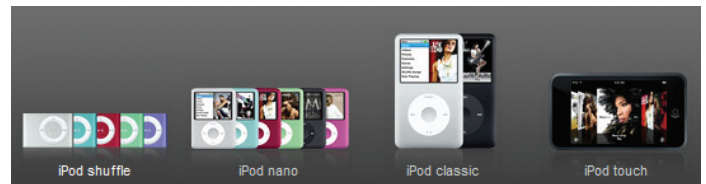


So You Got an iPod for Christmas— Time to Open it Up

Larry Collins (plain text)
John Gurke (*italic text*)



I'm John Winger. You know, the guy Bill Murray played in "Stripes?" The guy who tells his fellow soldiers that if and when they head into battle, "I'll be right there behind you." That's me. Literally. I just never have pictured myself as the guy who gets shot jumping out of the trench first. I see myself more as the guy who waits and sees what happens to the other guys and then kinda crawls out and skulks along, not joining the fray until my life depends on it. This is the same mantra I have followed in many aspects of my life, and particularly with regard to technology. I'm not the guy who bought the first-ever personal computer, the first-ever cell phone, the first-ever anything. Oh, I eventually got on board and made the leap – I had that phone that weighed 6 pounds and was as big as a cinder block. I was eventually wooed by the Walkman and enticed by the internet. I reluctantly wound up with the digital this and the GPS that, along with countless other cool gadgets – But I Never Had Them First. I finally joined the living and bought a flat screen TV that says it has 1080 somethings (just in time for it to be obsolete no doubt). Hell, I just got my first Blackberry last month. Don't get me wrong – I do reap some actual benefits from this mentality. I have a large resource keg to tap for instructions on how to make the damn things work – the keg's contents being the friends and family who have already taken the plunge (the ones who jumped out of the trench first).



So, when I was blessed with the gift of an iPod for Christmas (which, having been on the market for more than several years and in the hands of most of the world's inhabitants, was on my "must have" list), I decided that I would tap that keg again. No matter who I approached, the first suggestion from all of them was, "Ask your kids – they'll show you how." Not wanting to completely shatter their already-fragile view of dad's technological prowess, I decided on a different tack. I thought long and hard, asking myself this question: Who do I know that could set me on the path of electronic enlightenment? Who could rescue me from the morass of my techno-incompetence?

Whose name is synonymous with Geek Squad? Then it hit me – my rescuer would be Larry Collins from EC Design Group. I have known Larry for years, going back to his Chicago Turf & Irrigation days, and have always been awed by his knowledge of all that is foreign to me. Having worked with Larry this past year on an irrigation project, my admiration for his understanding of electronic gizmos only increased.



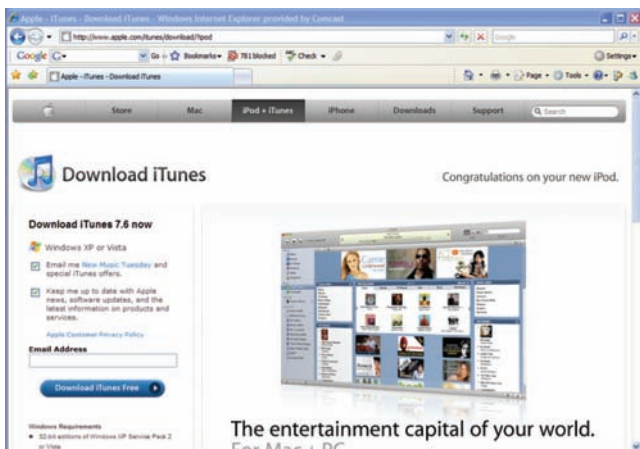
And knowing that he travels about 364 days a year, I figured he had this iPod thing pretty well down. So, without further ado, I give you Larry Collins and his 10 (or fewer) easy steps to making that iPod sing for you...

Thanks John, the comparison to Geek Squad is not one I relish, but thanks for the complimentI think!? The process

for setting up an iPod and iTunes is very easy as you will see as we go through the basic setup procedures. I always found it interesting that every time that I went to work on John's computer, the iPod was closer to the keyboard than the week before. After having to move it off the keyboard, I finally asked John if he would like some help installing the iPod and getting it going. *Sharp as a tack, that Larry – really picks up a hint, huh?* Feigning confusion as to what I was talking about, he “reluctantly” let me “help” him install it. His plan worked, and I hope he will start using it soon. *I am – I have 2 songs on it.* The same held true with his new Blackberry, but that is for a whole different conversation. *A conversation that will have to be held over a land line until you fix me up.* With most things electronic these days, following the directions is key. *Ouch – is my nose bleeding? Cuz I think I just took a shot.* I did not heed my own advice with my first iPod and had it stuck in Japanese for a day before I figured out how to reset it.

