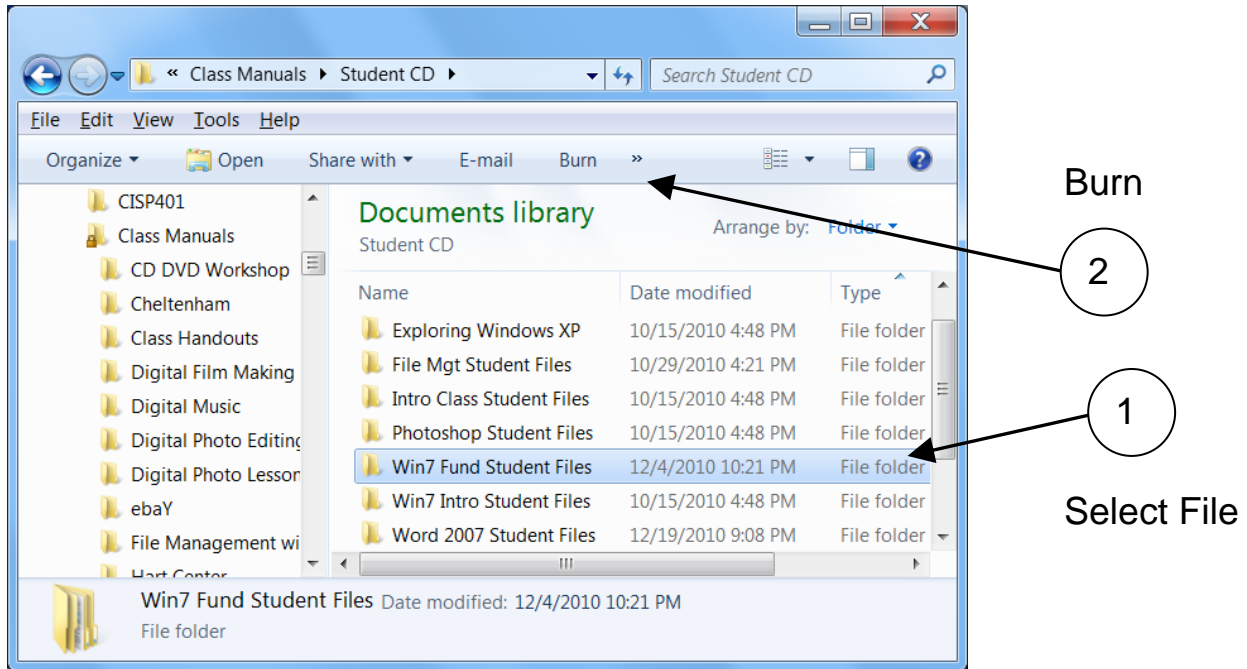
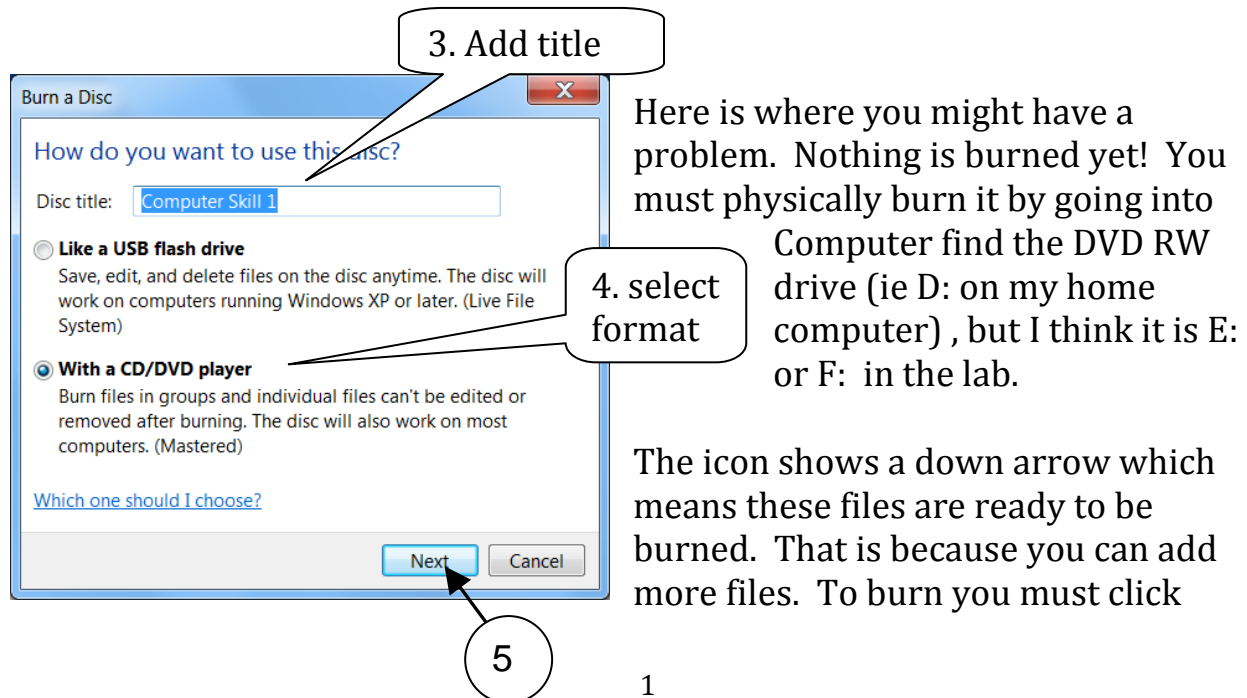


# HOW TO BURN STUDENT CD (Vista/7)

In Windows Vista or 7, all you need to do is select the folder and click **Burn** on the Windows Explorer menu. For example just select **Win7 Fund Student Files** which is for the *Computer Skills 1* class. I already have it in the Document folder on all of the top PCs.



