

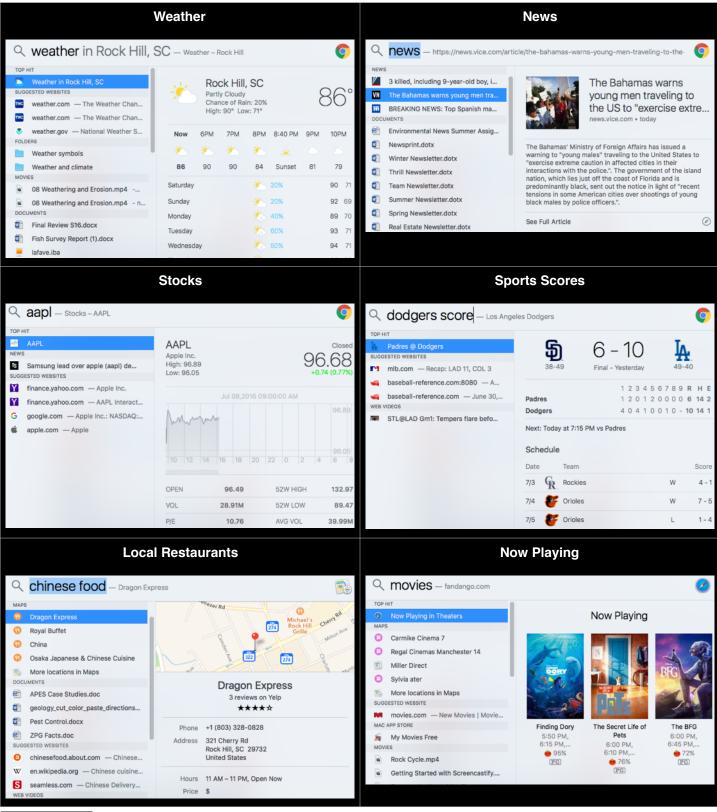
Unit Conversions Simply type in the number along with the known unit (i.e. "43 Miles.") and see your number converted to a list of commonly used units.	Q 43 miles = 69.2 kilometers
Run Calculations	Q 589/4 = 147.25
Open Applications Directly	Q pow — Microsoft PowerPoint TOP HIT Microsoft PowerPoint
Find and Open Files	Q ecological Footprint TOP HIT Ecological Footprint - Introduction
Search by File Type Type the file extension (.xls .docx, etc.) after the file name or keyword.	TOP HIT tree_community_study_f14_day2 SPREADSHEETS tree_community_study_f14_my_c tree_community_study_f14_data_only
Another Way to Search by File Type Type "kind:" immediately followed by the type of file. You can follow that with search terms if you wish.	
Filter Results with AND, OR and NOT (must be typed in ALL CAPS) NOT is used to exclude a search term.	C mac AND tips — MacBook Tips Tricks Timesavers TOP HIT MacBook Tips Tricks Timesavers DOCUMENTS MacBook Tips MacBook Tips MacBook Tips, Tricks, and Tips



Nick LaFave EdTechPicks.org

Spotlight Suggestions



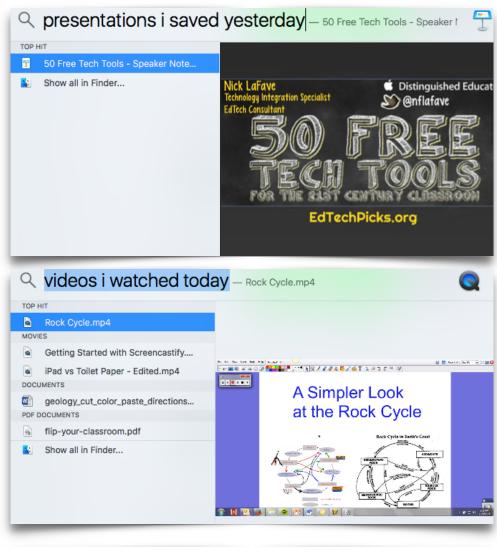


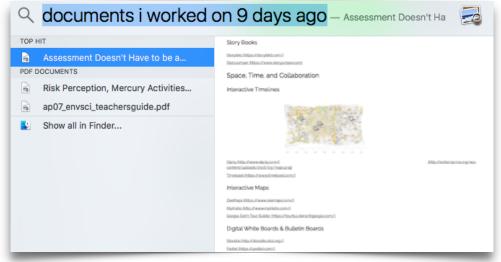


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Search With Natural Language



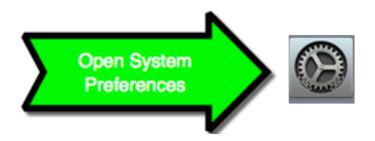




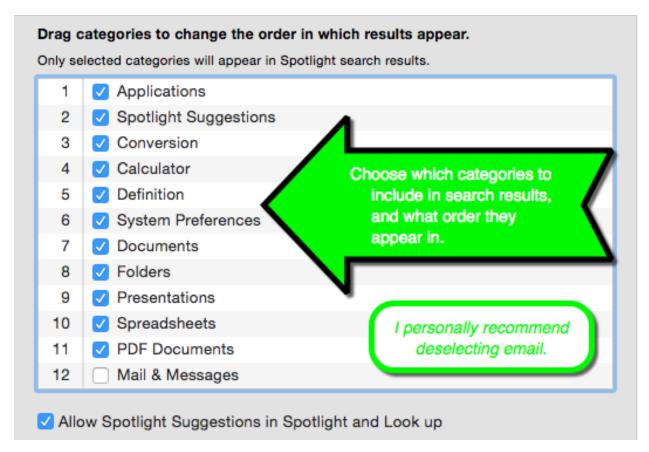


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Tips: Change your Spotlight Settings









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