



iPod Fever

101

Objective

This class will 'wow' you with the iPod's potential. Some Features of the iPod will be demonstrated such as: downloading, making a play list, safety tips, the use of photos, and main menu settings. Learn how easy it is to put your music collection and more in your pocket.

Class Overview

<u>Setting iTunes Preferences</u>	<u>Address Book</u>
<u>Download Music</u>	<u>iPod on the Road</u>
<u>Working with the iPod</u>	<u>Radio stations</u>
<u>Working with the Music library</u>	<u>Things to consider</u>
<u>Playlists</u>	

Setting iTune Preferences

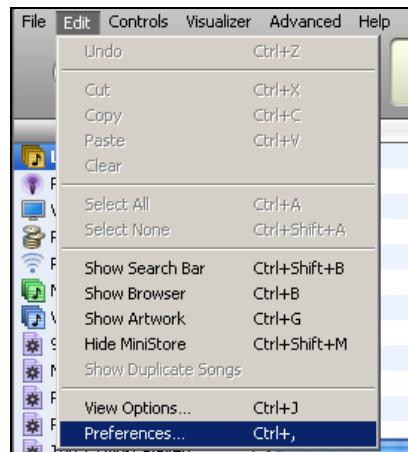
Open up iTunes on your computer. Once iTunes is up, the Preferences can be set to the way you would like to work with the program.



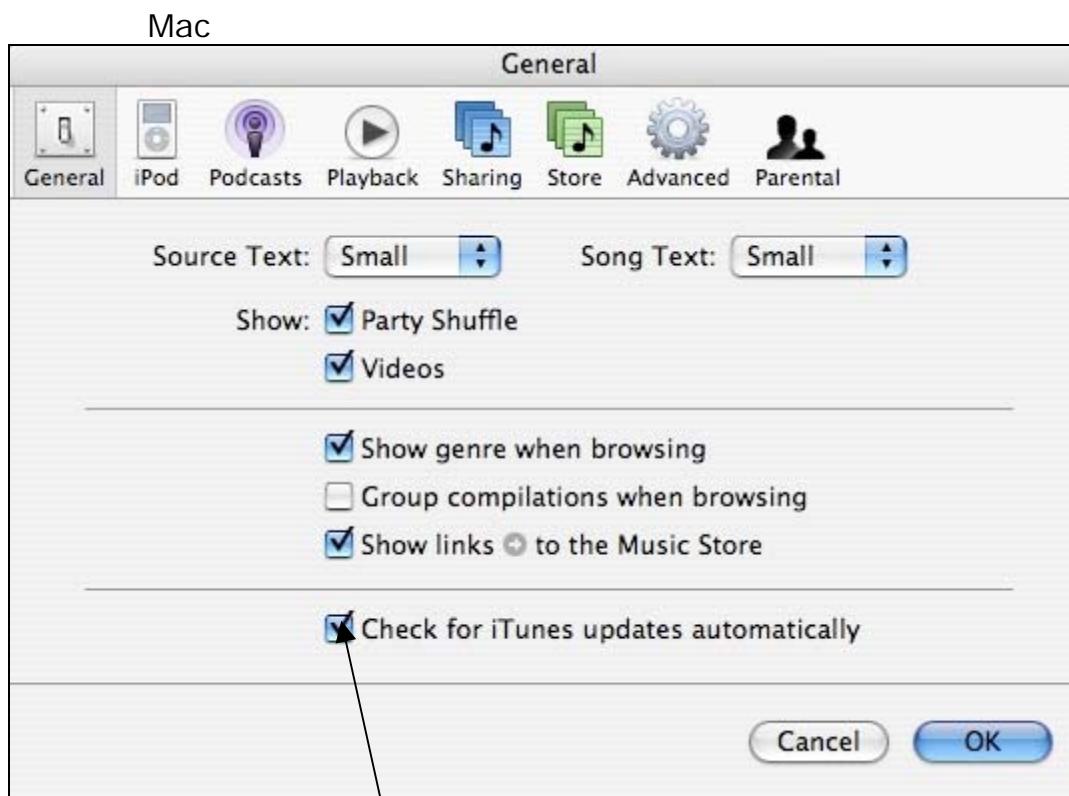
To open iTune Preferences on a Mac, choose Preferences from the iTunes menu.



