

Cove Apple Club Meeting Notes

Wednesday, March 14, 2018

DIGITS by T-Mobile

- Web app for any computer: webdigits.t-mobile.com
- Mac app: webdigits.t-mobile.com, then click the link “Download the app & always stay connected!” below the login area
- iOS app for iPhone or iPad: Search App Store for “**T-Mobile DIGITS**” - make sure the publisher is listed as T-Mobile

Personal Hotspot

- support.apple.com/en-us/HT204023

Instant Hotspot

- support.apple.com/en-us/HT204681

Use mailboxes to organize emails on your iPhone, iPad and iPod touch

- support.apple.com/en-us/HT207213

Learn about Mailboxes on Mail app for Mac

Mail app → Help → type “Mailboxes” into search box, then select from Help topics shown

The Wirecutter’s 2018 Guide to Backing Up Your Mac

- thewirecutter.com/reviews/how-to-back-up-your-computer/

Try BackBlaze & Get a Free Month When You Sign Up!

- secure.backblaze.com/r/00j72i

Get a 2Tb external USB HD for \$65 SHIPPED from Amazon!

- amzn.to/2FEtnp6 - Use this link to help the Club!

Tonight’s Full Presentation

- Available Thursday in the Cove Apple Club Archives in Keynote and PDF format, along with many years of past meeting presentations:
- www.coveappleclubarchives.com/meeting_archives/2018/



Our pick

Backblaze
The best cloud backup service

A good cloud backup service is simple to use and runs in the background after you set it up once.

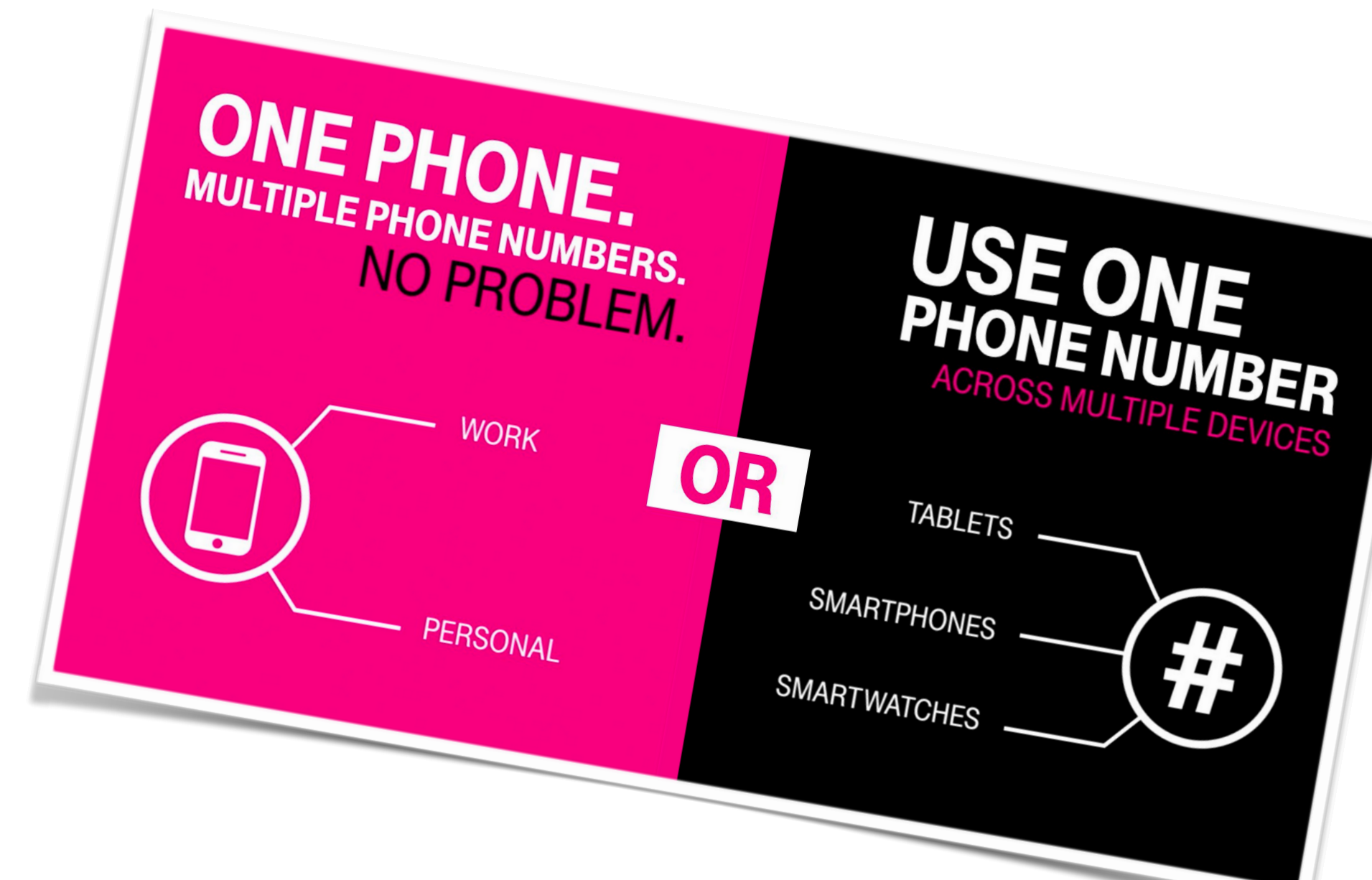
BACKBLAZE
ONLINE BACKUP

\$50 from Backblaze
(per year, or \$5 per month)



Cove Apple Club

March 14, 2018



PLAYBILL

Give our regards to

BROADWAY

Thursday, March 29, 2018
Cypress Cove Nudist Resort & Spa
Lakeside Restaurant - 6-8pm

Tonight's Topics

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- T-Mobile DIGITS

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- T-Mobile DIGITS
- Mobile Hotspots

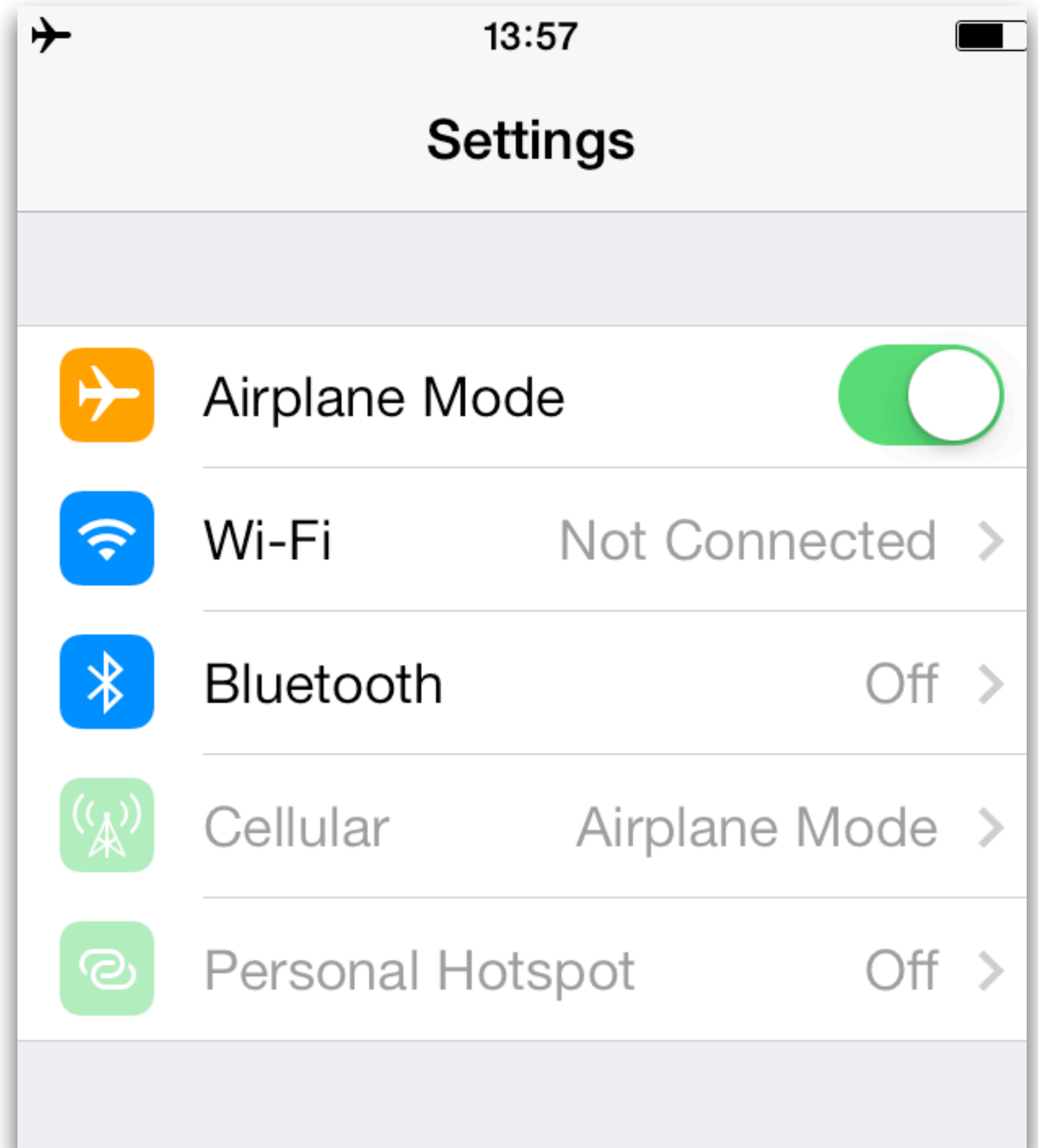
Tonight's Topics

- T-Mobile DIGITS
- Mobile Hotspots
- Mailboxes

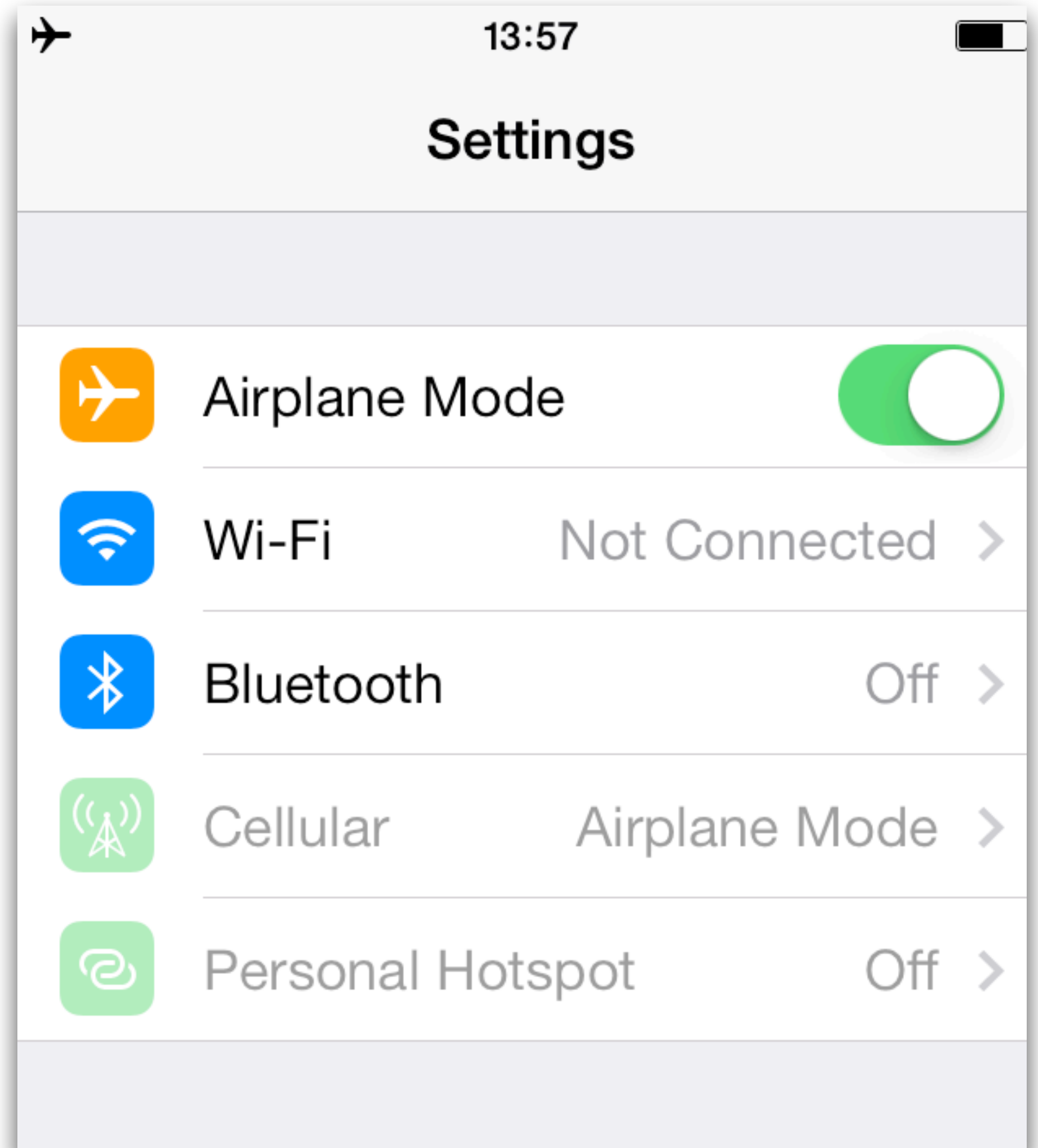
Tonight's Topics

- T-Mobile DIGITS
- Mobile Hotspots
- Mailboxes
- How to Backup Your Mac

**Airplane Mode,
Everybody!**
Pretty please!



Thank You!



Support the Cove Apple Club



COVE APPLE CLUB

Now in our **SECOND DECADE** of fun!

[HOME](#)[MEETINGS](#)[EMAIL LIST](#)[SHOP](#)[ARCHIVES](#)

SHARE. LEARN. LAUGH!

Join **over 200 Cypress Cove residents and members** in the Cove Apple Club, and you'll learn more and get a lot more fun and productivity out of all your Apple gear! The Cove Apple Club has been meeting **every month for over a decade**, and the fun just keeps getting better and better!

We meet twice a month, year-round. Check our [upcoming meeting schedule](#) and plan to join us at our next meeting!

If you're new to the world of Apple, an old Machead from years back, or even a frustrated Windows user, you will find something interesting and entertaining at each of our meetings. Our meetings are fun and informative, with topics presented covering the range from beginner to advanced.

Our focus is on Apple products, but we often also look at other new technologies not specific to the Apple platform, ranging from computer security to Internet telephony to changes in the industry to neat new tech gadgets of interest to everyone.

All Apple products are fair game at our meetings: iPad, iPhone, iPod, Apple TV, Apple Watch and Macs of all sizes, as well as the huge world of Apple software, hardware and accessories.

Find out more about the club, our meeting schedule and how you can get in on the fun. Click the links below for details, and be sure to join our [email list](#) for all the latest updates.

Come join us and learn how to DO MORE and HAVE FUN with your Apple gear!



NOT JUST FOR NERDS!

Everyone is welcome at our club meetings. We warmly welcome curious or frustrated PC, Windows and Android users, as well as anyone interested in anything Apple-related. There's a little something for everyone at each and every Cove Apple Club meeting, so don't miss out!

JOIN US!

[Click here for meeting dates and info.](#)

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SUPPORT THE COVE APPLE CLUB WHEN YOU SHOP AT AMAZON.COM

The next time you need some new Apple or other tech gear (or anything else from the 20,000,000 items in stock!), start your online shopping session with our link to Amazon.com. Your purchase will earn a little money for the Cove Apple Club, which we save up all year for a big Holiday Party for all members of the club! We update club members on the earnings every month.

So be sure to click the Amazon logo below when you need to shop for Mac products online...and “give back” to the Cove Apple Club – without costing you an extra cent! Thanks!

TWO EASY WAYS TO USE THE AMAZON SHOPPING LINK

1. [Just click here](#) — you'll be sent to the Amazon.com homepage.
2. Just click the Amazon banner ad below.



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1. [Just click here](#) — you'll be sent to the Amazon.com homepage.
2. Just click the Amazon banner ad below.



