Note: This discussion is based on MacOS, 10.13.4 (High Sierra). Some illustrations may differ when using other versions of macOS or OS X.

The February 18 presentation (Some Lesser Known Mac Features to Try Out, Part 1) covered:

- Tabbing Between Fields and Control Elements
- New Folder With Selection
- Use the Proxy Icon
- Spotlight Can Do More Than You Think
- Finder Tags
- Use the App Switcher to Cycle Through Open Apps (and More), and
- Show Preview in Any Finder View.

Continuing from the Part 1 presentation, I picked a few more "hints and tips" items drawn on material recently published back in January in the Rocket Yard, a blog published by the good folks at Other World Computing (http://blog.macsales.com/).

Spring-Loaded Folders

A less-used Finder option is **Spring-Loaded Folders**. It can be handy, but it requires a little dexterity.

It gives you the ability to drag an item to a folder. Then, after a slight delay, the folder will open, and display its contents, allowing you to continue to drag the item to another folder within the first folder.

You can continue this dragging through a folder hierarchy for as long as there are folders to traverse. However, it's this type of dragging where dexterity comes in: dragging from folder to folder. The end result is that you can drag an item to any location on your Mac without having to open multiple Finder windows to do it.

"Any location" includes more than just folders inside folders in a Finder window. It also includes any folders that you have added to the **Sidebar**. Drag an item to a folder in the Sidebar and wait for it to spring open in a Finder window. Then, if there are folders inside, you can continue dragging through them.
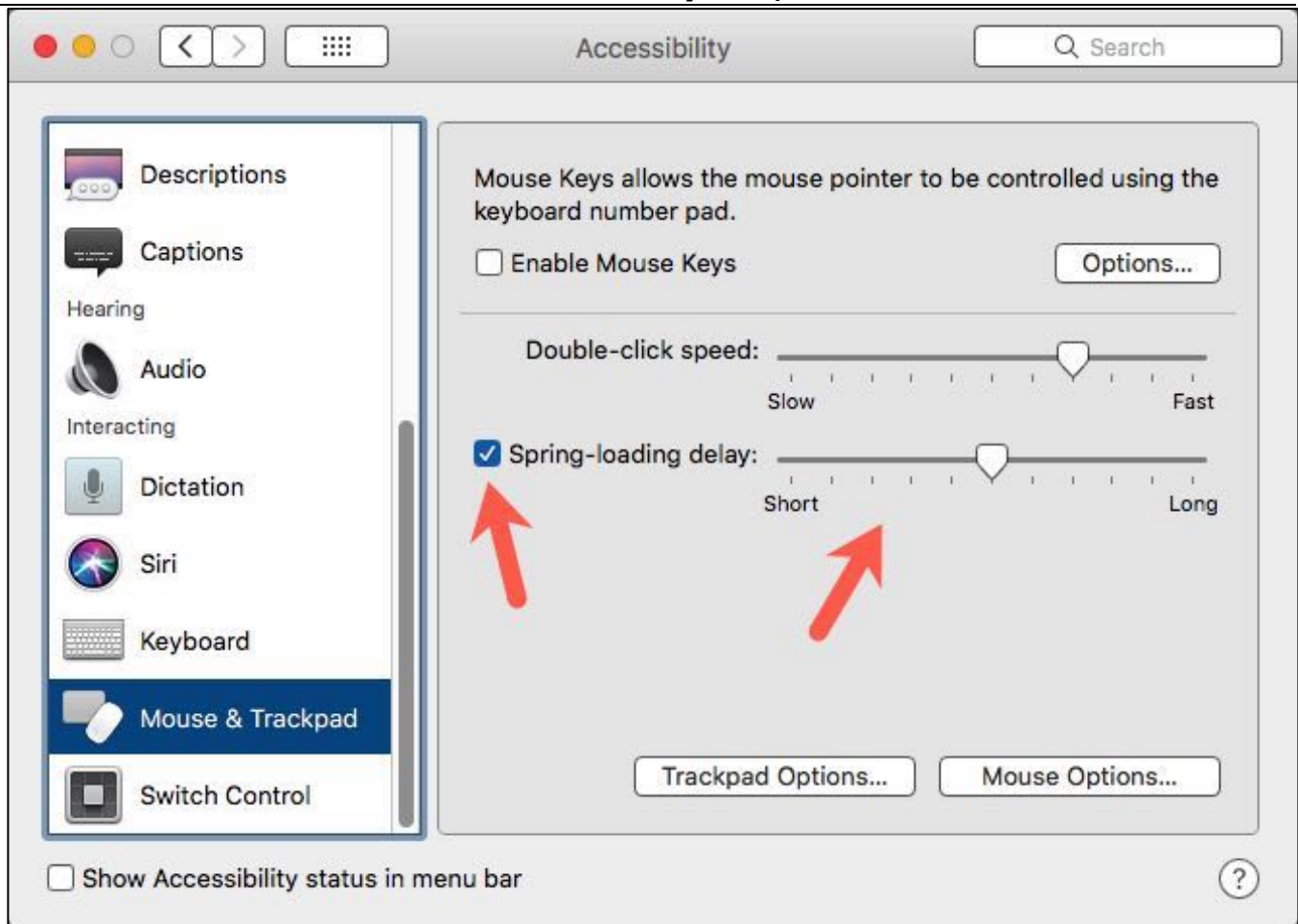
In addition, you can drag to any **Tab** that you've added to a **Finder window**.

