



Dropbox Preferences



General



Account



Import



Bandwidth



Proxies

Download rate

☐ Don't limit

☒ Limit to: KB/s



Upload rate

☐ Don't limit

☒ Limit automatically

☐ Limit to: KB/s

LAN sync

☐ Enable LAN sync

[Help](#)

OK

Cancel

Apply

Take Control Of Dropbox

Ying-Ying Zheng



Take Control Of Dropbox:

Take Control of Managing Your Files, 2nd Edition Jeff Carlson, 2023-05-23 Take the pain out of dealing with files and folders Version 2.0 updated May 23 2023 Your Apple devices contain an overwhelming number of files and folders and as these items accumulate they create more work for you Does your file management system involve throwing everything on the desktop and then pawing through it laboriously when you need to find something Do you even have a system There s a better way This book helps you organize search and clean up the files on your Mac iPhone and iPad providing practical steps and realistic strategies to save time reduce clutter and decrease stress n Apple users have fantastic tools at their disposal for using creating and editing files of all kinds but few of us have any real strategy for naming organizing or tagging those files making them increasingly difficult to find later on In this book veteran technology author Jeff Carlson helps you make sense of what could be millions of files on your Mac iPhone or iPad so that you can spend less time hunting for things and more time doing useful work or having fun Jeff starts by helping you set appropriate file management goals and develop overall strategies that fit your needs and preferences Then he gets into the details of how to use the Finder on a Mac the Files app in iOS and iPadOS and third party tools to make sense of your files and folders and easily find what you re looking for This book covers topics such as How to keep important items in sync among your devices Choosing when to use internal storage vs external storage such as an external hard drive a NAS or the cloud Whether and how to use iCloud Drive to sync your files including Desktop and Documents folders How to create shortcuts to your favorite files and folders Understanding how the macOS folder hierarchy works The best ways to use the desktop What you should consider when creating a folder hierarchy Why and how to use tags to categorize files How you can automatically sort rename and file items on your Mac Ways you can collaborate with others on the same files and folders When to consider third party information management apps such as DEVONthink How to find files and folders with Spotlight in macOS iOS and iPadOS Alternative search tools you might want to consider How to work your way through a long backlog of unsorted or poorly sorted files Techniques for encrypting sensitive files and other data Ways to free up storage space If you re struggling with file management this book will help you get a grip on the process and get your devices to do more of the hard work for you **Take Control of Scrivener 3** Kirk McElhearn, 2025-06-27 Create and organize writing projects with ease using Scrivener 3 Version 1.2 updated June 27 2025 Compose a masterpiece with Literature use annotations and comments add footnotes and endnotes view more than one file at once use collections to view selected items from the Binder store bookmarks and project notes and share and synchronize your project with others Go further with Scrivener Get the details on special features like Scrivenings View write in sections but view as a single document and Snapshots allows you to make and view periodic backups of your text Revise and edit your work Learn how to find and replace text and work with revisions Use Scrivener for iPhone and iPad Sync your projects to your mobile device and work on an iPhone or iPad Print and export Understand the process of preparing your project to be

printed and what's involved in compiling it so that it can be exported in a different format Kirk also highlights the many changes to Scrivener since the last version see the What's New section below including updates to the interface styles outlining and metadata capabilities and improved searching and writing features In addition he explains newer features like Bookmarks lets you store references to other sections of your project Linguistic Focus Mac only highlights specific elements such as dialog adverbs or adjectives Section types such as Chapter Text and Scene and Copyholders allows you to view three or four documents at once

Take Control of Sonoma Joe Kissell, 2024-03-20 Meet the latest version of macOS Version 12 released March 20 2024 macOS 14 Sonoma makes your Mac more secure and easier to use with a wide array of new and improved features Learn how to upgrade your Mac from an earlier version of macOS find your way around Sonoma use new features and discover extensive changes to built-in apps such as Safari and Messages Sonoma is Apple's latest effort to make Macs even more powerful and easier to use and Joe Kissell is back with a complete guide to the upgrade process as well as an in-depth look at what's new People participating in video calls or sharing their screens via FaceTime Zoom and similar apps have some helpful new tools at their disposal Widgets can now live on your desktop Messages adds usability features Safari offers greater privacy and flexibility and Notes includes hyperlinks and better PDF support Take Control of Sonoma walks you through all these changes and many more This book teaches you things like How to tell whether your Mac is compatible with Sonoma Steps you should take before upgrading How to perform an in-place upgrade or do a clean install and migrate your old data from a backup What's new in the System Settings app Using new Safari 17 features such as profiles that separate your Safari data into multiple contexts turning any website into a standalone app sharing passwords and passkeys securely and browsing the web with greater privacy How to put widgets on your desktop Navigating long multi-person Messages conversations more easily using filters to narrow down searches sharing your location or requesting someone else's within Messages and more easily working with stickers Creating categories in Reminders to organize your lists and getting alerts before a scheduled task is supposed to occur Viewing complete PDFs within Notes and easily creating link that take you from one note to another Improving your privacy and security by securely sharing passwords and passkeys and using information from your keychain in apps besides Safari Small but interesting changes throughout macOS such as accessibility improvements a less annoying Autocorrect feature plus inline typing predictions AutoFill for PDFs and new capabilities for AirPods dictation screen savers wallpaper your lock screen and screen sharing among other features Improvements to bundled apps including FaceTime Find My Home Mail Music Photos and Siri

