

BURNING A CD OR DVD USING OS X TIGER

If your MAC has a Combo drive, you can burn files and photos to CDs

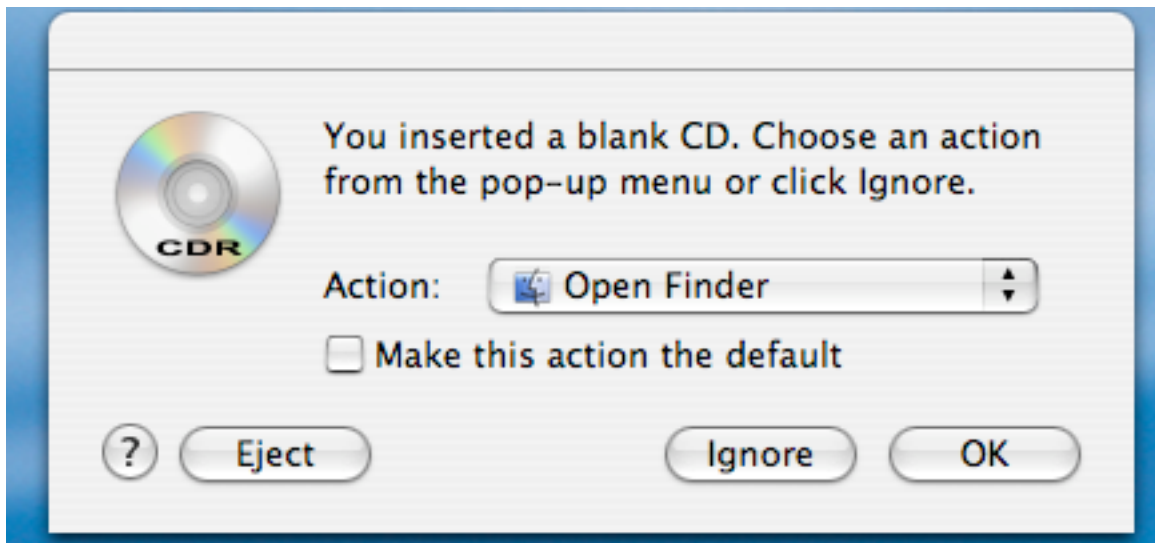
If your MAC has a SuperDrive you can burn files and photos to CDs and DVDs

You can then use that disc as a backup, send it to friends or copy those files to another computer, including Windows PCs

Procedure

1. Insert a blank disc in your computer optical drive

The following window will appear:



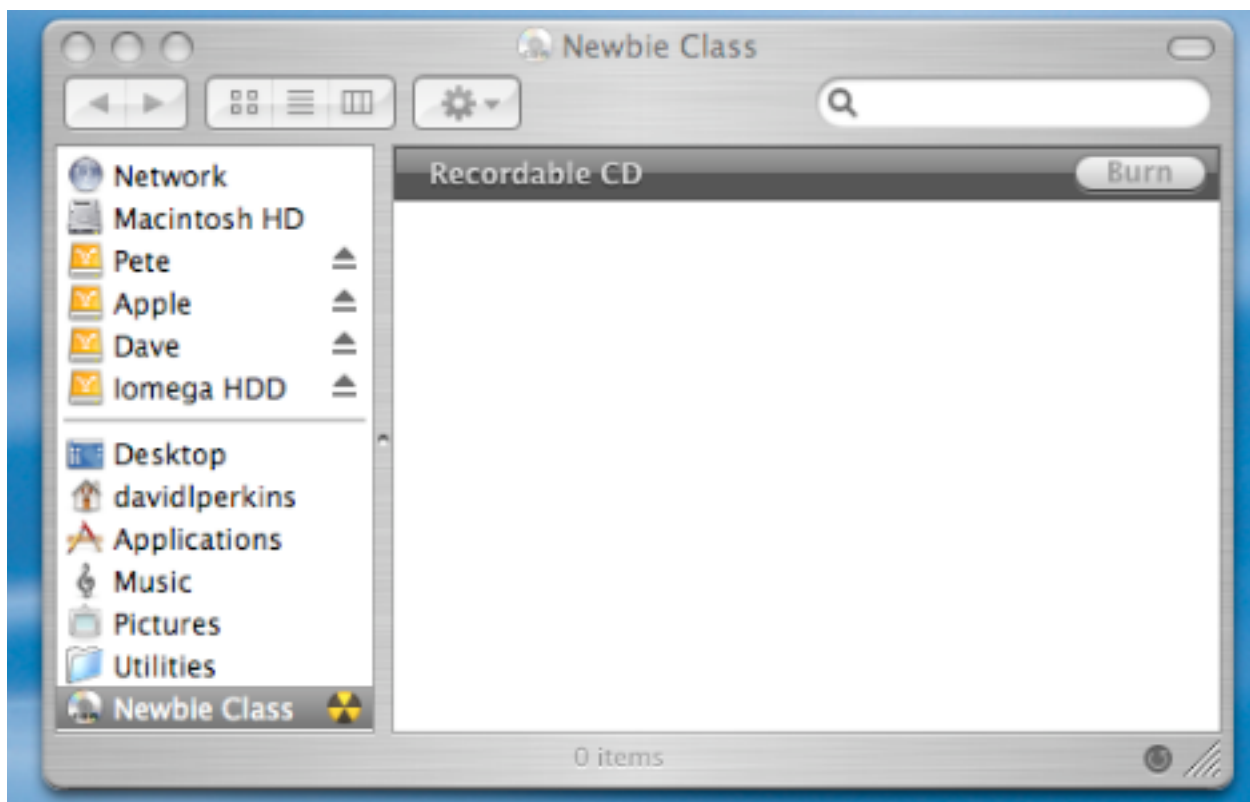
2. Click on "OK"