The iTune Preferences can be reached from the Edit menu on a PC.

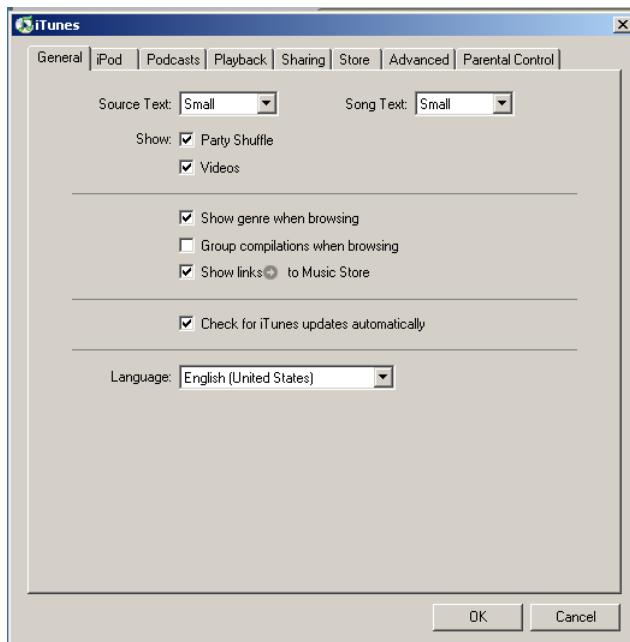


The Preference Menu will come up.



It is very wise to have iTunes check for updates automatically.

PC



Once the Preferences are set, it is time to play the music.

Download Music

Music can be stored, organized and shared on your computer through iTunes. Music can be downloaded to your computer from your own CD's. Free music can be found on the Internet through several sources. Music can be purchased through the *Music Store*. Music that is downloaded to your computer is stored and organized in the *Library* of iTunes.

Library

Source	Name
Library	
Podcasts	
Videos	
Party Shuffle	
Radio	
Music Store	
Wop iTunes	
90's Music	
My Top Rated	
Recently Added	
Recently Played	
Top 25 Most Played	

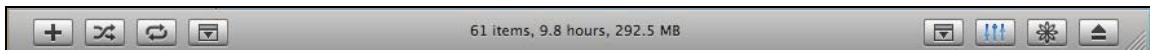
Your library can go from looking like this...

The iTunes interface shows a mostly empty library. The left sidebar lists sources: Library, Podcasts, Videos, Party Shuffle, Radio, Music Store, Wop iTunes, 90's Music, My Top Rated, Recently Added, Recently Played, and Top 25 Most Played. The main window displays a table with columns: Name, Time, Artist, Album, Genre, and My Rating. A message in the center says: "The iTunes MiniStore allows you to discover new music and videos right from your iTunes Library. As you select items in your Library, information about that item is sent to Apple and the MiniStore will show you related songs or videos. Apple does not keep any information related to the contents of your music Library." Below this is a button "Turn on MiniStore". A note at the bottom says: "You can always turn the MiniStore off (or on) by clicking this button:" with an arrow pointing to the "Turn on MiniStore" button.

...to a full library

The iTunes interface shows a full library. The left sidebar lists sources: Library, Podcasts, Videos, Party Shuffle, Radio, Music Store, Purchased, E. Wellman's Music, 90's Music, My Top Rated, Recently Added, Recently Played, and Top 25 Most Played. The main window displays a table with columns: Name, Time, Artist, Album, Genre, My Rating, and PI. The table lists 14 purchased tracks, including "Behind These Hazel Eyes" by Kelly Clarkson, "Beverly Hills" by Weezer, "L.O.V.E." by Ashlee Simpson, "Beautiful Soul (Radio Edit)" by Jesse McCartney, "Yeah!" by Usher, "Jesus, Take the Wheel" by Carrie Underwood, "Just the Girl" by The Click Five, "Since U Been Gone" by Kelly Clarkson, "One, Two Step" by Ciara, "Because of You" by Kelly Clarkson, "Laffy Taffy" by D4L, "Get'cha Head In the Game" by Troy, and "Bop to the Top" by Ryan & Sharpay. Each track has a play button and a preview slider.

