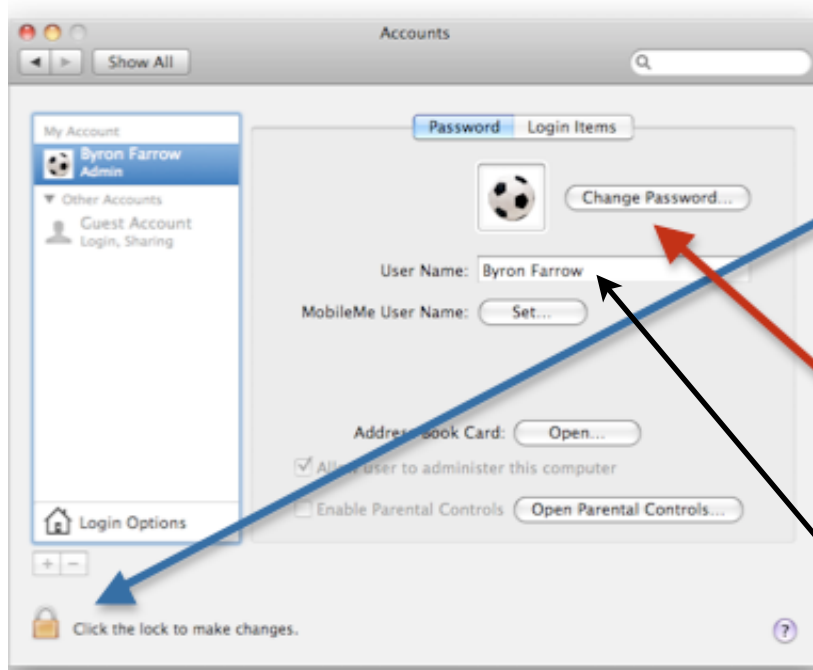
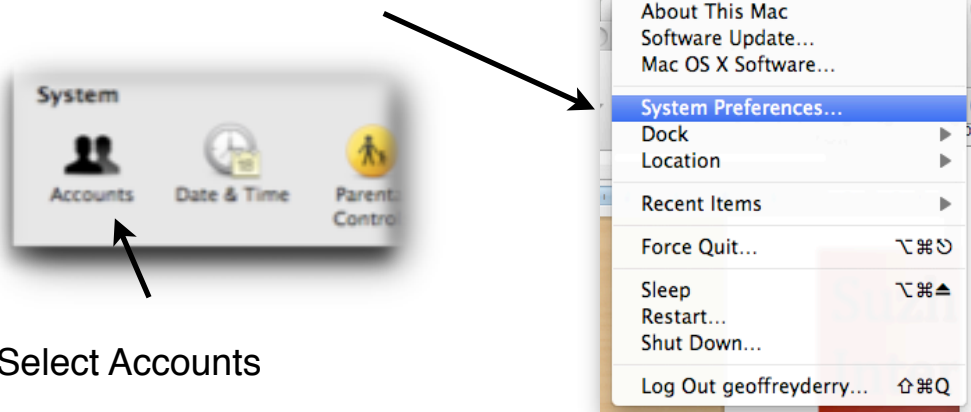


Grade 6 Apple Laptops 2010



1. Change the password and user name in System Preferences

Click on the apple on the top left hand corner of the screen
Select System Preferences



a – Click the lock to make changes.

Name: **student**

Password: **student**

b – Click on **Change Password** and enter your old password (student) and then your new password – at least 6 characters.

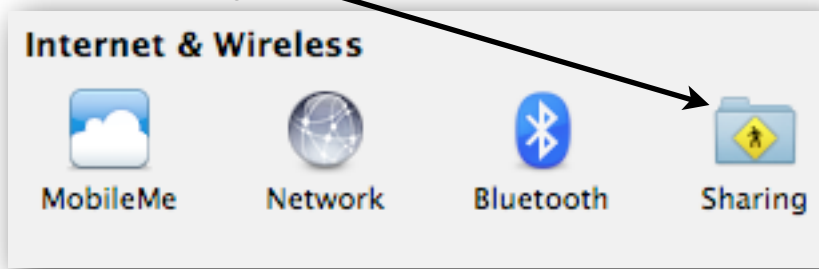
Change user name to your name

Passwords

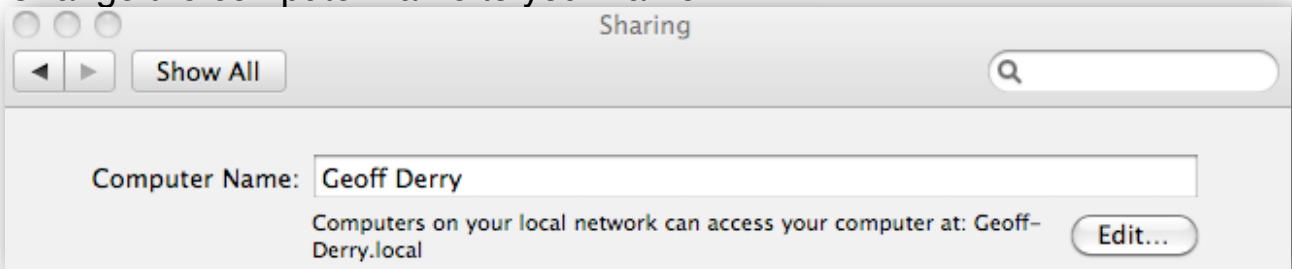
You should make sure your password is something you will remember but something that know one else would be able to guess. It is good practice to include a number and a symbol (#@\$%&!^*) in your password. You should also keep a copy of your password written down somewhere safe and secure as well as giving your homeroom teacher a copy of your password.

2. Change the name of the computer

Once again select *System Preferences*
Select *Sharing*



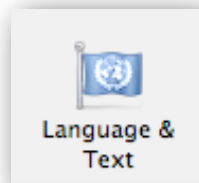
Change the computer name to your name.



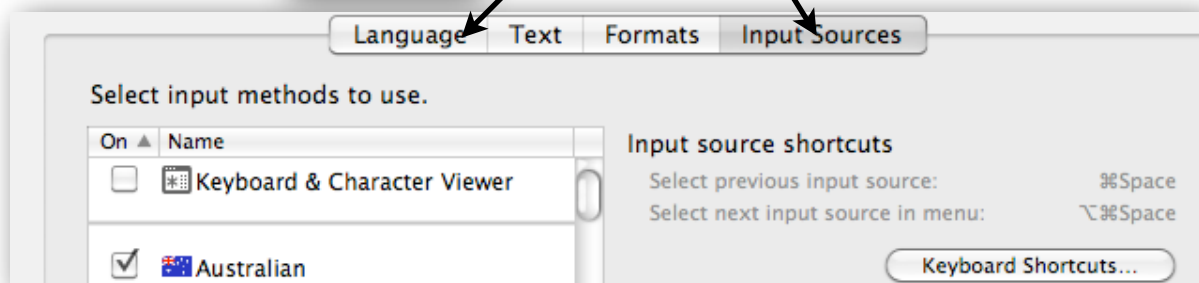
3. Some other things you might like to do while in system preferences.

a) Change the system language

click *Language & Text*



Here you can change the default language and input sources.



b) Turn on fast switching
click on accounts

click on *Login Options*

Select *show fast switching menu as*

(This will allow you to see your name in the menu bar)

