



MacBook Air

Essentials

Contents

4	Chapter 1: Welcome
4	Say hello to MacBook Air
5	Chapter 2: MacBook Air at a glance
5	Take a tour
6	What's included
6	Trackpad
7	Keyboard
8	Chapter 3: Get started
8	Set up
10	Find your way around
11	Quickly open apps
12	Charge the battery
13	Migrate your data
14	Chapter 4: MacBook Air basics
14	Use your MacBook Air
14	Access all your content, anywhere with iCloud
15	Use your MacBook Air and iOS devices together
17	Wirelessly share, print, and play
19	Make video calls with FaceTime
20	Use an external display
20	Back up and restore
21	Get answers
22	Chapter 5: Apps
22	About apps
22	Safari
23	Mail
24	Calendar
25	Messages
26	Maps
27	Spotlight
28	iTunes
29	Photos, iMovie, and GarageBand
30	Pages, Numbers, and Keynote

31	Chapter 6: Safety, handling, and support
31	Important safety information
33	Important handling information
34	Understanding ergonomics
35	Apple and the environment
35	Learning more, service, and support
36	FCC compliance
37	Canadian regulatory compliance
38	Europe—EU Declaration of Conformity
38	ENERGY STAR® Compliance Statement
39	Disposal and recycling information
40	Software License Agreement

Welcome

1

Say hello to MacBook Air



Take a look around. Want a quick tour of the features of your MacBook Air? Go to [Take a tour](#).

Get started. Press the power button and you're up and running. For tips on setting up, see [Set up](#).

See what you can do. Print and share files, play music, and more. Find out how easy it is in [Use your MacBook Air](#).

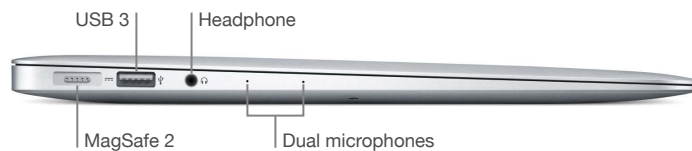
...And of course, **have fun.** MacBook Air is loaded with apps—go to [About apps](#) to get inspired.

MacBook Air at a glance

2

Take a tour

The 11-inch MacBook Air and the 13-inch MacBook Air have the following features built in:



- *MagSafe 2 power port:* Charge your notebook. If you accidentally trip over the power cord, it cleanly breaks away.
- *USB 3 and Thunderbolt 2 ports:* Transfer data at lightning-fast speeds and connect displays like the Apple Thunderbolt Display.
- *Headphone port:* Connect speakers or headphones.
- *Dual microphones:* Talk with friends or record audio.



- *SDXC card slot:* Transfer photos and videos from your digital camera. SDXC card slot available on 13-inch model only.

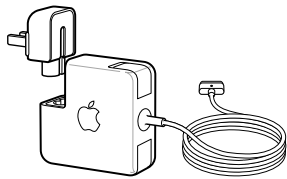
Note: You can use the cable that came with your camera or a USB card reader to transfer photos and videos to your 11-inch MacBook Air.



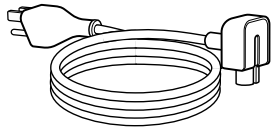
- *FaceTime HD camera*: Make FaceTime video calls or take pictures and video. If the light is glowing, the camera is on.
- *Power button*: Turn your MacBook Air on or off, or put it to sleep.
- *Multi-Touch trackpad*: Use the Multi-Touch trackpad for precise cursor control. It supports inertial scrolling, pinch, rotate, swipe, three-finger swipe, four-finger swipe, tap, double-tap, and drag capabilities. For more on using gestures, see [Trackpad](#).

What's included

To use your MacBook Air, you need these two simple accessories, included in the box:



45W MagSafe 2 Power Adapter: Make sure the AC plug is fully inserted into the power adapter and the electrical prongs on the AC plug are fully extended. Then plug the adapter into a power outlet to charge your MacBook Air. The magnetic DC connector helps guide the plug into the port and disconnects easily. When the adapter is connected, an LED on the DC connector lights up; an amber light shows that your MacBook Air is charging, and a green light shows that it has a full charge.



AC power cord: Attach the adapter end of the AC power cord to the 45W MagSafe 2 Power Adapter, and then plug the three prong end of the AC power cord into a power outlet.

Adapters and other accessories are sold separately at store.apple.com or your local Apple Retail Store. Be sure to review the adapter or accessory documentation to make sure you're choosing the right product for your MacBook Air.

Trackpad

You can do a lot on your MacBook Air using simple trackpad gestures—scroll through webpages, zoom in on documents, rotate photos, and more. Here are some common gestures:

	Click : Press anywhere on the trackpad. Or enable "Tap to click" in Trackpad preferences, and simply tap.
	Secondary click (right click) : Click with two fingers to open shortcut menus. If "Tap to click" is enabled, tap with two fingers.
	Two-finger scroll : Slide two fingers up and down to scroll.
	Pinch to zoom : Pinch your thumb and finger open or closed to zoom in or out of photos and webpages.
	Swipe to navigate : Swipe left or right with two fingers to flip through webpages, documents, and more—like turning a page in a book.
	Open Launchpad : Quickly open apps in Launchpad. Pinch closed with four or five fingers, then click an app to open it.
	Swipe between apps : To switch from one full-screen app to another, swipe left or right with three or four fingers.















Customize your gestures. Choose Apple menu () > System Preferences or click the System Preferences icon in the Dock, then click Trackpad.



Learn more about each gesture and customize other trackpad features in Trackpad preferences.

Keyboard



- **Function (fn) key:** Hold this key while you press a function key (F1 to F12) to make the key do its assigned action. To learn how to customize function keys, click the Help menu in the menu bar, then search for “function keys” in Mac Help.
- **Brightness keys (F1, F2):** Press  or  to increase or decrease the brightness of the screen.
- **Mission Control key (F3):** Press  to view what’s running on your MacBook Air, including all your spaces and open windows.
- **Launchpad key (F4):** Press  to instantly see all the apps on your MacBook Air. Click an app to open it.
- **Keyboard illumination keys (F5, F6):** Press  or  to increase or decrease the brightness of the keyboard.
- **Media keys (F7, F8, F9):** Press  to rewind,  to play or pause, or  to fast-forward a song, movie, or slideshow.
- **Mute key (F10):** Press  to mute the sound coming from the built-in speakers and headphone port.
- **Volume keys (F11, F12):** Press  or  to increase or decrease the volume of sound coming from the built-in speakers or headphone port.
- **Power button:** Press and hold  for 3 seconds to turn your MacBook Air on or off. Press  to put MacBook Air to sleep.

Get started

3



Set up

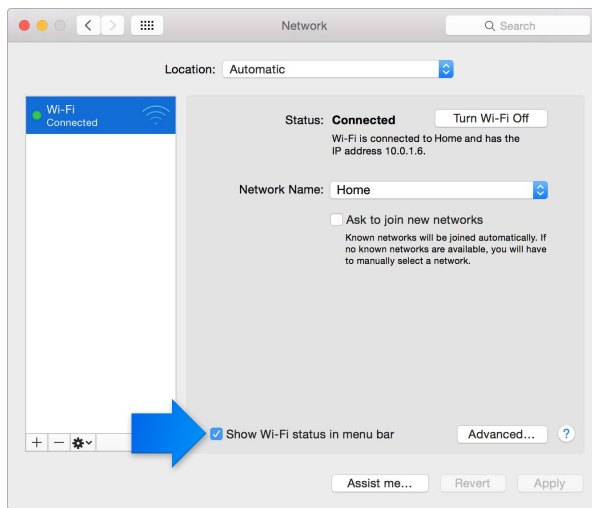
The first time you turn on your MacBook Air, the Setup Assistant walks you through the simple steps needed to use your new Mac.