Since our last meeting

Feb 26 2018 - Mar 13 2018 / [Custom Date Range](#) Tracking ID: [All](#) Last Updated: Mar 13 2018 +00:00

Summary

\$132.26

Fees

\$132.26

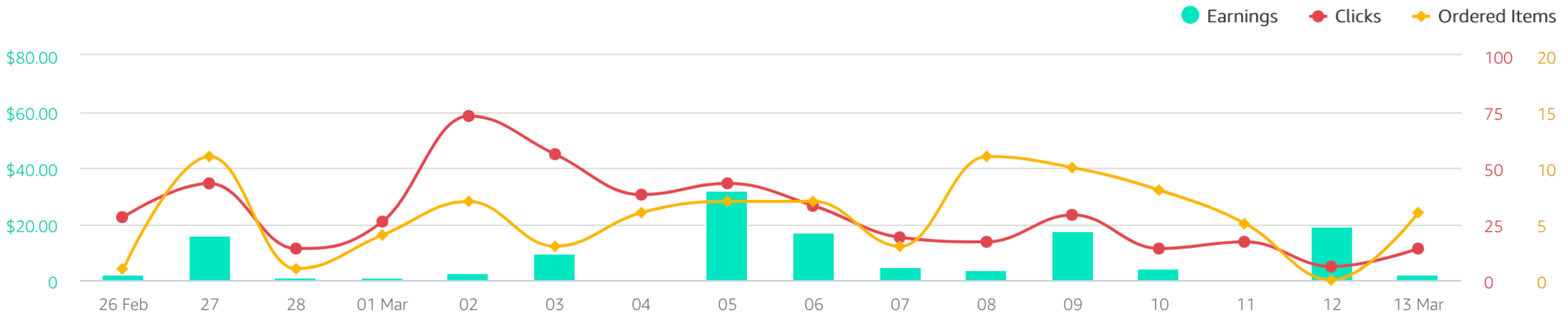
Bounties

\$0.00

Amazon CPM Ads

\$0.00 \$

[Get Started with CPM Ads](#)



Clicks	Ordered Items	Shipped Items	Returned Items	Conversion	Shipped Items Revenue	Total Earnings
470	90	81	2	19.15%	\$2,548.45	\$132.26

2018 YTD

Jan 01 2018 - Mar 13 2018 / [This Year](#) Tracking ID: [All](#) Last Updated: Mar 13 2018 +00:00

Summary

\$687.22

Fees

\$679.22

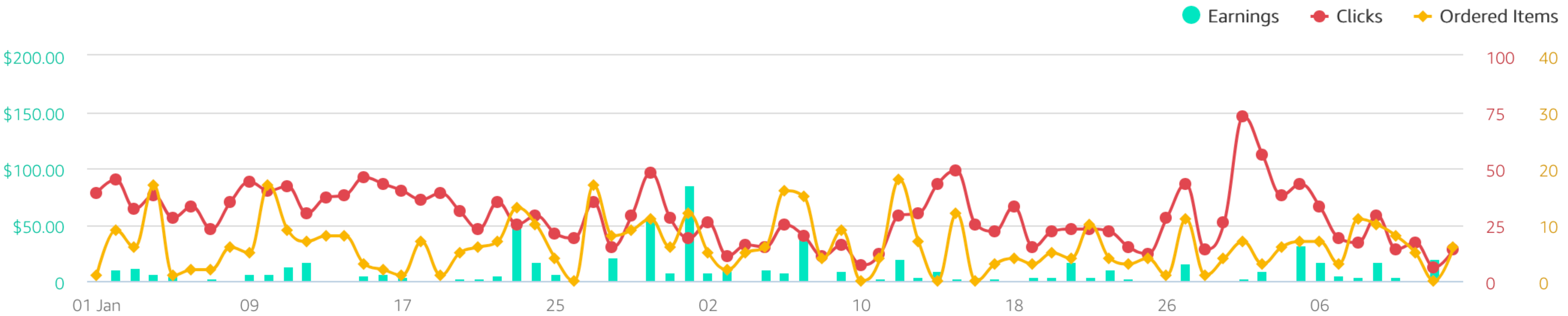
Bounties

\$8.00

Amazon CPM Ads

\$0.00 \$

[Get Started with CPM Ads](#)



Clicks	Ordered Items	Shipped Items	Returned Items	Conversion	Shipped Items Revenue	Total Earnings
2,057	453	424	8	22.02%	\$13,126.56	\$679.22

DIGITS from T-Mobile

T-Mobile DIGITS



What is DIGITS on the Web?

Your T-Mobile ID

Your password

[Forgot your password?](#)


[Sign In](#)

[Sign Up](#)

[Download the app & always stay connected!](#)

DIGITS from T-Mobile

T-Mobile DIGITS



[What is DIGITS on the Web?](#)

Your T-Mobile ID

T-Mobile ID (email or phone number)

Your password

Password

[Forgot your password?](#)

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DIGITS from T-Mobile

- Free Web app, iOS app & Mac app for T-Mobile customers

T-Mobile DIGITS



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- Free Web app, iOS app & Mac app for T-Mobile customers
- Replicates the phone functions of your iPhone to make/take calls, send/receive text messages, retrieve & download voicemail

T-Mobile DIGITS



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DIGITS from T-Mobile

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- Replicates the phone functions of your iPhone to make/take calls, send/receive text messages, retrieve & download voicemail
- Remarkable in that it does what a phone does, without a SIM card

T-Mobile DIGITS



[What is DIGITS on the Web?](#)

Your T-Mobile ID

T-Mobile ID (email or phone number)

Your password

Password

[Forgot your password?](#)

Sign In

Sign Up

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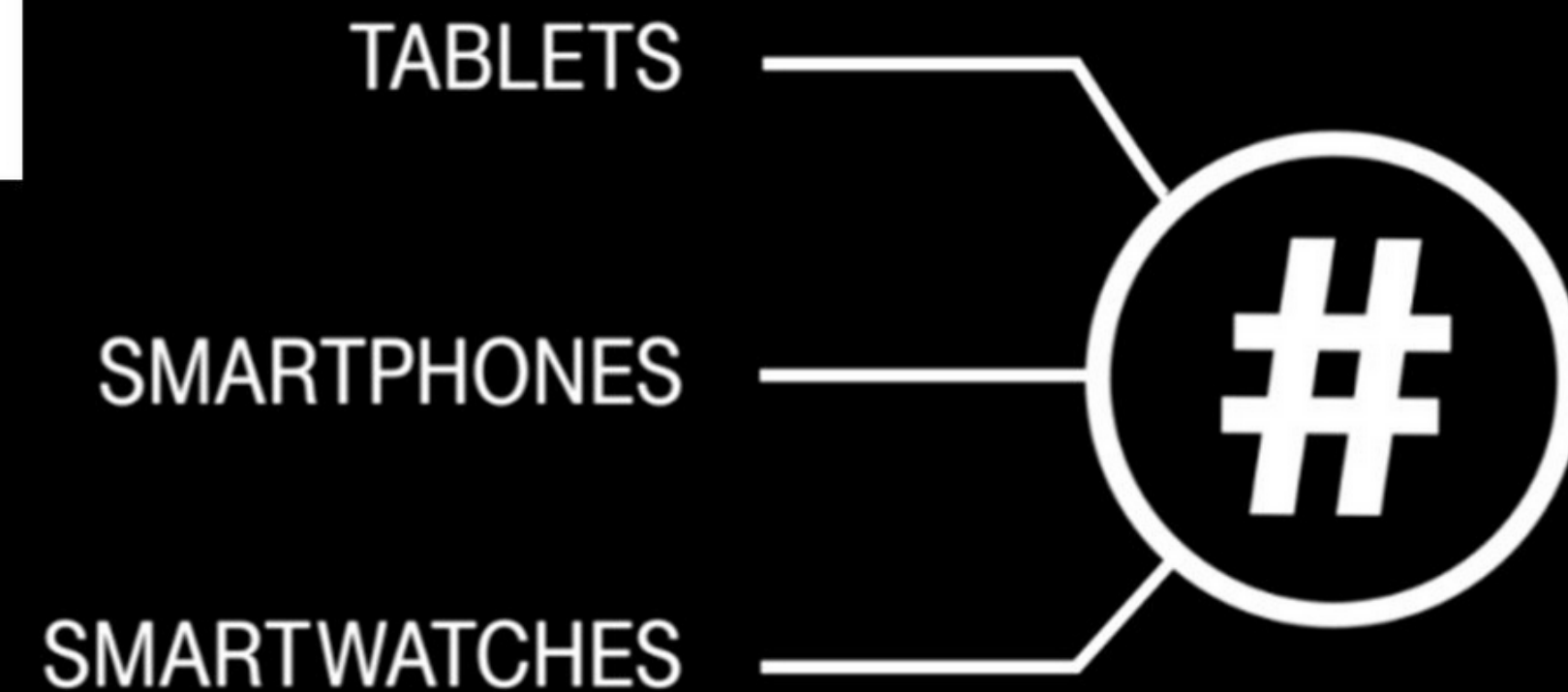
**Here's what you can do
with DIGITS**

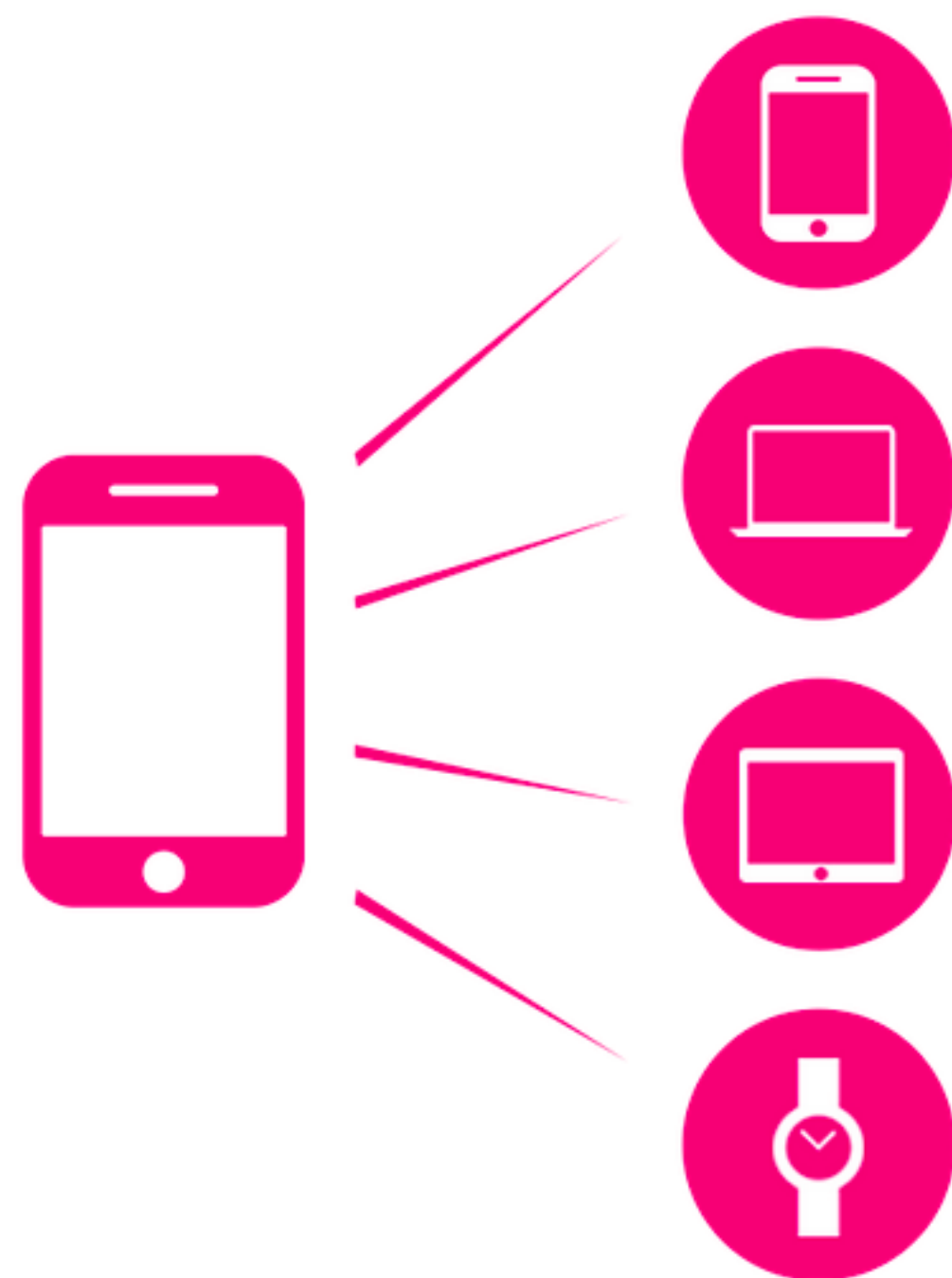
ONE PHONE.
MULTIPLE PHONE NUMBERS.
NO PROBLEM.



OR

USE ONE
PHONE NUMBER
ACROSS MULTIPLE DEVICES





Use your number from anywhere

DIGITS works on any compatible internet-connected device you have with you. So if you forget your phone at home, you can use your tablet or computer to text and make calls.

Qualifying plan required.



Access your personal number on a work phone

Have a separate work phone? Even if it's with Verizon, Sprint, or AT&T, you can use it to talk and text from your T-Mobile number.

Compatible device required.



Personal

425-555-1263



Friends

425-555-2296



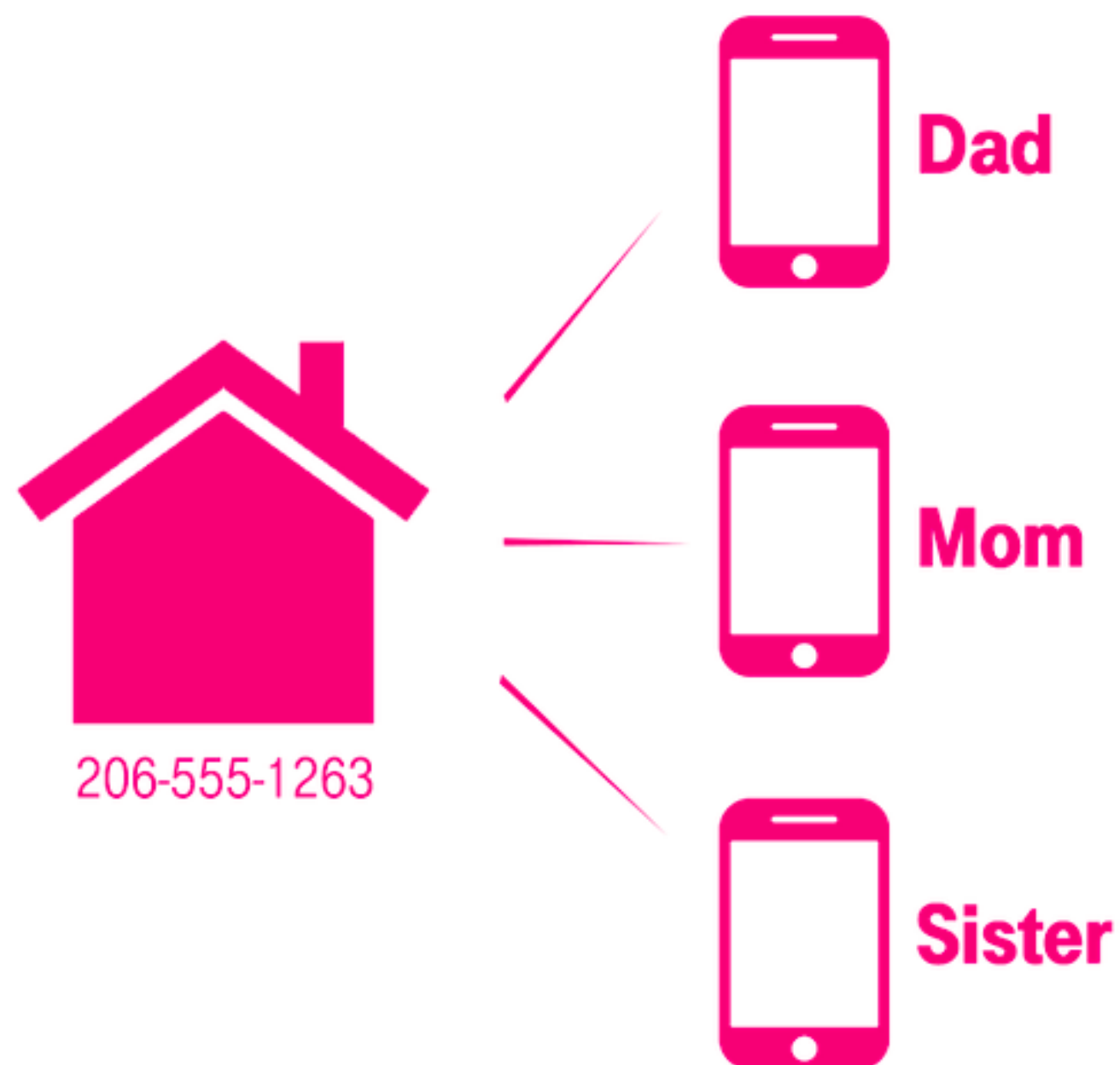
Work

206-555-6321



Set up separate numbers for different groups

Easily add numbers for work, family, or friends—and use them all from one device. No more carrying around multiple phones!



Share one number with multiple people

Keep a group connected with a single number that rings on every phone—perfect for a family that wants to replace their landline with a mobile number.

#1 Reason You'd Want DIGITS

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 - Get/make all your landline calls from your iPhone, iOS device or Mac

#1 Reason You'd Want DIGITS

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 - Get/make all your landline calls from your iPhone, iOS device or Mac
 - Eventually migrate away from your landline number



INTRODUCING
DIGITS™
FROM T-MOBILE
425-555-9622





INTRODUCING
DIGITS™
FROM T-MOBILE
425-555-9622



Demo!

T-Mobile DIGITS



What is DIGITS on the Web?

Your T-Mobile ID

T-Mobile ID (email or phone number)

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Password

Forgot your password?

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Sign Up

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Personal Hotspots

Instant Hotspots



Personal Hotspot



Personal Hotspot

- A Personal Hotspot lets you share the cellular data connection of your iPhone when you don't have access to a Wi-Fi network.