Note: While you can drag an item to a folder in the Menu Bar, my experience has been that this folder will not spring open.

If at any time you have a problem in dragging an item to a folder (and, optionally, through to others), you can halt the process by pressing the **esc** key (located at the upper left corner of your keyboard). This will leave the item being dragged unchanged and back in its starting location.

Adjust Time Delay. You can adjust the time delay in opening a folder. The setting for this has moved around depending on the version of macOS being used. Currently (macOS 10.13.4, High Sierra), it's found in **System Preferences > Accessibility > Mouse & Trackpad**. (See the illustration on the next page.)

Accessibility System Preference – Mouse & Trackpad

In the **Mouse & Trackpad** system preference (see above), there are two settings for Spring-Loaded Folders:

- A **checkbox** to turn on Spring-Loaded Folders.
- A **slider** to adjust the delay when opening a folder.

Stacks

Stacks were discussed last year in April as part of a presentation about the Dock. Because they're so useful, it's worth reviewing briefly again.

At its basic level, a stack is simply a folder containing items that you've dragged to the right-hand side of the Dock (to the right of the vertical dividing line).

It's effectively an *alias* of the folder since the folder isn't actually moved to the Dock and remains in its original location.

A stack has a few more capabilities than just a plain folder. You can:

- View the **content** of a stack by clicking on its Dock icon,
- Specify how the content is to be **displayed**, and
- Specify the **sorting order** of the content when viewed from the Dock, independent of how you have the sorting order set when manually opening the same folder in the Finder.
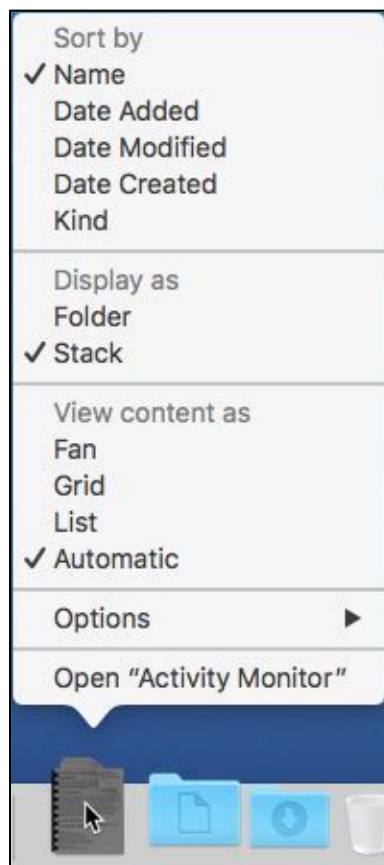
Below is screenshot of the right side of the Dock on my iMac. To illustrate Stacks, I dragged a folder named Activity Monitor to the Dock. It contains some reference articles that I've gleaned from the web.

