

Mac OS X 10.8 (Mountain Lion)

Modality: On Demand

Duration: 30 Min

In this course, we'll look at the improvements for renaming and moving documents, and also how to use dictation to create a letter. We'll check out some of the new features in Safari and learn how to better organize Launchpad and Dashboard.

Course Outline:

Overview

- What you'll learn in this training

Launchpad

- Performing a search in Launchpad
- Creating folders of applications

Documents

- Renaming documents from the title bar
- Moving documents
- Duplicating documents

Dictation

- Enabling dictation
- Customizing settings

Safari

- Using the smart search field
- Using the share button
- Renaming bookmarks
- Creating a reading list

Dashboard

- Using the widget browser
- Performing a widget search
- Creating folders of widgets

Preview

- Filling out PDF forms
- Sharing PDF documents
- Importing pages from a scanner

Reminders

- Creating a list
- Setting priority
- Marking a task complete

Knowledge Assessments

- Overview: Mac OS X 10.8 (Mountain Lion) - What's New?