Once you have downloaded songs for your library, notice the bottom bar of the library screen. It lets you know how many items are in the library, how many hours of songs, and the amount of space the songs take up on your computer.



Once the Library has music, it is time to connect your iPod to the computer. The iPod can be connected either by a FireWire cable or by using a dock.



Open the iTunes application. As soon as the iPod application is open, the transfer of data begins automatically. By the way, obey the **Do Not Disconnect** warning on your iPod screen. Data could become corrupted or the unit could be damaged if disconnection occurs during data transfer.

Once the data is transferred, the iPod can be ejected from the computer. There are several ways the iPod can be disconnected.

Mac

- ❖ Click on iPod in the Source list.
- ❖ Click the 'eject iPod' button from the bottom right corner of the screen.
- ❖ Release the iPod from the FireWire cable or the cradle.

PC

- ❖ Click iPod in the Source List.
- ❖ Click controls in the top Menu Bar and click on eject.
- ❖ Release the iPod from the FireWire cable or the cradle.

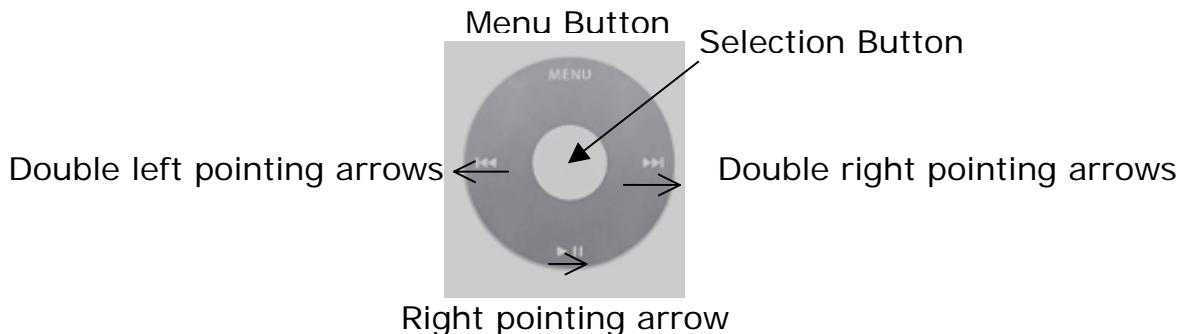
Remember to update your iPod and iTunes software on a regular basis.

Working With the iPod





The *Apple Click Wheel* is a unique menu that displays options for audio, customizing and maintenance. The *Select* button is the round button in the middle.



Menu Button – when pressed it displays options related to playing the audio, to customize settings, and for maintenance.

Selection Button – is the round button in the middle.

Double left pointing arrows – press once to return to the beginning of a song or hold it to rewind through the song. If pressed multiple times it will get back to your playlist.

Double right pointing arrows – are the Next and Fast Forward. Press

once to go to the next song. Hold down to Fast Forward through a song. Press multiple times to go forward though the songs on the Playlist.

Right pointing arrows – is the Play/Pause button. Press once to play, press again to Pause.

To navigate your iPod:

1. Scroll to desired category and click and then click the Selection button.
2. Scroll to the next menu and click on the desired choice.
3. To return to the previous selection press Menu.

To find a particular song:

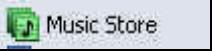
1. Click on Music using the Select button
2. Select the desired category and click.
3. Scroll until you see what you would like to hear and click. The name of the album appears at the top of the screen. Click once more and the song begins to play.

- ❖ To turn your iPod on, press any button.
- ❖ To lock your iPod, move the switch at the top so that the orange bar is showing.

Working With the Music Library

iTunes makes the move from a CD to your computer a breeze. You can select certain songs to import or enjoy a complete CD. What happens when iTunes imports the music to your computer is that it converts each song to a file. This file is compressed. The compression, however, does not change the quality of the music that you have chosen.

