographics, and history. Since the site is user-driven, you can go from guidebook reader to guidebook author.

It has a good Help section, is easy to follow, and is printable so that you have pages you need to take on your trip instead of several heavy guide books.

## PUTTING YOUR HARD DRIVE ON A DIET

### (Part Three - Where's the Fat?)

by Wayne A. Walker

This is the third in a series of articles on how to put your hard drive on a diet. By putting your hard drive on a diet, I am referring to controlling the size and clutter of the files contained on the drive so that you and your disk drive have a long and healthy relationship. Please see the two previous *KeyMac Journals* for the earlier parts of this article.

This month we will look at how to find the problem areas on your drive. Since its inception, the Macintosh has enjoyed a beautiful, easy-to-use operating system. Although technically the Finder is just one program within the Mac's operating system, to most of us it is the face of the system. It is how the majority of people interact with their Macs. The finder uses a space called the desktop to arrange files, and those files are stored within folders. This, of course, is a metaphor borrowed from the real world. Early versions of the Finder had icons that were more suggestive of the top of an average desk in the average office.

There is one way this metaphor breaks down and misleads the user. Let's imagine for the moment that I have two manila folders on my real world desk. One folder contains only three sheets of papers, that is, three files. The other folder contains something like a hundred sheets of paper, newspaper clippings, pictures, etc. In fact, this folder is almost three inches thick, and weighs about as much as a large city phone book if you pick it up. That thickness, that weight, or the lack of it in the smaller folder is intuitive information. Even a child knows at a moment's glance which of the two folders contains more—the thicker one.

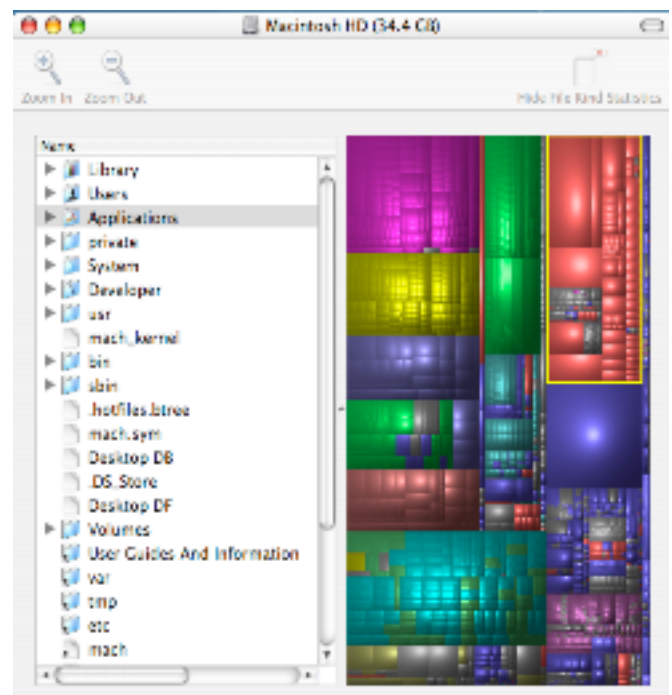
Now let's imagine we're looking at our Mac desktop and we have two folders side by side in icon view. One folder contains a couple of short test files for a total of 5k, and the other folder contains 50 Gb of mixed data. If this were a real world comparison, the larger folder would be 10,000 times bigger than the smaller one, but this isn't the real world; it's the virtual world. In this virtual world of the computer desktop, the folders look identical because they are merely an icon that marks where to click to access these files.

This brings us to the problem we are looking at this month, which is *how do we find the bloated folders on a hard drive?* Over time we collect a lot of files that we don't really want or need. These files can be deleted or

moved onto some more permanent form of storage like a CD or DVD to free up space on the drive. However, often these files become buried and forgotten. We need a way for our computer to help us locate the areas that are filled with fat.

The first tool I recommend for this process is called **Disk Inventory X**. It is donationware and can be found on the web at [www.derlien.com](http://www.derlien.com). To use Disk Inventory X, you point it at the volume you want to analyze and hit 'open volume.' Then be prepared to wait. It takes a while to examine every file on a hard drive. The more data you have, the longer it will take to load the contents. This is why the Finder has shied away from providing this information, because it would make your computer appreciably slower.