Take Control of DEVONthink 4 Joe Kissell, 2025-09-29 Manage your information with the powerful tools in DEVONthink 4 Version 1.1 published September 29 2025 DEVONthink 4 offers a slew of features for defeating information overload but mastering its power is easier with real-world advice from DEVONthink power user Joe Kissell He helps you understand the best ways to put information into DEVONthink and how to organize it so you can find it later He also covers syncing DEVONthink

databases among your Apple devices and using DEVONthink To Go for iPhone and iPad n DEVONthink 4 is an incredibly powerful information management app that can function as anything from a simple snippet keeper and note taker through a massive database for a complex research project It has a wealth of document processing organization and searching tools that go far beyond the Mac s Finder and it can create many types of documents from scratch as well as importing data in numerous ways All these features give you unprecedented control over your data They also mean DEVONthink is a lot to wrap your head around This book created in partnership with DEVONtechnologies helps you get started with DEVONthink by acquainting you with not only its interface and major features but also its philosophy You ll learn how to approach the tasks you may want to accomplish which features might serve you best and which you might want to ignore and how to develop a workflow that makes sense given your needs and preferences You ll also learn how to extend your DEVONthink experience beyond your main Mac with detailed coverage of the many ways you can sync DEVONthink databases to other Macs and to iPhones and iPads using the DEVONthink To Go app The book covers newly added DEVONthink 4 features such as versioning revision proof databases PDF bookmarking and optionally in the Pro and Server versions extensive support for generative AI plus user interface changes including significantly reworked inspectors After covering essential DEVONthink vocabulary and concepts Joe helps you start using DEVONthink effectively You ll learn how to Decide how many databases you need and set them up Determine whether to input or index data Import data from many different apps Import data from a scanner including OCR options Use grouping and tagging to organize data Add and work with DEVONthink 4 s extensive metadata capabilities Use simple and sophisticated techniques for searching Create smart groups that automatically gather newly imported data Use smart rules and AppleScript or JavaScript to automate countless activities within DEVONthink Create documents in plain text HTML Markdown and more Edit documents in DEVONthink or externally Find the best way to sync DEVONthink data with other devices Work with reminders smart templates and other sophisticated tools Convert documents between formats Chat with your documents using your favorite large language model LLM Effectively use the DEVONthink To Go iPhone iPad app Share DEVONthink documents with other people Export documents from DEVONthink Back up and maintain healthy databases Questions answered in the book include What is DEVONthink good for and what should be left to other apps What kinds of data can I import Short answer Nearly everything How can I display my data in a way that works well for me When I import documents from different sources where do they end up and why Is it better to sort imported documents right away or leave them for later Should I group my data tag it or both What are duplicates and replicants and how can I tell them apart Which types of data can be created or edited within DEVONthink How do I make my DEVONthink database accessible via the web using DEVONthink Server How do I move documents out of DEVONthink using the Share feature How do I use DEVONthink To Go on my iPhone iPad How excited skeptical should I be about these new AI features

Take Control of Securing Your Apple Devices Glenn Fleishman,2025-09-29 Keep your Mac iPhone and iPad safe

Version 1.1.1 published September 28, 2025

Secure your Mac, iPhone or iPad against attacks from the internet, physical intrusion and more with the greatest of ease. Glenn Fleishman guides you through protecting yourself from phishing, email and other exploits as well as network-based invasive behavior. Learn about built-in privacy settings, the Secure Enclave, FileVault, hardware encryption keys, sandboxing, privacy settings, Advanced Data Protection, Lockdown Mode, resetting your password when all hope seems lost and much more. The digital world is riddled with danger even as Apple has done a fairly remarkable job at keeping our Macs, iPhones and iPads safe. But the best security strategy is staying abreast of past risks and anticipating future ones. This book gives you all the insight and directions you need to ensure your Apple devices and their data are safe. It's up to date with macOS 26, Tahoe, iOS 26 and iPadOS 26. You'll learn about the enhanced Advanced Data Protection option for iCloud services, allowing you to keep all your private data inaccessible not just to thieves and unwarranted government intrusion but even to Apple. Also get the rundown on Lockdown Mode to deter direct network and phishing attacks, passkeys and hardware secure keys for the highest level of security for Apple Account and website logins and Mac-specific features such as encrypted startup volumes and FileVault's login protection process. Security and privacy are tightly related and this book helps you understand how macOS, iOS and iPadOS have increasingly compartmentalized and protected your personal data and how to allow only the apps you want to access specific folders, your contacts and other information. Here's what this book has to offer: Master the privacy settings on your Mac, iPhone and iPad. Calculate your level of risk and your tolerance for it. Use Apple's Stolen Device Protection feature for iPhone that deflects thieves who extract your passcode through coercion or misdirection. Learn why you're asked to give permission for apps to access folders and personal data on your Mac. Moderate access to your audio, video, screen actions and other hardware inputs and outputs. Get to know the increasing layers of system security deployed over the past few years. Prepare against a failure or error that might lock you out of your device. Share files and folders securely over a network and through cloud services. Upgrade your iCloud data protection to use end-to-end encryption. Control other low-level security options to reduce the risk of someone gaining physical access to your Mac or override them to install system extensions. Understand FileVault encryption and protection for Mac and avoid getting locked out. Investigate the security of a virtual private network (VPN) to see whether you should use one. Learn how the Secure Enclave in Macs with a T2 chip or M-series Apple silicon affords hardware-level protections. Dig into ransomware, the biggest potential threat to Mac users though rare in practice. Discover recent security and privacy technologies such as Lockdown Mode and passkeys. Learn why your iPhone may restart automatically if it's been idle for several days.