Dock – Icon for Activity Monitor Folder Added

Since it contains only documents, its icon looks like a document. Folders that contain other folders (or folders and documents) use a different icon, typically one folder or a set of folders depending on what's in the folder that was dragged to the Dock.

You can change the setting for this appearance along with several others by **Right-Clicking** (Control-Clicking) on the Dock icon to display a pop-up menu of settings options (see below):

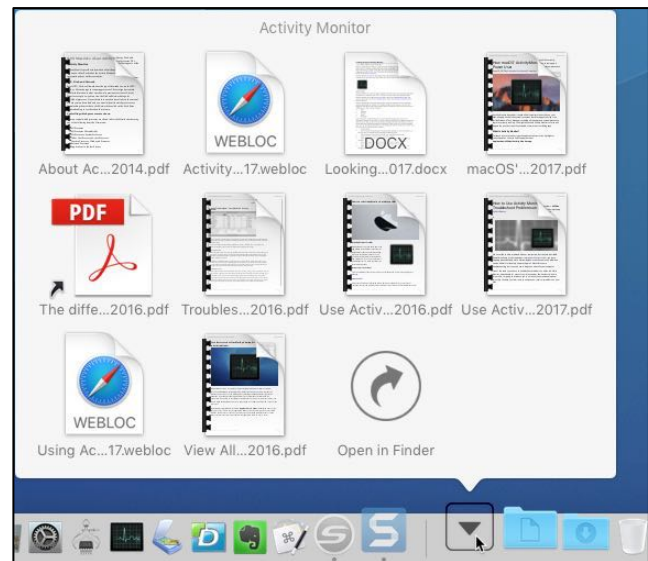**Pop-up Settings Menu for the Activity Monitor Folder Dock Icon**

The **Pop-up Settings Menu** provides a variety of adjustments for the Dock icon and its content. For example, the icon could be displayed as a **Stack** (and its corresponding document icon appearance) or as a simple **Folder**.

The real value of a Stack is that it provides, like other Dock icons, quick access to something. Just click on the stack/folder's icon to display its contents and select an item. Recall that icons to the left of the vertical line are for applications while those to the right access folders (like the Activity Monitor folder that was added).

In the **View contents as** group of settings, you can choose how the folder's contents are displayed (**Fan**, **Grid**, **List**, or **Automatic**). Choose the one that works best for you. See the illustrations below:

Fan View

Grid View

List View

When the **Automatic View** is selected, the folder display will default to **Fan View** when it only contains a few items.
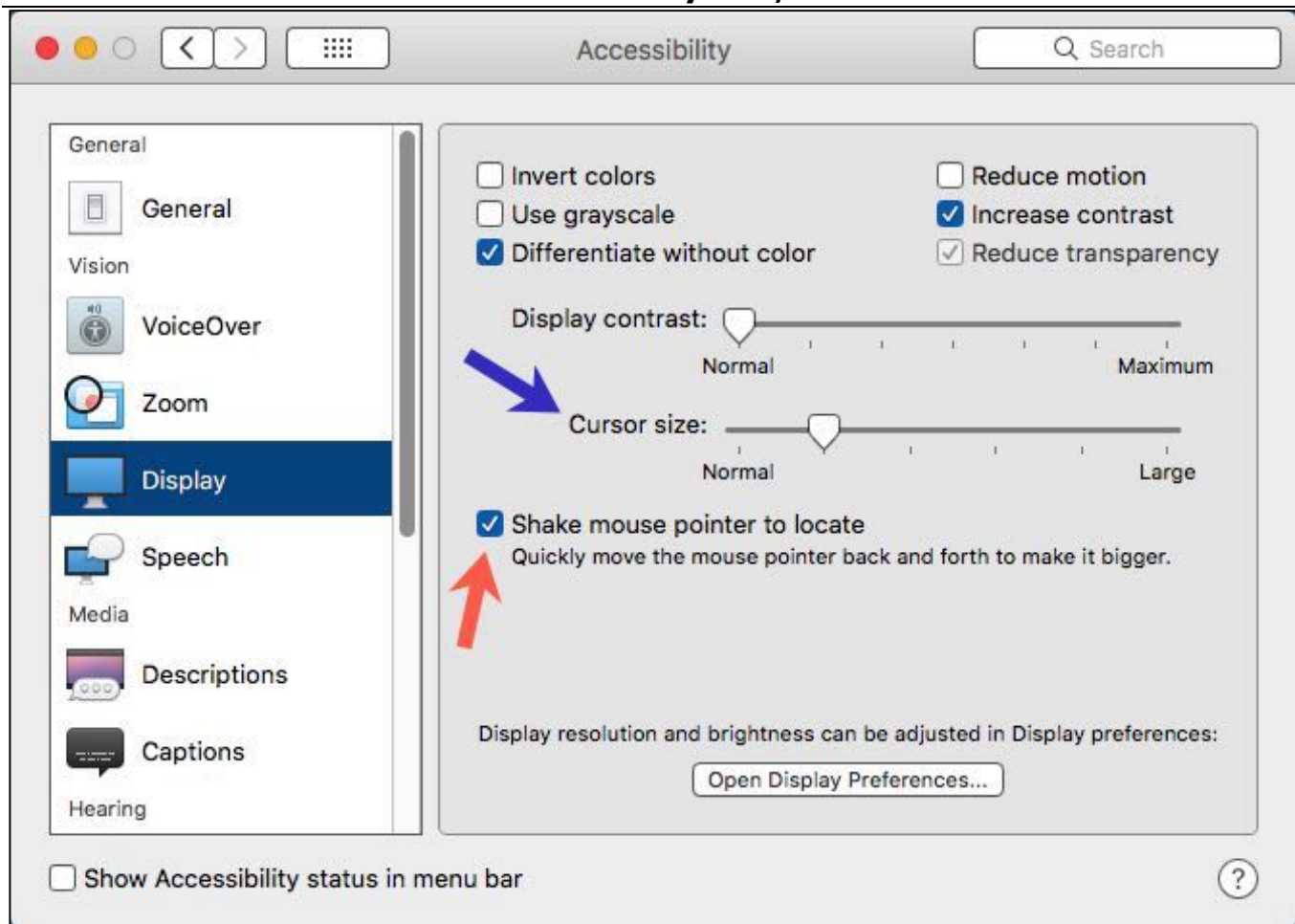
Mouse Shakes

Ever lose the cursor location on your Mac, and then spend a moment (or two) trying to locate it? With large monitors and high-resolution screens, such as found in Retina-enabled Macs, sometimes everything gets a little too small to pick it out right away.

You can shake the **Mouse Pointer** (cursor) and it will momentarily enlarge by about 3 times, making it easy to spot.

The control for the **Mouse Shake** is found in **System Preferences > Accessibility > Display**. (See the illustration on the next page.)

