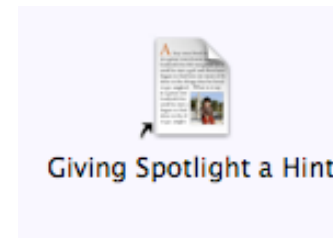


Creating Aliases Without the Word “Alias”

Do you find it as annoying as I do that Mac OS X adds the word “alias” every time you create an alias?

You can **bypass** the “**adding-the-word-alias**” by holding the **Option** and **Command** keys and **clicking-and-dragging** the **original file outside the Finder window** it’s currently in (I usually just drag mine to the desktop).

This creates an alias without the word “alias” attached. You will still know it’s an alias, because it’s icon will have a tiny arrow at the bottom left-hand corner.



Creating Alias as a Handy Drop Spot

From time – to – time, you may be sorting thru a number of folders containing items that you want to relocate to a single folder. You can make an alias of the destination folder, and drop it on the desktop.



Then, whenever come across an item for that folder you can just drop it on the alias and poof, it's put away.

The alias can be kept out of the way anywhere you like.

You can also create an alias in the Dock. Just drag your “destination folder,” onto the dock, and use it whenever you like. When you are finished with it, drag it out. Poof!!! All of you items are safely stored in the proper folder.