The one misconception about having an iPod is that you have to buy all of your music through iTunes. All of the music that you have on your computer can be imported into iTunes and any CD you have can be downloaded into iTunes and then synchronized into your iPod. Video iPods are a little different and it is a little more involved to import DVDs into iTunes, but it can be done. *Baby steps, Larry, baby steps...*

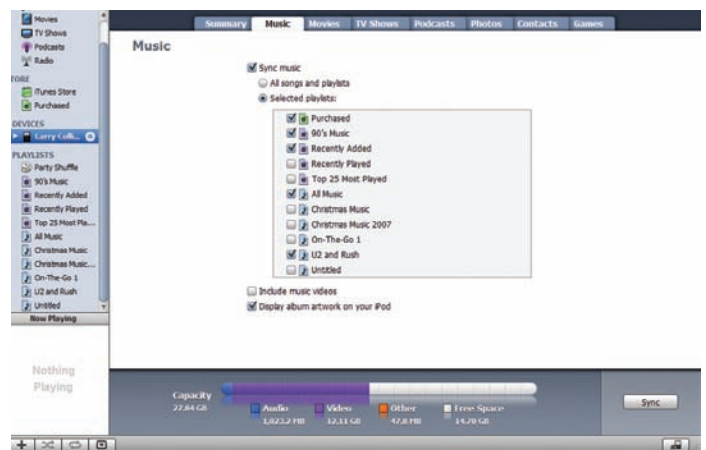
The iPods that are out there now do not come with installation CDs. The instructions say to go to www.apple.com/ipod/start. This will instruct you how to load iTunes to your computer. It installs fairly quickly and automatically configures where your music will be saved. Unless you choose differently, it will be in the My Music folder of your My Documents folder. It creates an iTunes folder and from now on everything is sent to that folder. If this is where all of your music is already stored, it will make the process of importing music to your iPod very easy.



Once iTunes is setup, the first thing it will do is send you to the iTunes store. Setting up an account attached to a credit card is very easy and once you do so you are off and running. Downloading music and movies from the site is very simple. Entire albums can be downloaded as well as TV shows. You find the song/video you want, click “purchase” and it downloads it to your computer. It is then added to your music/movie library and available to be downloaded to your iPod. Again, if you don't want to buy anything, the music that is already on your computer and the CDs that you own can be installed on the iPod.

After iTunes is installed, connect your new iPod to a USB port (if you are not sure what this is, just stop reading here and call Gurke and he can help you with the rest of the installation!) *Don't call the Blackberry.* Once connected, iTunes will recognize the iPod and start the synchronization process. It will ask you to name the iPod. If you are synchronizing multiple iPods with iTunes, the name is very helpful. It will update the software, if any software updates are available, and register the iPod. Once the synchronization is complete, the software will tell you, and you are then free to start creating playlists.

To create a playlist, highlight the word **Playlist** on the left and click on the “+” sign at the bottom left of the screen. It gives you the opportunity to name the playlist at this time. After naming it, go up to **Music**, under **Library** at the top left of the screen. This is where your music library is stored. Just click and drag the songs you want from the library to the playlist in which you want the songs to play. After making your playlists, synchronize your iPod and you are off to the races.



Depending on the size of your iPod (not the physical size – the amount of memory the device has), you may not be able to fit all of your music on your iPod at one time, because like most things in life, size does matter. This is where the creation of Playlists is helpful. If you are using an iPod Shuffle, you can make your playlists, and then at the bottom of the **Contents** tab at the top middle of the main screen, there is a button named **AutoFill**. To the right of this button it says “**Autofill from**” and gives you the opportunity to import your entire Music Library or selected playlist by going up and down through the list. After choosing the desired playlist, click **Autofill** and the iPod will begin to sync. **Never** try and remove an iPod before it is finished syncing. *The world could blow up if you do.* It will tell you at the top of iTunes when you can disconnect it.

On a Video iPod or Nano, there is a screen that lets you check off which playlists you wanted synchronized. This is again a helpful tool. If you break your music up into playlists and you don't need Christmas music on the iPod in the summer, you can remove it and add other things. The other benefit to playlists is that they help organize music so you're not scrolling through 500 songs looking for that one gotta-hear-it-now song.

The iPod charges as it is plugged into the computer. You do not need to plug it in anywhere else. Just make sure that if your computer is off, you realize that your iPod may not

(continued on next page)

charge depending on how your computer is setup. Mine does not. *Mine does—ha ha.*

If you run into any trouble with your iPod, go to www.apple.com/support/ipod/five_rs/. This website lets you pick the specific iPod you have and gives you five easy steps to help fix any problems you may have. There will be periodic updates for iTunes and your iPod. You will be notified of these updates each time you open iTunes. It is a good idea to do these updates to get the most out of your gadget.

This may seem like a long and confusing process, but in reality the entire thing should take you as little as 10 minutes to accomplish. For John, it took no time, because I did it for him. *There goes the other nostril—bleeding like a stuck pig it is.* Now I just need to get him to start using it!



Who says I'm not using it? -OC

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