

Copying Photos to a CD

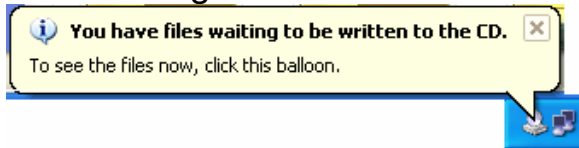
To copy the photos to a CD, first put a blank, writable CD into the CD recording drive. If software comes up asking you about writing to the CD, you can use that. Otherwise, Cancel the message & continue with these instructions.

Go to the photo folder. It is located in My Documents>My Pictures. If you just want to put copies of some of the photos, open the folder & select the photos.

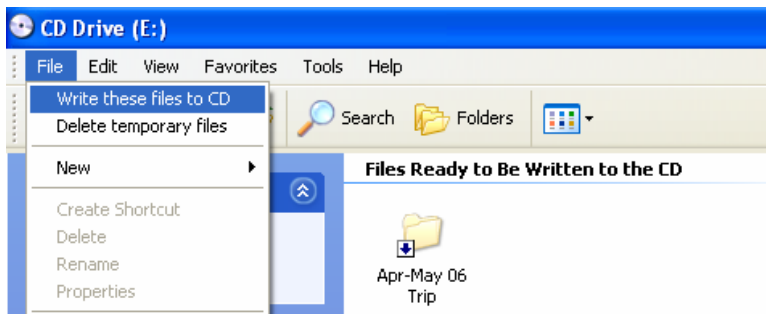
If you want to put a copy of entire folder on the CD, select the folder when it is closed.

Use File>Send to CD-RW drive. It will be a letter of the alphabet.

You may see a message in the lower right of your screen. You can click on that message.



If you do not get a message, open My Computer & double-click the CD recording drive. Windows displays a temporary area where the copies of the photos are held before they are copied to the CD. Make sure that the photos and folders appear under Files Ready to be Written to the CD.

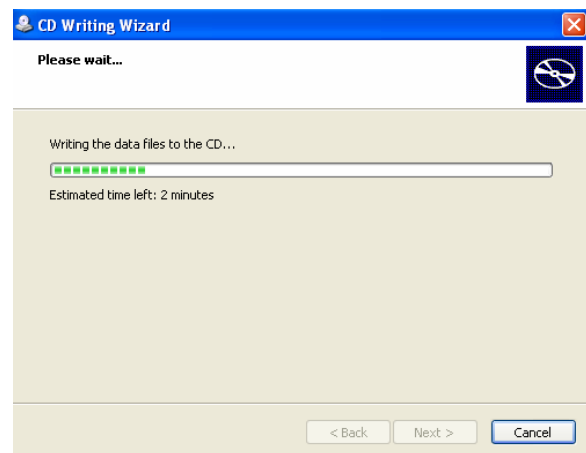
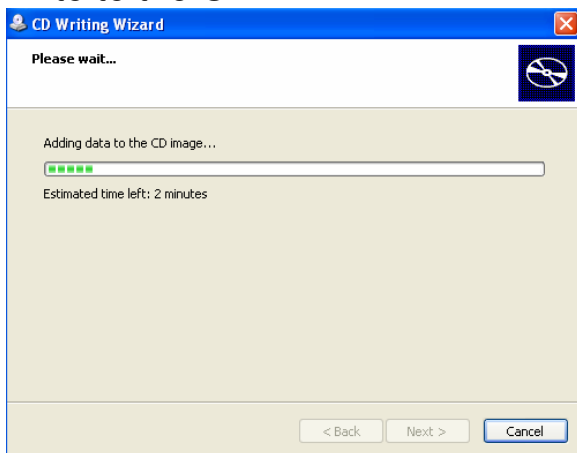


Use File>Write these files to CD.

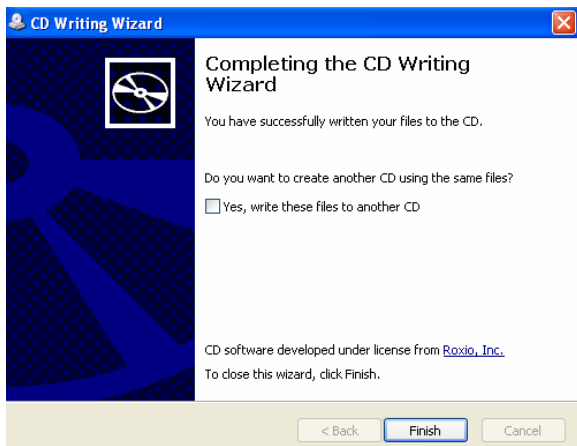
The CD Writing Wizard shows up. In the first box, give the CD a name relevant chronologically or by event. Then click Next.



You will get the following messages as it checks the files & CD and then write to the CD.



After the files have been written to the CD, there is a final message. You can either check the box to make another copy or click on Finish.



Label the CD with soft markers such as Sharpies. Scratches from pens or pencils can ruin the CD.

Put the CD back into the CD drive and make sure that the photos are readable. If you give it time, the CD will show up in My Computer. Double-click on the CD and open the folder. Open a picture also.

Do not copy more files to the CD than it will hold. Standard CDs hold up to 650 megabytes (MB). High-capacity CDs hold up to 850 MB.

Be sure that you have enough disk space on your hard disk to store the temporary files that are created during the CD writing process. For a standard CD, Windows reserves up to 700 MB of the available free space. For a high-capacity CD, Windows reserves up to 1 gigabyte (GB) of the available free space.

You may want to add more photos to a CD. Insert the writable CD into the CD recorder drive.

Open My Computer, and check that there is available disk space on the CD to add more files. Right-click the CD recording drive, and then click Properties.

If the CD is not full, you can add more files to the CD by following the instructions above.