Accessibility System Preference – Display – Shake Mouse Pointer

Click the **Shake mouse pointer to locate** checkbox (**red** arrow) to enable **Mouse Shakes**. There isn't any option to control how much to enlarge the mouse pointer.
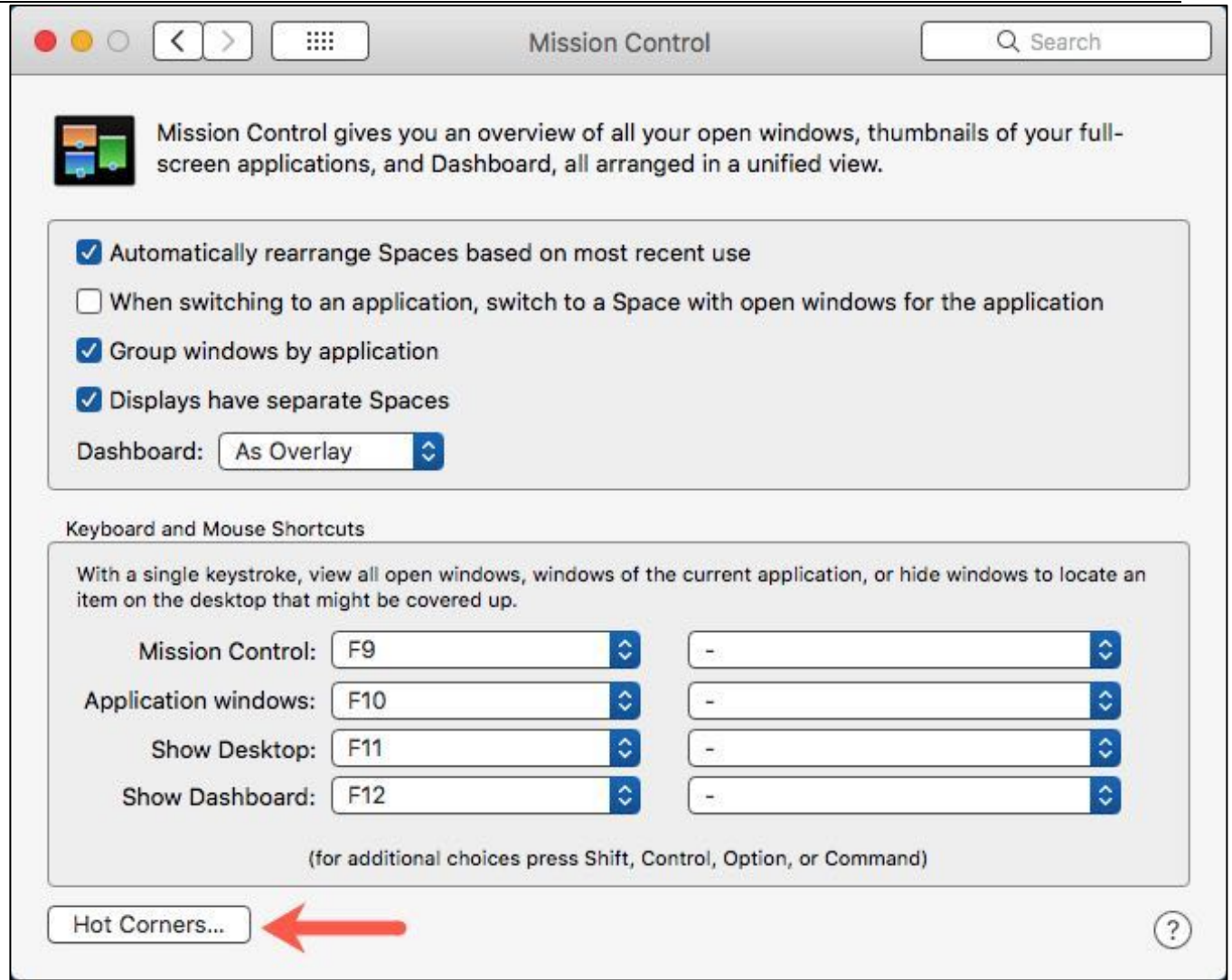
Cursor Size. While we're at the Display setting in the Accessibility system preference, notice that you can adjust the normal size of the cursor (**blue** arrow). Adjust it a bit larger, as I have, makes it easier to spot.

Hot Corners

The ability to activate a Mac feature by moving the cursor to one of the display's corners has been around for a long time, but the macOS has so many features now that we can lose track of some of them.