[Take Control of 1Password, Second Edition](#) Joe Kissell, 2016-01-13

Easily create and enter secure passwords on all your devices. Remembering and entering Web passwords can be easy and secure thanks to 1Password, the popular password manager from AgileBits. In this book, Joe Kissell brings years of real-world 1Password experience into play to explain not only how to create, edit and enter Web login data easily but also how to autofill contact and credit card info when

shopping online audit your passwords and generate better ones and sync and share your passwords using a variety of techniques including 1Password for Teams Joe focuses on 1Password 6 for the Mac but he also provides details and directions for the iOS Windows and Android versions of 1Password Meet 1Password Set your master passcode explore the various 1Password components and decide on your ideal usage strategy While reading Take Control of 1Password on my iPad I was furiously highlighting passages and following along with 1Password open on my Mac The book showed me how some of my passwords were weak or duplicates I immediately changed those passwords to unique and secure ones Elisa Pacelli in her MyMac book review Master logins In 1Password a typical login contains a set of credentials used to sign in to a Web site Find out how to create logins sort them search them tag them and more You ll especially find help with editing logins For example if you change a site s password from dragon7 to eatsevendragonsforlunchatyahoo you ll want to incorporate that into its login Or use 1Password s password generator to create highly secure random passwords like dGx7Crve3WucELF s Understand password security Get guidance on what makes for a good password and read Joe s important Password Dos and Don ts A special topic covers how to perform a security audit in order to improve poor passwords quickly Go beyond Web logins A primary point of 1Password is to speed up Web logins but 1Password can also store and autofill contact information for more than one identity even along with credit card information You ll also find advice on storing passwords for password protected files and encrypted disk images plus ideas for keeping track of confidential files scans of important cards or documents and more Sync your passwords Discover which 1Password syncing solution is right for you Dropbox iCloud or a Finder folder as well as a device to device Wi Fi sync Share your passwords Learn how 1Password integrates with the 1Password for Teams online service for sharing passwords within groups such as your family or company work group You ll also discover the answers to key questions including Should I use my Web browser s autofill feature What about iCloud Keychain Should I use that too What can I do quickly to get better password security Should I buy 1Password from AgileBits or the Mac App Store How can I find and update weak passwords I created long ago What s the best way to work with the password generator What should I do about security questions like the name of my pet How can 1Password provide a time based one time password TOTP How can I access my 1Password data on another person s computer How do I initiate 1Password logins from utilities like LaunchBar

Take Control of Apple Screen and File Sharing Glenn Fleishman, 2025-10-27 Share screens and files among your Apple devices and beyond Version 1.1 updated October 27 2025 Do you need to access a Mac across the room or around the globe Or share files securely with a relative or colleague Want to know about Apple s latest much improved screen sharing among iPhones iPads and Macs and what s missing in them This book is a friendly but comprehensive guide to screen sharing screen mirroring network file sharing and cloud file sharing using Apple devices n The software and data we need is often not right in front of us Take Control of Apple Screen and File Sharing provides a fully up to date guide to the many resources for accessing stuff we don t have within reach You learn how to access your own

screens nearby over a network and over the internet share your screens with others for remote control or viewing and mirror screens to larger displays and into group chats You also become an expert on local file sharing with Macs and sharing from cloud based storage like iCloud Drive and Google Drive With the help of this book you ll Get to know the Mac Screen Sharing app to connect to view and control the screens of other Macs Access other people s screens to help them troubleshoot problems or share what they re working on for work or fun Understand where third party screen sharing systems improve on Apple s offerings Learn the difference between screen sharing and mirroring and where the two intersect and even overlap Use screen sharing over FaceTime and Messages with one person or dozens using Macs iPhones or iPads Mirror your iPhone s screen and optionally its notifications on your Mac Find out how and why mirroring an Apple Watch to an iPhone could be useful Set up and use networked file sharing on your Mac Turn to cloud services like iCloud Drive Dropbox Google Drive and Microsoft OneDrive to share files securely with others and impose limits on what they can do Enable secure remote access among all your devices and with other people using a virtual local area networking VLAN system Get to understand Virtual Network Computing VNC screen sharing its standardization its limitations and its security weaknesses

