

XP Built In Burner

Reviewed and re-typed by Russell Havik

Made available online at http://come.to/dimdim_8

This publication is copyrighted by XP-erience.org

To copy files and folders to a CD

- Insert a blank, writable CD into the CD recorder.
- Open My Computer.
- Click the files or folders you want to copy to the CD. To select more than one file, hold down the CTRL key while you click the files you want. Then, under File and Folder Tasks, click Copy this file, Copy this folder, or Copy the selected items.
- If the files are located in My Pictures, under Picture Tasks, click Copy to CD or Copy all items to CD, and then skip to step 5.
- In the Copy Items dialog box, click the CD recording drive, and then click Copy.
- In My Computer, double-click the CD recording drive. Windows displays a temporary area where the files are held before they are copied to the CD. Verify that the files and folders that you intend to copy to the CD appear under Files Ready to be Written to the CD.
- Under CD Writing Tasks, click Write these files to CD. Windows displays the CD Writing Wizard. Follow the instructions in the wizard.

Notes:

- 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.
- After you copy files or folders to the CD, it is useful to view the CD to confirm that the files are copied. For more information, click Related Topics.
To stop the CD recorder from automatically ejecting the CD
- Open My Computer.
- Right-click the CD recording drive, and then click Properties.
- On the Recording tab, clear the Automatically eject the CD after writing check box.