The **Hot Corners** feature lets you assign various functions to each corner of your display. First, open the **Mission Control** system preference and click the **Hot Corners** button at the bottom (illustration on the next page):
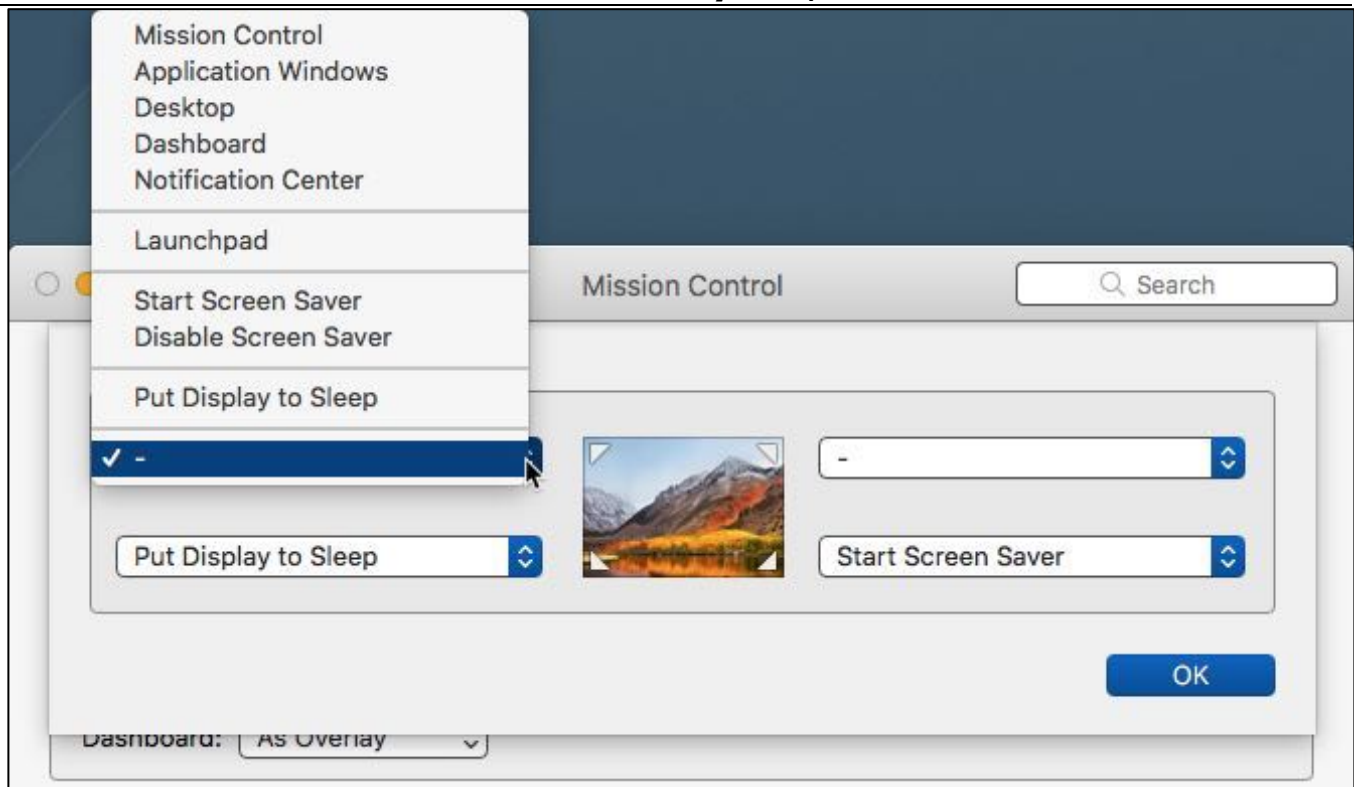
Mission Control System Preference – Hot Corners Button

Clicking the **Hot Corners** button brings up a drop-down sheet where you can set what functions are assigned to any of the four corners of your display. (See the illustration on the next page.)

Mission Control System Preference – Hot Corners Settings

Hot Corners can be used to invoke many actions:

- **Mission Control**: Opens the Mission Control feature to give you an overview of all open windows and apps.
- **Application Windows**: Brings all windows of the current front most app to the forefront.
- **Desktop**: Hides all open windows, giving you easy access to your Desktop.
- **Notification Center**: Opens the Notifications Center.
- **Launchpad**: Launches the Launchpad app, which lets you quickly open any apps you have installed on your Mac.
- **Start Screen Saver**: Gives you a quick way to bring up the screensaver.
- **Disable Screen Saver**: Keeps the screensaver from starting up.
- **Put Display to Sleep**: Forces the display to enter sleep mode.

You can assign any one of these actions to one of the display's four corners.

When you're finished making Hot Corners assignments, click the **OK** button.

To activate any of the actions that you've assigned, move the cursor into the appropriate corner.

Next Presentation

For the next presentation, we'll take a look a few more Mac features to try out with a focus on writing and editing.

If you have any suggestions for presentation topics, including macOS utilities, please contact me at slp4668@gmail.com.

—Steve Parker

Credits:

• 10 Mac Features You Probably Don't Use But Should
https://blog.macsales.com/43439-10-mac-features-you-probably-dont-use-but-should

• Seven More Mac Features You Should Take for a Spin
https://blog.macsales.com/43497-seven-more-mac-features-you-should-take-for-a-spin