Take Control of Automating Your Mac, 5th Edition Joe Kissell, 2025-01-17 Work faster increase your efficiency and have more fun with automation Version 5.1 updated January 17, 2025 Ever wondered if automation could make your life easier In *Take Control of Automating Your Mac* Fifth Edition Mac expert Joe Kissell shows you how to save time and aggravation by using numerous built in macOS tools as well as helpful third party apps to automate routine tasks and procedures n Looking for ways to work smarter and faster with your Mac In this updated and expanded fifth edition of his popular guide to Mac automation Joe Kissell shows how anyone at any level of experience can save time and effort and avoid unnecessary errors by using automation techniques that range from the simplest keyboard shortcut to the most complicated script In this book Joe teaches you how to automate routine tasks in a wide variety of ways You can begin by making the most of productivity features such as Siri Spotlight for launching apps and text replacement and then move on to the more sophisticated automation tools built into macOS such as Shortcuts Automator AppleScript services and shell scripts In addition Joe gives extensive information about third party automation apps that can make a huge difference to your work efficiency such as Keyboard Maestro TextExpander OmniGraffle and many more As an extra bonus the book includes coupons for discounts on six automation apps Whether you re new to automation you just need a refresher or you re experienced with automation but want to go deeper this book can teach you the skills you need to automate with ease Take back your time work more efficiently and have more fun with your Mac with *Take Control of Automating Your Mac* Fifth Edition With this book you ll learn how to Get started with the built in macOS automation tools including Shortcuts Automator AppleScript and shell scripts Take full advantage of input devices to save clicks and keystrokes Customize toolbars and your Touch Bar to put hard to find controls at your fingertips Use your voice to control your Mac with Siri and Voice Control Dictation Commands

Automate text expansion for faster more consistent typing Control the Finder with a launcher and by organizing files with Hazel Supercharge your clipboard to remember and reformat previous copies Write macros in Microsoft Office and Nisus Writer Pro Create rules to file email automatically in Apple Mail and Outlook Log in to websites faster with a password manager Automate cloud services with IFTTT and Zapier Set up automatic backup and syncing Run tasks automatically with Login Items Calendar events or launchd Use Omni Automation for JavaScript based automation tasks Control nearly anything on your Mac with Keyboard Maestro

Take Control of 1Password, 6th Edition Joe Kissell, 2024-03-20 Easily create and enter secure passwords on all your devices Version 6.2 updated March 20, 2024 Annoyed by having to type hard to remember passwords Let 1Password do the heavy lifting With coverage of 1Password version 8 for Mac Windows Linux iOS iPadOS Android and Apple Watch author Joe Kissell shows you how to generate and enter secure passwords speed up your online shopping and share and sync web logins and other confidential data Wrangling your web passwords can be easy and secure thanks to 1Password the popular password manager from AgileBits In this book Joe Kissell brings years of real world 1Password experience into play to explain not only how to create edit and enter web login data easily but also how to autofill contact and credit card info when shopping online audit your passwords and generate better ones handle two factor authentication 2FA sync data across devices using a hosted 1Password account individual family or business and securely share passwords with family members coworkers and friends This fully revised sixth edition covers 1Password version 8 for Mac Windows Linux iOS iPadOS Android and Apple Watch It does not include instructions for using earlier versions of 1Password Topics include Meet 1Password Set your master password explore the various 1Password components and decide on your ideal usage strategy What's New in Version 8 1Password 8 unifies features and interface across platforms and adds important new features but it also includes some controversial changes Learn what has changed how to migrate from older versions and what new behaviors you must adjust to Master logins In 1Password a typical login contains a set of credentials used to sign in to a website Find out how to create logins sort them search them tag them and more You'll also find help with editing logins for example changing a password or adding further details Understand password security Get guidance on what makes for a good password and read Joe's important Password Dos and Don'ts A special topic covers how to perform a security audit in order to improve poor passwords quickly Go beyond web logins A primary point of 1Password is to speed up web logins but 1Password can also store and autofill contact information for more than one identity even along with credit card information You'll also find advice on storing SSH keys passwords for password protected files and encrypted disk images confidential files software licenses scans of important cards or documents and more Sync your passwords Discover how a hosted 1Password account can sync all your data securely across your devices Share your passwords Learn to store passwords within a family or team hosted account or even with people who don't already use 1Password at all You'll also discover the answers to key questions including Should I keep using my web browser's autofill feature What about iCloud

