



## The Benefits of Mac Automation

### Reduce Repetitive Steps

Reduce the need for clicking menu items and buttons

### Maximize Mac Tools and Features

Add other functions to your Mac applications and other features.

### Develop Workflows

Develop workflows for getting tasks and projects done.



### Work More Efficiently

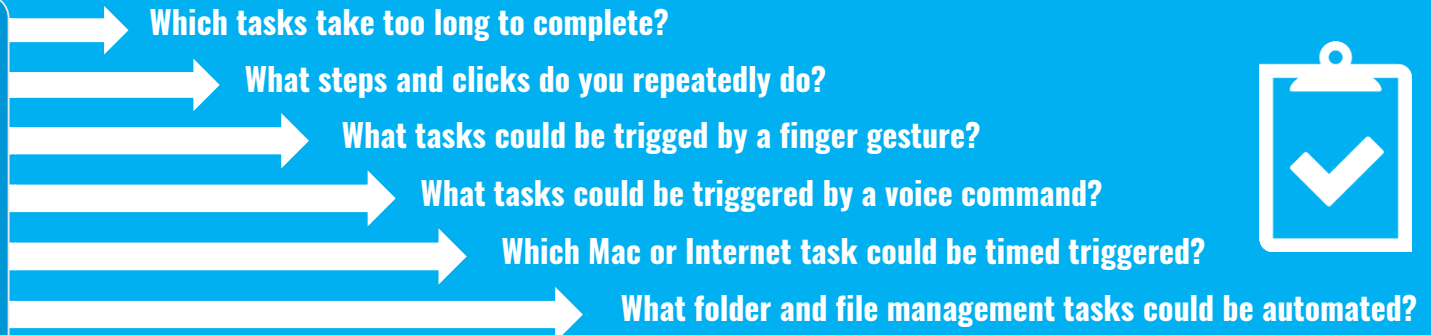
Reduce the mistakes you make in writing and other production tasks

### Save Bits & Hours of Time

Leverage your time using automations



## What Can Be Automated



## Tools Useful for Automating Tasks?

### Keyboard Maestro

Activate menu items, set time triggers, control webpages, iTunes, and Mail, pastes texts.

### TextExpander

Create abbreviations that expand snippets of text.

### Smart Folders

Manage files, playlists, photos using Apple's built-in smart technology.

### Dragon Dictate

Voice dictate text and issue voice commands to open apps, files, download websites, etc.

### BetterTouchTool

Activate menu items, move windows, and control applications using finger gestures.

### Hazel

Automatically manage files in folders, keep desktop clean, change file types, etc.



## Sample Automations

Create smart playlists	Automatically download webpages	Paste a URL or Safari title in the background	Pastes snippets of text.
Open, hide, and quit applications.	Move, copy, and change files.	Close Safari or Google Chrome tabs	Convert a line of text to titlecase
Control iTunes in the background	Get custom notifications	Trigger a menu item using a finger gesture	