



BURN A CD P.1

Save the File or Files

Save the file or files that you wish to burn to CD. For this demonstration we will save them to the desktop however, you can follow these steps to burn a CD from any directory.

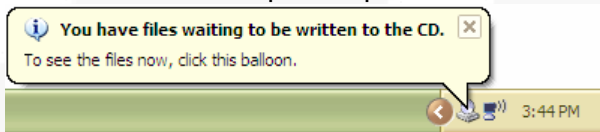
Select the Files

Click the first file. Hold the CTRL key (bottom far left of keyboard) and click each subsequent file you want to add to the CD.



Now we're ready to burn the CD...

1. Right click on the selected files and click Send To > DVD-RW Drive. The drive letter may change, so it may not be drive (E:). The menu is shown at right.
2. A bubble will pop up (shown below) in the task tray. Click the bubble and skip to step 5.



3. Open My Computer by clicking Start and My Computer.
4. Right click the DVD-RW drive and click Write These Files to CD. (shown right)
5. The CD Writing Wizard (shown below) will begin. Make sure you have a blank CD-R or a CD-RW in the drive and follow the instructions to burn the CD.