To get the most out of MacBook Air, be sure to connect to Wi-Fi and turn on Bluetooth®, get an Apple ID, and sign in to iCloud. You can do these steps quickly and easily with Setup Assistant—but if you want to do them later, here's how:



Connect to Wi-Fi. Click the Wi-Fi status icon  in the menu bar, then choose a Wi-Fi network and enter the password, if necessary.

If you don't see the Wi-Fi status icon , choose Apple menu () > System Preferences, then click Network. Select Wi-Fi in the list on the left, then select "Show Wi-Fi status in menu bar."




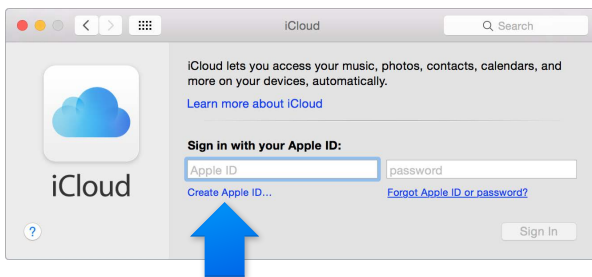
Turn off Wi-Fi. Click the Wi-Fi status icon  in the menu bar, then choose Turn Wi-Fi Off.


Turn Bluetooth on or off. Click the Bluetooth icon  in the menu bar, then choose Turn Bluetooth On or Turn Bluetooth Off.

If you don't see the Bluetooth icon , choose Apple menu () > System Preferences, click Bluetooth, then select "Show Bluetooth in menu bar."

Get an Apple ID. Your Apple ID is the account you use for just about everything you do with Apple, including buying music, movies, and TV shows from the iTunes Store, downloading apps from the App Store, and storing your content in iCloud.

If you don't already have an Apple ID, you can create one in iCloud preferences. Choose Apple menu () > System Preferences. Click iCloud, and then, in the window that appears, click Create Apple ID.



Set up iCloud on your Mac. After you have an Apple ID, it's easy to set up iCloud on your Mac. Choose Apple menu () > System Preferences and click iCloud. In the window that appears, enter your Apple ID and password. Then select the features you want to use.

Important: Be sure to use the same Apple ID for iCloud on all your devices.

For more information about setting up iCloud, click the Help menu in the menu bar, then search for "set up iCloud" in Mac Help.



You can store all your documents, movies, music, photos, and more in iCloud, and access them anywhere you go. To find out more about what you can do with iCloud and MacBook Air, see [Access all your content, anywhere with iCloud.](#)

Find your way around

Overview

Start at the desktop. It's home base for your Mac—where you can organize your files, quickly open apps, search for anything on your Mac and beyond, and more.



Finder

Use the Finder to organize and find all your files—including documents, images, movies, and music—or to quickly preview a file.

Open a Finder window. Click the Finder icon in the Dock, at the bottom of the screen.

Dock

The Dock, at the bottom of the screen, is a convenient place to keep the apps and documents you use frequently. You can make the Dock larger or smaller, add or remove items, move it to the left or right side of your screen, or even set it to hide when you're not using it.

Add an item to the Dock. Drag the item and drop it where you want it. Place apps to the left of the line in the Dock, and files or folders to the right.

Remove an item from the Dock. Drag it out of the Dock. The item isn't removed from your Mac—just from the Dock.

Change how the Dock looks. Choose Apple menu () > System Preferences, then click Dock.


System Preferences

Make your MacBook Air perfect for you. You can use Energy Saver preferences to change sleep settings, use Desktop & Screen Saver preferences to add a desktop background or choose a screen saver, and more.




Open System Preferences. Choose Apple menu () > System Preferences, or click the System Preferences icon in the Dock. Then click the preference you want to set.

Spotlight

Find anything on your MacBook Air—and beyond. Spotlight searches your Mac, as well as Wikipedia, Maps, news, movie showtimes, and more.

Search for anything. Click  at the top-right of the screen or press Command–Space bar, then start typing.

Menu bar

The menu bar runs along the top of the screen. Use the icons and menus there to connect to a Wi-Fi network, check your Wi-Fi status , change the volume , check your battery charge , and more.

Help

You can find answers to many of your questions in the Help menu.

Get help. Click the Help menu in the menu bar, then type a question or term in the search field. Choose a topic from the results list, or choose Show All Help Topics to see all results.

To get help using an app, just click the Help menu while you're using the app.

Quickly open apps

Your MacBook Air comes with apps for all the things you love—browsing the web, checking email, creating documents and presentations, sharing photos, enjoying movies, and more. You can quickly open apps from Spotlight, from the Dock, or with Launchpad.



Open an app. Click the app's icon in the Dock, or click the Launchpad icon in the Dock and click the app you want. You can also search for the app using Spotlight, then open the app directly from your Spotlight search results.

Organize apps in Launchpad. Drag an app onto another app to create a folder. Drag more apps to the new folder to add them. To remove an app from a folder, just drag it out.

Get more apps. Click the Mac App Store icon in the Dock. When you download apps from the Mac App Store, they appear in Launchpad. To quickly get updates to apps and OS X, click Updates in the Mac App Store.

Charge the battery

The battery in your MacBook Air recharges whenever MacBook Air is connected to power.



Charge the battery. Connect your MacBook Air to a power outlet using the included cable and 45W MagSafe 2 Power Adapter. The battery recharges more quickly when the computer is off or in sleep.

Check the battery's charge. Look at the battery status icon at the right of the menu bar to see the battery level or charging status. Click the icon to show how much power you have left if you keep using the apps, peripheral devices, and system settings you're now using.



Charging



Charged

Conserve battery power. Reduce the display brightness, close apps, and disconnect peripheral devices you're not using to extend battery life on a given charge. You can change your power settings in Energy Saver preferences (click the System Preferences icon in the Dock, then click Energy Saver). If your MacBook Air is in sleep or standby mode when a device is connected to it, the device's battery may drain.

For more information about the internal, rechargeable battery in your MacBook Air, and for conservation and performance tips, go to www.apple.com/batteries.



Migrate your data



It's easy to move your files and settings from another Mac or a PC to your MacBook Air. You can transfer the data when you first set up your MacBook Air, using Setup Assistant. If you want to transfer later, you can use Migration Assistant to wirelessly copy your files from a Time Machine backup, using an AirPort base station (available separately).

You can transfer data over a wireless network as long as both computers are connected to the same network.

Use Migration Assistant. Open a Finder window, then go to Applications > Utilities and double-click Migration Assistant. Follow the onscreen instructions to transfer information using Wi-Fi.

Copy files from a storage device. Connect the device to the USB port  or Thunderbolt port  on your MacBook Air, then manually drag files to your MacBook Air.

For more information about Time Machine backups, see [Back up and restore](#).

MacBook Air basics

4

Use your MacBook Air

MacBook Air is built to go everywhere you go. And its built-in features—along with iCloud and OS X Yosemite—make it easy to bring your content everywhere you are. You can print, play, share, video chat, and back up your data—and do it all wirelessly. Find out more about how to make the most of your MacBook Air.