Keychain Should I use that too Do I need the full 1Password app or is the browser extension enough How does the Universal Autofill feature for Mac work across browsers and apps What are passkeys and what can 1Password do with them How can 1Password help me with sites where I sign in with my Apple Google or Facebook account What s the easy way to prevent sensitive information from falling into the wrong hands at a border crossing What can I do quickly to get better password security How can I find and update weak passwords I created long ago What should I do about security questions like the name of my pet How can 1Password provide a time based one time password TOTP [Take Control of Your Digital Storage, 3rd Edition](#) Jeff Carlson, 2025-06-26 The Mac user s guide to mass storage Version 3 0 updated June 26 2025 This book demystifies Mac storage from mechanical hard drives to solid state disks and covering topics such as network attached storage NAS cloud storage repairing and managing disks encryption filesystems like APFS and managing data It also covers using external storage on an iPhone or iPad As the amount of data we store continues to grow figuring out where to put it and how to access it becomes more complicated It s not just that we need to find space for our increasingly large collections of photos videos music and apps we want it to be available whenever we need it and be sure that it s safe from hackers and thieves Every Mac includes internal storage in the form of a hard drive SSD or Fusion drive But you may also have one or more external devices such as hard drives flash drives SD cards or RAID devices not to mention network attached storage NAS devices or cloud storage like Dropbox or iCloud Drive Making sense of all your options managing your stored data choosing new devices or services when you re running out of space or even just figuring out what s where can drive anyone to distraction Fortunately Jeff Carlson has a book with all the answers After decades of working with Macs and accumulating massive collections of photos and videos Jeff has pulled together a wide ranging book about Mac storage that contains just the help you re looking for Among many other topics this book covers How to choose a new hard drive SSD or hybrid drive Determining how much storage space you need What you need to know about APFS Apple s new filesystem How to use APFS snapshots a k a Time Machine local snapshots Formatting and partitioning disks using Disk Utility How to repair a misbehaving disk RAID s what they are and how different types compare How to tell when a hard drive is about to fail and what to do about it What to do with a hard drive when it has outlived its usefulness When to use a flash drive or SD card How to create and use disk images Deciding among local network and cloud storage for various types of files What a personal cloud is and why you might consider using one Strategies for freeing up extra disk space The expanded third edition brings the book up to date with macOS 15 Sequoia It also now covers Using external storage with an iPhone or iPad including how to format external disks Thunderbolt 5 More ways to free up disk space NAS devices get special coverage including Why you might want a NAS How to choose a NAS and when it s a better idea than an external hard drive Using a NAS with your Mac for a wide variety of purposes Special considerations when using a NAS for digital photos Jeff also digs into details about numerous storage related technologies How to tell whether your third party SSD needs to have TRIM enabled and what to do

if the answer is yes How to create a software RAID using Disk Utility or SoftRAID What you need to know about filesystems and how to choose among APFS Mac OS Extended FAT and ExFAT Why and how to encrypt a disk using FileVault or the Finder Using iCloud Drive s Optimized Mac Storage feature If you ve ever been stumped at the difference between a volume and a partition need help figuring out whether to buy a big external hard drive or a NAS for extra storage or want to make sense of Apple s APFS filesystem this book will tell you what you need to know **Take Control of Dropbox** Joe Kissell,2014 **Take Control of Your Digital Legacy, 2nd Edition** Joe Kissell,2024-02-02 Preserve your data for posterity Version 2 0 1 updated February 2 2024 How do you want to be remembered A will takes care of your physical possessions but what about your digital life photos email files online accounts and so on If you want to pass your electronic ephemera on as part of your digital legacy turn to tech expert Joe Kissell for advice on dealing with large quantities of data file formats media types the need for a digital executor and more n We all have digital data that s important to us now but a lot of it could also be important to our children friends and relatives long after we re gone But you have to take concrete steps now to make sure that data is preserved in the right way and handled according to your wishes It s not all about posterity either since following Joe s advice will also help loved ones access your key accounts and important info if you re temporarily incapacitated which can happen at any time The book will help you with these essential tasks Identify your key digital assets online accounts photos audio files videos passwords documents email and more Plan for each type of digital asset based on your priorities for today for shortly after you are no longer around and for posterity Joe explains the ideal file formats to use how to deal with social media sites the best ways to digitize paper documents and photos and strategies for sharing passwords with family members among much else Communicate your wishes in a digital will and designate someone to be its digital executor The book includes a template document that you can develop into a personalized digital will Preserve your data for the future You ll consider types of archival storage media cloud based storage services backups and what instructions to provide about maintaining your data as file formats and storage media types evolve Whether you just want to ensure that your heirs get copies of your favorite family photos and a few key documents or you want to catalog and preserve tens of thousands of digital items this book helps you make smart decisions about your digital legacy Questions answered include What strategies can I use for sorting and preserving email and instant messages How can I ensure that my email account s will be available to those wrapping up my estate What if I have digital data that should be destroyed when I die What should I do with my huge photo collection both digital and paper How should I pass on control of my Apple Google and Microsoft accounts How can I make my passwords and passkeys available to those who will need them but keep them private for now What should I think about when handing down purchased audio and video files What should happen to my Facebook account when I m no longer around What choices are available for keeping my digital archive available and backed up How long should I expect archival media to last Should I write an obituary Are online digital legacy services any good How will

