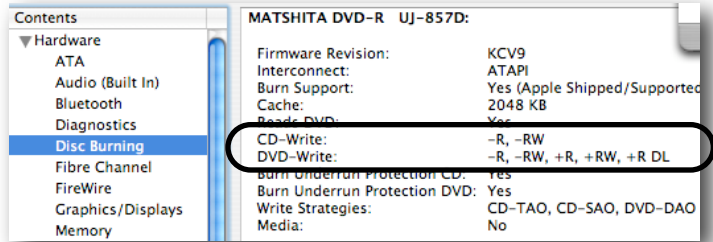
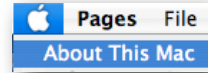


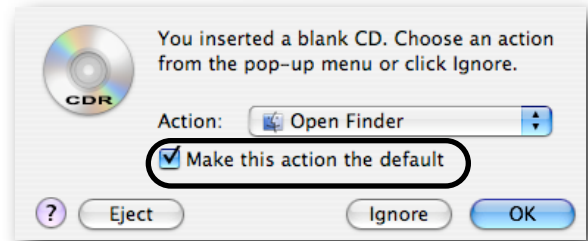
Burning a CD or DVD

The Finder can burn files to a CD or DVD. A CD holds ~ 700MB, a DVD holds about 7 CDs worth ~ 4.7GB. Mac OS X burns discs that can also be used on Windows computers and other types of computers.

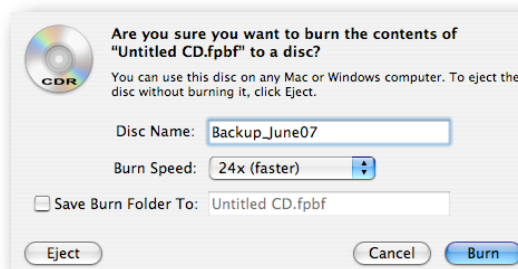
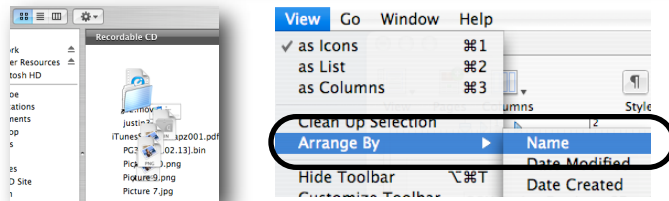
If your computer has a Combo drive, you can burn files onto CDs. If your computer has a SuperDrive, you can burn files on CDs and DVDs. To check to see which you have, go to the blue apple and select **About This Mac**. Click on **More Info**. Click **Hardware > Disc Burning**. The computer in the picture burns (or “writes to”) CDs & DVDs. This also lists what kinds of CDs & DVDs it can write to.



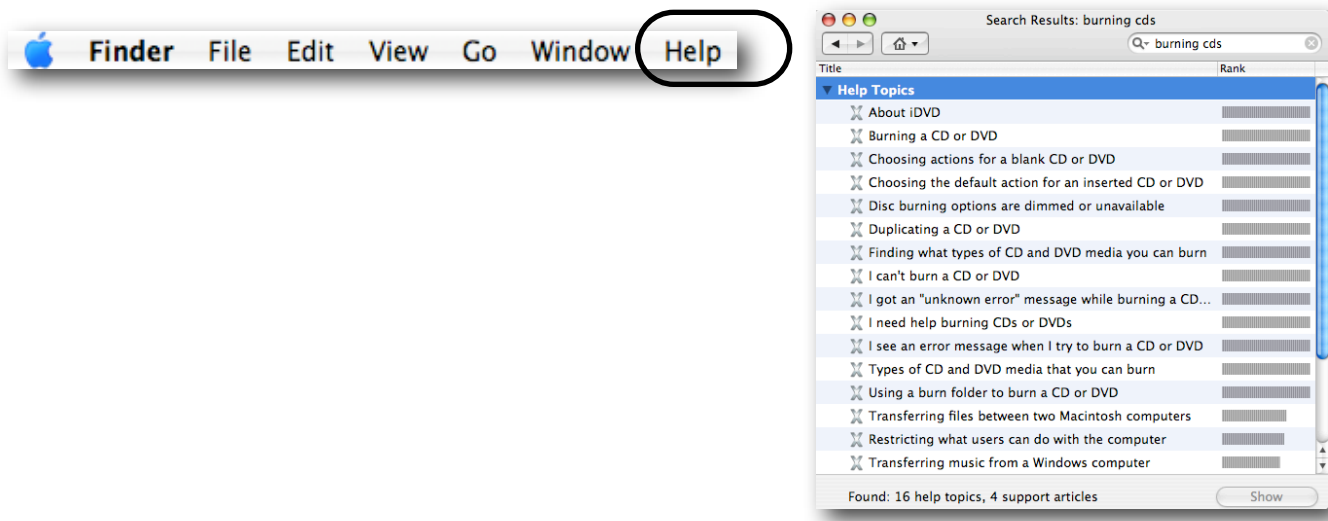
1. Insert a blank disc into the optical drive of your computer.
2. Choose **Open in Finder**. Check **Make this action the default** and then click **OK**. The disc appears on your desktop.
3. Double-click the disc to open it. Drag **original** files and you folders want on it to its window. (*The Finder places aliases to the files in the disc's window. The original files are not moved or deleted.*)
4. **View > Arrange** the files by “Name” or another arrangement.



5. Choose **File > Burn Disc**. Give it a good, but short name. Avoid special characters such as (“ / . &) and click burn. When completed, your burned CD will show up on the desktop.



For more help on any Mac OSX topic, go to the **Help** menu in Finder.



Below are selected details from **Help** on some of the advanced features of burning.

- If the Finder cannot find the original file for an alias, it asks whether to cancel burning or to continue without that item. If you cancel, the disc remains empty.
- If you eject the disk without burning it, the Finder creates a burn folder with the items you copied to the disc, and places that folder on your desktop.
- To burn a disc that appears in the sidebar, click the burn icon that appears next to it. You can also hold down the Control key as you click any disc and choose Burn Disc from the shortcut menu.
- You can also burn discs using applications such as Disk Utility, iTunes, iPhoto, or iDVD.
- If you frequently burn the same items to disc, create a burn folder by choosing File > New Burn Folder, and copy those items to it. Then, to create a disc with those items, just open the burn folder and click Burn.
- If you want to burn items to a disk in more than one session until the disc is full, use Disk Utility. This is called multisession burning. For more information, open Disk Utility (in /Applications/Utilities), choose Help > Disk Utility Help, and search for "multisession."