Personal Hotspot



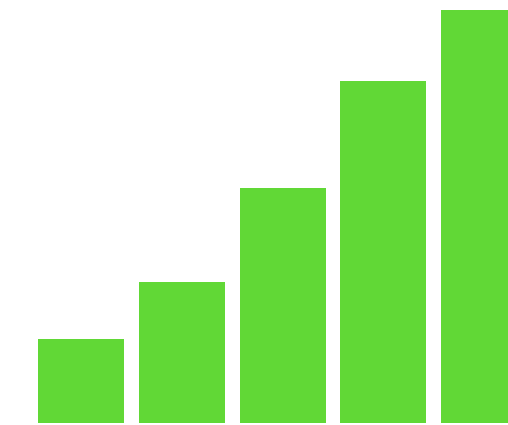
Personal Hotspot

- Your phone's cellular data connection connects you to the internet



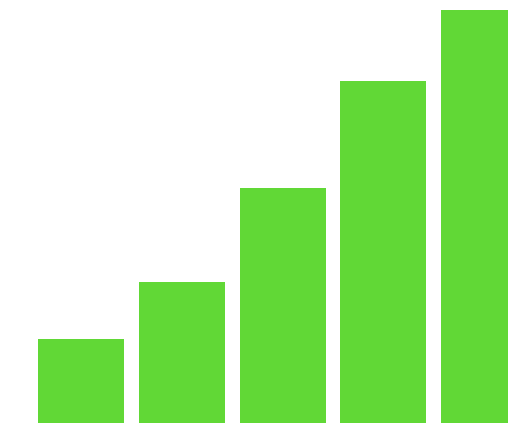
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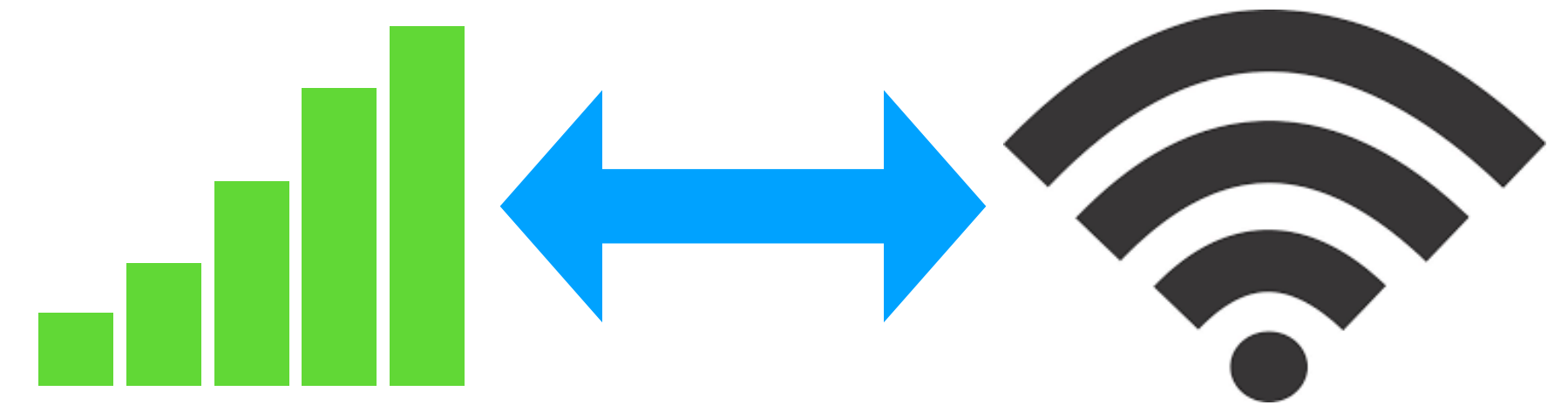
Personal Hotspot

- Your phone's cellular data connection connects you to the internet
- You turn on the Personal Hotspot feature on your phone, which turns on the cellular-to-Wi-Fi bridge and router



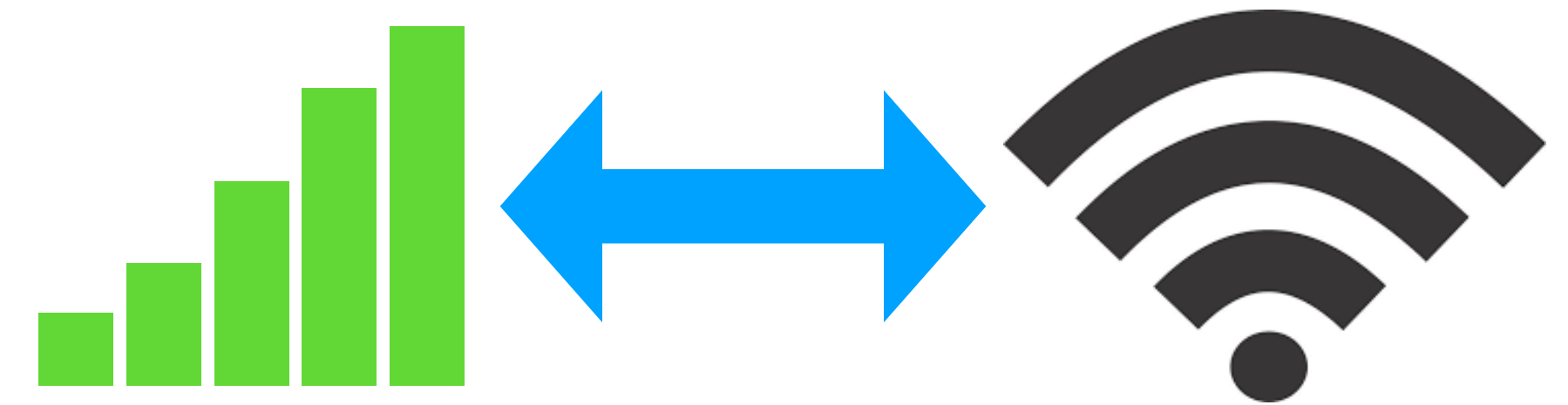
Personal Hotspot

- Your phone's cellular data connection connects you to the internet
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- Your iPhone puts out a Wi-Fi signal that your other device(s) can connect to



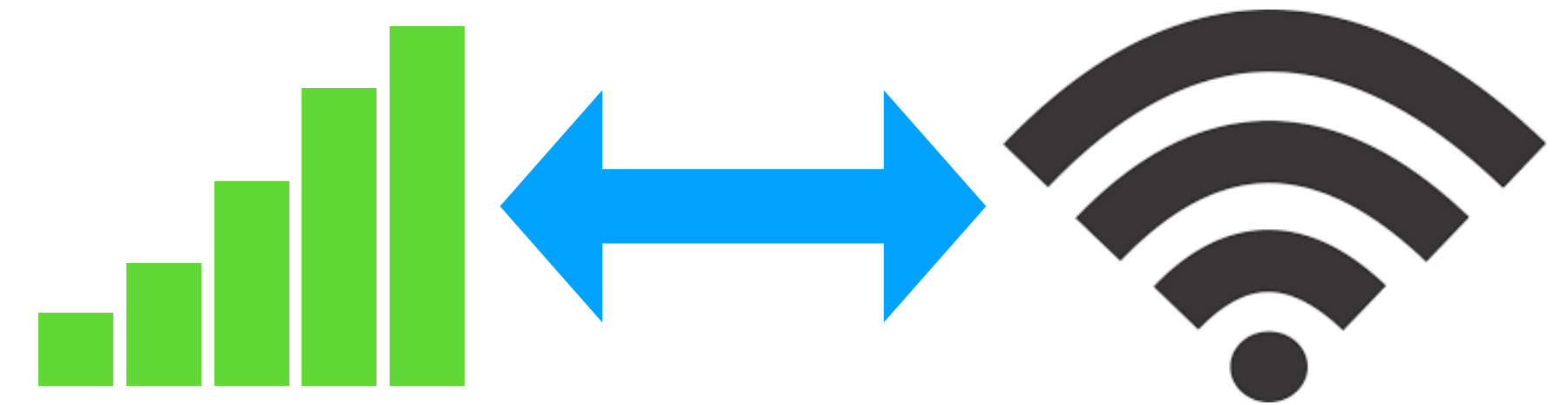
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- All of the radio connections are encrypted



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- Your iPhone puts out a Wi-Fi signal that your other device(s) can connect to
- All of the radio connections are encrypted
- You can also connect to the Personal Hotspot over Bluetooth or USB cable



When to Use Personal Hotspot



When to Use Personal Hotspot

- You need to use your Mac or iPad in a place where there's no Wi-Fi available



When to Use Personal Hotspot

- You need to use your Mac or iPad in a place where there's no Wi-Fi available
- You want to sync your Kindle in a place where there's no Wi-Fi available



When to Use Personal Hotspot

- You need to use your Mac or iPad in a place where there's no Wi-Fi available
- You want to sync your Kindle in a place where there's no Wi-Fi available
- Your Snowbird friend needs to use their Canadian phone, and they have no data plan



When to Use Personal Hotspot

- You need to use your Mac or iPad in a place where there's no Wi-Fi available
- You want to sync your Kindle in a place where there's no Wi-Fi available
- Your Snowbird friend needs to use their Canadian phone, and they have no data plan
- You're in a location where you have a cellular signal but your friend's device on another carrier has no signal



And Then There's Instant Hotspot



And Then There's Instant Hotspot

- Instant Hotspot lets you instantly connect your Mac desktop or laptop to your iPhone, ***without entering a password***



And Then There's Instant Hotspot

- Instant Hotspot lets you instantly connect your Mac desktop or laptop to your iPhone, ***without entering a password***
- Relies on iOS / macOS Continuity features, with Bluetooth, AppleID and Wi-Fi



Instant Hotspot

With Instant Hotspot, the Personal Hotspot on your iPhone or iPad (Wi-Fi + Cellular) can provide Internet access to a Mac, iPhone, iPad, or iPod touch without requiring you to enter the password on those devices.

Set up Instant Hotspot

Use Instant Hotspot with any Mac, iPhone, iPad, or iPod touch that meets the [Continuity system requirements](#). It works when your devices are near each other and set up as follows:

- Your iPhone or iPad (Wi-Fi + Cellular) has an activated carrier plan providing [Personal Hotspot](#) service.
- Each device is [signed in to iCloud with the same Apple ID](#).
- Each device has Bluetooth turned on.
- Each device has Wi-Fi turned on.

Use Instant Hotspot






requirements. It works when your devices are near each other and set up as follows:



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Use Instant Hotspot



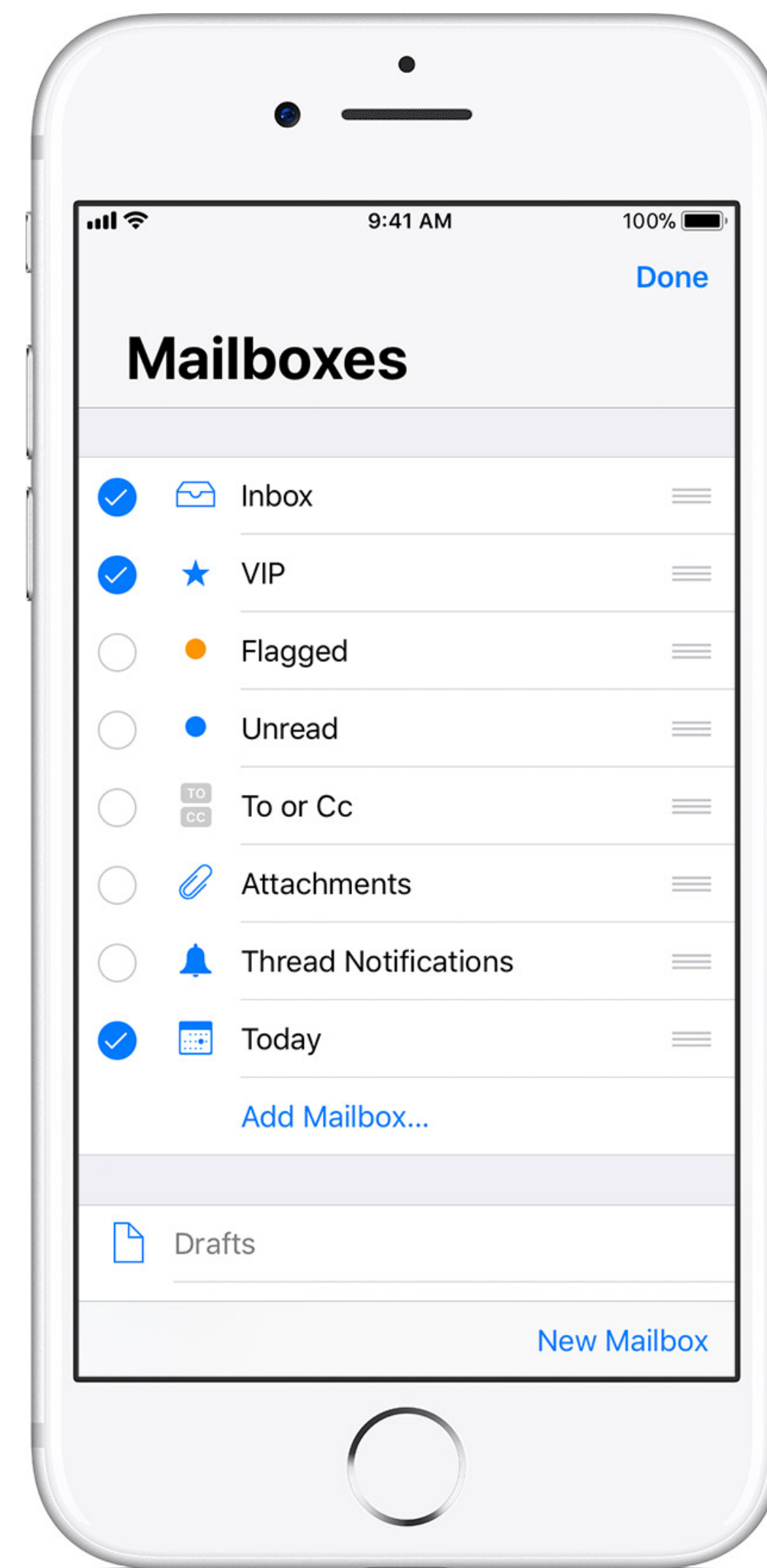
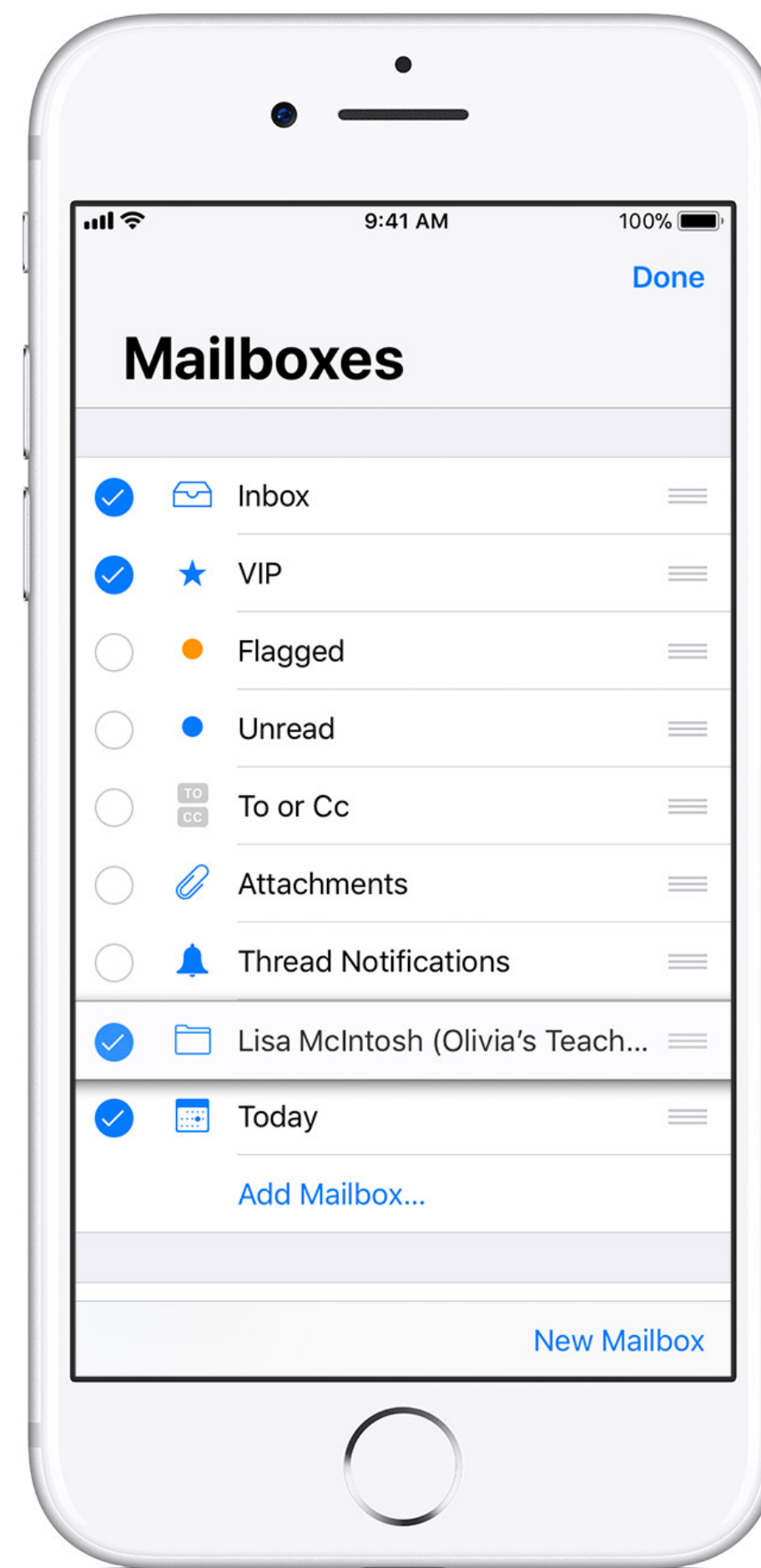
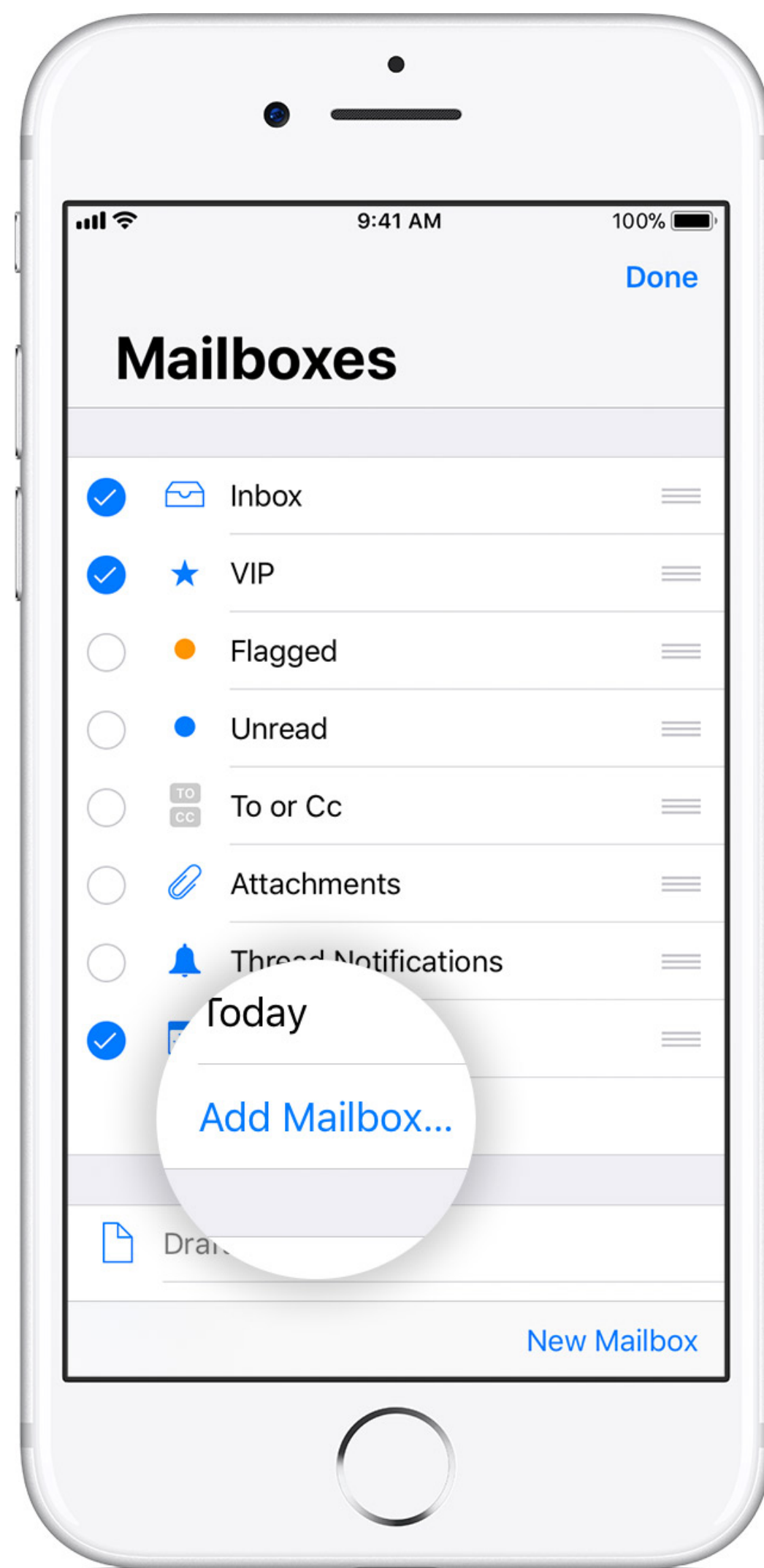
To connect to your Personal Hotspot:

- On Mac, use the Wi-Fi status menu  in the menu bar to choose the name of the iPhone or iPad providing your Personal Hotspot .
- On iPad, iPod touch, or even another iPhone, go to Settings > Wi-Fi, then tap the name of the iPhone or iPad providing your Personal Hotspot .

