

Make the switch from Windows to Mac with PCM's help



Apple certified trainers simplify the training experience by leading your team through a Mac OS X workshop at your office location.

Mac 100: Introduction to OS X

Let our Apple certified trainers guide you and your team as you transition to the Mac from Windows. We have the experience and knowledge to make your transition effortless.



**Authorized
Training Center**



An Apple Support Specialist is here to assist you.
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800-700-1000
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Starts at **\$3000**

Who Should Attend

- Windows User that are switching to Mac OS X
- Support staff who are new to supporting OS X
- Mac users who are new to Yosemite or to using Mac for business

What You Will Learn

- The differences and similarities of Mac OS X and Windows
- How to navigate OS X's interface
- How to accomplish common tasks in OS X
- How to locate and utilize self-help resources

Prerequisite

Basic computer knowledge.

Introduction to Mac OS X is a 4-hour course designed to ease the transition for Windows users coming to OS X. The focus of the class is to become familiar with the interface and organization of OS X. With several comparisons to the equivalent procedures in Windows, students will learn to maneuver in the file system, manage applications, and work with multiple users.

At your location

For a class at your location, PCM Services will provide an Apple Authorized Trainer and all required student manuals for up to ten students. The trainer will arrive the day before class is scheduled to begin to setup the room and will instruct one 4 - hour session the day of class. The customer is responsible for providing a suitable location, one Yosemite-compatible system per student per session, networking access, and a projector. Multiple sessions and remote training are available, please work with your PCM Account Executive to schedule this training.

Course Outline

Switching to OS X

Users will be instructed on the boot process and then discuss what is similar between Windows and OS X, what is different, and what is new. This will lead to a discussion about the various interface elements and how to perform familiar Windows tasks. We will discuss the differences in hardware and its use, and focus on the terminology of the OS X interface

Getting Acquainted with your Mac

Students will use the system to find information about the hardware, software, and configuration of their OS X system. They will then work to customize aspects of the system and how to work with applications and documents. Proper clean up and shutdown techniques will be demonstrated.

Working with Multiple Users

As part of the setup for class, students will install a package that adds sample user accounts to their system. One of these sample users is an example of how not to manage a Mac and the students will be instructed on how to rectify. As part of this, they will undertake a task of helping the user find and organize some missing files. Through this exercise, they will interact with a number of different OS X features including Spotlight and Mission Control.

Self guided investigation

As part of the student materials, students will be given some handouts that will guide their investigation of some of the newer features of OS X. These can be worked on during the training session and/or saved for later.