

MAC LESSON #45

REMEMBER HOW NAMES IN YOUR ADDRESS BOOK ARE PRONOUNCED

In today's world we can run into people's names that come from a very diverse ethnic background. It's one thing to store a name in your Address Book, but it may be quite another thing to remember how to pronounce that name correctly months after you first entered it. Address Book can come to your rescue. Here's how.

From within an open entry, click on Card, located on the Menu Bar at the top of your Address Book window, and then click on New Field.

From the drop-down menu, select Phonetic First/Last Name. Now you can add the phonetic spelling of any first or last name to assure that you pronounce it correctly.

Thank you Address Book.