If you're asked for a password when connecting, make sure that your devices are set up as described above. The Wi-Fi status icon  in the menu bar shows the Personal Hotspot icon  as long as your device remains connected to your Personal Hotspot.

Demo!





Mailboxes

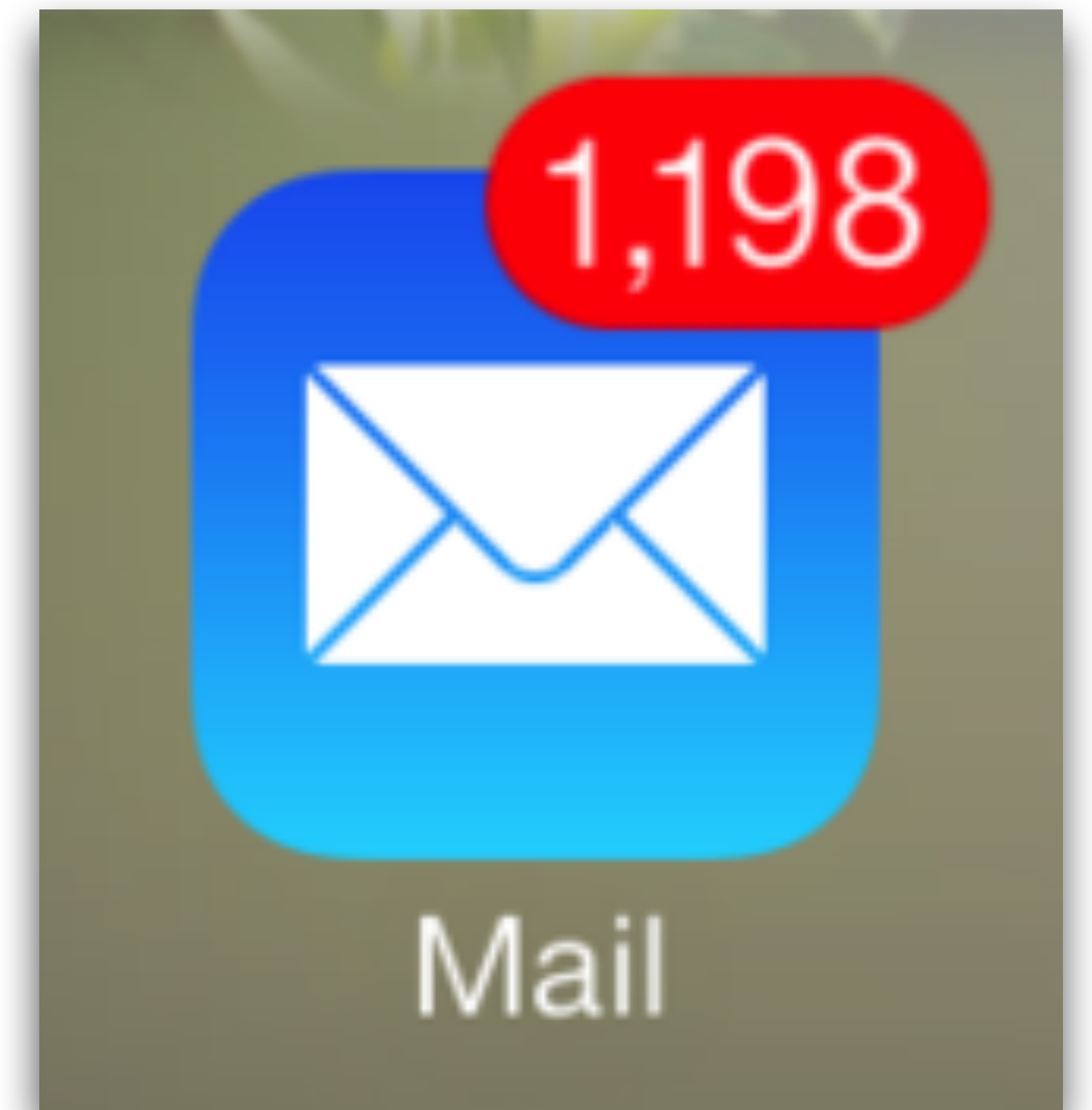
Bring some sanity to your email!

Mailboxes



Mailboxes

- When you first start using Mail, Apple sets up a several Mailboxes for you, called Inbox, Trash, Junk and sometimes, Archive.



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- Inbox is the default location where all new incoming emails will be stored.
- You can create any number of additional Mailboxes in which to file the email you want to keep.

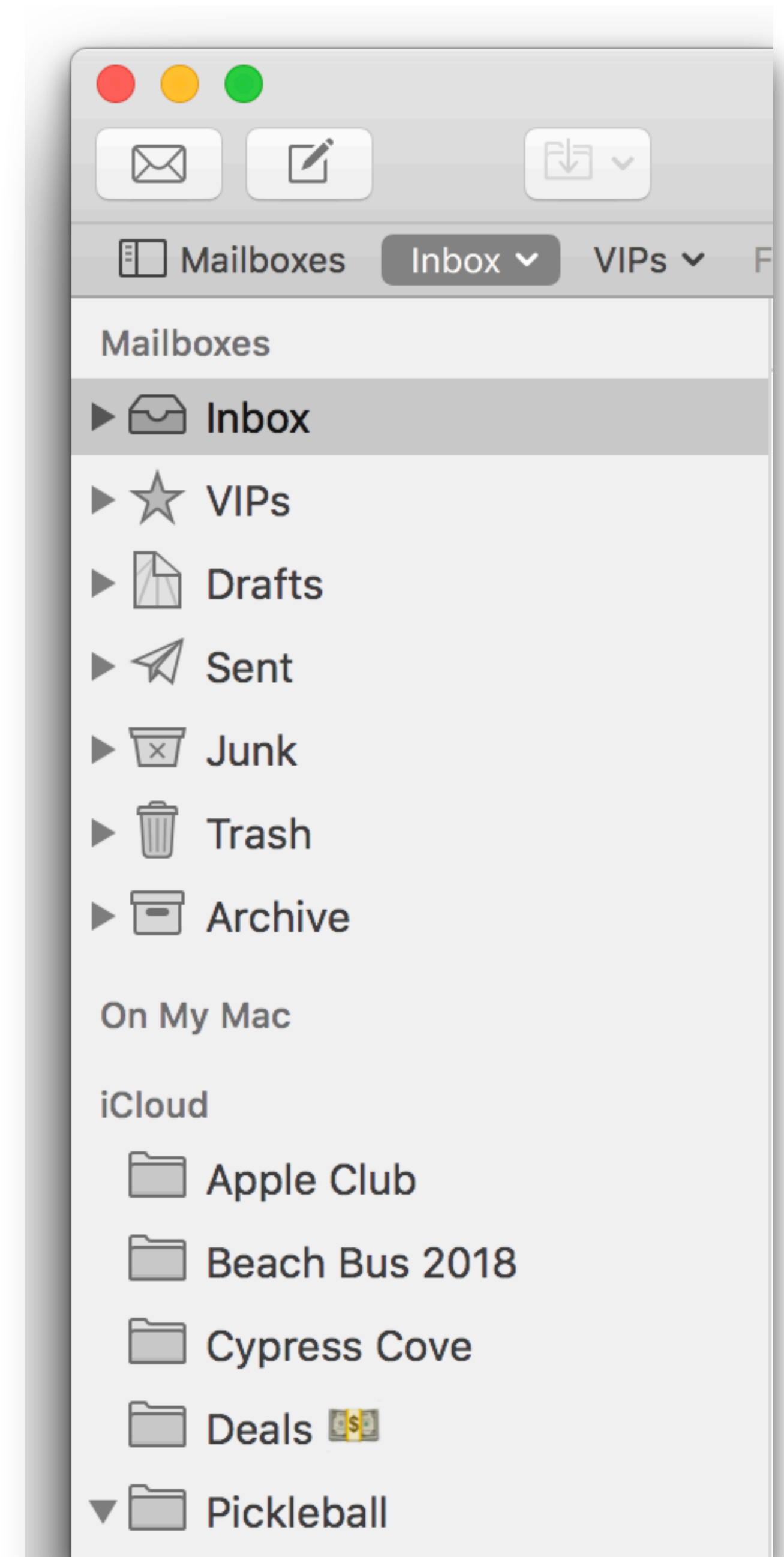


Mailboxes

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- Inbox is the default location where all new incoming emails will be stored.
- You can create any number of additional Mailboxes in which to file the email you want to keep.
- Just because you ***can***, doesn't mean you **should**!



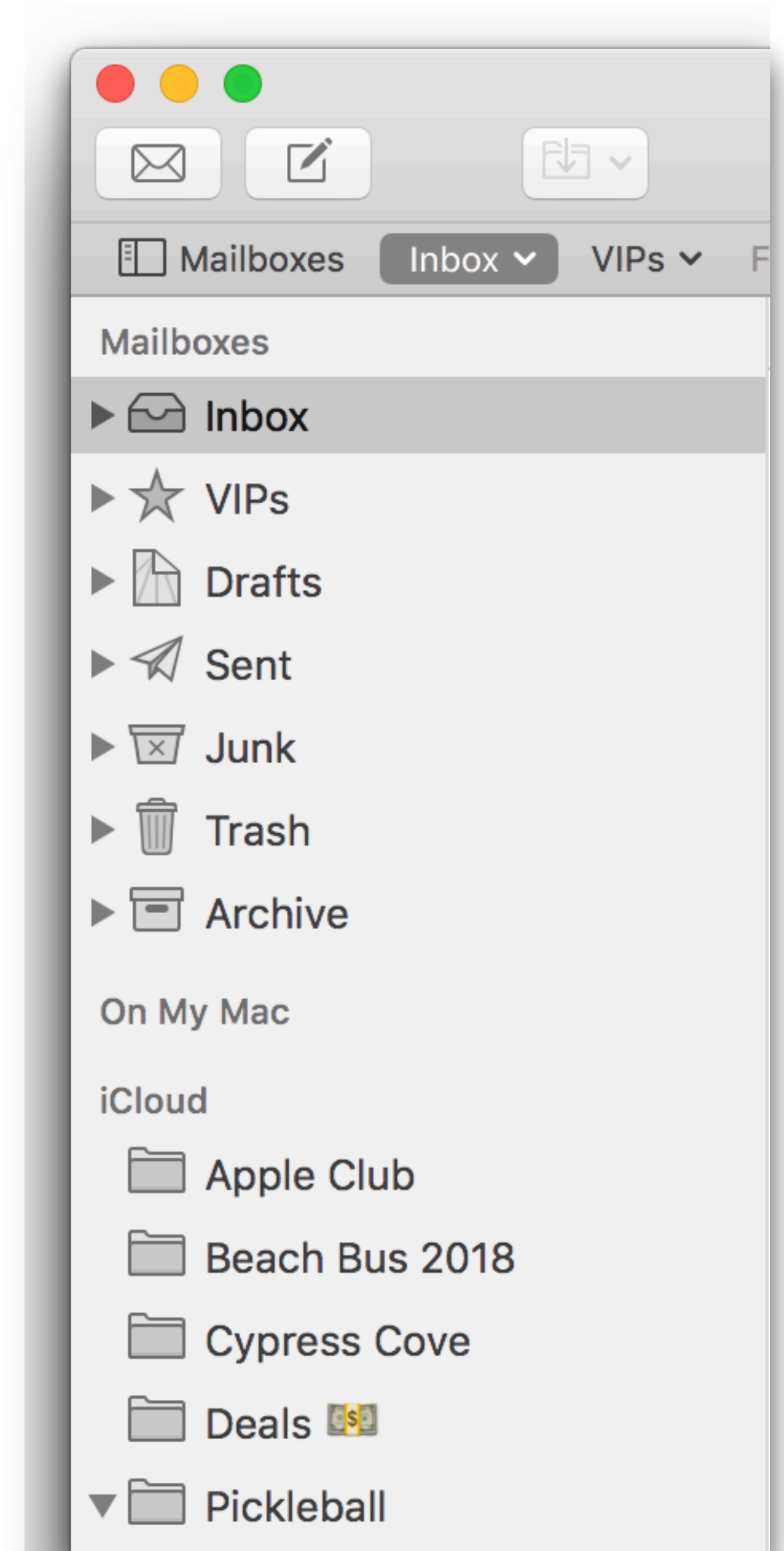
Mailbox Best Practices*



* According to Mike

Mailbox Best Practices*

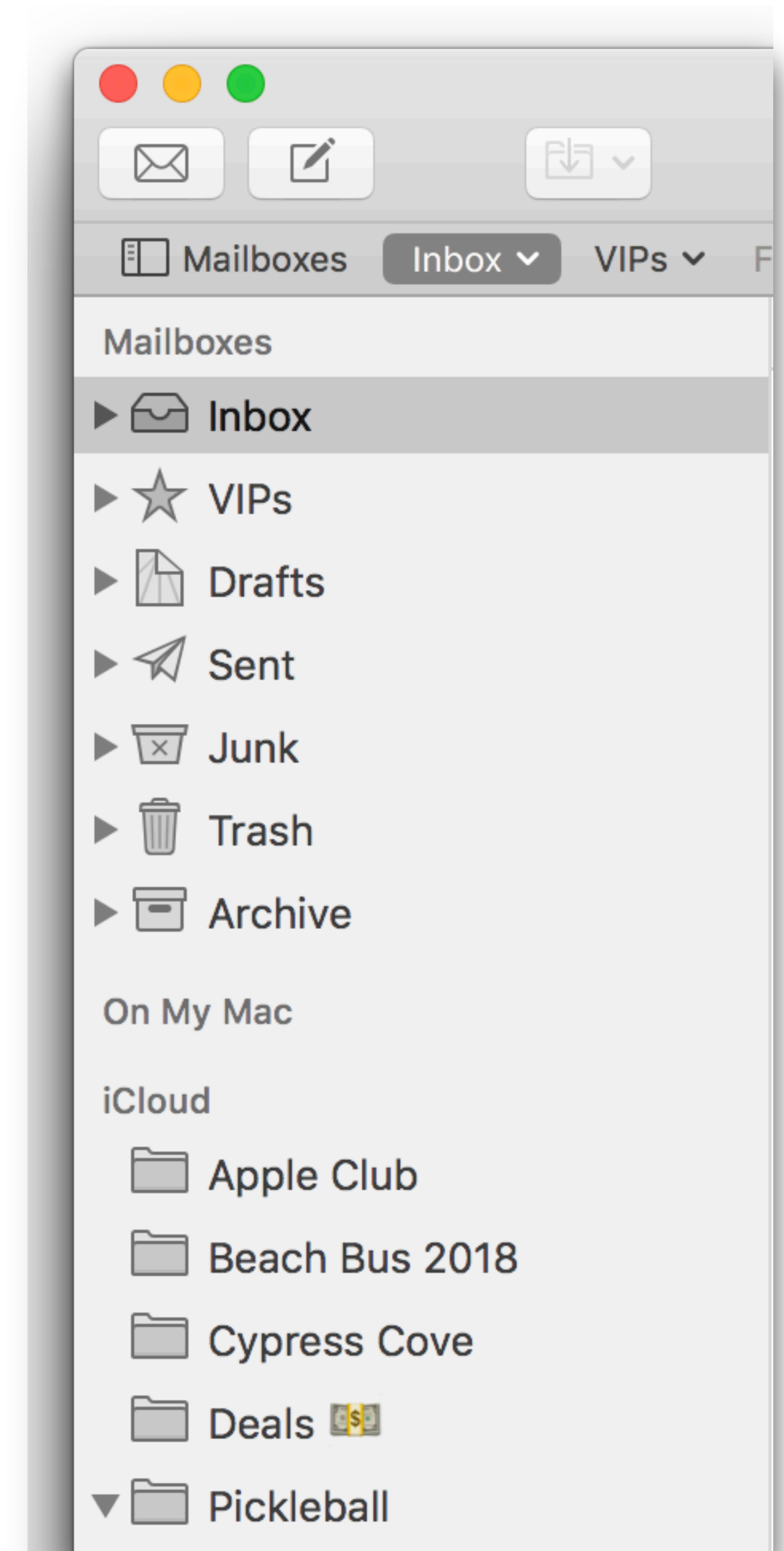
- Do not spend your precious few remaining seconds of life micro-managing your emails into dozens and dozens of tiny little buckets!



* According to Mike

Mailbox Best Practices*

- Do not spend your precious few remaining seconds of life micro-managing your emails into dozens and dozens of tiny little buckets!
- A dozen ***or fewer*** discrete mailboxes for **BIG** projects / life events should be plenty!

