

# Using Pages on MacOS

Warren Harkness - November 23, 2020

# Logistics

MacOS 11.0.1  
Pages 10.3.5

# Agenda

- Objective of Workshop
- What is Pages?
- Why Use it?
- How to Set Up Pages
- How to Create a Simple Document
- More Complex Pages Options

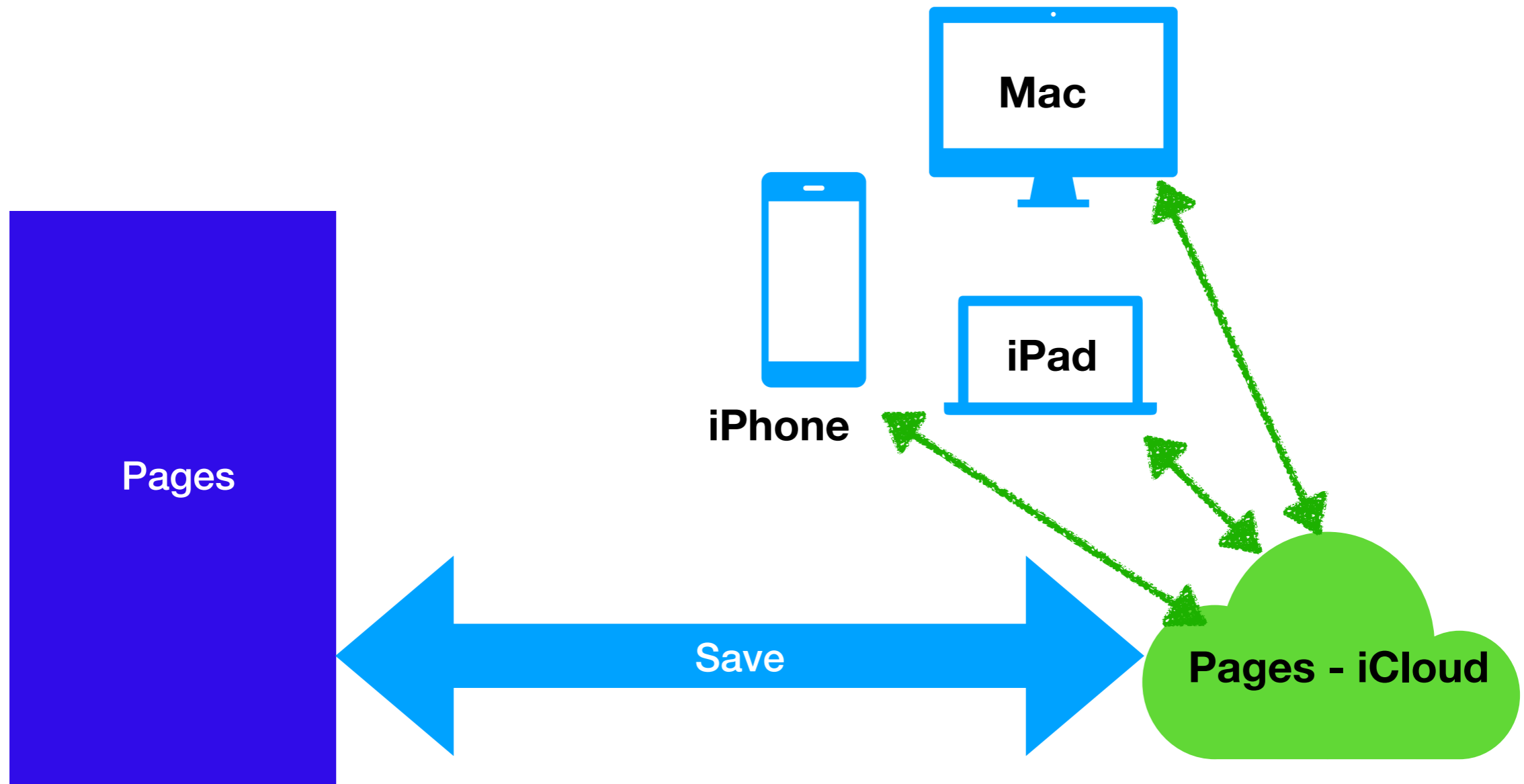
# Objective of Workshop

- Introduce everyone here to Pages
- Show you how to set up & use
- Show you how to exchange with others

