

MAC LESSON 94

FIND UNSAVED CHANGES IN YOUR DOCUMENTS

One way you can visually check to see whether or not a file you're working on has changes that you need to save is to look at the red button in the top left corner of the window's title bar. If that button has a dark gray blob in its center, then the file has unsaved changes.

You can also check for unsaved changes without taking your eyes off of your document. Instead of looking to the red dot, look to the middle of the title bar, where you'll find the document's name and icon. If your document's latest changes are saved, the icon will be solid. Otherwise, if there are changes to be saved, it will be dimmed.