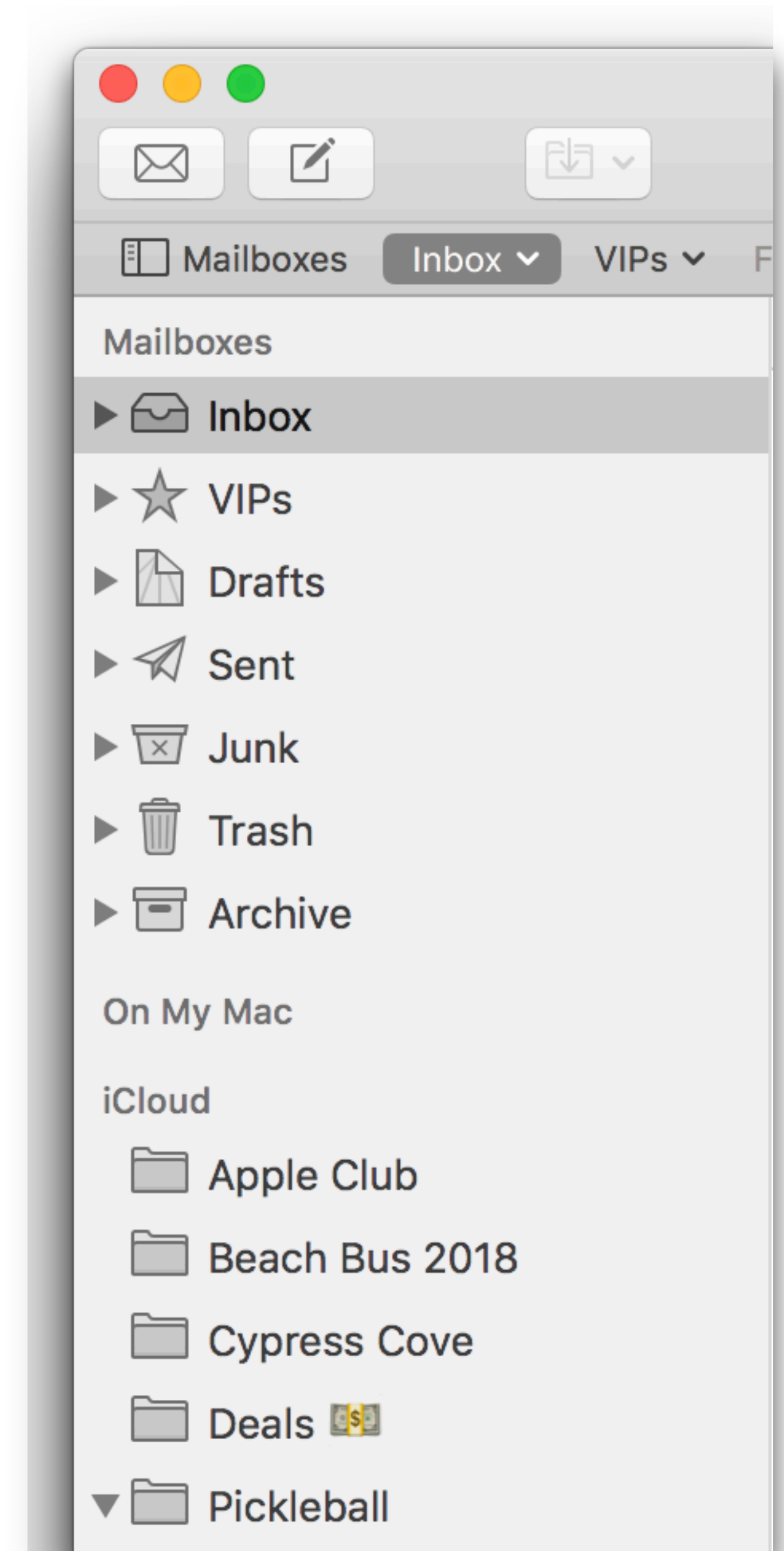


* According to Mike

Mailbox Best Practices*

- Do not spend your precious few remaining seconds of life micro-managing your emails into dozens and dozens of tiny little buckets!
- A dozen ***or fewer*** discrete mailboxes for **BIG** projects / life events should be plenty!
- Toss **everything else** into Archive, and let the supercomputer sitting in front of you find what you want just when you need it!

* According to Mike



E-mail Diet / Inbox Zero



Get More Done

“Do E-Mail” Less



- Free yourself!

- Free yourself!
- The golden hours

- Free yourself!
- The golden hours
- 10 & 4

- Free yourself!
- The golden hours
- 10 & 4
- Process to Zero

- Free yourself!
- The golden hours
- 10 & 4
- Process to Zero
- Get more done. *Do e-mail less.*

Free yourself!

Free yourself!

- Don't keep mail running all the time!

Free yourself!

- Don't keep mail running all the time!
- Turn off audible/visible notifications

Free yourself!

- Don't keep mail running all the time!
- Turn off audible/visible notifications
- Turn off auto-checking

Free yourself!

- Don't keep mail running all the time!
- Turn off audible/visible notifications
- Turn off auto-checking
- Send out “E-mail diet” notice - 1st of the month

Free yourself!

- Don't keep mail running all the time!
- Turn off audible/visible notifications
- Turn off auto-checking
- Send out “E-mail diet” notice - 1st of the month
- Don't cheat

Hello!

During July, I have a number of large time-critical projects to complete -- along with a week of travel and a week of vacation!

In an effort to increase my productivity by focusing on high output rather than constant input, I am going to conduct an experiment during July. I realized that I have been spending much more time than seems reasonable shuffling through e-mail and less time focused on the tasks at hand. So, for the month of July at least, I will only be reading and responding to e-mail at 10:00a and 4:00p (CT) each weekday.

As always, if you need an immediate response to a time-critical request -- or you just want to discuss a project or problem rather than stuffing it into an e-mail -- **please call my cell phone which is available every day 8:00a to 5:00p (CT) at 972/333-3532. I usually answer on the first ring.**

To those of you using Lotus SameTime IM inside Epson, I will be logged into SameTime during work hours. If you're outside of Epson, you can use AOL AIM or Skype and contact me at screenname **TxReason**.

I think this new approach to e-mail management will produce better and more focused work on my part, and very likely, no impact to our business effectiveness working together.

Thank you for your support and wish me luck on a month of life outside the Inbox!

Regards,

Mike

--

Mike Sullivan / Sr. Mgr., Training
Epson America, Inc. / Dallas, TX

The Golden Hours



10 & 4



Process to Zero



Choose one:



Delete



Delegate



Respond



Defer



Do

Processing

Processing

- Use “smart mailboxes” wherever possible

Processing

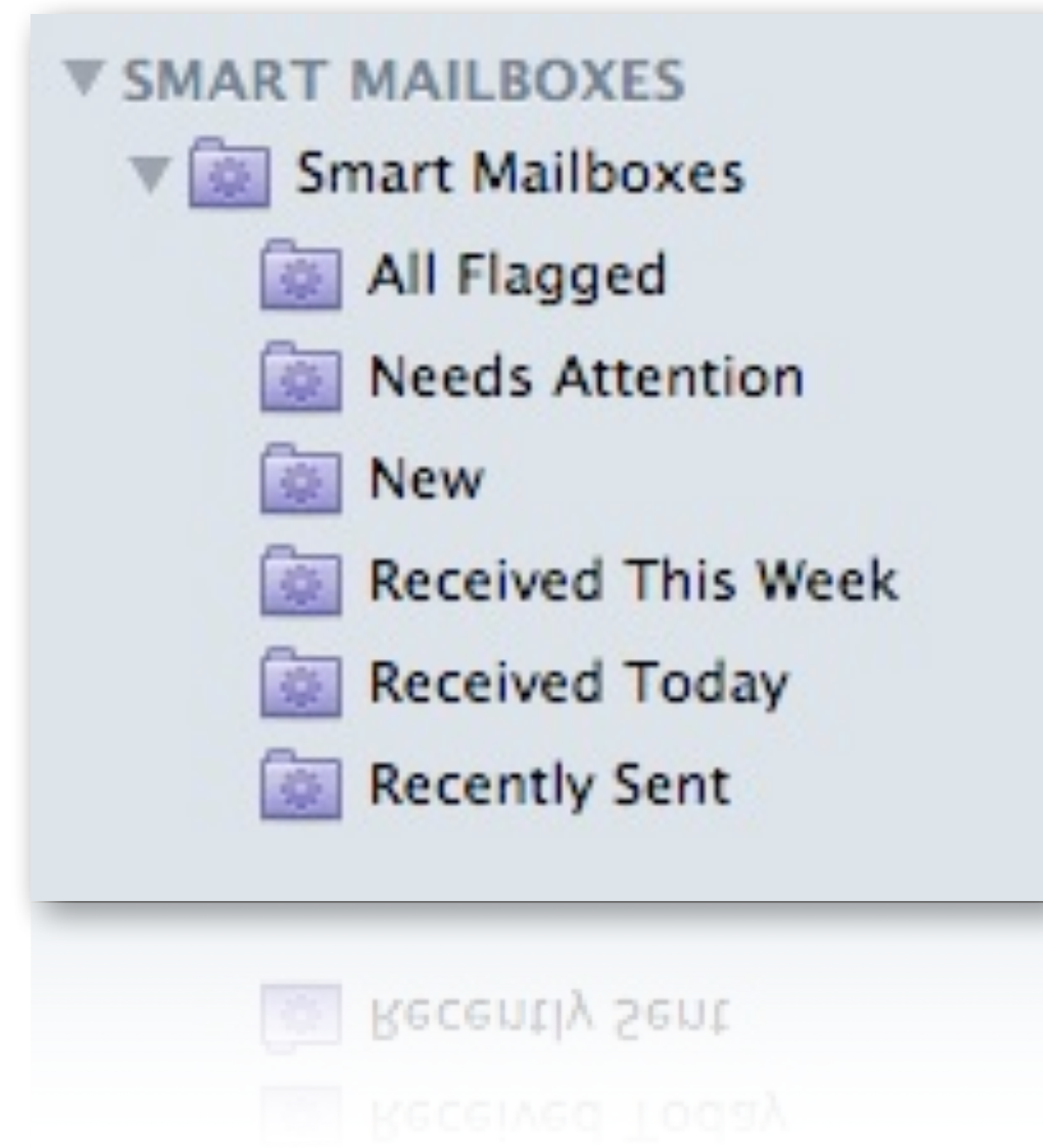
- Use “smart mailboxes” wherever possible
- Use e-mail’s global search to retrieve things

Processing

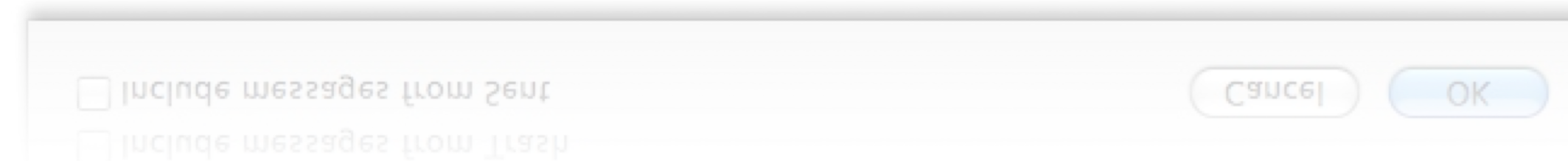
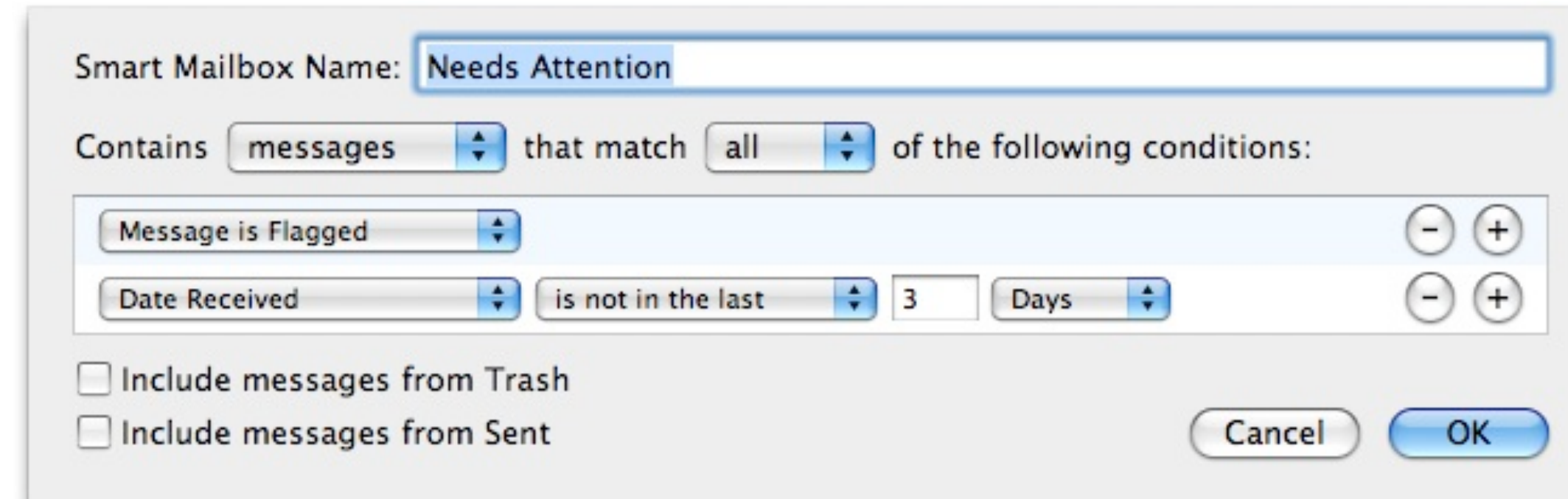
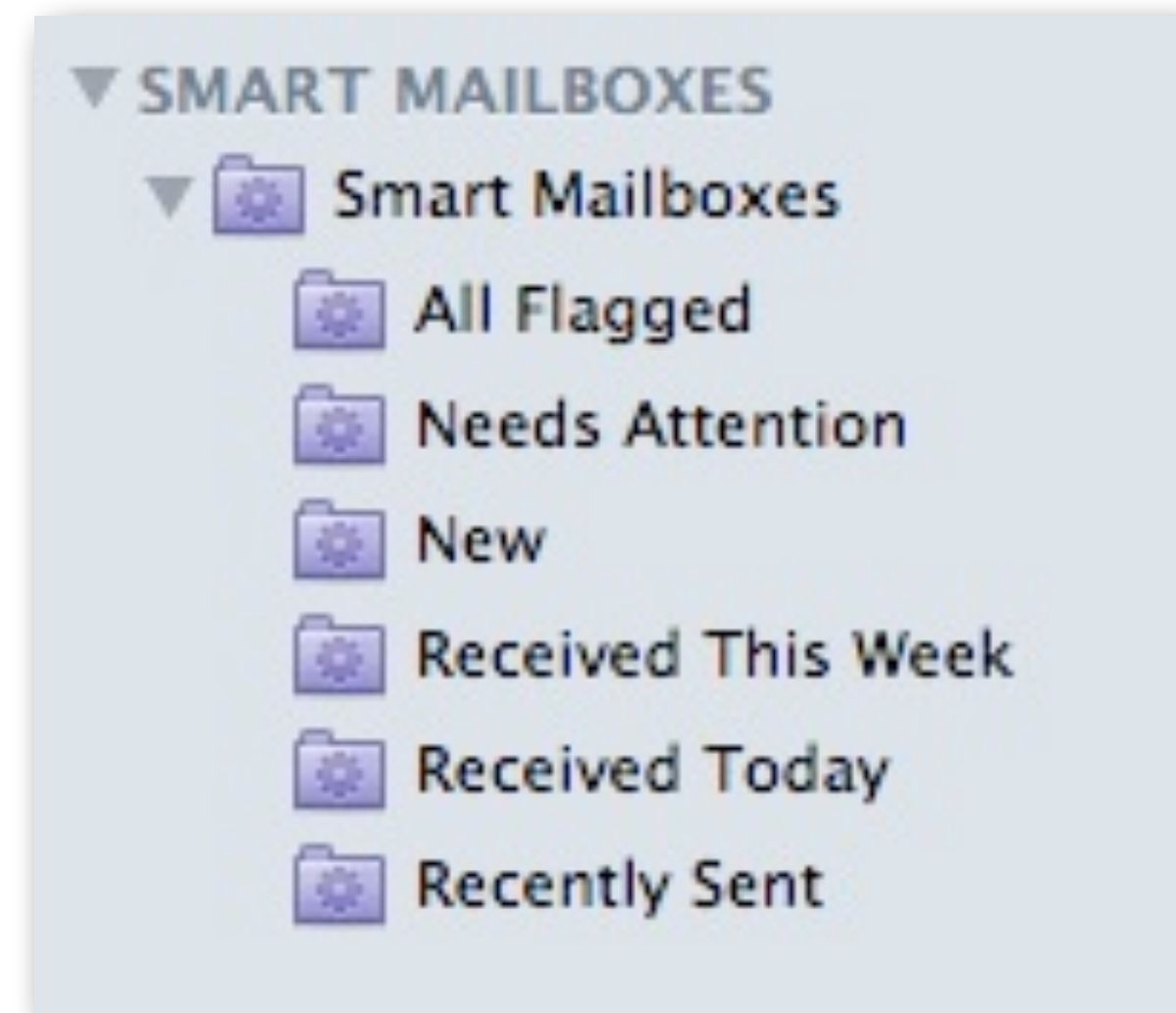
- Use “smart mailboxes” wherever possible
- Use e-mail’s global search to retrieve things
- Don’t over-file everything

Smart mailboxes

Smart mailboxes



Smart mailboxes



Global Search

Global Search

All Mailboxes (Found 6 matches for search)