An "Untitled CD" symbol will appear on the desktop



3. Title or rename the folder or icon

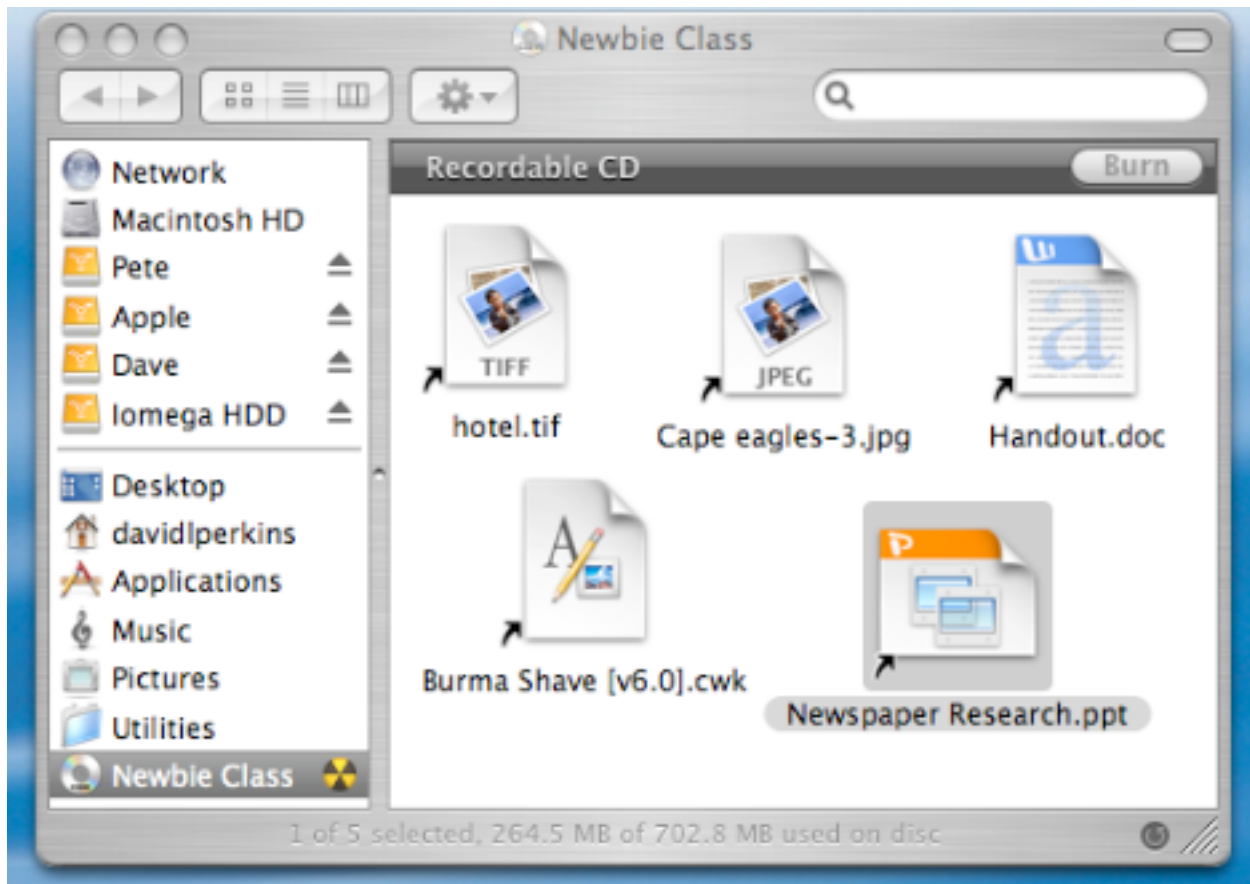
4. Double click the icon to open it. The following window will appear



