CD Burning with Mac OS X

Software: Macintosh OS X and iTunes Platform: Macintosh

Connection: N/A Availability: Purchase/Labs

Why create a CD-ROM?

CD-ROMs are a low-cost media that can hold large amounts of information in a variety of formats. Also, nearly every computer today has a CD-ROM drive, so your data can be transported easily. While most people are introduced to CD-ROM burning as a way to create custom audio CDs, CD-ROMs are well suited for archiving and backing up personal data. In the classroom, existing electronic resources can be easily incorporated into a CD-ROM.

Step 1. Decide what kind of CD you want to create

Macintosh Files & Folders - This is the easiest method for burning for Mac. Macintosh Volume - This allows you to make an exact duplicate of another CD ISO 9660 - PC Format. Make sure file names are legal. Macintosh/ISO 9660 - "Hybrid" CD for both Macintosh and PC platforms Audio - For creating music CDs

Step 2. Planning

Gather your content

This includes all the material you want to burn on the CD-ROM. Archive word documents, e-mail, presentations, PDF files and other traditional computer files. You may also need to collect any media files such as graphics, audio files, or movie files. In some cases, you may want to convert your files from one file type to another prior to creating your CD. For example, you may want to convert a word document to a PDF document prior to distribution.

It's important to make sure you have everything you want to include as you generally can't add files later to a CD that has already been burned.

Navigation Interface

Plan how you want the files to be organized so that it is easy for the user to navigate your CD. Come up with some sort of navigation or organizational scheme for your CD. This can be as simple as organizing your archived files into appropriate folders to more complicated web-browser navigation. The more complicated your CD, the more likely you'll need a formal navigation system or read-me file to instruct users how to access the materials on the CD.

Step 3. Burn your CD

OS X has built-in CD creation software called Disc Burner. For more sophisticated tasks such as creating bootable CDs, hybrid CDs with executable files such as multimedia tutorials, you will probably need to use more specialized CD Creation software.

Using OS X's Built-in CD tool

- Insert a blank CD into the CD-RW drive of your Mac. When prompted, select **Open Finder** and type in a name for the CD. Click **OK**.
- 2. A CDR icon with the name you typed will appear on your desktop. Copy the desired files to the CD as you would copy them to a floppy disk. Arrange the files exactly as you want them to appear when the CD icon opens. (This does not actually copy the files to the CD, it prepares the files and the CD for the "burning" process.)



3. After the desired files have been moved to the CD, hold down the control key on your keyboard while clicking on the disk and select **Burn Disc** from the menu that appears. You will be asked to confirm that you want to burn the CD - click the **Burn** button. Ejecting the CD by dragging it to the Trash will also prompt the dialog asking if you want to burn the contents of the CD.

CD-RW - how to Re-Write

Before you can reuse a CD-RW disc, you have to erase the existing information.

Before you erase a disc, make sure you have another copy of all files on the disc that you want to keep.

- 1. Insert the disc.
- 2. Open **Disk Utility** (you'll find it in Utilities inside the Applications folder)
- 3. Click the **Erase** tab.
- 4. Select the disc from the list of drives on the left. (If you have your hard drive selected or the volume, the Erase button will be dimmed.)
- 5. Click the **Erase** button.

Creating an Audio CD with iTunes

iTunes makes CD burning easy via Playlists: once you have a Playlist you can burn an audio CD with the click of a button.

Make a Playlist

- Select File menu > New Playlist.
- 2. Give your Playlist a name.
- 3. Copy the desired songs from your Media Library to the Playlist.

Burn your CD

 Insert a blank CD into the CD-RW drive of your Mac. When prompted, select **Open iTunes** and click OK.

OR

If you have iTunes open when you insert a blank CD, iTunes will detect the CD for you.

- 2. In iTunes, select the desired playlist.
- Select File menu > Burn Playlist to Disc and you will be prompted to click the Burn Disc button (in the upper right corner of the window).