Access all your content, anywhere with iCloud



iCloud is the easiest way to make sure all your important content is everywhere you are. iCloud stores your documents, photos, music, apps, contacts, calendars, and more, so you can access them anytime you're connected to Wi-Fi.

iCloud also keeps everything up to date on all your devices. So if you have an iPhone or iPad, just sign in to iCloud using the same account and you'll have everything you need on any device.



Here's some of what you can do with iCloud.

Save your files in iCloud Drive. Store any file in iCloud Drive, then access it anywhere—from work or home, or on the road. To save a file to iCloud Drive, open a Finder window, then drag the file to iCloud Drive in the sidebar. You can organize and tag files in iCloud Drive just like the files on your MacBook Air. And when you edit a file in iCloud Drive, your edits show up on any device you use with iCloud.

Share purchases with Family Sharing. Let up to six family members share their iTunes Store, App Store, and iBooks Store purchases—even if they all use different iCloud accounts. Pay for family purchases with one credit card, and approve kids' spending right from your MacBook Air or iOS device. Plus, share photos, a family calendar, reminders, and locations. To set up Family Sharing, click the System Preferences icon in the Dock, click iCloud, then click Set Up Family.

Share photos using iCloud Photo Sharing. Share photos and video with just the people you choose, and let them add their own photos, video, and comments. To get started, click the System Preferences icon in the Dock, click iCloud, then click Photos.

Enjoy your purchases anywhere. When you're signed in to iCloud, purchases you've made from the iTunes Store, Mac App Store, and iBooks Store are available on your MacBook Air at any time. So all your music, movies, books, and more are available wherever you go.

Locate your MacBook Air with Find My Mac. If you misplace your MacBook Air, you can easily locate it on a map, lock its screen, or even erase its data remotely. To turn on Find My Mac, click the System Preferences icon in the Dock, click iCloud, then click Find My Mac.

Your iCloud account comes with 5 GB of free storage, and your purchased music, apps, TV shows, and books don't count against your available space.

For more information about what you can do with iCloud, go to Mac Help and search for iCloud, or go to www.apple.com/icloud.

Use your MacBook Air and iOS devices together

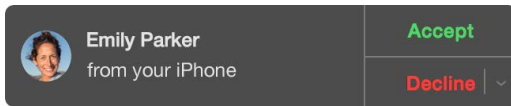
Overview

Your MacBook Air and iOS devices work together seamlessly, expanding the power and portability of your MacBook Air even more. Just sign in to your iCloud account on your MacBook Air and your iOS devices, and whenever your MacBook Air and devices are near each other, you can use them together in amazing ways.



Phone calls

You can take calls—and make them—right from your MacBook Air.

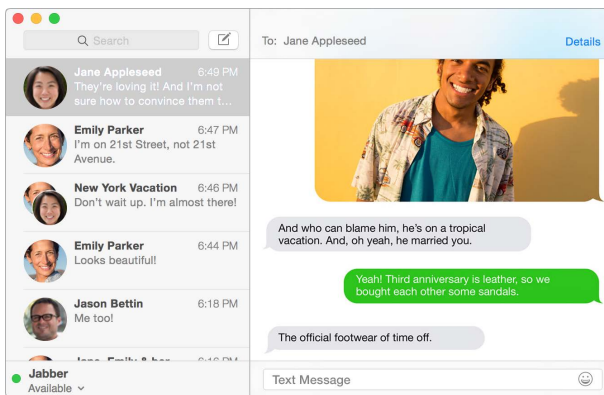


Take a call. When someone calls your iPhone, click the notification that appears on your Mac screen. Your Mac becomes a speakerphone.

Make a call. Click a phone number in a Spotlight search, or in an app such as FaceTime, Contacts, Safari, or Calendar.


Text messages

Send and receive SMS and MMS text messages right from your MacBook Air. When friends text you, you can respond from whichever device is closest. All the messages that appear on your MacBook Air also appear on your iPhone or iPad.



Instant Hotspot

If you're on the go and don't have a Wi-Fi connection, your MacBook Air can connect to the Internet using Personal Hotspot on your iPhone (with iOS 8) or iPad (cellular models with iOS 8).

Connect to your device's Personal Hotspot. Click the Wi-Fi status icon  in the menu bar, then choose your iPhone or iPad from the list of devices that appear. (You don't need to do anything on your device—MacBook Air can connect automatically.)

Check the status of your connection. Look in the Wi-Fi status menu to see the strength of the cellular signal.

When you're not using Personal Hotspot, your iOS device automatically disconnects to save battery life.

Handoff

With Handoff, you can pick up on one device where you left off on another. Work on a presentation on your MacBook Air, then continue on your iPad. Or start an email on your iPhone, then finish it on your MacBook Air. When your MacBook Air and devices are near each other, an icon appears in the Dock whenever an activity is being handed off; click it to pick up right where you left off.



Turn on Handoff on your MacBook Air. Click the System Preferences icon in the Dock, click General, then select “Allow Handoff between this Mac and your iCloud devices.”

Turn on Handoff on your iOS device. Go to Settings > General > Handoff & Suggested Apps, then tap to turn on Handoff. If you don’t see the option, your iOS device doesn’t support Handoff.

Note: To use Handoff, you need an iPhone 5 or later, iPod touch (5th generation) or later, or iPad (4th generation) or later with iOS 8 installed. Make sure your MacBook Air and iOS device are on the same Wi-Fi network, you’re signed in to the same iCloud account, and Bluetooth is turned on.

Handoff works with Calendar, Contacts, Mail, Maps, Messages, Notes, Reminders, Safari, Keynote, Numbers, and Pages.

To learn more about using Instant Hotspot, messages, phone calls, and Handoff with your MacBook Air, go to Mac Help. Or, go to www.apple.com/osx/continuity.

Wirelessly share, print, and play

Overview


Quickly share your files, clippings, and webpages using AirDrop. Print wirelessly to an AirPrint-enabled printer from apps such as Mail and Safari. Stream your music, photos, and video to Apple TV with AirPlay.

AirDrop

AirDrop makes sharing files between Mac and iOS devices easy.



Send a file from the Finder. Click the Finder icon in the Dock, then click AirDrop in the sidebar on the left. When the person you want to send a file to appears in the window, drag the file to them.

Send files from an app. While using an app like Pages or Preview, click the Share button  and choose AirDrop.

Control who can send items to you using AirDrop. Click the Finder icon in the Dock, click AirDrop in the sidebar, then click the “Allow me to be discovered by” menu and choose an option.


When you send a file to someone, they can choose whether to accept the file. When someone sends you a file, you can find it in the Downloads folder on your MacBook Air.

Print wirelessly

When you print from an app, just select a printer from the Nearby Printers list in the Print dialog. You can use AirPrint to print wirelessly to:

- An AirPrint-enabled printer on your Wi-Fi network
- A network printer or printer shared by another Mac on your Wi-Fi network
- A printer connected to the USB port of an AirPort base station

Print to an AirPrint printer. To print from any app, select an AirPrint printer in the list of printers.

Can't find the printer you're looking for? Make sure it's connected to the same Wi-Fi network as your MacBook Air. If it is and you still don't see it, try adding it: click the System Preferences icon in the Dock, click Printers & Scanners, then click Add . (You may have to connect the printer to your MacBook Air using USB.)

See [About AirPrint](#) and [OS X: Printer and scanner software available for download](#) for a list of AirPrint-enabled printers and other supported printers.

AirPlay

Display your MacBook Air screen on your TV using AirPlay Mirroring. If your HDTV is connected to Apple TV, and Apple TV is on the same Wi-Fi network as your MacBook Air, you can mirror the MacBook Air display on your TV screen or use the TV as a second display.