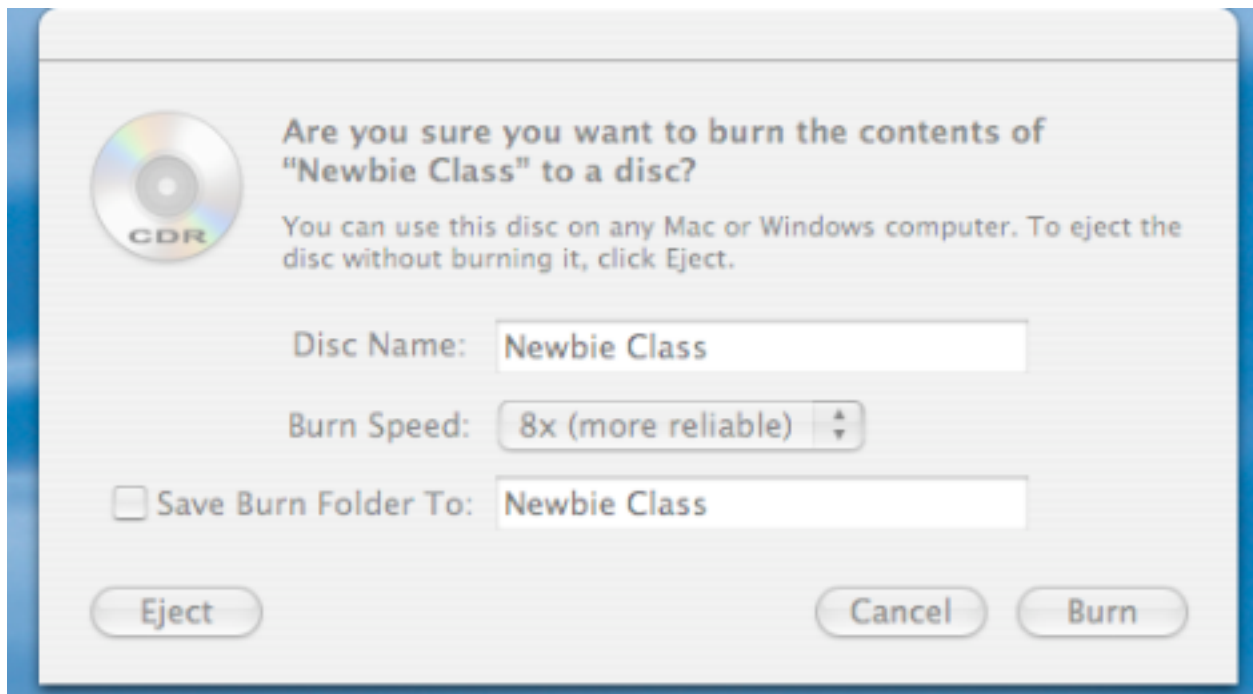
Drag the files or photos you want to copy onto this window (resize the window if it is too large). The finder places aliases of the items in this window. Original files are not moved or changed. They will be copied to the disc when it is burned. The originals will remain where they are on your computer.

When the images are placed in the burn window you may rename them but must keep the suffix (.jpg, .tif, .doc, etc.) so PC computers are able to decode them.

When you finish dragging files or photos to the burn window it should look something like this:



5. Click on the "Burn" bar in the upper right hand corner. The following window will appear:



6. Select a burn speed - slower is more reliable
7. Click on "Burn"
8. When the burn is complete, eject and label the CD.
Use a special CD marking pen