organizing all this stuff benefit me while I m alive

Take Control of Your Online Privacy, 5th Edition Joe

Kissell,2025-01-30 Learn what s private online not much and what to do about it Version 5 1 updated January 30 2025 Nearly everything you do say or do online can be recorded and scrutinized by advertisers data brokers and a long list of other people and organizations often without your knowledge or consent When your personal data falls into the wrong hands you risk theft embarrassment and worse But you can take steps to greatly improve your online privacy without sacrificing all your convenience Nowadays online privacy is extremely hard to come by Corporations governments and scammers alike go out of their way to gather up massive amounts of your personal data The situation feels bleak but you have more control than you may realize In this book Joe Kissell helps you to develop a sensible customized online privacy strategy No matter what devices or operating systems you use you ll find practical advice that ordinary people need to handle common privacy needs The massively revised fifth edition of Take Control of Your Online Privacy is packed with information that helps you get a handle on current topics in online privacy including data breaches hardware bugs quantum computing two factor authentication how ads can track you and much more You ll receive savvy advice about topics such as these Why worry Find out who wants your private data why they want it and what that means to you Determine your personal risk level learn which privacy factors are most important to you what you can and can t control and what extra steps you can take if you re at a high risk of being personally targeted Hear some good news five steps you could take that would massively increase your online privacy and some bad news why some of those steps may be difficult or infeasible Remove personal information from Google and data brokers though the process comes with limitations and gotchas Discover Apple Specific Privacy Features for users of Macs iPhones and iPads Manage your internet connection Secure your Wi Fi network and keep your data from leaking out Find advice on why and when to use a VPN or a network connected privacy appliance plus why you should be skeptical of VPN reviews Browse and search the web Avoid bogus websites control your cookies and history block ads browse and search anonymously and find out who is tracking you Send and receive email Find out how your email could be intercepted learn techniques for encrypting email when necessary get tips for sending email anonymously and know when email is not the best way to communicate Watch your social media Understand the risks of sharing personal information online especially on Facebook tweak your settings and consider common sense precautions Talk and chat online Consider to what extent any phone call text message or online chat is private and find tips for enhancing privacy when using these channels Protect your smart devices Address privacy issues with Internet of Things devices like smart TVs smart speakers and home automation gear Think mobile Ponder topics like supercookies location reporting photo storage spear phishing and more as you decide how to handle privacy for a mobile phone or tablet Help your children As a parent you may want to take extra steps to protect your children s privacy Find a few key tips to keep in mind *Take Control of Backing Up Your Mac, 5th Edition* Joe Kissell,2025-01-17 Set up a rock solid backup strategy so that you can restore quickly and completely no

matter what catastrophe arises Version 5.1 updated January 17, 2025 Joe Kissell provides the advice you need to create a Mac backup strategy that protects your data and enables quick recovery. He compares backup software services and media to help you make the best choices. You'll learn to set up, test, and maintain backups plus how to restore files after a calamity.

Creating and maintaining a solid backup plan is essential to anyone who uses a Mac in order to prevent the loss of important data if disaster strikes, whether through hardware or software failure, theft, human error, or other mishap. In *Take Control of Backing Up Your Mac*, Fifth Edition, tech expert Joe Kissell explains how to design a sensible backup strategy, choose and configure the best backup hardware and software for your needs, and understand how to make your backups as painless as possible. His advice is equally useful to those who have never had a backup system and those whose backup systems are in need of an update. The book delves into the challenges presented by recent versions of macOS, M-series Macs, and the ever-changing landscape of Mac backup hardware, software, and cloud services. It explains what you need to know about bootable and non-bootable duplicates, backup media, and disk formats, as well as recent changes in Time Machine and the weird world of APFS snapshots. It also shows you how to include in your backups files and folders that are stored in the cloud, even if there's no local copy of them.

Using this book, you'll learn how to design or update the ideal backup system. If you're starting from scratch, you'll find all the information necessary to assemble a reliable and easy-to-use backup system. If you're updating an existing system, you'll learn about what's new in hardware, software, and online services that might affect the way you back up your Mac in the future.

Choose backup software. Apple's Time Machine is both free and easy to use, but it's not the best choice for everyone, and even if you do use Time Machine, you'll certainly want to supplement it with other tools. You'll learn about key features to look for in a backup app and find tips on using several popular tools. You'll also discover the pros and cons of cloud backup services and get help choosing the right one. An online appendix covers dozens of apps and services.

Shop for hardware. Depending on your needs and goals, you may need one or more external SSDs or hard drives, but the range of options, sizes, interfaces, speeds, and more can be bewildering. Joe helps you find the best backup hardware, whether it's individual SSDs or hard drives, RAID arrays, NAS devices, or other options.

Make and maintain backups. Once you've selected hardware and software, you'll need to know how to make your first backup, set up your backups to run unattended, and test them regularly to make sure they're working as they should. This includes both versioned backups, which contain old file versions and deleted files, and for some users, bootable or non-bootable data-only clones. And you'll learn about strategies for keeping extra backups offsite.

Operate Time Machine. If you choose Time Machine for versioned backups, you'll learn how to back up and restore individual files, app-specific data such as contacts, and even an entire disk. You'll also discover why and how to encrypt Time Machine backups, how APFS snapshots work inside and outside Time Machine, and what to do if Time Machine misbehaves.