Use AirPlay Mirroring. Click the AirPlay icon  in the menu bar, then choose your Apple TV. When an AirPlay display is active, the icon turns blue.

In some cases, you can use an AirPlay display even if you're not on the same Wi-Fi network as Apple TV (called peer-to-peer AirPlay). To use peer-to-peer AirPlay, you need an Apple TV (3rd generation rev A, model A1469 or later) with Apple TV software 7.0 or later.

Apple TV and AirPort base stations are sold separately at store.apple.com or your local Apple Retail Store.

To learn more about AirDrop, AirPrint, and AirPlay, go to Mac Help. To learn more about using a second display with your MacBook Air, see [Use an external display](#).

Make video calls with FaceTime



Your MacBook Air has a built-in FaceTime HD camera that you can use to make FaceTime video calls.

Make a video call. Click the Launchpad icon in the Dock, then click FaceTime. Start typing a name or number—if it's in your contacts list, FaceTime completes it for you. Then click the camera button by the person's name to make the call.

FaceTime HD camera
Make video calls, capture video, and take snapshots.



You can also use your camera to take pictures and video using Photo Booth. To learn more, open Mac Help and search for FaceTime or Photo Booth.

Use an external display

The Thunderbolt 2 port on your MacBook Air supports video output for use with an external display.

Connect an Apple Thunderbolt Display. Plug the display's cable directly into the Thunderbolt port ⚡ on your MacBook Air.



You can also connect a display or other video device to your MacBook Air using an adapter. Adapters and other accessories are sold separately at store.apple.com or your local Apple Retail Store. Review the documentation or check with the manufacturer to make sure you're choosing the right adapter.

Back up and restore



To keep your files safe, it's important to back up your MacBook Air regularly. The easiest way to back up is to use Time Machine—which is built in to your MacBook Air—with a wireless AirPort Time Capsule (sold separately) or an external storage device connected to your MacBook Air.

Set up Time Machine. Make sure your MacBook Air is on the same Wi-Fi network as your AirPort Time Capsule, or connect your storage device to MacBook Air. Then click the System Preferences icon in the Dock, click Time Machine, and click On. Select the drive you want to use for backup, and you're all set.



Time Machine:

- Automatically backs up your entire MacBook Air, including system files, apps, accounts, preferences, music, photos, movies, and documents.
- Remembers how your computer looked on any given day, so you can revisit your MacBook Air as it appeared in the past or retrieve an older version of a document.
- Lets you restore your entire system from a Time Machine backup. So if anything happens to your MacBook Air, your files are safe and sound.

To learn more about backing up and restoring your MacBook Air, go to Mac Help and search for Time Machine, external storage device, backup, or restore. To learn more about AirPort Time Capsule, go to www.apple.com/airport-time-capsule.

AirPort Time Capsule is sold separately at store.apple.com or your local Apple Retail Store.

Get answers



Much more information about using your MacBook Air is available in Mac Help.

Get help. Click the Finder icon in the Dock, then click the Help menu in the menu bar and type a question or term in the Search field. Choose a topic from the results list or choose Show All Help Topics to see all topics.

To learn about	Do this
MacBook Air support	Go to www.apple.com/support/macbookair .
MacBook Air specifications	Go to www.apple.com/macbook-air/specs .
Using MacBook Air safely	See Important safety information .
Important MacBook Air information	Choose Apple menu () > About This Mac. Then click Support and choose Important Information > Product Information Guide.

Apps

5

About apps

Your MacBook Air comes with a collection of great apps for things you do every day, like surfing the web, sending mail and messages, and organizing your calendar. It also comes with apps like Photos, iMovie, GarageBand, Pages, Numbers, and Keynote—so you can be creative and productive right from the start.

To find even more apps, go to the Mac App Store. Organize your recipes, DJ a party, play the latest game—there's an app for everything you want to do. Just click the App Store icon in the Dock.

To get help using any app, just click the Help menu (in the menu bar at the top of the screen) when you're using the app.

Safari



Safari is the best way to surf the web on your Mac. Just click in the Smart Search field to see icons for your favorite websites, or type a search term or web address—Safari knows the difference and will send you to the right place. You can save pages to your Reading List to read later, and check out Shared Links for pages posted by people you follow on Twitter and LinkedIn. In tab view, you can see all your open tabs—even ones on your iOS devices.

Sidebar

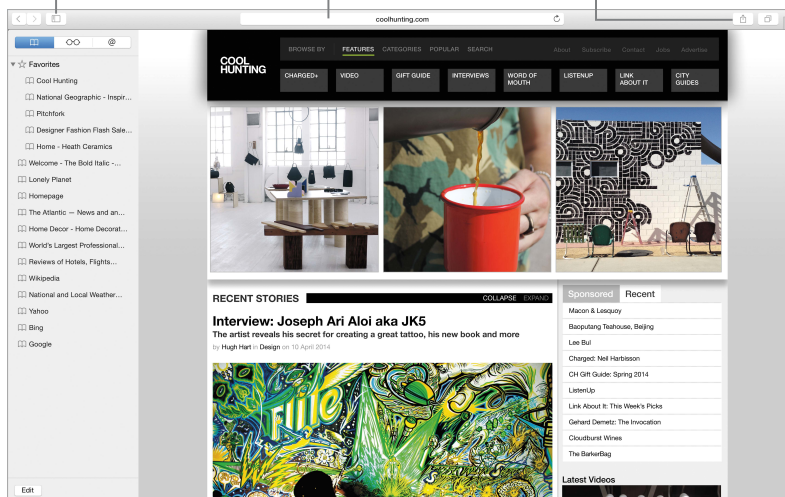
Your bookmarks, reading list, and shared links appear in the sidebar.

Favorites view

Click the Smart Search field to see icons for your favorite websites.

Share

Easily send webpages or share them with your social networks.



Mail



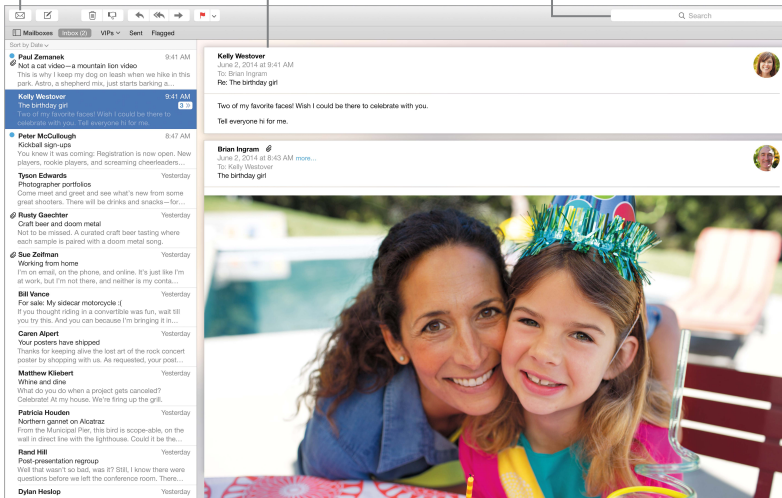
Mail lets you manage all your email accounts from a single app. It works with most popular email services like iCloud, Gmail, Yahoo Mail, and AOL Mail.

You can send large attachments using Mail Drop—your attachments are uploaded to iCloud, and recipients get a link to them. And with Markup, you can fill out and sign forms or mark up a PDF. To get started, just open Mail, and Setup Assistant helps you set up your accounts.

One-stop email
View all your accounts in Mail.

Conversation view
See all the email messages from a conversation thread.