The iTunes Music Store is an alternative to importing CD's. In order to store music in the Music Library, the iTunes Setup Assistant should be downloaded to your computer. Follow the installer's on-screen instructions and your computer will store your music in one place. The

installer will place a Music Store icon.  Clicking on the icon will bring you to the Music Store where you can download songs for just 99¢, albums can be bought at \$9.99 or more, music videos and TV shows can be bought at \$1.00 or more. The purchased items go from the Music Store to your Music Library. From that point you can pick and choose the music for your iPod.

The Music Library offers a variety of ways to organize Music Store purchases.



The left column (Source) offers folders for organizing music, videos and podcasts. The Source includes the Music Store icon and Shared Music, along with personal folders such as 90's Music, My Top Rated Music, etc.

The toolbar at the top of the screen gives the user several options for seeking (using the back and forward button), browsing (selecting a certain song), or searching by entering a term in the Spotlight feature.



As you work with the downloaded iTunes on your computer with your iPod plugged in, iTunes is stored in both places. If you add anything to your iTunes the next time you plug in your iPod, iTunes will automatically update your iPod.

To delete a song from your Music Library in iTunes, just click on the song you would like to delete and use the Delete key on your keyboard.

Playlists

Playlists are a way of arranging the music to suit you and your life style. You may have one playlist with songs while you exercise, another one may be a playlist used during your drive time to and from work or one organized to keep you up and alert during such times as household chores, yard work, or time spent on a hobby.

From the File menu choose new Playlist and the playlist will appear in the Source column of iTunes.  Keeping the playlist selected, you can type any name you would like.

- ❖ Select a song from the library you would like in the playlist. Drag the song onto the playlist icon. Dragging the song to the playlist icon does not remove the song from the Music library. It just makes a copy on your playlist.
- ❖ Several songs can be selected at once by holding down the command for shift key (PC) and drag onto the playlist icon.
- ❖ To look at all the songs in your playlist, click on the playlist icon in the Source column.
- ❖ To change the order of the songs you selected, click on the song number column, and then you can drag the song names to the order you would like.
- ❖ When you have your playlist selected in the Source column, look at the bottom of the iTunes window. The window displays the

number of songs, total playlist duration and the amount of disk space that the playlist takes up.

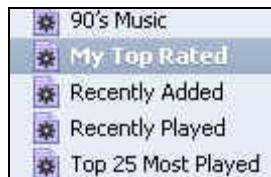
- ❖ To the left of each song title is a checkbox. The checkbox can be selected to deselect a song. Deselected songs will not play and will not be included in the playlists when the iPod is synched to your computer.

Smart Playlists

Smart Playlists uses conditions to determine what goes into the playlist. If you want to have a playlist with all of your favorite songs, Smart Playlist would be the one to use.

Example:

- ❖ Under the File menu, select New Smart Playlist.
- ❖ Use the "Match the following condition" option.
- ❖ A pop-menu will open if you select the name of the Artist. Choose the year. In the next pop-up menu choose "is in the range". Finally type in the time span of your search.
- ❖ Whenever new music is imported select "Live updating". "Live updating" will be looking for your search criteria as the music is imported.
- ❖ The icon of the Smart Playlist is different from the Playlist.



Address Book and Contacts

Another great feature of the iPod is Calendar and Contacts. This is a very busy world and any option that helps us keep our life in order is a plus. The Address Book and Contacts can be used with either the PC or Mac.

If you are familiar with the Address Book and iCal on the Mac, you are ready to go. If not take the time to try out both these Mac features. On the PC side, you must have Outlook or Outlook Express on your computer and the industry-standard vCalendar and vCard files. The

Calendar and Contacts feature on either the Mac or the PC can be synched by iTunes to your iPod. You can access these features with a quick spin of the Click Wheel.

- ❖ Help
- ❖ iPod Help
- ❖ go to iPods manual on the web
- ❖ Click on the manual that fits your iPod.
- ❖ www.apple.com/support/manuals/ipod
- ❖

iPod and the Car

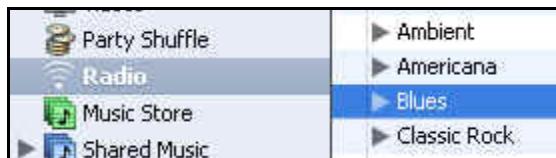
Your iPod can be taken on the road and integrated between your car and your iPod. The site www.apple.com/ipod/ipodyourcar will give you the necessary information to use your iPod with your car. If the car model you need is not on the site, it is suggested to go to a car stereo dealer for more information.