Deal with unusual backup needs. If you deal with exceptionally large files such as audio and video files, spend a lot of time on the road away from your usual backup hardware, run Windows on your Mac, or rely on cloud services to

store essential data you'll want to take extra or different steps to make sure everything is safely backed up. You'll also learn various approaches to backing up and restoring data from Apple's Notes app. Manage your media. What happens when a backup drive fills up or becomes so old that you worry about its future reliability? What if you want to archive older files for posterity but not necessarily maintain them as part of your daily backups? Joe explains how to deal with media management tasks such as these. Recover lost data. Backing up data can be easy but restoring it is often more challenging. When you discover that data is missing whether due to a disk error, theft, or a simple mistake, you need to know the exact steps needed to recover it and get back to work as soon as possible.

Take Control of Your Passwords, 4th Edition Joe Kissell, 2025-01-09

Overcome password frustration with Joe Kissell's expert advice. Version 4.2 updated January 9, 2025. Password overload has driven many of us to take dangerous shortcuts. If you think "ZombieCat12" is a secure password that you can safely reuse, a password, or that no one would try to steal your password, think again. Overcome password frustration with expert advice from Joe Kissell. Passwords have become a truly maddening aspect of modern life, but with this book, you can discover how the experts handle all manner of password situations, including multi-factor authentication that can protect you even if your password is hacked or stolen. The book explains what makes a password secure and helps you create a strategy that includes using a password manager, working with oddball security questions like "What is your pet's favorite movie," and making sure your passwords are always available when needed. Joe helps you choose a password manager or switch to a better one in a chapter that discusses desirable features and describes nine different apps, with a focus on those that work in macOS, iOS, Windows, and Android. The book also looks at how you can audit your passwords to keep them in tip-top shape, use two-step verification, and two-factor authentication, and deal with situations where a password manager can't help. New in the Fourth Edition is complete coverage of passkeys, which offer a way to log in without passwords and are rapidly gaining popularity, but also come with a new set of challenges and complications. The book also now says more about passcodes for mobile devices. An appendix shows you how to help a friend or relative set up a reasonable password strategy if they're unable or unwilling to follow the recommended security steps, and an extended explanation of password entropy is provided for those who want to consider the math behind passwords. This book shows you exactly why short passwords with upper and lowercase letters, digits, and punctuation are not strong enough. You cannot turn a so-so password into a great one by tacking a punctuation character and number on the end. It is not safe to use the same password everywhere, even if it's a great password. A password is not immune to automated cracking because there's a delay between login attempts. Even if you're an ordinary person without valuable data, your account may still be hacked, causing you problems. You cannot manually devise random passwords that will defeat potential attackers. Just because a password doesn't appear in a dictionary that does not necessarily mean that it's adequate. It is not a smart idea to change your passwords every month. Truthfully answering security questions like "What is your mother's maiden name" does not keep your data more secure. Adding a character to a 10

character password does not make it 10% stronger Easy to remember passwords like correct horse battery staple will not solve all your password problems All password managers are not pretty much the same Passkeys are beginning to make inroads and may one day replace most but not all of your passwords Your passwords will not be safest if you never write them down and keep them only in your head But don't worry the book also teaches you a straightforward strategy for handling your passwords that will keep your data safe without driving you batty

Take Control of Your Apple Account, 2nd Edition Glenn Fleishman, 2025-09-10 Prevent or solve problems with your Apple Account Version 2.0 updated September 10, 2025 The center of the Apple world is your Apple Account This identifier ties up your access to iCloud to purchased and streaming music TV and movies and to all your devices While an Apple Account is essential Apple has made it difficult to navigate the many features associated with it and particularly to troubleshoot and resolve problems that crop up This book answers dozens of questions and guides you through solutions It also explains how to use security recovery and other features tied to your Apple Account

Everything Apple relies on your Apple Account It's a key that unlocks a long list of Apple products and services on any of numerous devices iCloud uses an Apple Account as does Apple Music the App Store the Music TV and Books apps and more An Apple Account protects your personal information including email and iPhone iPad backups helps you find a lost iPhone iPad Mac or Apple Watch and can even unlock your Mac So it goes without saying that if something goes wrong with your Apple Account you could be in for a world of hurt Unfortunately things go wrong with Apple Accounts all the time Fortunately Glenn Fleishman a veteran technology journalist and the author of Macworld's Mac 911 column is ready to help with expert advice on how to manage your Apple Account including how to prevent solve or work around most common problems This book is fully up to date with iOS 26 iPadOS 26 macOS 26 Tahoe watchOS 26 tvOS 26 and other Apple products and services In this book Glenn answers questions like What all is my Apple Account used for How does my iCloud account relate to my Apple Account What's two factor authentication and how do I manage it and not get locked out of my account Should I invest in hardware security keys to up the protection of my Apple Account Are there other mechanisms I can use to ensure that I can recover an Apple Account in the event of a problem Spoiler yes What should I do if I have two or more Apple Accounts or iCloud accounts Will I lose access to all my Apple media purchases if I move to another country Can I share an Apple Account with someone else What does an Apple One subscription offer and how does it interact with Family Sharing and iCloud storage tiers Is there an explanation for how code based and hardware based second factors protect my account and how they differ from passkeys Yes What exactly should I do if I think someone is hacking my Apple Account How can I recover a forgotten Apple Account password What happens if I'm assaulted or drugged and someone gains access to my iPhone passcode and resets my Apple Account Sadly a too real if uncommon problem What steps should I take if Apple locks me out of my account If I lose access to an email address associated with my Apple Account what can I do What Apple Account changes in recent versions of iOS iPadOS and macOS do I need to know about How can I use Family