Search
Quickly narrow search results to find exactly what you want.



Calendar



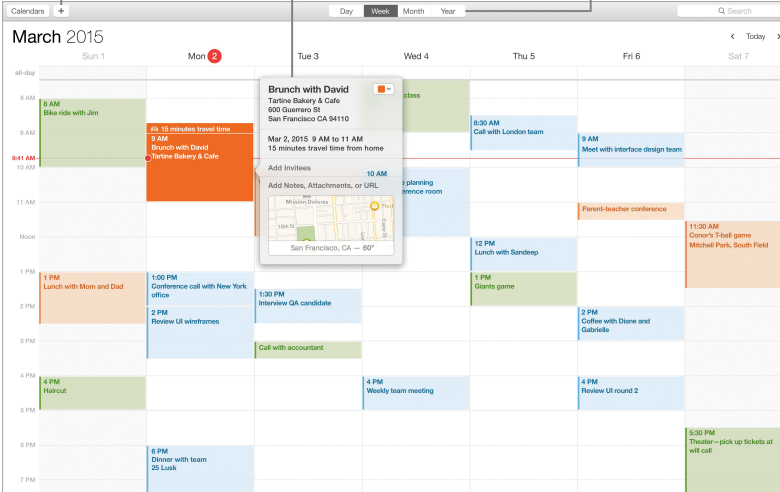
Keep track of your busy schedule with Calendar. You can create separate calendars—one for home, another for school, and a third for work. See all your calendars in a single window, or see just the ones you want. Send invitations to events, then see who has responded. Add a location to an event, and Calendar will include a map, calculate travel time, and even display the weather forecast. Use iCloud to automatically update your iCloud calendars on all your Macs and iOS devices or share calendars with other iCloud users.

You can share iCloud calendars and add Google and Yahoo calendars.

Add an event
Click + or double-click the calendar to create a new event.

Get the details
Calendar shows an event's location on a map and calculates travel time.

Calendar view
Select the view you prefer—day, week, month, or year.



The screenshot shows the Calendar app interface for March 2015. At the top, there are navigation options for 'Day', 'Week', 'Month', and 'Year', with 'Week' selected. A search bar is visible on the right. The main area displays a weekly grid from Sunday to Saturday. A pop-up window for an event titled 'Brunch with David' is centered over the grid. The event details include the location 'Tartine Bakery & Cafe, 600 Guerrero St, San Francisco, CA 94110', the date and time 'Mar 2, 2015 9 AM to 11 AM', and a calculated travel time of '15 minutes travel time from home'. The pop-up also features a map showing the location and options to 'Add Invitees', 'Add Notes, Attachments, or URL', and 'Add Location'. The calendar grid itself is filled with various events, each represented by a colored block with its title and time slot.

Messages



Messages gives you many ways to stay in touch. Just sign in with your Apple ID, and you can send and receive unlimited iMessage texts—including text, photos, video, and more—to anyone with a Mac, iPad, iPhone, or iPod touch. With iMessage, you can even start a conversation on your iOS device and continue on your MacBook Air. If your iPhone is handy, you can send SMS messages to other mobile devices, too. And if you want to talk to someone face to face, you can start a FaceTime video call right from a conversation in Messages.

Manage conversations
Click Details to start a FaceTime call or see the attachments from your conversation.



Replies in progress
Three dots means your friend is typing a reply.

Delivery receipts
See when your message has arrived.

Note: To use FaceTime video calling, both the caller and recipient need a FaceTime-enabled device. This feature is not available in all areas.

Maps



Explore new destinations and get directions on your Mac with Maps. View locations using standard or satellite imagery, or use Flyover to soar through select cities in a photorealistic 3D experience. You can look up information for local points of interest like restaurants and hotels, and Maps shows you phone numbers, photos, and even Yelp reviews. Once you find your destination, Maps provides point-to-point directions that you can send to your iPhone for turn-by-turn voice navigation.

Directions

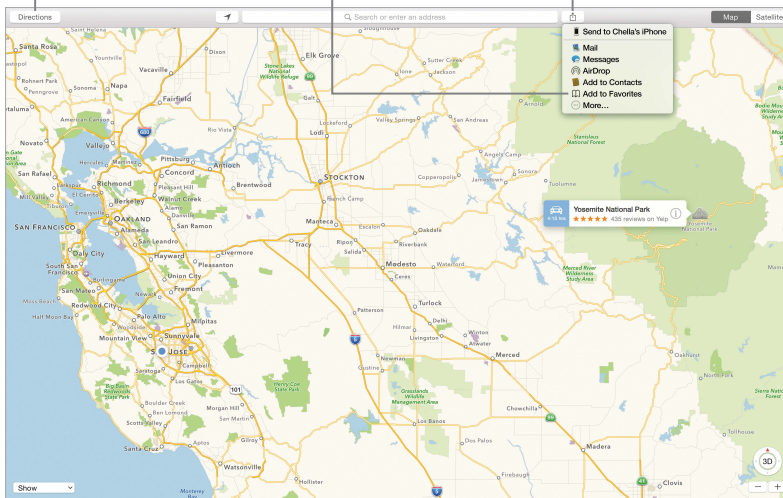
Maps provides detailed directions, including traffic information.

Favorites

Save a favorite location and access it from any device.

Send to iPhone


Send directions to your iPhone for voice navigation.



WARNING: For important information about navigation and avoiding distractions that could lead to dangerous situations, see [Important safety information](#).

Spotlight



Spotlight is an easy way to find anything on your Mac—and in sources like Wikipedia, iTunes, Maps, and more. Just click the Spotlight icon  in the menu bar or press Command–Space bar, then start typing. Spotlight finds results on your Mac—including documents, contacts, and email messages—as well as Wikipedia articles, news, movie showtimes, and more. You can take action right from your search results: make a call, send an email, get directions, even convert currencies.



Note: Not all features are available in all areas.

iTunes



iTunes makes it easy to enjoy your favorite music, movies, TV shows, and more on your Mac. iTunes includes the iTunes Store, where you can purchase classics or new favorites. It also includes iTunes Radio, a great way to discover music.

Your library

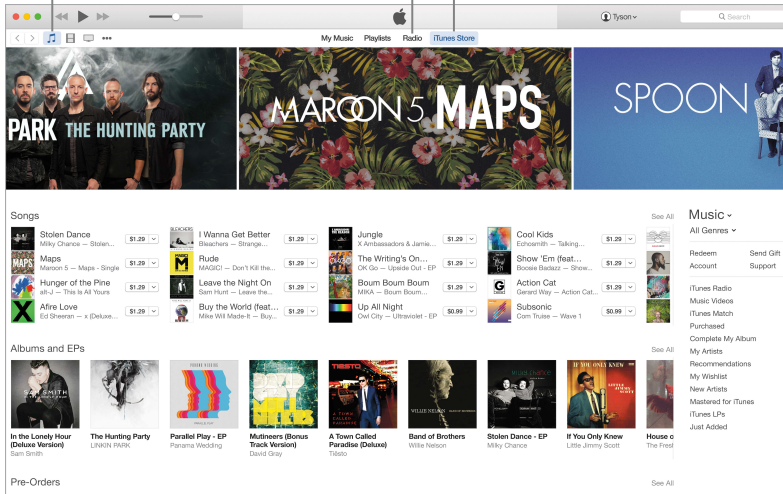
View your music, movies, TV shows, podcasts, and more.

iTunes Radio

Enjoy free streaming radio tailored from top music in the iTunes Store.

iTunes Store

Discover and buy new music, movies, and more.