Just last week on a boating day, the iPod and boat worked beautifully together for the whole day!

Radio Stations and iTunes

Just as you listen to your favorite radio stations from your car, you can enjoy Internet Radio through iTunes. Broadband Internet access will bring the better-sounding streams.

- ❖ Connect to the Internet.
- ❖ In the Source column of iTunes, select Radio. Genre will appear in the right column.
- ❖ A triangle will appear before the genre. Click on the triangle.



- ❖ The radio stations that are streaming will appear. Under the Comment column there is a description of the type of music played.

Radio		Americana			
		Blues (10 streams)			
	Music Store	1.FM – Blues	128 kbps	1.FM's – Classic Blues and Rock blues channel	
	Shared Music	American Blues	56 kbps	From Roots Music to Modern Blues/Rock	
	90's Music	Bandit Blues Radio	32 kbps	The Rude Mood Station	
	My Top Rated	Blue Icewater Radio	32 kbps	An eclectic blend of blues from around the glob...	
	Recently Added	Bluebird Blues Radio	32 kbps	The blues, the whole blues, and nothing but th...	
	Recently Played	BluesFest Radio	56 kbps	The Festival Information Station	
	Top 25 Most Played	Classic Blues Radio	32 kbps	American Blues Masters	
	untitled playlist	ElectricBlues Radio	56 kbps	Sizzlin' Electric Blues Guitar	
		ElectricBlues Radio	16 kbps	Sizzlin' Electric Blues Guitar	
		Midnight Blues	128 kbps	Blues (from early blues masters to current day)	

- ❖ Double-click on the station you would like to hear.

You could create a new playlist just for the radio stations you like. Just drag the stations from the list onto your playlist. There will be a radio icon in front of the stations names on the playlist.

You could also go to the web-page of the radio station. Some stations have a “listen online” link. The link may add the radio station to your iTunes Music Library and start playing.

Things To Consider

Storage Space

When the iPod is connected to the computer, go to iTunes. The bottom of the iTunes window will display the amount of storage.

or

- ❖ Turn your iPod on.
- ❖ Scroll to Settings and press Select button.
- ❖ Click on ABOUT and press the Select button.

iPod Batteries

Lithium batteries provide the best performance for your iPod. Lithium batteries can be recharged whenever convenient. Nickel batteries must be fully discharged before recharging.

Taking care of your iPod will be taking care of the battery life. Battery life means how long the iPod will run before a recharge is necessary. The iPod should not be left in an area where heat will build up. Leaving the iPod in the sun, a hot car, or even a glove compartment will affect the batteries performance.

Software Updates

Both Mac and PC owners should always download the latest software. For the Mac owner, this can be done through Software Updates. The Software updates can be found under the  below About This Mac. For both Mac and PC owners the latest software downloads can be obtained through the Apple support site www.apple.com/support/ipod/.

Further information regarding the life of the iPod battery can be found at www.apple.com/batteries/ipods.html.

Settings

The Main Menu offers the iPod owner a wealth of choices to enjoy using the iPod.

- ❖ Date and Time
- ❖ Language
- ❖ Backlight Timer
- ❖ iPod Sounds
- ❖ Set maximum volume sounds.
- ❖ Clicker sound effects.

Extras

The Extras menu has some fun and additional items of use.

- ❖ Calendars
- ❖ Contacts
- ❖ World Clock
- ❖ Screen Lock
- ❖ To-Do-Lists
- ❖ Built-in Stop watch
- ❖ Games

Yes, the iPod fever is out there. In your pocket, in the car, and in your lifestyle, today it is the **iPod**.

The information and some images came from a wonderful site on the Internet from Apple. Go to www.apple.com/ipod/ipod.html for further investigation and customization.

7/11/2006