



Using CD Writing Software for PC's

Many classroom and computer lab systems have the ability to burn (create) Audio CDs and Data CDs. CDs can work in two ways: as a CD-R, the data, once saved, cannot be changed; as a CD-RW, the data can be rewritten, like a USB flash drive. In general you will want to reserve burning CD-Rs for finished projects, rather than works in progress. For help with burning a CD, please see a lab consultant.

There are three available ways to burn a CD in the classrooms and computer labs at UMSL.

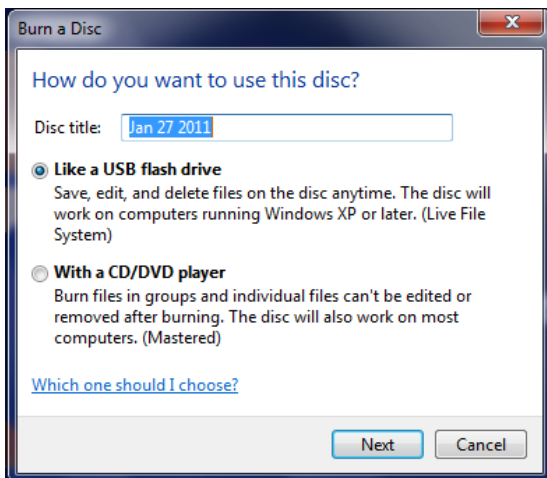
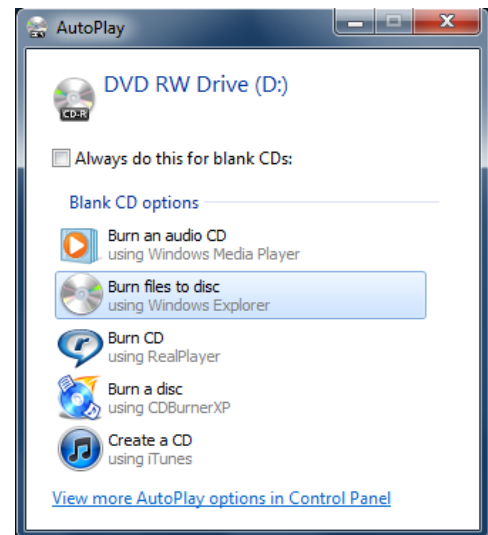
- 1) You can burn a Data CD using Drag-n-Drop with Windows Explorer
- 2) You can burn an Audio CD using Windows Media Player.
- 3) You can burn an Audio or MP3 CD using iTunes

After inserting a blank CD-R or a blank CD-RW, a window should open up similar to the one on the right.

1 In order to Burn a Data CD using Windows Explorer

1) Select "Burn files to disc."
A window called DVD Drive (D:) will open up.

2) You will now have the option to choose whether you'd like the CD to be rewriteable or not.



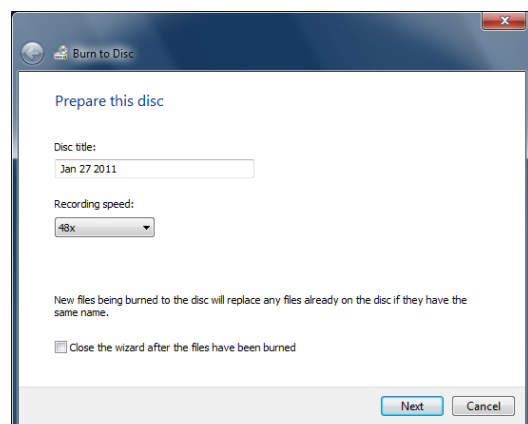
3) With either choice, simply drag the files that you want to burn to the CD Drive (D:) window and drop them onto the window.

4) If you have chosen the second option, you will then click the "Burn Files" button.

5) Finally, select File -> Write these Files to CD to initiate the CD burning process

6) The "Burn to Disc" window then pops up.

7) After clicking next, the files will be written to the CD. Once the process is complete, it will automatically eject your CD from the drive. You can then click "Finish."

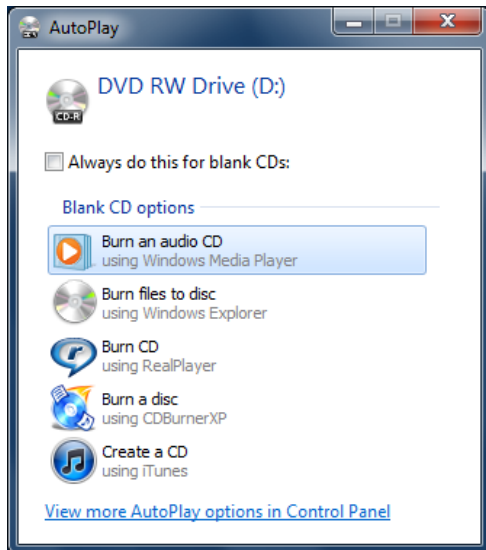




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NOTE: you can still add additional files to the disc at a later time until the disc is full.

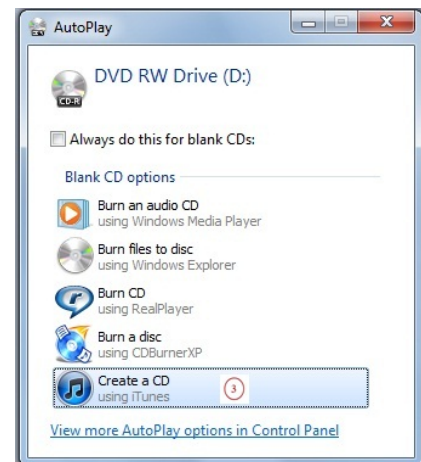
2) In order to burn an Audio CD using Windows Media Player



- 1) Select "Burn an audio disc."
- 2) Click on the "Burn" tab, near the top right.
- 3) Simply drag the files you want to burn from their current location to the burn list on the right side of Windows Media Player. You may need to browse around to find your files.
- 4) Once the files have been added, click on the "Start burn" button and wait for the CD to be automatically ejected.

3) In order to burn an Audio or MP3 CD using iTunes

- 1) Select "Create a CD" and click OK.
- 2) Once iTunes is opened, a message opens up saying that a blank CD has been inserted, after clicking OK, a New Playlist has to be created, by going to File -> New Playlist



- 3) Add the files you want to burn by simply dragging the audio or mp3 files to the playlist

NOTE Audio files can either be .aif or .wav, and would only burn as an Audio CD.
 MP3 files must only be .mp3 and would only burn as an MP3 CD
 Data CDs can include folders, with more than one file of different formats, such as .mp3 or .aif



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- 4) Burn the CD by going to File -> Burn Playlist to Disc
- 5) Select whether you want to burn an Audio, MP3 or Data CD by choosing the according option and finally click Burn

