Here is the **most detailed sentence-by-sentence study note breakdown** of the document titled **“120. System Preferences Notes.docx”**. This is aligned to **CompTIA A+ 220-1102 Objective 1.8**, which covers macOS features and tools.

**🧠 Study Notes – System Preferences (macOS)**

**🖥️ What is System Preferences?**

* **System Preferences** is the **central control panel** for macOS.
* It allows you to configure almost everything in macOS—similar to:
  + The **Windows Control Panel**
  + Or **Windows Settings** app in newer versions

**🚀 How to Open System Preferences**

You can open it in **3 ways**:

1. Open **Applications** folder → Scroll to “S” → Click **System Preferences**
2. Click the **Apple icon (top left)** → Select **System Preferences**
3. Press Command + Space → Type **“System Preferences”**

✅ All methods lead to the same settings interface.

**📋 What You’ll See Inside System Preferences**

You’ll see a grid of **preinstalled system applets**, including:

* **Apple ID, Family Sharing**
* **General, Desktop & Screensaver, Dock & Menu Bar**
* **Mission Control, Siri, Spotlight**
* **Language & Region, Notifications & Focus**
* **Internet Accounts, Passwords, Users & Groups**
* **Accessibility, Screen Time, Extensions**
* **Security & Privacy, Software Update, Network**
* **Bluetooth, Sound, Keyboard, Trackpad, Mouse**
* **Displays, Printers & Scanners, Energy Saver**
* **Date & Time, Sharing, Time Machine, Startup Disk**

💡 Additional third-party apps may install **extra preference panes** here.

**🖱️ Trackpad & Mouse Preferences**

* Configure **tracking speed**:
  + Drag **right** = faster cursor
  + Drag **left** = slower cursor
* Used to **adjust comfort and precision** of pointer movement
* Can return to main menu using:
  + **Back button**, or
  + **Grid of dots icon** (home panel)

**🔊 Sound Preferences**

Split into 3 areas:

**1. Input**

* Choose microphone device for audio input:
  + Example:
    - iMac Pro built-in mic
    - **MixPre 3 II** (XLR to USB converter)
    - **USB 3.0 capture card**

**2. Output**

* Select audio **output device**:
  + Headphones (e.g. MixPre 3)
  + iMac built-in speakers

**3. Sound Effects**

* Choose which sound to play for alerts (e.g., “Boop”)
* Decide **which device** plays the alert sounds
  + Match output device or specify another

**⌨️ Keyboard Preferences**

**Modifier Keys**

* Macs use: **Control, Option, Command**
* Windows keyboards: **Control, Windows key, Alt**
* Use **Modifier Keys** settings to remap keys for compatibility

**Text Replacement**

* Setup auto-expansion:
  + Example: OMW → “On my way”

**Shortcuts**

* Assign and view keyboard shortcuts per application

**Input Sources**

* Change keyboard language/layout:
  + Add **British**, **US**, etc.
  + Use “+” to add, “-” to remove
* Example: Switching from US to British layout

**Dictation**

* Enable speech-to-text
* Use shortcut (e.g., press **Control twice**) or **Edit > Start Dictation**
* Requires microphone access
* Use voice to dictate into apps like Microsoft Word
* Speak punctuation for accurate results

**🖥️ Displays Preferences**

* Change display resolution:
  + Example resolutions: 1600x900, 2560x1440, 3200x1800
* Adjust brightness
* Choose **color profile** for color calibration

**🎨 Desktop & Screensaver**

* Change background color or image
* Rotate photos/folder as wallpaper slideshow
* Configure screensaver settings:
  + Example: Start after **20 minutes** idle

**🧩 Accessibility Panel**

Helps users with disabilities use macOS:

**Vision:**

* VoiceOver (screen reader)
* Zoom/magnify tools
* High contrast support

**Hearing:**

* Audio adjustments
* Caption customizations

**Motor:**

* Voice Control
* Full keyboard navigation

**General:**

* Siri and voice commands

✅ Same purpose as **Windows Accessibility/Ease of Access** tools

**🔐 Security & Privacy Panel**

Split into sections:

**General**

* Set time until password required after sleep/screensaver
* Example: Require password after **5 minutes**
* Manage **FileVault** encryption (enabled in this example)

**Firewall**

* **Off by default** (can turn on)
* Click **lock** to make changes → enter admin credentials
* Can:
  + Block all incoming connections
  + Allow specific apps (e.g., **BlueStacks**, **Loom**)
  + Remove unneeded exceptions using “–”

**Privacy**

* Control access to:
  + Location
  + Contacts
  + Calendar
  + Other sensitive info

✅ Equivalent to **Windows Privacy Settings**

**🌐 Network Preferences**

* View **Wi-Fi or wired connection**
* Example:
  + Connected to “DionTraining Network”
  + IP: 192.168.1.116

**Advanced Network Settings:**

* View saved networks
* Remove old networks (use “–”)
* Configure:
  + **TCP/IP** (DHCP or Static IP)
  + **DNS** (custom DNS servers)
  + **WINS** (for NetBIOS/Windows networking)
  + **802.1X** (enterprise authentication)

💡 Unlock panel to make changes using **admin credentials**

**🖨️ Printers & Scanners**

* View available printers/scanners
* Delete old devices by unlocking and clicking “–”
* View:
  + **Printer queue**
  + **Scan interface**
    - Use scanner’s flatbed for scanning over network

**Printer Sharing**

* Enable sharing checkbox to allow others to print via your Mac
* Unnecessary if it’s already a **network-connected printer**

**🕒 Time Machine (Backup Utility)**

* Built-in **Mac backup feature**
* Backs up to:
  + External USB drive
  + Network location (e.g., NAS or file server)

**Setup Steps:**

1. Plug in backup disk (e.g., USB drive)
2. Click **Use Disk**
3. Choose **encrypt backup**
4. Set password & hint
5. Configure exclusions (e.g., don’t back up backup drive)
6. Click **OK**

💡 Good practice: Use a disk that’s **4x larger** than internal storage

(e.g., 1 TB SSD → 4 TB backup disk)

✅ “Time Machine” = **macOS backup system**

**📌 Final Thoughts**

* **System Preferences** is the **core of macOS management**
* Covers settings for:
  + Display, sound, input devices
  + Network, privacy, accessibility
  + Printers and backups
* Serves same function as **Control Panel/Settings in Windows**

**🎯 Exam Relevance – CompTIA A+ 220-1102 (Objective 1.8)**

| **Feature** | **Exam Relevance** |
| --- | --- |
| **System Preferences** | Central hub to manage macOS settings |
| **Dictation** | Useful accessibility and productivity feature |
| **Trackpad/Mouse/Keyboard** | Must know how to configure input devices |
| **Sound/Input/Output** | Common real-world troubleshooting |
| **Security & Privacy** | Know where to enable firewall, FileVault |
| **Time Machine** | Understand macOS backup process |
| **Printers & Network** | Know how to configure/remove devices or connections |
| **Accessibility** | Know tools for vision, hearing, and mobility needs |