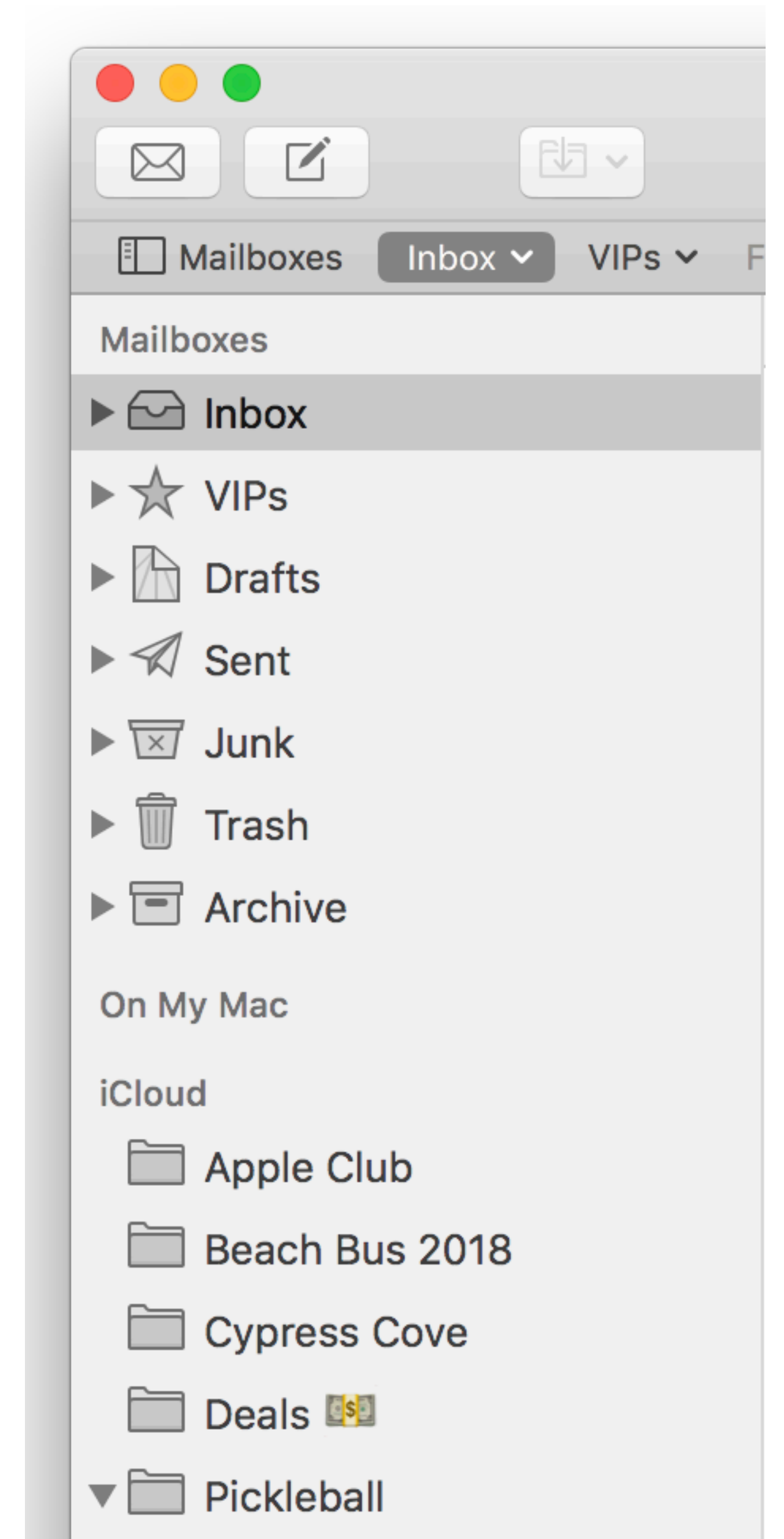
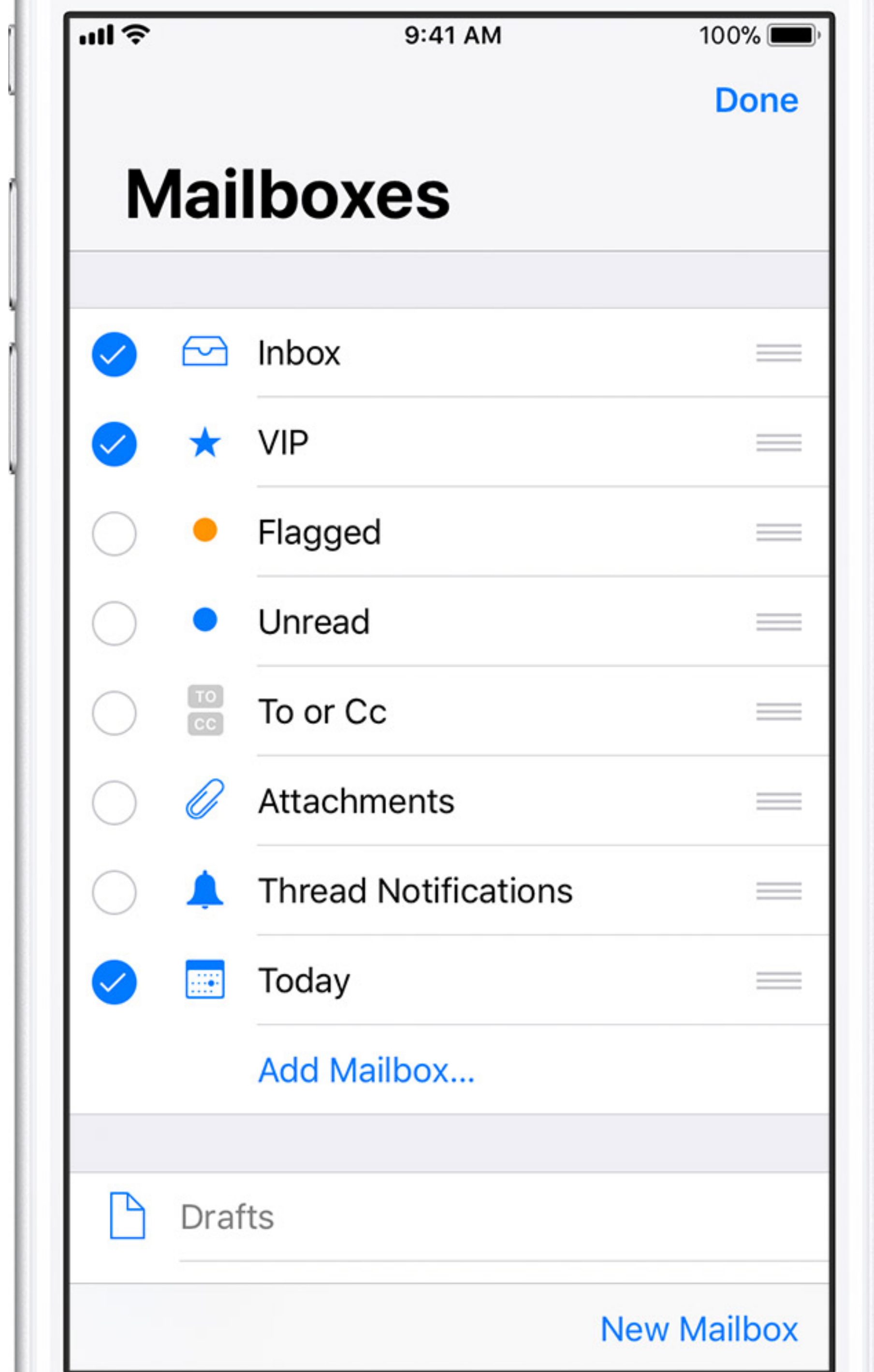
Reply Reply All Forward Redirect New Message Note To Do Smaller Bigger

Q Cove Wi-Fi 6 Found

All Mailboxes Inbox Entire Message From To Subject Save

From	Subject	Date Received	Time	Mailbox	Rank
Mike Sullivan	Re: please send me	Jan 7, 2009	8:51 PM	Sent - .Mac	
Mike Sullivan	Re: Cove Apple Club M...	Jan 2, 2009	9:05 PM	Sent - .Mac	
Cypress Knee Online	RE: Happy New Year	Jan 2, 2009	9:31 AM	Cypress Cove	
Mike Sullivan	Re: Happy New Year	Jan 1, 2009	1:16 PM	Sent - .Mac	
Mike Sullivan	Cove Wi-Fi Network	Dec 29, 2008	4:59 PM	Sent - .Mac	
Mike Sullivan	John Connor?	Dec 29, 2008	8:57 AM	Sent - .Mac	

Demo!



Get More Done

“Do E-Mail” Less



**Official Inbox Zero
Merit Badge Icon**



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Photo: Kyle Fitzgerald

How to Back Up Your Computer

PUBLISHED MARCH 2, 2018

Your guide



Thorin Klosowski

When was the last time you backed up all your important documents and photos? Last month? Last year? Never? Setting up a good backup system can seem time-consuming and intimidating, but it's neither. Anyone can do it, and everyone should. In less than 15 minutes you can have a system that backs up your files automatically—both to an external drive and to encrypted cloud storage—without any regular action from you.

How to Backup Your Mac

Your Backup Plan Must Be...

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- **REDUNDANT**, since only one backup is no backup at all
- **OFF-SITE**, since catastrophes are more common than you think, and
- **VERIFIED**, since your plan is worthless unless it ***actually works!***

Follow the 1-2-3 Plan

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- You need **THREE** copies of your data

Follow the 1-2-3 Plan

- You need **THREE** copies of your data
- ...on **TWO** different media

Follow the 1-2-3 Plan

- You need **THREE** copies of your data
- ...on **TWO** different media
- ...and **ONE** of the copies must be off-site

The Wirecutter



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The Wirecutter

- New 2018 guide & recommendations on computer backup



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- New 2018 guide & recommendations on computer backup
- [TheWireCutter.com](https://www.wirecutter.com) - March 2, 2018



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Recommendations & Key Takeaways



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- **All** hard drives fail eventually

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- **All** hard drives fail eventually
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- Recommended external USB HDs

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- **All** hard drives fail eventually
- 3-2-1 strategy
- Recommended external USB HDs
- Recommended cloud backup service
- Recommended continuous backup app

Our pick



Seagate Backup Plus 2 Slim 2 TB

The best portable hard drive

If you travel a lot, a portable hard drive should offer plenty of space to back up most laptops while still being small enough to toss into your bag.

\$65* from Amazon

*At the time of publishing, the price was \$78.

- In reality, buy the cheapest external USB HD you find on the shelf — they are all less than \$40/Tb

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Roll over image to zoom in

Seagate

Seagate Expansion 2TB Portable External Hard Drive USB 3.0 (STEA2000400) & AmazonBasics External Hard Drive Case bundle

★★★★☆ ▾ 8,862 customer reviews
| 1000+ answered questions

Price: **\$71.48** ✓prime

i Use your **\$68.20** Amazon.com Gift Card balance and only pay an additional **\$3.28** for this item. [Learn More.](#)

In Stock.

Want these items tomorrow, March 15? Order within **23 mins** and choose **the fastest ship options** at checkout. [Details](#)

Ships from and sold by Amazon.com.

Capacity: **2TB**

1TB 2TB 4TB

<http://amzn.to/2FEtnp6>

Our pick



Backblaze

The best cloud backup service

A good cloud backup service is simple to use and runs in the background after you set it up once.

**\$50 from Backblaze
(per year, or \$5 per
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- BackBlaze is just \$50/year per computer for **unlimited** backup of **your** data on one machine

Our pick



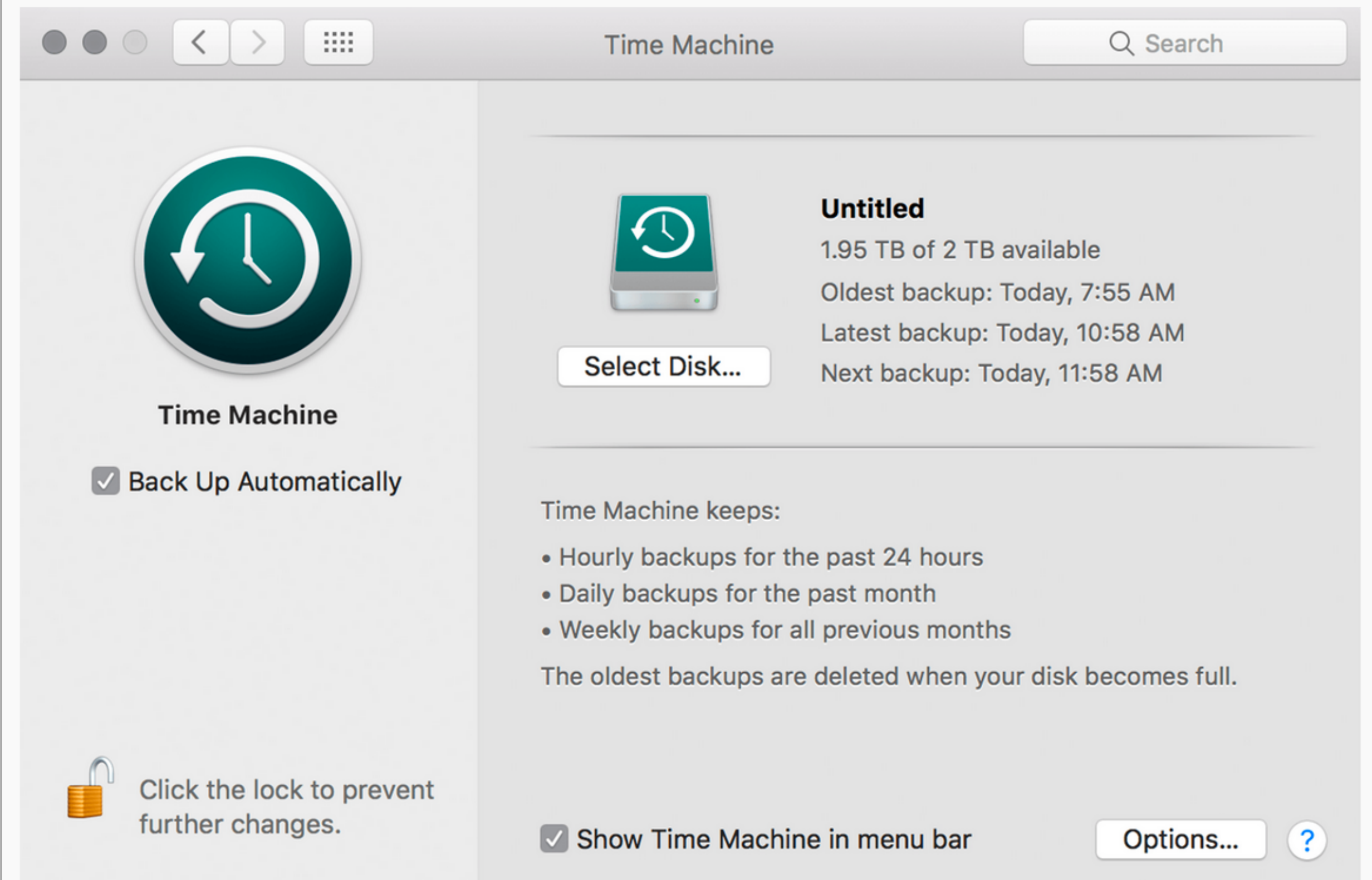
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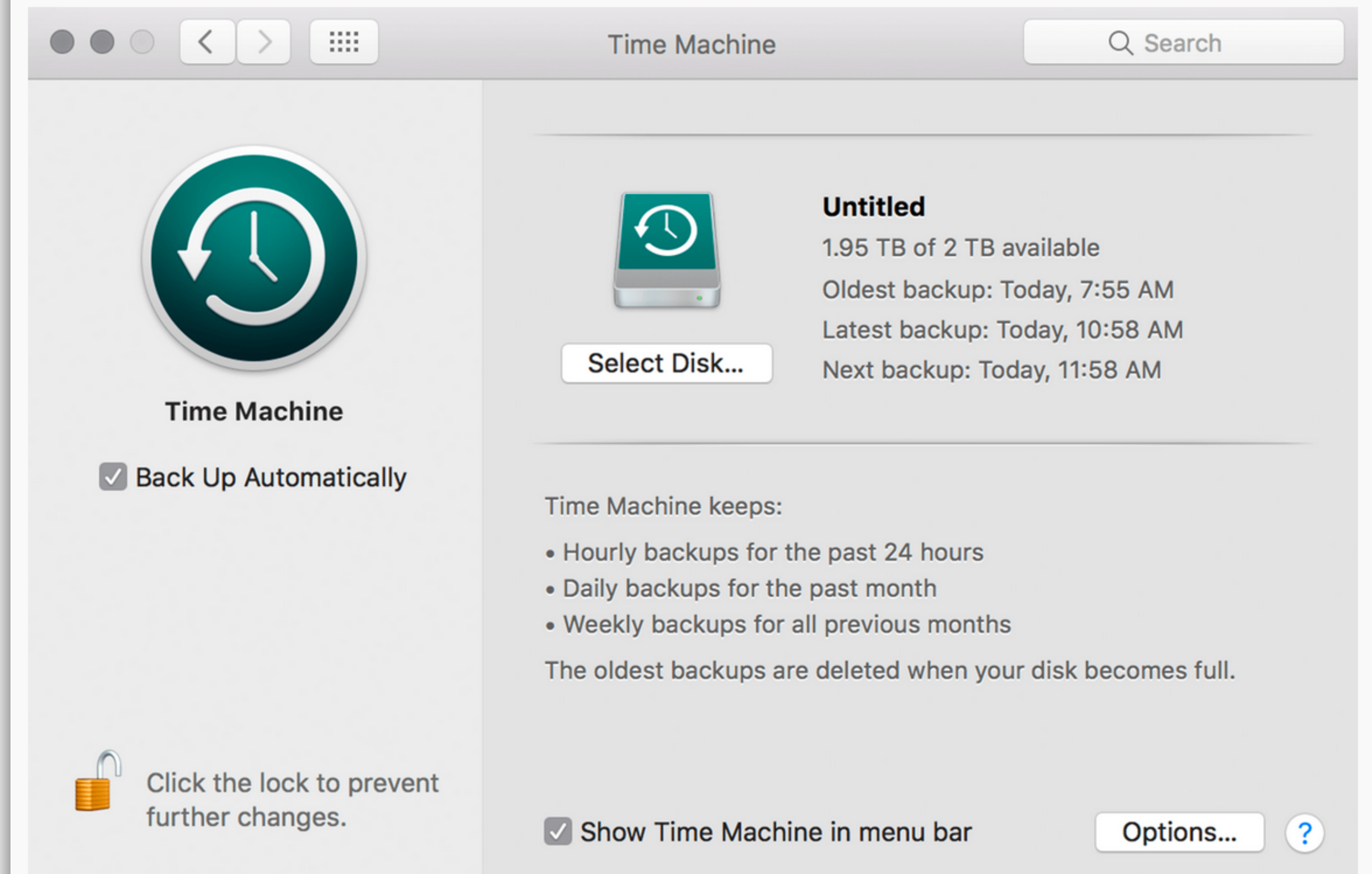
Create local Mac backups with Time Machine



Time Machine's simple main screen tells you when it last backed up and when the next back up will run. Screenshot: Thorin Klosowski