Photos, iMovie, and GarageBand



Photos, iMovie, and GarageBand give you amazing ways to create and share your photos, movies, and music. Photos automatically keeps your library organized and helps you create gorgeous photo books, cards, and calendars. And with iCloud Photo Library, you can keep your entire collection of photos and videos in iCloud and view them on all of your devices. iMovie lets you turn your home videos into beautiful movies and epic Hollywood-style trailers. And GarageBand has everything you need to learn to play an instrument, write music, or record a song.

Photos

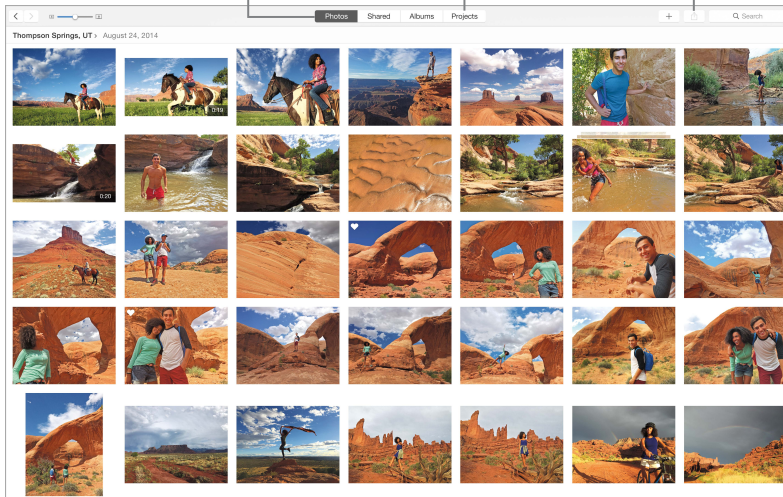
Photos are automatically organized by date and location.

Projects

Easily create and order personalized books, cards, and calendars.

Share

Post your favorites to Facebook or share them with iCloud or Messages.



Pages, Numbers, and Keynote



Create stunning documents, spreadsheets, and presentations on your Mac. Beautiful templates give you a great head start—simply add your own words and photos. And customizing your work is a snap—just select any text or object, and you see all your options in the Format sidebar on the right. Open and edit Microsoft Office files, and easily share a link to your work via Mail or Messages, right from the toolbar.

Add graphics and more

Create media-rich documents with images, movies, charts, and more.

Share

Easily share a link to your work with Mail or Messages.

Format sidebar

Select an item, and options for it appear in the sidebar.



Safety, handling, and support

6

Important safety information



WARNING: Failure to follow these safety instructions could result in fire, electric shock, or other injuries, or damage to your MacBook Air or other property. Read all safety information below before using your MacBook Air.

Built-in battery. Don't attempt to replace or remove the battery yourself—you may damage the battery, which could cause overheating and injury. The lithium-ion battery in MacBook Air should be replaced by Apple or an authorized service provider, and must be recycled or disposed of separately from household waste. Don't expose your MacBook Air to extreme heat sources, such as radiators or fireplaces, where temperatures might exceed 212°F (100°C). Don't incinerate the battery.

For information about battery service and recycling, go to www.apple.com/batteries/service-and-recycling.

Handling. Handle your MacBook Air with care. It is made of metal, glass, and plastic and has sensitive electronic components inside. Set up your MacBook Air on a stable work surface that allows for adequate air circulation under and around the computer. MacBook Air can be damaged if dropped, burned, punctured, or crushed, or if it comes in contact with liquid. Don't use a damaged MacBook Air, such as one with a cracked screen, as it may cause injury.

Water and wet locations. Keep your MacBook Air away from sources of liquid, such as drinks, washbasins, bathtubs, shower stalls, and so on. Protect your MacBook Air from dampness or wet weather, such as rain, snow, and fog.

Repairing. Your MacBook Air doesn't have any user-serviceable parts. Do not open or disassemble MacBook Air or attempt to repair it or replace any components. Disassembling MacBook Air may damage it or may cause injury to you. If MacBook Air needs service, is damaged, malfunctions, or comes in contact with liquid, contact Apple or an Apple-authorized repair center, such as an Apple Authorized Service Provider. If you attempt to open it, you risk damaging your computer, and such damage isn't covered by the limited warranty on your MacBook Air.

Navigation. Maps, directions, and location-based apps depend on data services. These data services are subject to change and may not be available in all areas, resulting in maps, directions, or location-based information that may be unavailable, inaccurate, or incomplete. Compare the information provided on MacBook Air to your surroundings and defer to posted signs to resolve any discrepancies. Do not use these services while performing activities that require your full attention. Always comply with posted signs and the laws and regulations in the areas where you are using MacBook Air and always use common sense.

Charging. Charge MacBook Air only with the included 45W MagSafe 2 Power Adapter, or with other third-party cables and power adapters that are compatible with MagSafe 2 and are compliant with applicable regulations.

Using damaged cables or chargers, or charging when moisture is present, can cause fire, electric shock, injury, or damage to MacBook Air or other property. When you use the included 45W MagSafe 2 Power Adapter to charge MacBook Air, make sure that the AC plug or AC power cord is fully inserted into the power adapter before you plug the adapter into a power outlet.

Prolonged heat exposure. MacBook Air and its 45W MagSafe 2 Power Adapter may become very warm during normal use. MacBook Air and its 45W MagSafe 2 Power Adapter comply with applicable surface temperature standards and limits defined by the International Standard for Safety of Information Technology Equipment (IEC 60950-1). However, even within these limits, sustained contact with warm surfaces for long periods of time may cause discomfort or injury.

Use common sense to avoid situations where your skin is in prolonged contact with a device or its power adapter when it's operating or plugged into a power source. For example, don't sleep with a device or power adapter when it's plugged into a power source. Don't operate your MacBook Air on a pillow, blanket, or other soft material that can block ventilation openings. It's important to keep MacBook Air and its 45W MagSafe 2 Power Adapter in a well-ventilated area when in use or charging.

Never push anything into the ventilation openings, as doing so may be dangerous and cause your computer to overheat. Never place anything over the keyboard when operating your MacBook Air. If your MacBook Air is on your lap and gets uncomfortably warm, remove it from your lap and place it on a stable, well-ventilated work surface. Take special care if you have a physical condition that affects your ability to detect heat against the body.

45W MagSafe 2 Power Adapter. To operate the 45W MagSafe 2 Power Adapter safely and reduce the possibility of heat-related injury or damage, do one of the following:

- Plug the 45W MagSafe 2 Power Adapter directly into a power outlet.
- If you're using the AC power cord, place the power adapter on a desk, table, or on the floor in a well-ventilated location.

Disconnect the power adapter and any other cables if any of the following conditions exists:

- You want to clean the case (use only the recommended procedure described in [Important handling information](#)).
- The power cord or plug becomes frayed or otherwise damaged.
- Your MacBook Air or 45W MagSafe 2 Power Adapter is exposed to rain, excessive moisture, or liquid spilled into the case.
- Your MacBook Air or 45W MagSafe 2 Power Adapter has been dropped, the case has been damaged, or you suspect that service or repair is required.

The MagSafe 2 port (where you plug in the MagSafe 2 connector) contains a magnet that can erase data on a credit card, iPod, or other device. To preserve your data, do not place these or other magnetically sensitive material or devices within 1 inch (25 mm) of this port.

If debris gets onto the MagSafe 2 port, remove it gently with a dry cotton swab.