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Take Control of Your Digital Photos, 3rd Edition Jeff Carlson, 2023-08-28 Build a stress free workflow to import rate tag and organize your digital photos Version 3.0 updated August 28 2023 This book gives you the information you need to build and maintain a digital photo workflow that makes it easy to import rate tag and store photos to find them quickly and easily later It helps you spend more time on the enjoyable aspects of photography capturing and viewing your photos and less on the mundane but essential task of managing all your photos It also puts you in the best position to quickly find and edit your most promising photos Are you drowning in a sea of digital photos Unable to find the shots you re looking for or to stay on top of managing all the photos you re taking Digital photography expert Jeff Carlson gives you a plan for tackling this problem starting with preparing your camera ahead of time then choosing the right app to manage your photos judging and organizing your photos and backing up your photos for safekeeping In this book Jeff offers advice to cover both macOS and Windows along with limited coverage of mobile platforms and to address a broad range of photo management apps including Apple Photos Capture One Lightroom Classic Lightroom desktop Excire Foto Exposure X7 Mylio Photos ON1 Photo Keyword AI and ON1 Photo RAW With this book you ll learn how to Get started with the minimum amount of work Take advantage of software intelligence to do some of the categorizing work for you and find out how you can accomplish some tasks even if you have little time Prep your camera Learn four actions you can take before you head out the door that will make things easier after you return with new pictures Manage your workflow Choose the software and approach that best meets your needs for organizing your photos Import the right way Learn how to assign valuable metadata to all images that come in during the import stage saving lots of time and effort Pick winners and losers Assign ratings to your photos and remove or hide unwanted photos Remove duplicates Use Lightroom Classic Photos for macOS or Gemini Photos for iOS iPadOS to find and delete duplicate images Use AI Machine Learning Learn about AI ML terminology and use software tools like ON1 Photo Keyword AI and Excire Foto to apply keywords automatically Apply keywords and metadata If needed manually apply keywords to individual shots learn how to apply geotags using location data from external devices like an iPhone and use facial recognition to collect shots of specific friends and family members Search with smart albums Build smart albums whose contents change depending on criteria you ve specified allowing you to find photos more easily even in images you add in the future Manage multiple libraries Use Photos for macOS Lightroom Classic or Peakto to manage multiple photo libraries Go mobile Find the right online service for making your photos available on mobile devices based on your needs and which desktop photo management app you use Protect your photos Learn how to implement a backup

strategy that will preserve all your data not just your photos and how to archive photos for the future Secure IT Systems
 Helger Lipmaa,Aikaterini Mitrokotsa,Raimundas Matulevičius,2017-11-03 This book constitutes the proceedings of the 22nd Nordic Conference on Secure IT Systems held in Tartu Estonia in November 2017 The 18 full papers presented were carefully reviewed and selected from 42 submissions The papers address a broad range of topics in IT security and privacy They are organized in the following topical sections outsourcing computations privacy preservation security and privacy in machine learning applications access control and emerging security areas **Human-Computer Interaction --**
INTERACT 2013 Paula Kotzé,Gary Marsden,Gitte Lindgaard,Janet Wesson,Marco Winckler,2013-07-30 The four volume set LNCS 8117 8120 constitutes the refereed proceedings of the 14th IFIP TC13 International Conference on Human Computer Interaction INTERACT 2013 held in Cape Town South Africa in September 2013 The 55 papers included in the second volume are organized in topical sections on E input output devices e readers whiteboards facilitating social behaviour and collaboration gaze enabled interaction design gesture and tactile user interfaces gesture based user interface design and interaction health medical devices humans and robots human work interaction design interface layout and data entry learning and knowledge sharing learning tools learning contexts managing the UX mobile interaction design and mobile phone applications **iPhoto 09 for Mac OS X** Adam Engst,2009-05-06 Visual QuickStart Guide the quick and easy way to learn With iPhoto 09 for Mac OS X Visual QuickStart Guide readers can start from the beginning to get a tour of the applications or look up specific tasks to learn just what they need to know This task based visual guide uses step by step instructions and hundreds of full color screenshots to teach beginning and intermediate users how to make the most out of their digital photos with iPhoto 09 Perfect for anyone who needs to learn the program inside out this guide covers everything from importing tagging editing and perfecting images to creating slideshows and photo albums to easy online Web publishing Readers will learn about everything new in iPhoto 09 including Faces which allows you to organize your photos based on who s in them Places which uses data from GPS enabled cameras or your iPhone s camera to categorize photos by location with easily recognizable names themed slideshows online sharing via Facebook and Flickr with one click enhanced photo editing tools and more

The Enigmatic Realm of **Take Control Of Dropbox**: Unleashing the Language is Inner Magic

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