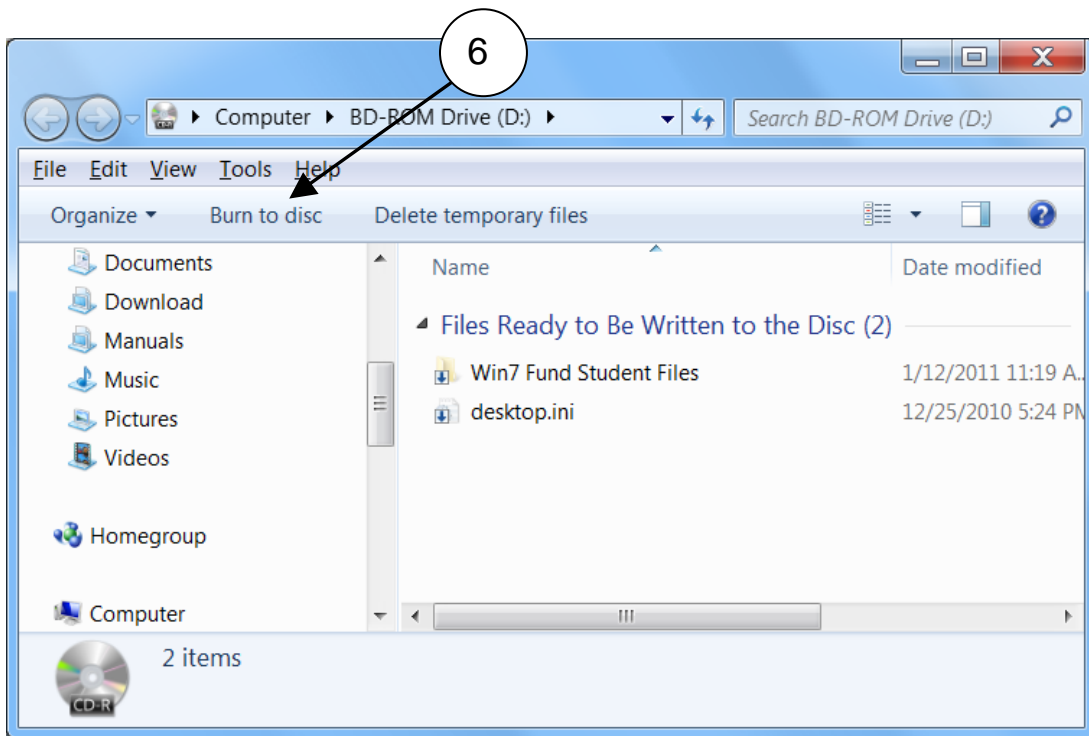
The default in Vista is **“Like a USB flash drive”** in Windows 7 it is **“With a CD/DVD player”**. **Regardless** select the format you desire. **“With a CD/DVD player”** is also known as **Mastered** or **ISO 9660**. This format is the most compatible if you need to share it with others. Enter any title and click **Next**.



## Burn to disc.

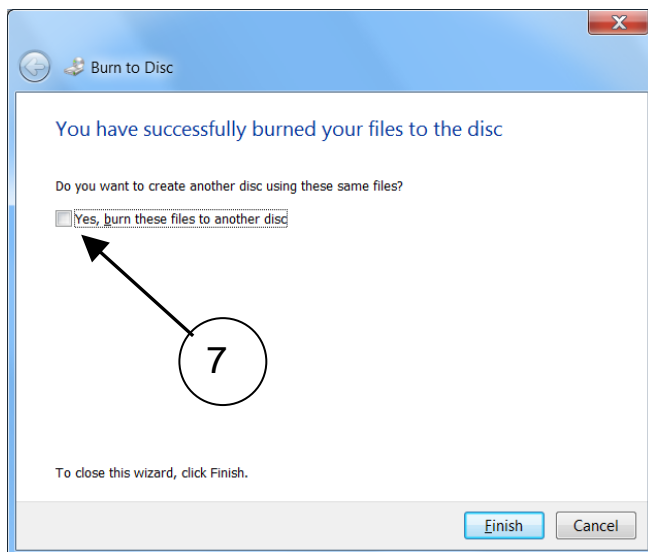
If you selected “Like a USB flash drive” the files are burned. You are done. You can add or delete files from the CD using “drag and drop” or “Copy and Paste” onto the CD as any time, just like a flash drive.

If you selected “With a CD/DVD player” the files are list in the windows are only “Ready to be Written” as indicated by the down arrow icon. To burn, you just click the **Burn to disc** button.



On the next screen, uncheck “**Close the wizard after the files have been**

**burned**” if you wish to make more than one copy. Otherwise the next screen will not appear:



Check “**Yes, burn these files to another disc**”, if you wish to create more copies.

**Important!** Wait 30 seconds after you insert a blank CD before you click on the **Next** button, otherwise Windows will not detect a blank disc in the drive. You also have to enter the same Disc Title again. (A

quirk in the system).

Note: To view the contents of the CD, you must press the **Delete temporary files** button.

### **Alternate Method**

Open the CD RW drive in Computer. Format the CD as “**With a CD/DVD player**”. Drag and drop files or folder into the windows. Click **Burn to disc** when done.