45W MagSafe 2 Power Adapter specifications:

- *Frequency:* 50 to 60 Hz, single phase
- *Line Voltage:* 100 to 240 V
- *Output Voltage:* 14.85 V DC, 3.05 A

Hearing loss. Listening to sound at high volumes may damage your hearing. Background noise, as well as continued exposure to high-volume levels, can make sounds seem quieter than they actually are. Use only compatible earbuds, headphones, or earpieces with your MacBook Air. Turn on the audio and check the volume before inserting anything into your ear. For more information about hearing loss, see www.apple.com/sound.



WARNING: To prevent possible hearing damage, do not listen at high volume levels for long periods.

Radio frequency exposure. MacBook Air uses radio signals to connect to wireless networks. For information about radio frequency (RF) energy resulting from radio signals and steps you can take to minimize exposure, see www.apple.com/legal/rfexposure.

Medical device interference. MacBook Air contains components and radios that emit electromagnetic fields, which may interfere with pacemakers, defibrillators, or other medical devices. Maintain a safe distance of separation between your medical device and MacBook Air. Consult your physician and medical device manufacturer for information specific to your medical device. If you suspect MacBook Air is interfering with your pacemaker or any other medical device, stop using MacBook Air.

Medical conditions. If you have a medical condition that you believe could be affected by using MacBook Air (for example, seizures, blackouts, eyestrain, or headaches), consult with your physician prior to using MacBook Air.

Repetitive motion. When you perform repetitive activities such as typing or playing games on MacBook Air, you may experience discomfort in your hands, arms, wrists, shoulders, neck, or other parts of your body. If you experience discomfort, stop using MacBook Air and consult a physician.

Choking hazard. Some MacBook Air accessories may present a choking hazard to small children. Keep these accessories away from small children.

High-consequence activities. MacBook Air is not intended for use where the failure of the computer could lead to death, personal injury, or severe environmental damage.

Explosive atmospheres. Charging or using MacBook Air in any area with a potentially explosive atmosphere, such as areas where the air contains high levels of flammable chemicals, vapors, or particles (such as grain, dust, or metal powders), may be hazardous. Obey all signs and instructions.

Important handling information

Operating environment. Operating your MacBook Air outside these ranges may affect performance:

- *Operating temperature:* 50° to 95° F (10° to 35° C)
- *Storage temperature:* -13° to 113° F (-25° to 45° C)
- *Relative humidity:* 0% to 90% (noncondensing)
- *Operating altitude:* Tested up to 10,000 feet (0 to 3048 meters)

Carrying your MacBook Air. If you carry your MacBook Air in a bag or briefcase, make sure that there are no loose items (such as paper clips or coins) that could accidentally get inside the computer through vent openings or get stuck inside a port. Also, keep magnetically sensitive items away from the MagSafe 2 power port.

Using connectors and ports. Never force a connector into a port. When connecting a device, make sure the port is free of debris, that the connector matches the port, and that you have positioned the connector correctly in relation to the port.

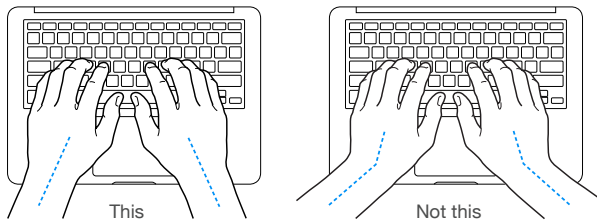
Storing your MacBook Air. If you are going to store your MacBook Air for an extended period of time, keep it in a cool location (ideally, 71° F or 22° C) and discharge the battery to 50 percent. When storing your computer for longer than five months, maintain the capacity of the battery by charging the battery to 50 percent every six months or so.

Cleaning your MacBook Air. When cleaning the outside of your MacBook Air and its components, first shut down your MacBook Air, and then unplug the 45W MagSafe 2 Power Adapter. Then dampen a clean, lint-free cloth to wipe the MacBook Air exterior. Avoid getting moisture in any openings. Don't spray liquid directly on the computer. Don't use aerosol sprays, solvents, abrasives, or cleaners containing hydrogen peroxide that might damage the finish.

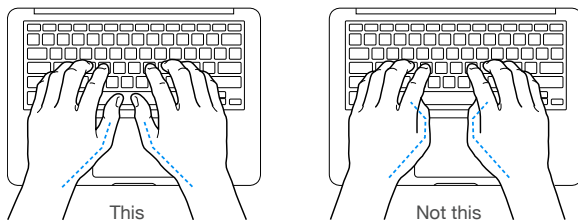
Cleaning the MacBook Air screen. To clean your MacBook Air screen, first shut down your MacBook Air and unplug the 45W MagSafe 2 Power Adapter. Dampen a clean, lint-free cloth with just water and wipe the screen. Don't spray liquid directly on the screen.

Understanding ergonomics

When you use the keyboard and trackpad, your shoulders should be relaxed. Your upper arm and forearm should form an angle that is slightly greater than a right angle, with your wrist and hand in roughly a straight line.



Use a light touch when typing or using the trackpad and keep your hands and fingers relaxed. Avoid rolling your thumbs under your palms.



Change hand positions often to avoid fatigue. Some computer users might develop discomfort in their hands, wrists, or arms after intensive work without breaks. If you begin to develop chronic pain or discomfort in your hands, wrists, or arms, consult a qualified health specialist.

External mouse. If you use an external mouse, position the mouse at the same height as the keyboard and within a comfortable reach.

Chair. An adjustable chair that provides firm, comfortable support is best. Adjust the height of the chair so your thighs are horizontal and your feet are flat on the floor. The back of the chair should support your lower back (lumbar region). Follow the manufacturer's instructions for adjusting the backrest to fit your body properly.

Built-in display. Adjust the angle of the display to minimize glare and reflections from overhead lights and windows. Do not force the display if you meet resistance. The display is not designed to open past 135 degrees.

You can adjust the brightness of the screen when you take the computer from one work location to another, or if the lighting in your work area changes.

For more information about ergonomics, see www.apple.com/about/ergonomics.

Apple and the environment

At Apple, we recognize our responsibility to minimize the environmental impacts of our operations and products.

For information, go to www.apple.com/environment.

Learning more, service, and support

You can find more information about your MacBook Air through Mac Help, System Report, Apple Hardware Test, and online resources.

Mac Help. You can often find answers to your questions, as well as instructions and troubleshooting information, in Mac Help on your Mac. Click the Finder icon in the Dock, click Help in the menu bar, and choose Mac Help.

System Report. To get information about your MacBook Air, use System Report. It shows you what hardware and software is installed, the serial number and operating system version, how much memory is installed, and more. To open System Report, choose Apple menu () > About This Mac, then click System Report.

Apple Hardware Test. You can use Apple Hardware Test (AHT) to help determine if there's a problem with one of the computer's components, such as the memory or processor.

To use Apple Hardware Test, disconnect all external devices except the power adapter. Restart your MacBook Air and hold down the D key as it starts up. When the AHT chooser screen appears, select the language for your location. Press the Return key or click the right arrow button. When the AHT main screen appears (after about 45 seconds), follow the onscreen instructions. If AHT detects a problem, it displays an error code. Make a note of the error code before pursuing support options. If AHT doesn't detect a hardware failure, the problem might be software related.

Online resources. For online service and support information, go to www.apple.com/support. You can learn about Apple products, view online manuals, and check for software updates. Connect with other Apple users, and get service, support, and professional advice from Apple.

AppleCare support. If you need assistance, AppleCare representatives can help you with installing and opening apps, and with troubleshooting. Call the support center number nearest you (the first 90 days are complimentary). Have the purchase date and your MacBook Air serial number ready when you call.