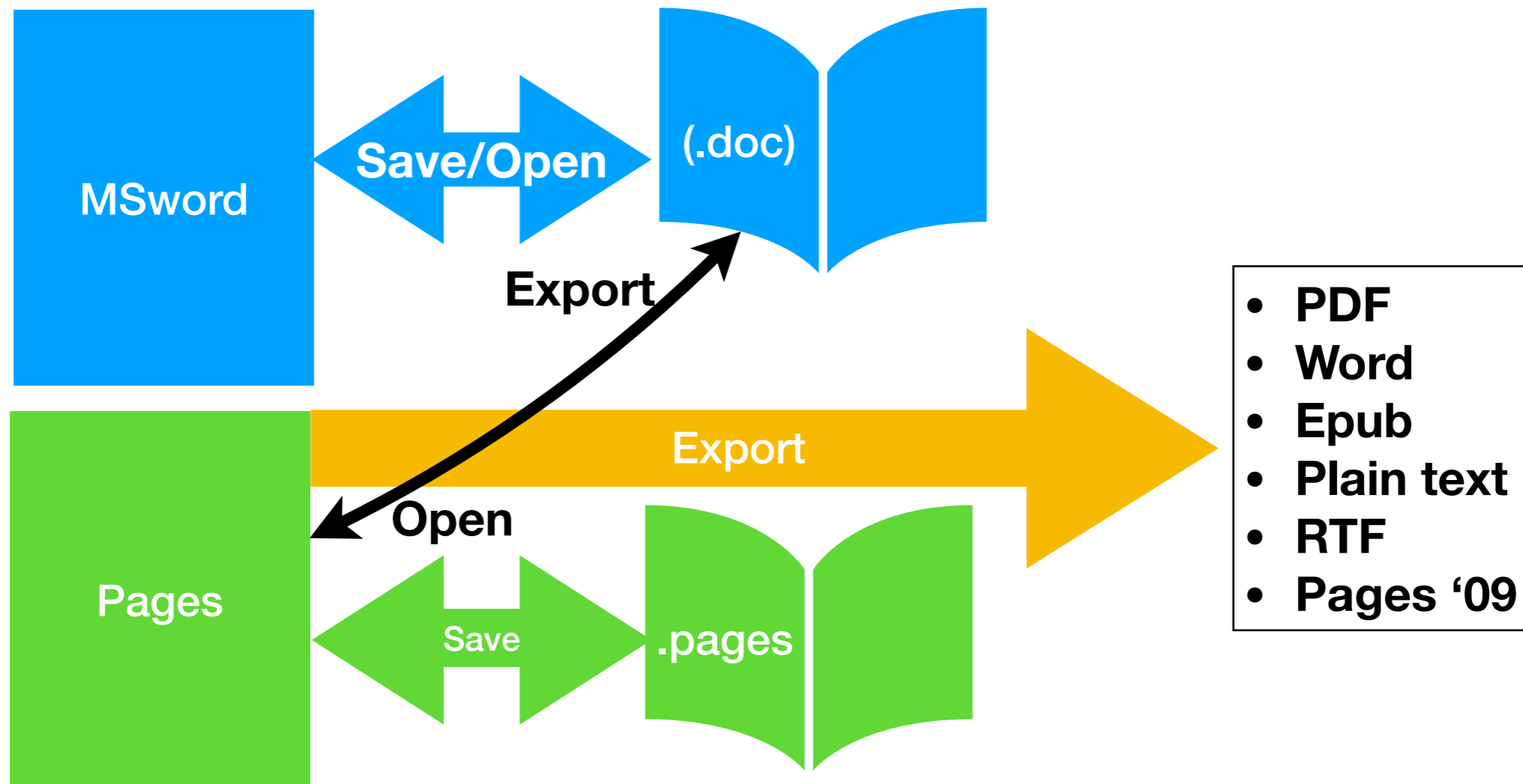
# What is Pages?

- Pages is a free native app from Apple on most iPhones, iPads & Macs
- There are multiple word processing apps (Apple Pages, Microsoft Word , Google Docs, etc.)

# Storage & Retrieval



# Document Formats



# Why Use it?

- Comes free with Apple devices
- Easy to create a document
- Can be accessed on all your Apple devices
- Can be shared with others



# How to Use

- Setup
- Open new document
- Enter basic text
- Adding charts, photos, graphs, etc.
- Exchanging with Others

# References

- Copy of slides on HHICC web site
- <https://support.apple.com>, then Manuals then Pages
- Go to Books app, Pages User Guide for Mac