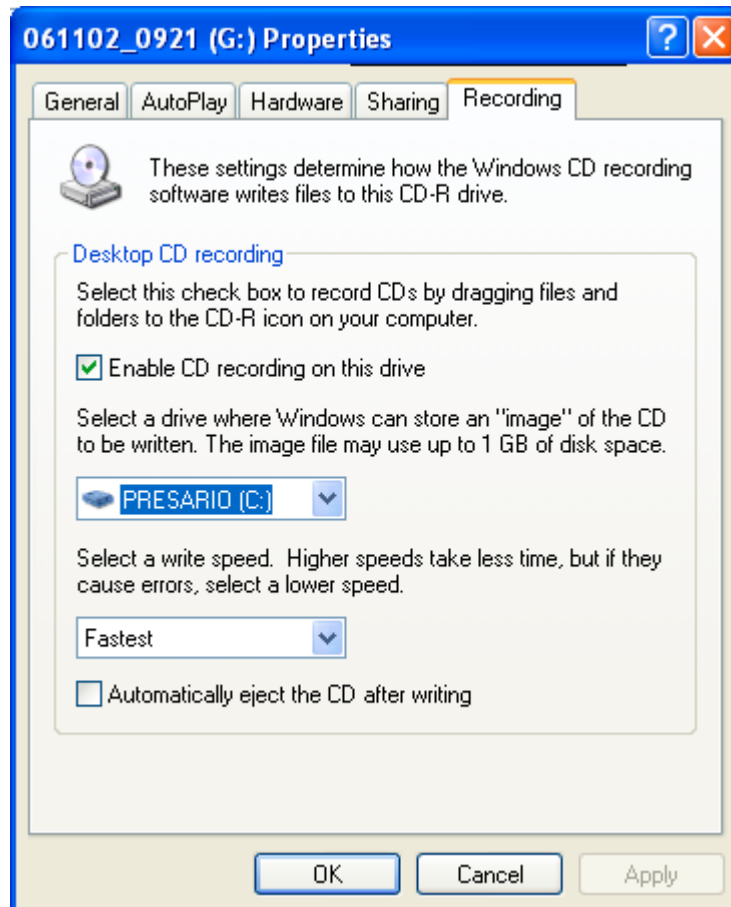


## **Burning CDs with Windows XP**

Windows XP has the ability to burn CDs and DVDs without the need for third-party CD burning software. This CD burning capabilities are somewhat limited in that once you burn the file to the CD, it cannot be erased or renamed. You can, however, burn another copy of the same file to the same CD and it will replace the file on the CD with the same name.

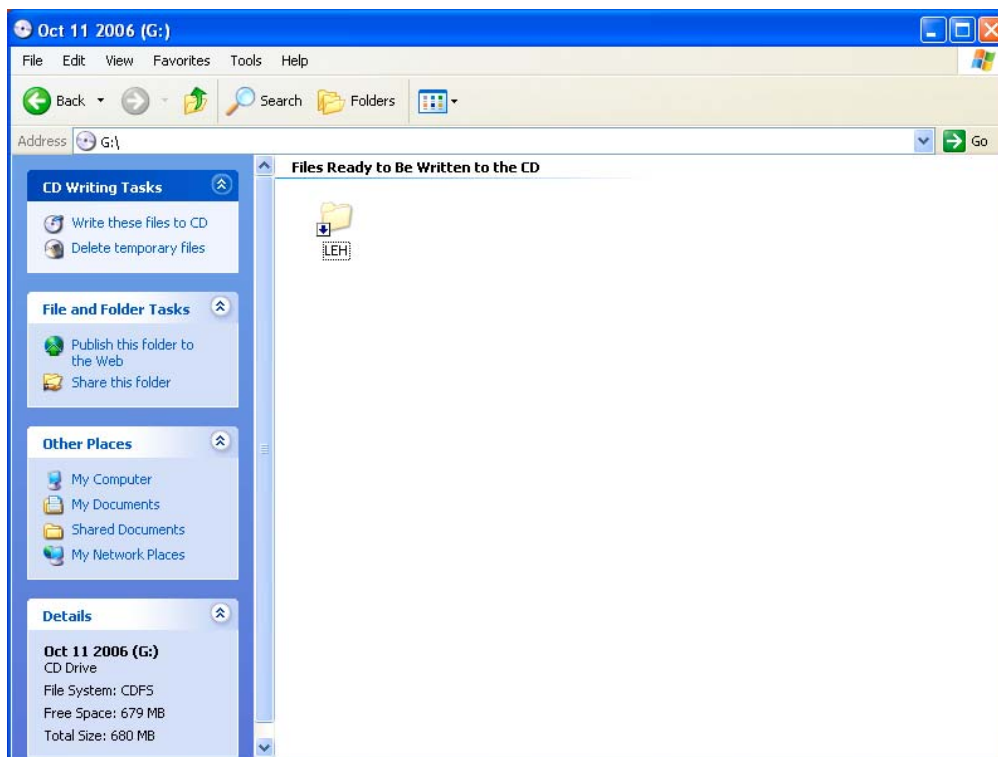
Before you try to burn files to a CD, you need to make sure you have CD recording enabled on your computer. To do this:

1. Double-click the My Computer icon.
2. Look for your CD/DVD drive. Right-click on the CD/DVD icon, then left-click the Properties menu item.
3. Now left-click the Recording tab (if you do not have a recording tab, you need to check with your computer manufacturer).
4. Make sure the "Enable CD recording on this drive" box is checked. See below:



Burning CDs on Windows XP with the AristoCAT File Management program is a two step process.

1. The first step consists of using the File Management program to select the files you wish to copy to the CD and then select the Copy to Removable Media menu item. The File Management program does not copy the files directly to the CD, but instead copies the files to a 'Staging Area' (a special area on your hard drive). After a few moments, Windows XP will detect these files in the 'Staging Area' and will display a ballon in the bottom right corner of the screen and prompt you to "You have files waiting to be written to the CD. To see these files now, click this ballon".
2. The second step is to use the Microsoft CD Writing Wizard to actually write the files to the CD. To start the wizard, click the ballon. You will see the following screen:



Now click the "Write these files to CD" under "CD Writing Tasks" on the upper left side of the window.

You will now see the Wizard:



To finish the CD writing process, just keep clicking the Next button.

**Important Note:** What do you do if the balloon goes away before you had a chance to click it or if you want to wait until later to write the files to the CD? You can get to the screen (above) where you click the “Write these files to CD” by doing the following steps:

1. Double-click the “My Computer” icon.
2. Double-click the CD/DVD drive icon (make sure you have a recordable CD or DVD in the drive).