- Apple's built-in Time Machine app on macOS, first introduced in 2007

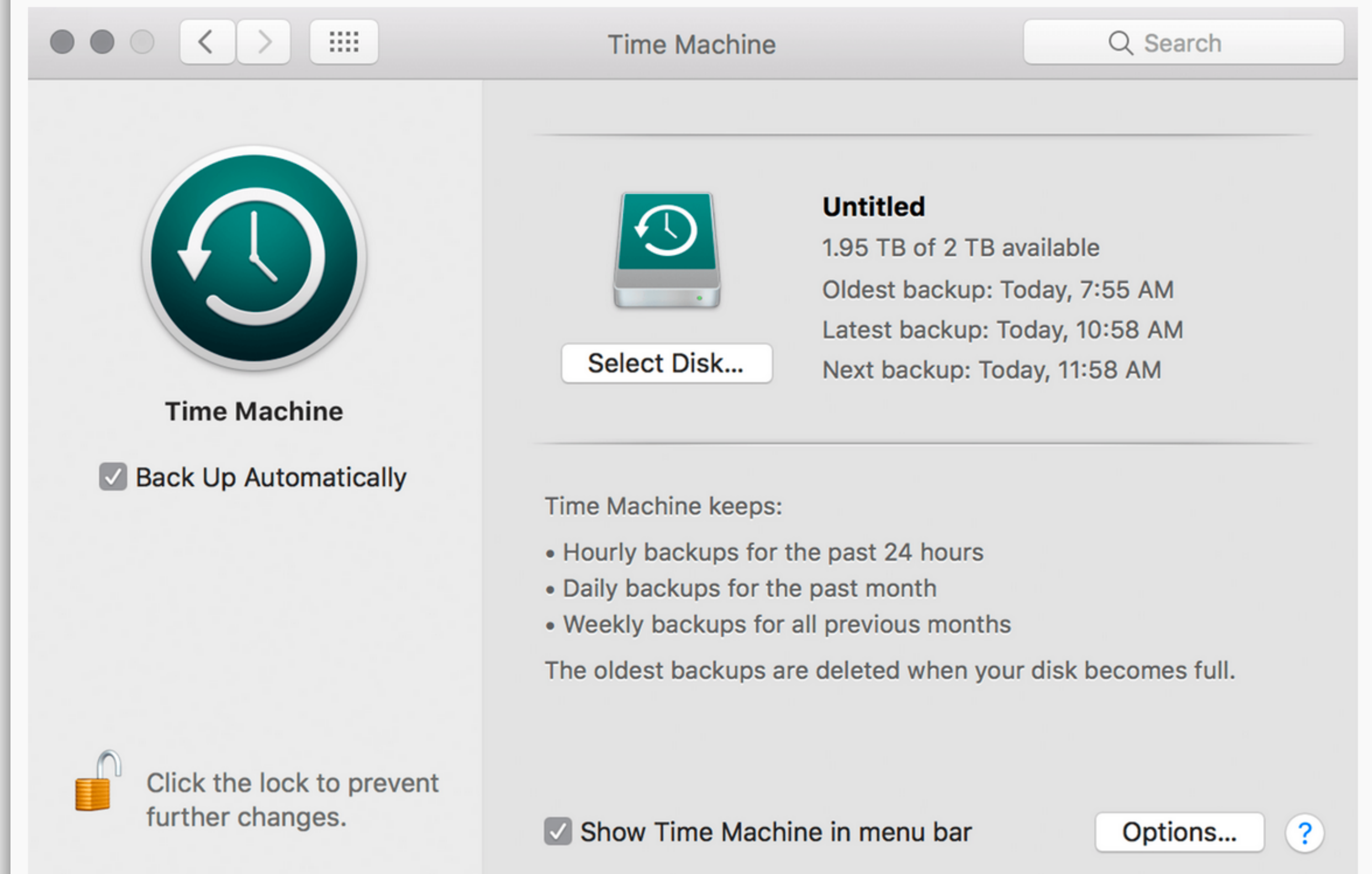
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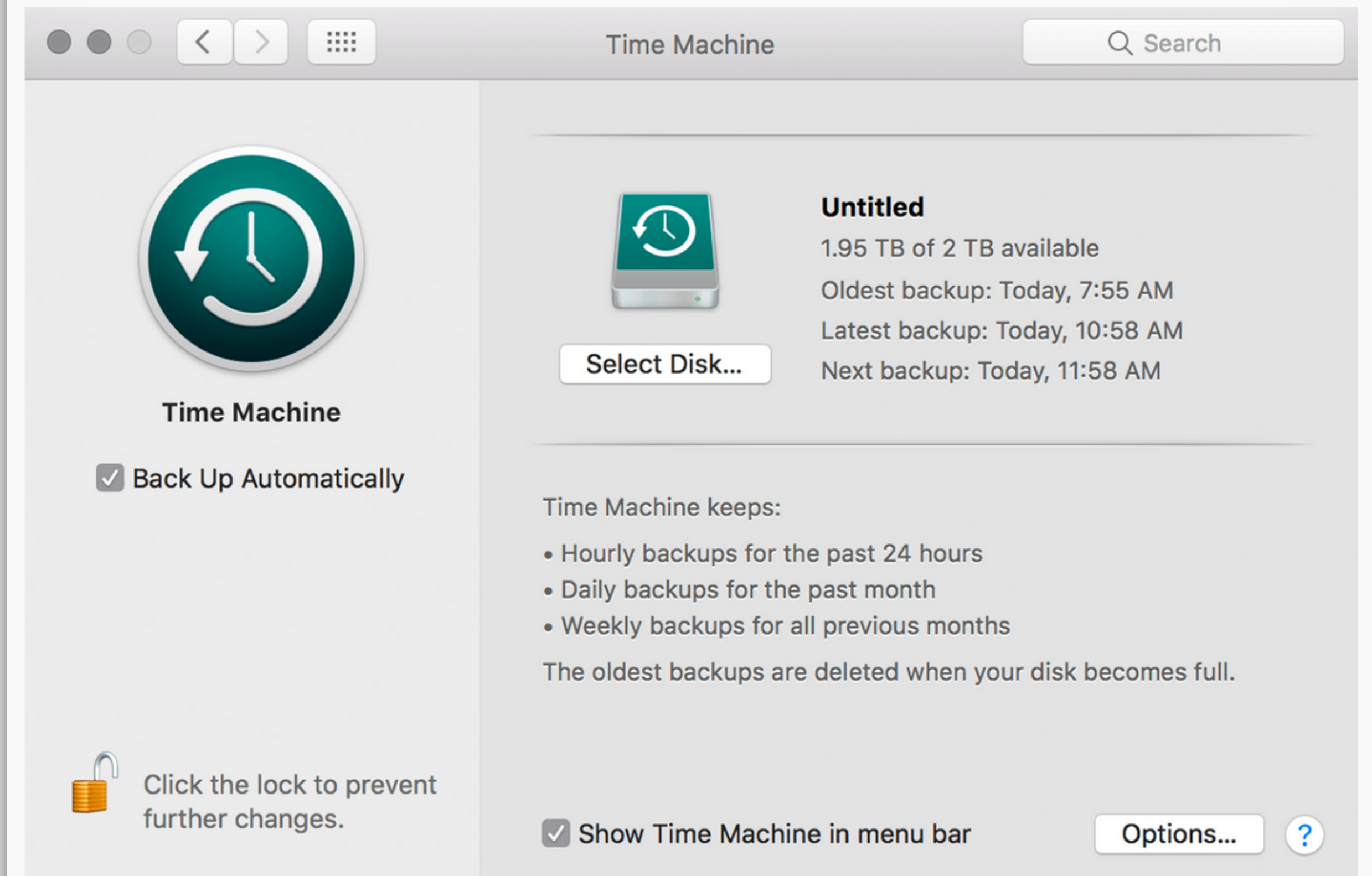
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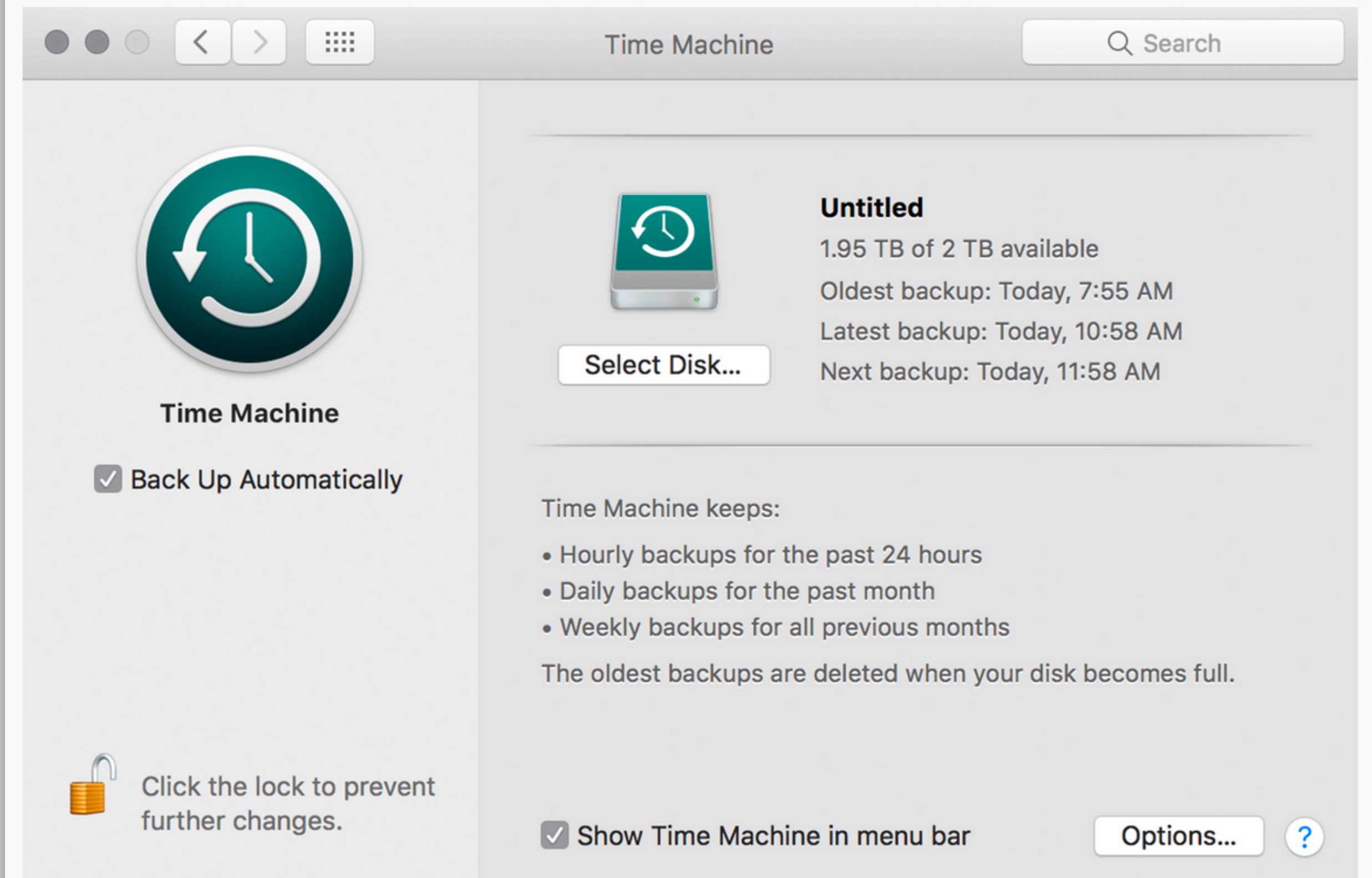
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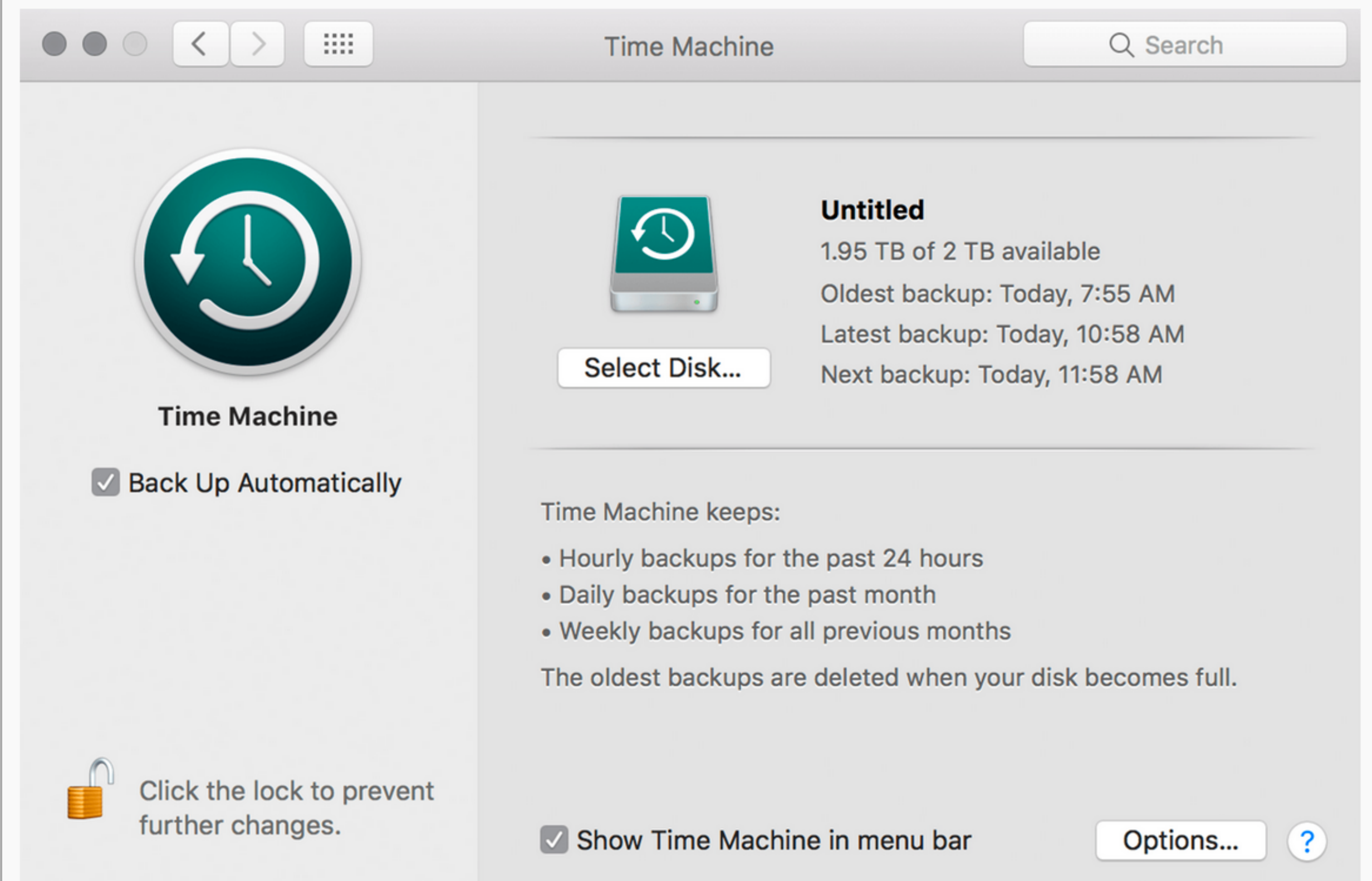
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- Plug-and-play, fire-and-forget continuous, automatic, incremental backup of your entire HD
- ***You're an idiot if you don't use it***

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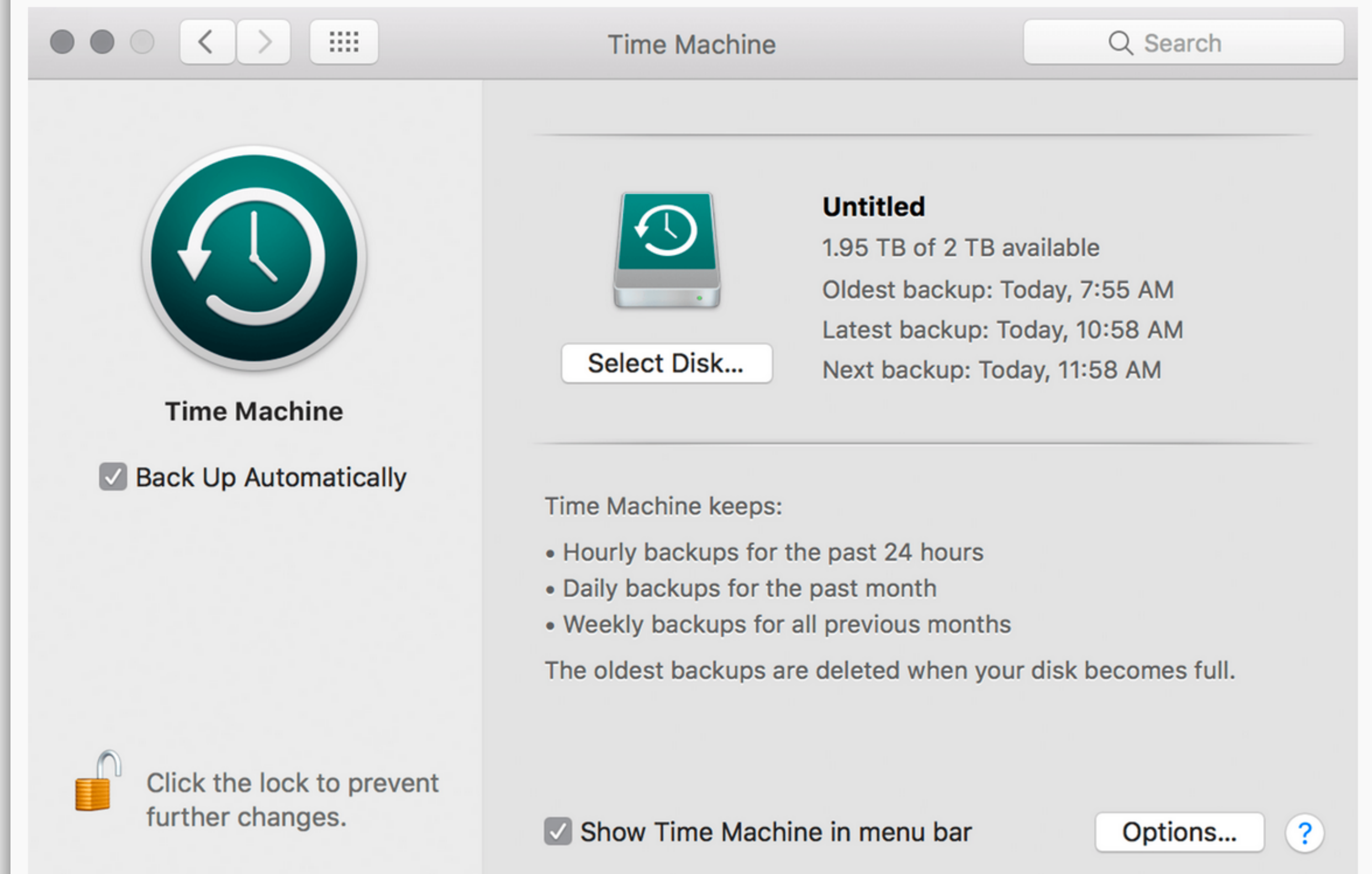
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- Three-step setup on any Mac:

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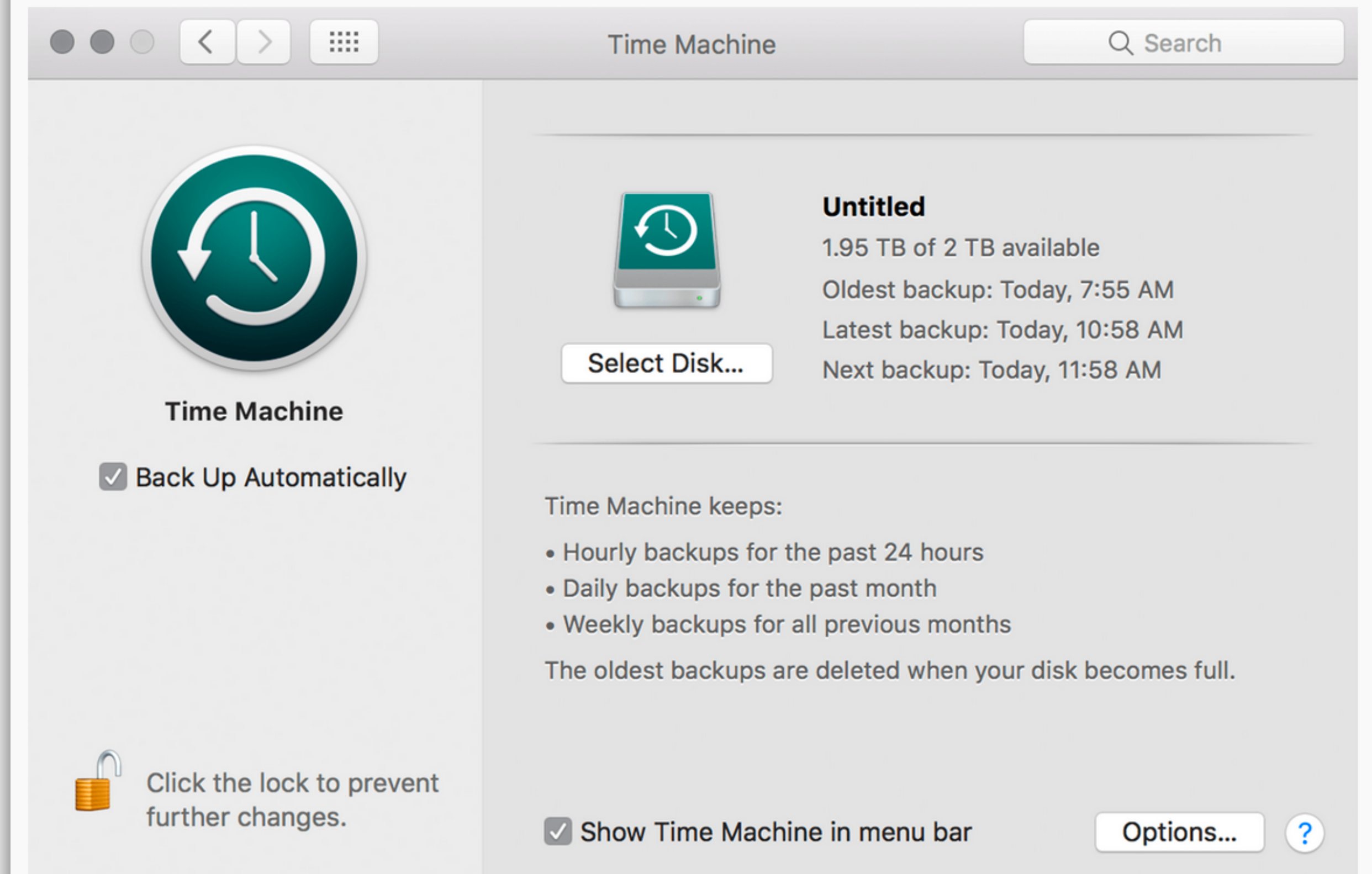


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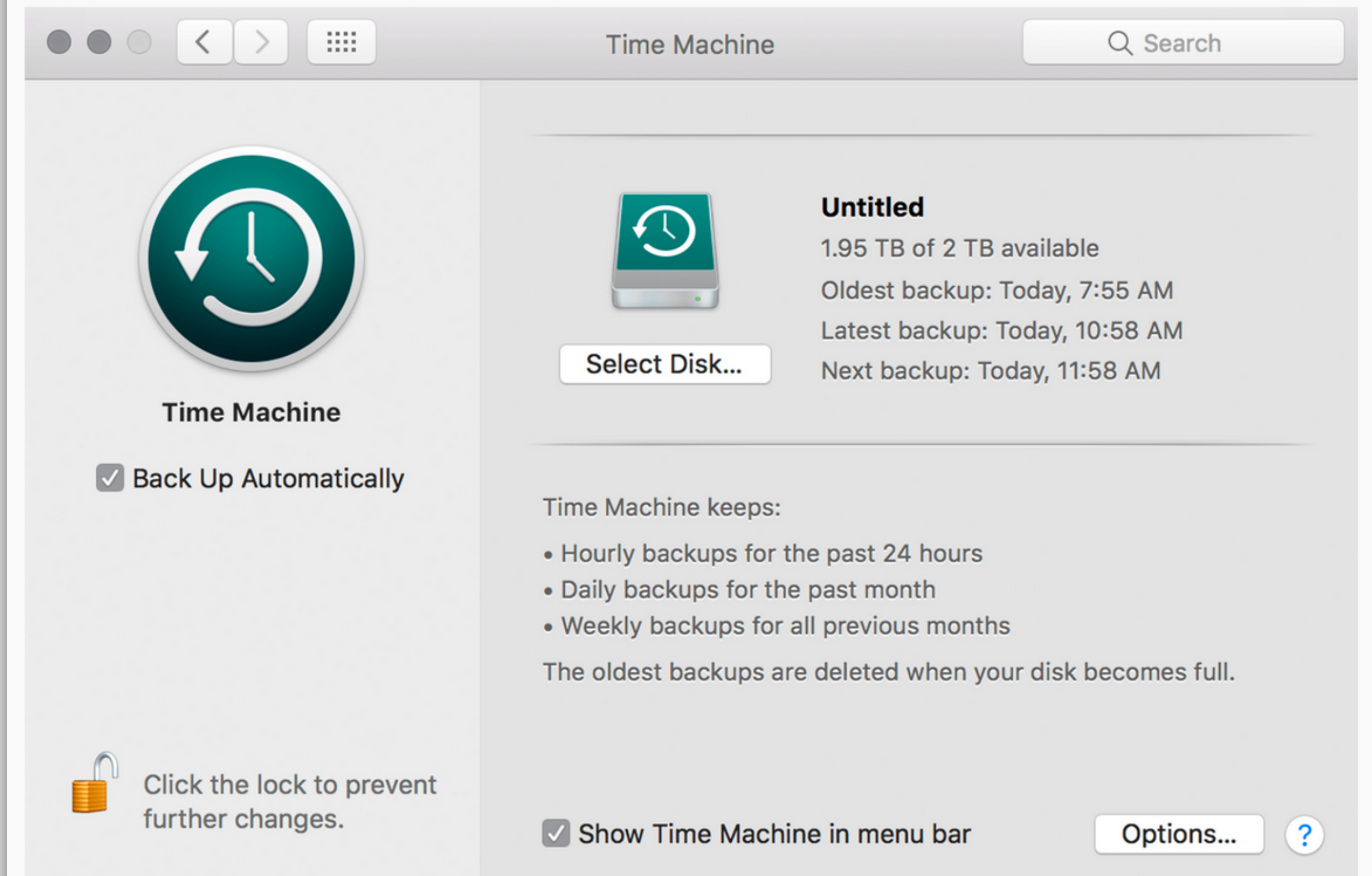
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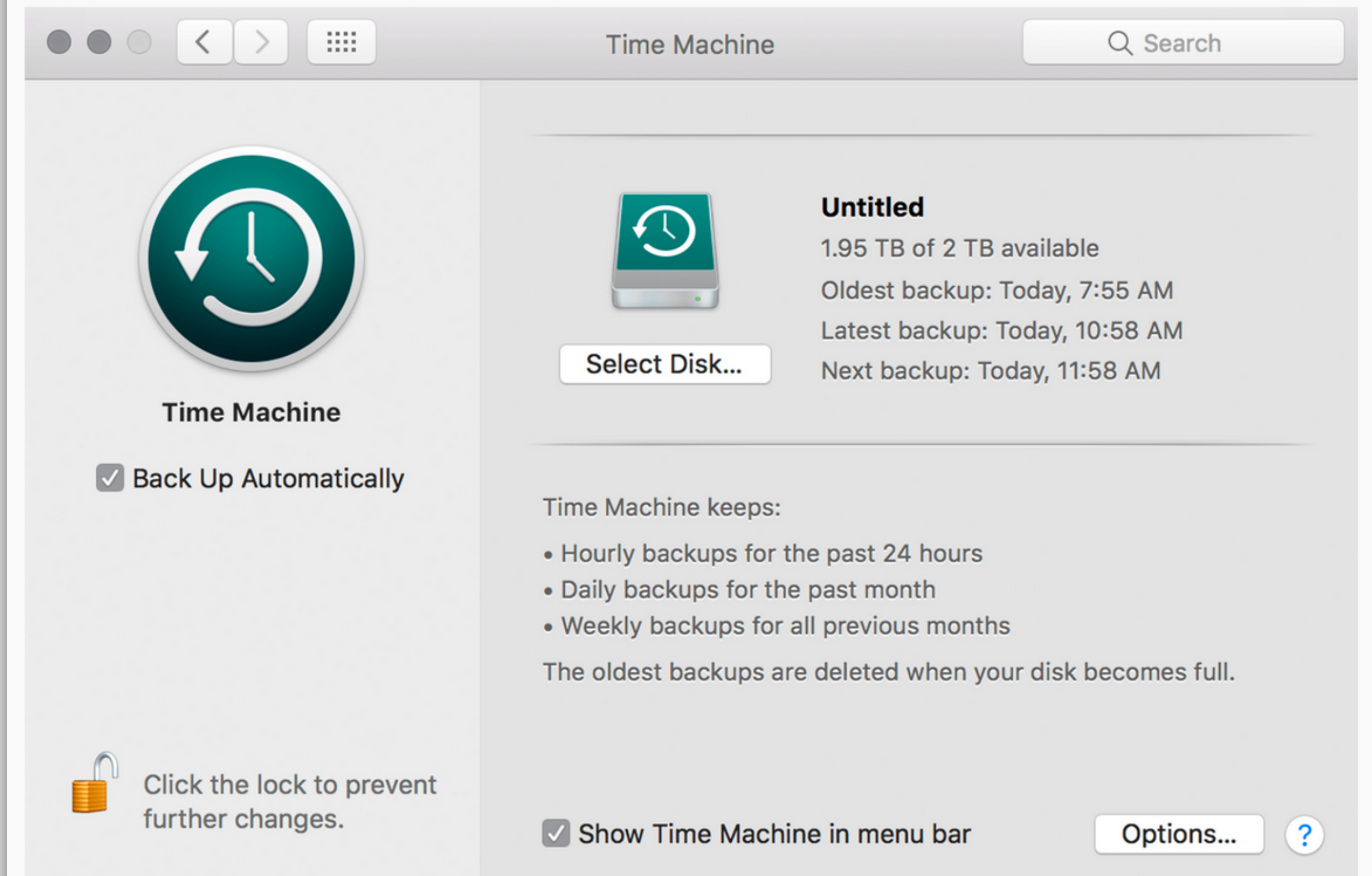
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 2. Click “Use as Backup Disk” when prompted by Time Machine



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Create local Mac backups with Time Machine

- Three-step setup on any Mac:
 1. Plug in a new external HD
 2. Click “Use as Backup Disk” when prompted by Time Machine
 3. There is no Step 3



Time Machine's simple main screen tells you when it last backed up and when the next back up will run. Screenshot: Thorin Klosowski

Please grab a handout!

Cove Apple Club Meeting Notes

Wednesday, March 14, 2018

DIGITS by T-Mobile

- Web app for any computer: webdigits.t-mobile.com, then click the link "Download the app & always stay connected!" below the login area
- Mac app: webdigits.t-mobile.com, then click the link "Download the app & always stay connected!" below the login area
- iOS app for iPhone or iPad: Search App Store for "T-Mobile DIGITS" - make sure the publisher is listed as T-Mobile

Personal Hotspot

- support.apple.com/en-us/HT204023

Instant Hotspot

- support.apple.com/en-us/HT204681

Use mailboxes to organize emails on your iPhone, iPad and iPod touch

- support.apple.com/en-us/HT207213

Learn about Mailboxes on Mail app for Mac

Mail app → Help → type "Mailboxes" into search box, then select from Help topics shown

The Wirecutter's 2018 Guide to Backing Up Your Mac

- thewirecutter.com/reviews/how-to-back-up-your-computer/

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- secure.backblaze.com/r/00j72i

Get a 2Tb external USB HD for \$65 SHIPPED from Amazon!

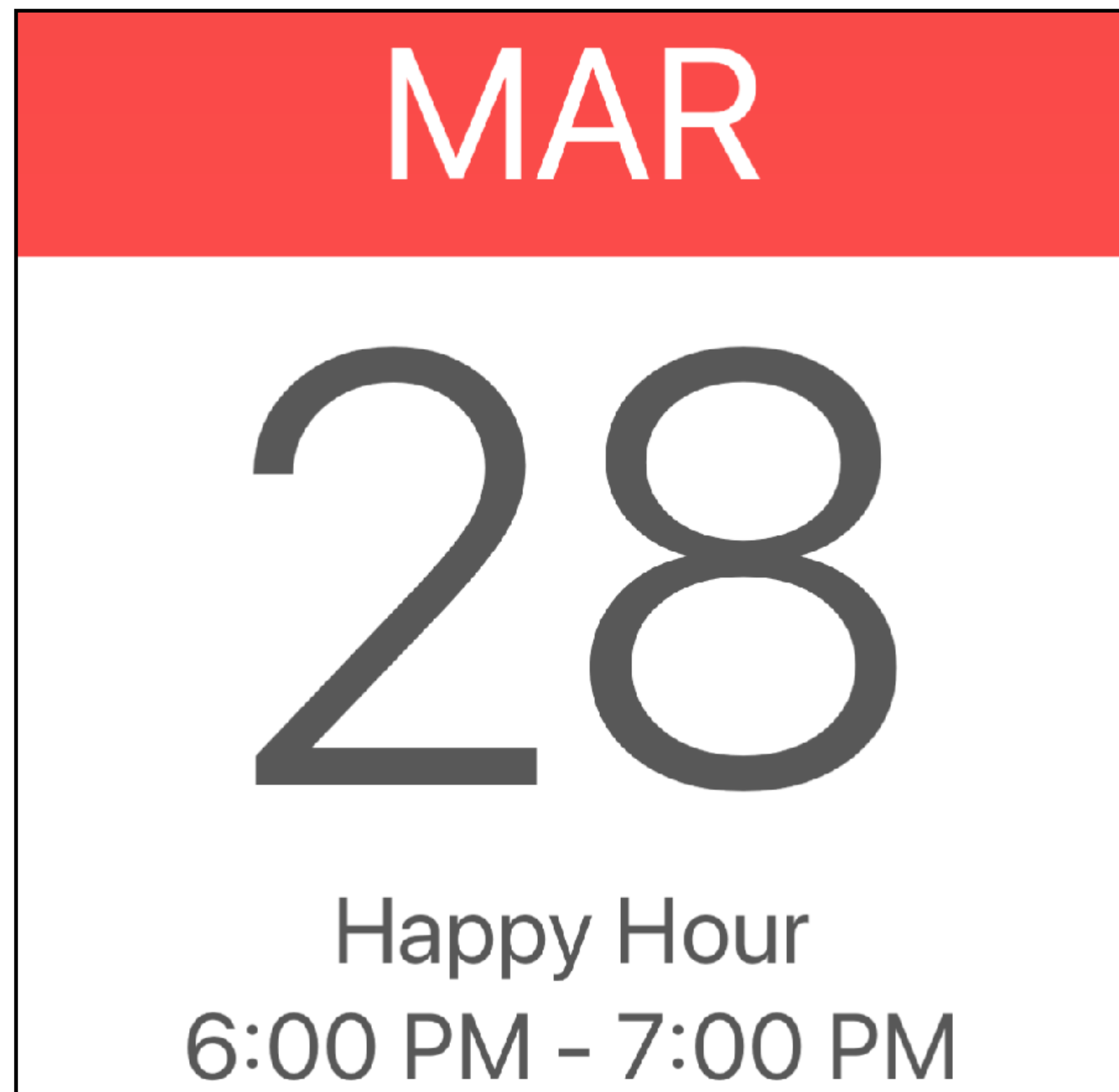
- amzn.to/2FEtnp6 - Use this link to help the Club!

Tonight's Full Presentation

- Available Thursday in the Cove Apple Club Archives in Keynote and PDF format, along with many years of past meeting presentations:
- www.coveappleclubarchives.com/meeting_archives/2018/

Upcoming Meetings

Upcoming Meetings



WhooHooooo!

Upcoming Meetings



WhooHooooo!

Upcoming Meetings

MAR 28

Happy Hour
6:00 PM - 7:00 PM

MAR 28

Cove Apple Club
7:00 PM - 8:00 PM

and Swap Meet!!

WhooHooooo!

**See you at
Cheeks!**