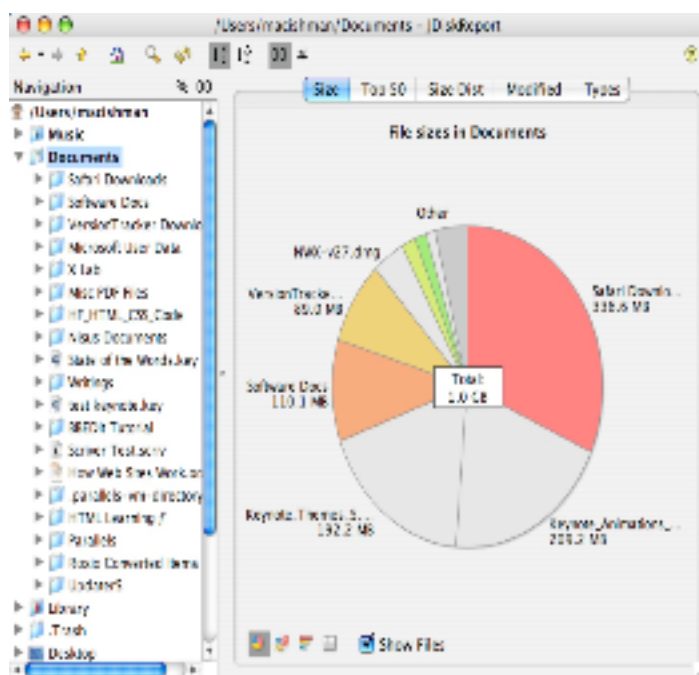
When Disk Inventory X is done analyzing the drive, the user is presented with a graphical representation of the files on the entire drive (see graphic below). On the left-hand side is the familiar folder structure of the drive, and to the right of that is a color coded map of the drive with different file types represented by different colors. A file or folder takes up more space in the color map if it is large. The user can click around in either tree exploring the blocks and what they represent. At a glance, it is easy to see the areas that are taking up space on your drive. Suddenly, those areas that take up the most space are made clear. Use this tool to explore your drive and find areas that you may want to clean.



Note the selected blocks are surrounded by yellow lines

There is also a setting in preferences for Disk Inventory X to show free space, but this is not the default. Note that if you change this preference, you have to re-analyze the drive before the display updates. If you turn on "Show Free Space" you are presented with a block of gray denoting unused space on your drive. If this space is too small for you, it's time to start the process of cleaning, or alternatively, time to think about getting an external drive to supplement your storage.

Another tool for analyzing your drive is jDiskReport and can be found on the web at [www.jgoodies.com](http://www.jgoodies.com). JDiskReport is free software and is distributed with ads or nags of any kind. In its default mode, jDiskReport shows once again the tree structure of your drive on the left and a pie chart of the data on your hard drive in the right-hand section. The user can dig down into the pie chart by clicking on slices of the pie. It also has handy tabs at the top which allow you to look at the largest 50 files on your drive or examine data in other ways.



Screenshot of jDiskReport with just the documents folder showing in the pie chart

Both of these tools make finding areas on your drive that need to be cleaned easy as we have discussed, or they can be used as general learning tools to find out about the overall structure of your Macintosh in general. Neither of these tools changes data in any way; they simply give you another method of visualizing what is on your drive. Because they make no changes whatsoever, I encourage you to use these tools to

explore your Mac and gain a greater understanding of its structure. Fast, easy, safe, and free—the best kind of tools for the Macintosh. □

## MACWORLD HELP DESK on Charging iPod Batteries

Macworld, July 2007

**Question:** I have a Bose SoundDock and want to know whether it is a bad thing to keep the iPod permanently mounted in the dock. The SoundDock continuously charges it. Can that hurt the battery?

**Answer:** In general, you can't overcharge your iPod. It's a savvy little piece of gear that understands when enough is enough, even if it's connected to a power source like the SoundDock for days on end. Some folks suggest that undocking the iPod once a month and letting it run on battery power for a while is a good idea. Allegedly, this will "exercise" the battery and lengthen its life span. The Mac expert hasn't tested this theory (due to lack of patience), but he says given that even the most devoted homebody is likely to leave the house on at least a monthly basis, it certainly wouldn't hurt to take your iPod for a walk every so often.

Another battery question heard frequently is "So, when should I charge my iPod—should I run it all the way down first? Halfway down?" Invariably, the expert's response is "Don't sweat it." No matter what you do, the battery will eventually die, and you'll either replace it or get a new iPod.

Running an iPod all the way down and letting it sit for a week with no juice is unnecessary—the batteries in iPods don't have a "memory" that you need to reset by running them dry, as did the batteries in some older devices. Nor will the battery become overly stressed if you recharge it at the end of each day, even though you've used only a quarter of its charge.

In short, charge your iPod when it's convenient. If you're going on a transpacific flight, then by all means find a spare power outlet at the airport and top your iPod off. Or if you've listened to it for only a couple of hours and don't feel like taking it out of your backpack, pocket, or purse, then leave it where it is at the end of the day, enjoy its many gifts tomorrow, and charge it the next time you think of it.

*Editor's note: Speaking of transpacific flights, you might want to take along noise-canceling headphones because the earbuds that come with the iPod do not completely cancel out the sound of the jet engines nor random noises like crying babies.* □