

Where is the...? (Windows to Mac glossary)

You know what it's called on a Windows computer, but you're not sure what it is on the Mac. Here's a handy glossary to help you find what you're looking for:

Windows term	Mac term	Use
Accessories	Utilities, applications	Windows provides accessories, such as a calculator, notepad, address book, and more. You'll find similar applications in your Applications folder and the Utilities folder (which is in the Applications folder).
Alt key	Option key	Like the Alt key, the Option key is used with special keyboard combinations.
Close box	Close button	The Close button closes the active window. On a Mac OS X window, it's the left most button of the three located in the upper-left corner of the window.
Control key	Command key or "Apple key"	Like the Control key, the Command key is used with keyboard combinations. For example, pressing Command-S usually saves a document or file.
Control panels	System Preferences	Instead of control panels, System Preferences is used in Mac OS X to control system settings. To open System Preferences, choose Apple > System Preferences.
Device Manager	System Profiler	Use to get information about your computer, such as the hardware or software installed, serial number, and operating system.
Disk drive eject button	Media Eject key	On a Mac, you open and close optical drives by pressing the Media Eject key on your keyboard. To eject disks in other types of drives, (or if your keyboard doesn't have the Media Eject key,) drag the disk icon to the Trash.

Exit	Quit	You use the Quit command in the application menu to exit an application. (The application menu is labeled with your application's name.)
Microsoft Photo Editor	iPhoto	Use the iPhoto application to download photos from your digital camera and create your own photo albums.
Mouse (Two-Button)	Mouse (One-Button)	Click your Mac one-button mouse to select items, such as folders and windows, and to open menus. Hold the mouse button down to drag items or select several objects. To open "shortcut menus," hold the Control key down as you click an icon on the desktop.
My Computer	Desktop	My Computer on a Windows PC shows the names and icons of installed or connected disks, including empty drives. The Mac desktop shows the names and icons of disks as they are inserted or connected to the computer.
My Documents folder	Documents folder	Use the Documents folder in your home folder to store your documents. To see your Documents folder, open a Finder window and click your home folder in the sidebar on the left side of the window.
My Pictures	Pictures folder	The Pictures folder is located in the your home folder.
My Recent Documents	Recent Items (in the Apple menu)	As you open applications and files, their names are kept in the Recent Items submenu of the Apple menu. You can use this submenu to quickly reopen applications and documents.
Network Connections	Network Utility	Use the Network Utility application to find basic network information and to troubleshoot problems.
Performance control panel	Activity Monitor	Use to see how your computer is functioning and which processes it's running.

Printers & Faxes	Print & Fax preferences pane	Use the Print & Fax pane of System Preferences to select and set up printers.
Program Files	Applications folder	Your Applications folder holds Mac OS X applications and utilities.
Properties	Get Info	The Get Info command in the File menu provides information about files and documents, similar to what Properties provides in Windows. Selecting a file and choosing Get Info shows general information and lets you set ownership and permissions for the selected file.
Recycle Bin	Trash (in the Dock)	You use the Trash icon in the Dock to delete files. Just drag your files onto the icon at the end of the Dock. To permanently delete the files, choose File > Empty Trash.
ScreenTaker	Grab	Use the Grab application to take a picture of the screen.
Search Command	Find command, Sherlock	Use the Find command in the File menu to search for files and documents on your disks. Use Sherlock to search the Internet for information. You can search for information about stocks, movies, business addresses and directions, flights, and more.
Shortcuts	Alias	In Windows, "shortcuts" are icons that open other files and applications. On the Mac, shortcut icons are called "aliases." To make an alias, select the file or application and choose File > Make Alias.
Standby	Sleep (in the Apple menu)	Sleep is a low-power mode. To put your computer to sleep, open the Apple menu and choose Sleep.
Start menu and Task bar	Dock	Similar to the Start menu and Task bar, you use the Dock to access commonly used application, folders and files. By default, the Dock is at the bottom of the screen. Drag items here to add them to the Dock and access them quickly.

Status icons	Status menus	
		Similar to the Windows status icons that appear at the bottom-right corner of the screen, status icons appear at the top-right corner of the desktop menu bar on your Mac. The icons also provide pop-up menus that let you change settings.
Windows Explorer	Finder	On the Mac, the Finder provides many of the same functions as the Explorer. To open a Finder window, click the desktop and choose File > New Finder Window.
Windows Media Player	iTunes, QuickTime Player, iMovie	Use the iTunes application to create your own personal digital music library. Use QuickTime Player and iMovie to view visual media.
Windows MovieMaker	iMovie	Use the iMovie application to download video from your digital video camera and create your own movies. You can edit your footage and add titles, transitions, special effects, and sound tracks.