



A case of missing files...

Make Apple's Mail More Universally Friendly

Note: Thanks to A. Timothy Mitra, BFA, ACTC, of iT Guy Technologies for the solution to an e-mail problem relating to Apple's Mail.

The Toronto, Ontario, solutions-based company provides a broad range of information technology services for Macintosh and PC clients.

Timothy addresses problems that occur when sending e-mail with attachments from Apple's Mail application in Mac OS X to Windows computers.

Instructions Missing

The PC recipients get the message as an attachment and don't see the attached files, so they end up running the wrong file because they miss the instructions in the e-mail.

How can this be avoided?

E-mail messages are encoded so they can survive transport over the internet. The messages are also segmented automatically so that the servers and mail clients that handle them can determine what makes up the message.

Extension Needed

Generally, e-mail consists of "plain text" and/or "html text" as well as attached files.

As a rule, file attachments should also always have a "file extension" in the file name.

A Blank Stare

Some e-mail clients, such as Outlook and Outlook Express, have trouble deciphering the elements of a mail message—especially if they originate from Apple's Mail.

So, some recipients may get a partial message or a blank message with the content for the message as attachments. The safest way to send e-mail is in "plain text" with files properly encoded and attached.

In the Apple Mail application, choose "Attachments" from the "Edit" menu

before you create a message and make sure that the following are checked:

"Always Send Windows-Friendly Attachments"

"Always Insert Attachments at the End of the Message"

Otherwise, the parts of the message may get misinterpreted by the recipient's e-mail client application.

Habit Forming

Also get in the habit of pressing the "Attachment" icon. If you drag and drop, the attachment goes in the mail message—inline—with the text.

If you use the setup mentioned above, attachments should drop to the end of the e-mail and appear as attached by the receiver.

Do Zip It

When sending files to a publication, you should always use a "zip" archive. Like a "stuffit.sit" archive, it should contain all the files required for the job.

You can create a zip in the Finder by selecting files or folders and choosing Compress "Folder-name" from the contextual menu (right-click or control-click on the item).

There You Have It

The Finder will create an "Archive.zip" file—which you can then rename. But, be sure to retain the zip extension.

The Copresco Method

While Copresco routinely receives print files via e-mail, we strongly recommend the use of our internet files transfer system. This method offers you the simplicity of e-mail and the reliability of FTP transmission. And, it's safe and secure.

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Labor Day

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Address Correction Requested

Two friends were playing cards, and one threw his cards on the table. "I win!" "You cheated!" accused the other player.



"Wow, that's true," the first confessed. "But how on earth did you know?" "Because those aren't the cards I dealt you!"



Free society: society where it is safe to be unpopular.—Adlai Stevenson



Two elderly couples were enjoying friendly conversation on the porch when one of the men asked the other, "Fred, how was the memory clinic you went to last month?" "Outstanding," Fred replied. "They taught us all the latest psychological techniques—visualization, association—it made a huge difference for me." "Terrific! What was the name of the clinic?" Fred went blank. He thought and thought but couldn't remember. Then a smile broke across his face, and he asked, "What do you call that flower with the long stem and thorns?" "You mean a rose?" "Yes! That's it." He turned to his wife. "Rose, what was the name of that clinic?"

If I'd known how much packing I'd have to do, I'd have run again.—Harry Truman, on leaving the White House



Free enterprises will work if you will.—Ray Kroc



Soldiers were nervously preparing for battle as their commander said, "Fix your bayonets, men—the fighting will be man-to-man." "Excuse me, captain, would you mind showing me which is my man?" one private asked meekly. "Perhaps the two of us can come to some kind of arrangement."



Two young men were enjoying a canoe ride when a sudden storm arose. Terrified, one began to pray, "Save us! I'll give up smoking. I'll give up drinking."



I'll give up gambling. I'll even quit..." "Hold up, Jim," his friend interrupted. "Don't give up anything else. I think the storm is breaking."



Scientist: someone who believes anything that works must be obsolete.



If you're not going to learn from your mistakes, then why bother making them?

You miss 100 % of the shots you never take.—Wayne Gretzky



Harold and Al were on a small chartered airplane when the pilot suddenly had a heart attack. "Don't panic," cried Harold heroically. "I'll land this baby!" Seizing the controls, he headed for the runway at LaGuardia Airport and began wrestling the diving plane to the ground. Just as the wheels touched the ground, Al screamed, "Red lights! Right in front of you!" Immediately, Harold threw the engines in reverse and jammed on the brakes, bringing the plane to a violent stop just inches from the edge lights. "Brother!" he puffed, wiping his brow. "That was sure a short runway!" "Yeah," agreed Al, looking side to side, "but look how wide it is."



First golfer: "What's your handicap?"
Second golfer: "Honesty."

Overnight Lite

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