Your 90 days of complimentary telephone support begins on the date of purchase.

Country	Phone number	Web address
United States	1-800-275-2273	www.apple.com/support
Australia	(61) 1-300-321-456	www.apple.com/au/support
Canada	1-800-263-3394	English: www.apple.com/ca/support French: www.apple.com/ca/fr/support
Ireland	1-800-804-062	www.apple.com/ie/support
New Zealand	00800-7666-7666	www.apple.com/nz/support
United Kingdom	(44) 0844 209 0611	www.apple.com/uk/support

Telephone numbers are subject to change, and local and national telephone rates may apply. A complete list is available on the web at: www.apple.com/support/contact/phone_contacts.html.

FCC compliance

This device complies with part 15 of the FCC rules. Operation is subject to the following two conditions: (1) This device may not cause harmful interference, and (2) this device must accept any interference received, including interference that may cause undesired operation.

If this equipment does cause harmful interference to radio or television reception, which can be determined by turning the equipment off and on, the user is encouraged to try to correct the interference by one or more of the following measures:

- Reorient or relocate the receiving antenna.
- Increase the separation between the equipment and receiver.
- Connect the equipment to an outlet on a circuit different from that to which the receiver is connected.
- Consult the dealer or an experienced radio/TV technician for help.

Important: Changes or modifications to this product not authorized by Apple could void the electromagnetic compatibility (EMC) and wireless compliance and negate your authority to operate the product.

If necessary, contact Apple or take your MacBook Air to an Apple-authorized repair center, such as an Apple Authorized Service Provider. Or consult an experienced radio/television technician for additional suggestions.

This product has demonstrated EMC compliance under conditions that included the use of compliant peripheral devices and shielded cables (including Ethernet network cables) between system components. It is important that you use compliant peripheral devices and shielded cables between system components to reduce the possibility of causing interference to radios, television sets, and other electronic devices.

Responsible party (contact for FCC matters only):

Apple Inc. Corporate Compliance
1 Infinite Loop, MS 91-1EMC
Cupertino, CA 95014

Canadian regulatory compliance

This device complies with Industry Canada license-exempt RSS standard(s). Operation is subject to the following two conditions: (1) this device may not cause interference, and (2) this device must accept any interference, including interference that may cause undesired operation of the device.

Operation in the band 5150–5250 MHz is only for indoor use to reduce the potential for harmful interference to co-channel mobile satellite systems.

Users are advised that high-power radars are allocated as primary users (i.e., priority users) of the bands 5250–5350 MHz and 5650–5850 MHz and that these radars could cause interference and/or damage to LE-LAN devices.

Le présent appareil est conforme aux CNR d'Industrie Canada applicables aux appareils radio exempts de licence. L'exploitation est autorisée aux deux conditions suivantes : (1) l'appareil ne doit pas produire de brouillage, et (2) l'utilisateur de l'appareil doit accepter tout brouillage radioélectrique subi, même si le brouillage est susceptible d'en compromettre le fonctionnement.

La bande 5150–5250 MHz est réservés uniquement pour une utilisation à l'intérieur afin de réduire les risques de brouillage préjudiciable aux systèmes de satellites mobiles utilisant les mêmes canaux.

Les utilisateurs êtes avisés que les utilisateurs de radars de haute puissance sont désignés utilisateurs principaux (c.-à-d., qu'ils ont la priorité) pour les bandes 5250–5350 MHz et 5650–5850 MHz et que ces radars pourraient causer du brouillage et/ou des dommages aux dispositifs LAN-EL.

CAN ICES–3 (B)/NMB-3(B)

Europe—EU Declaration of Conformity



Hereby, Apple Inc. declares that this wireless device is in compliance with the essential requirements and other relevant provisions of R&TTE Directive.

A copy of the EU Declaration of Conformity is available at: www.apple.com/euro/compliance.

Apple's EU representative is Apple Distribution International, Hollyhill Industrial Estate, Cork, Ireland.

This device can be used in the European Community.

European Community Restrictions

This device is restricted to indoor use in the 5150 to 5350 MHz frequency range.

ENERGY STAR® Compliance Statement



As an ENERGY STAR partner, Apple has determined that standard configurations of this product meet the ENERGY STAR guidelines for energy efficiency. The ENERGY STAR program is a partnership with electronic equipment manufacturers to promote energy-efficient products. Reducing energy consumption of products saves money and helps conserve valuable resources.

MacBook Air is shipped with power management enabled with the computer set to sleep after 10 minutes of user inactivity. To wake your computer, click the trackpad or press any key on the keyboard. To change this setting, click the System Preferences icon in the Dock, then click Energy Saver.

MacBook Air meets the ENERGY STAR guidelines for energy efficiency. Reducing energy consumption saves money and helps conserve valuable resources. For more information about ENERGY STAR, go to www.energystar.gov.

Disposal and recycling information



This symbol indicates that this product and/or battery should not be disposed of with household waste. When you decide to dispose of this product and/or its battery, do so in accordance with local environmental laws and guidelines.

For information about Apple's recycling program, recycling collection points, restricted substances and other environmental initiatives, visit www.apple.com/environment.

European Union—Disposal Information



The symbol above means that according to local laws and regulations your product and/or its battery shall be disposed of separately from household waste. When this product reaches its end of life, take it to a collection point designated by local authorities. The separate collection and recycling of your product and/or its battery at the time of disposal will help conserve natural resources and ensure that it is recycled in a manner that protects human health and the environment.

Türkiye

Türkiye Cumhuriyeti: AEEE Yönetmeliğine Uygundur.

Brasil—Informações sobre descarte e reciclagem



O símbolo indica que este produto e/ou sua bateria não devem ser descartadas no lixo doméstico. Quando decidir descartar este produto e/ou sua bateria, faça-o de acordo com as leis e diretrizes ambientais locais. Para informações sobre o programa de reciclagem da Apple, pontos de coleta e telefone de informações, visite www.apple.com/br/environment.

Información sobre eliminación de residuos y reciclaje



El símbolo indica que este producto y/o su batería no debe desecharse con los residuos domésticos. Cuando decida desechar este producto y/o su batería, hágalo de conformidad con las leyes y directrices ambientales locales. Para obtener información sobre el programa de reciclaje de Apple, puntos de recolección para reciclaje, sustancias restringidas y otras iniciativas ambientales, visite www.apple.com/la/environment.

Battery disposal information

Dispose of batteries according to your local environmental laws and guidelines.

Taiwan disposal information



廢電池請回收

Taiwan battery statement

警告：請勿戳刺或焚燒。此電池不含汞。

China battery statement

警告：不要刺破或焚燒。該電池不含水銀。

注意：電池只能由 Apple 或 Apple 授權服務商進行更換，用錯誤型號電池更換會有爆炸危險。

中国

有害物质	零部件				
	电路板	显示屏	电池组	附件	电源适配器
铅 (Pb)	X	X	X	X	X
汞 (Hg)	O	O	O	O	O
镉 (Cd)	O	O	O	O	O
六价铬 (Cr, VI)	O	O	O	O	O
多溴联苯 (PBB)	O	O	O	O	O
多溴二苯醚 (PBDE)	O	O	O	O	O

O: 表示该有毒有害物质在该部件所有均质材料中的含量均在 GB/T 26572-2011 规定的限量要求以下。

X: 表示该有毒有害物质至少在该部件的某一均质材料中的含量超出 GB/T 26572-2011 规定的限量要求。

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Battery Charger Energy Efficiency



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