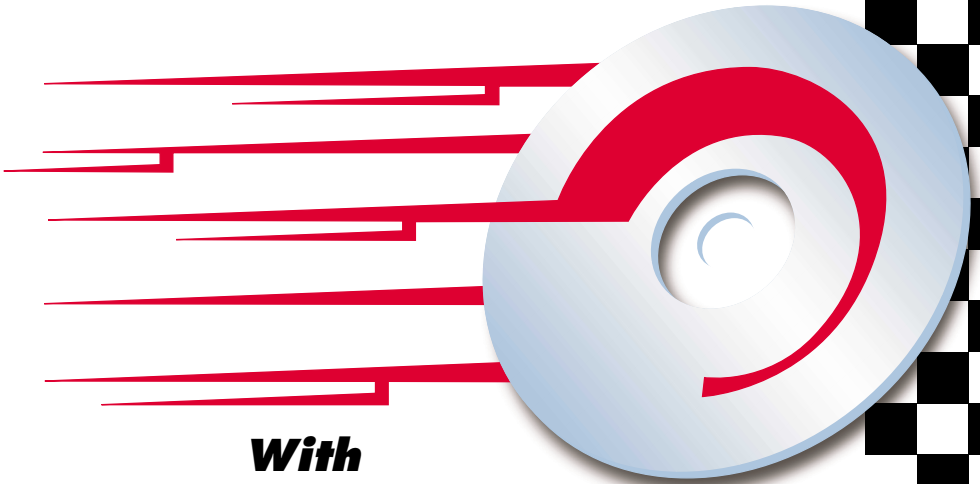


***How To
Make A CD
Or Data DVD***



***With
SpeedyCD***

MicroSolutions

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1 Am I Using the Right Software?

SpeedyCD is included with a number of rewriter products from Micro Solutions. Some products may also include DVD video production software or UDF software, depending on the capabilities of the rewriter drive.

You must have a DVD rewriter drive to create DVDs with SpeedyCD.

SpeedyCD is the right software if you want to do any of the following things:

- Make a CD that can be played in any audio CD player.

- Make a CD that can be read by anyone else in their computer.

- Put data, programs, graphics, or audio on a CD and send it to someone else.

- Put data, programs, or graphics on a DVD for use in a computer.

SpeedyCD is software that lets you select a file or group of files and write them all to disc in one continuous operation.

SpeedyCD creates standard format CDs that can be read in anyone's computer or audio CD player. SpeedyCD creates program and data DVDs that can be read in a computer DVD drive.

SpeedyCD is not for authoring video DVD movies to use in a DVD player.

Section 2

2 What Kind of Disc Should I Use – R or RW?

The following is a list of Micro Solutions drives and the types of media they can use:

Drive Type	Micro Solutions Product	Play CD	Write CD	Play DVD	Write DVD
CD-RW	backpack CD rewriter	✓	✓		
CD-RW/ DVD-ROM	backpack CD-RW/DVD-ROM, RoadStor	✓	✓	✓	
DVD RW	backpack DVD RW	✓	✓	✓	✓

You should use CD-RW media if you want to do any of the following:

- Practice making CDs while learning to use SpeedyCD.
- Erase a CD after you've written to it.
- Change the contents of a CD after you've written it.

CD-RW media is somewhat more expensive, but it's erasable, rewritable, and reusable. It's worth buying some CD-RW media for practicing and learning or if you want to reuse your media. Most older CD-ROM drives (slower than 24X) can't read CD-RW media. Most audio players can't read CD-RW media.

You should use CD-R media if you want to do any of the following:

- Make a CD that can be played in an audio CD player.
- Make a CD that can be read in everyone else's PCs.
- Put data, programs, graphics, or music on CDs for use by others.
- Create low cost permanent copies of your files for archiving.

CD-R media is the least expensive and can be read by all CD-ROM drives and audio CD players. CD-R media is the best choice when you are going to send CDs you make to others. CD-R media cannot be erased or changed once it's written so it's not a good choice for practicing and learning.

You should use DVD+RW or DVD-RW media if you want to do any of the following:

- Practice making DVDs while learning to use SpeedyCD.
- Erase a DVD after you've written to it.

DVD+RW and DVD-RW media can be more expensive, but they're erasable, rewritable, and reusable. RW media may be limited to slower write speeds than R media. It's worth buying some RW media for practicing and learning or if you want to reuse your media. Some DVD-ROM players can't read RW media.

You should use DVD+R or DVD-R media if you want to do any of the following:

- Make a DVD that can be read in most other computer DVD drives.

- Put data, programs, and graphics on a DVD for use by others.

- Create low cost permanent copies of your files for archiving.

DVD+R and DVD-R media can be less expensive than RW media and can be read by most DVD-ROM drives. R media is the best choice when you are going to send the DVDs you make to others. R media cannot be erased or changed once it's written so it's not a good choice for practicing and learning.

3 Getting Started with SpeedyCD

In this guide we usually refer to all types of media (CDs and DVDs) as a “disc.” We will distinguish between DVDs and CDs when it is appropriate. (You must have a DVD rewriter drive to create DVDs with SpeedyCD.)

Before you can start SpeedyCD you must complete the product software installation. If you have not already done so, locate the installation guide and follow the instructions.

3.1 Starting SpeedyCD

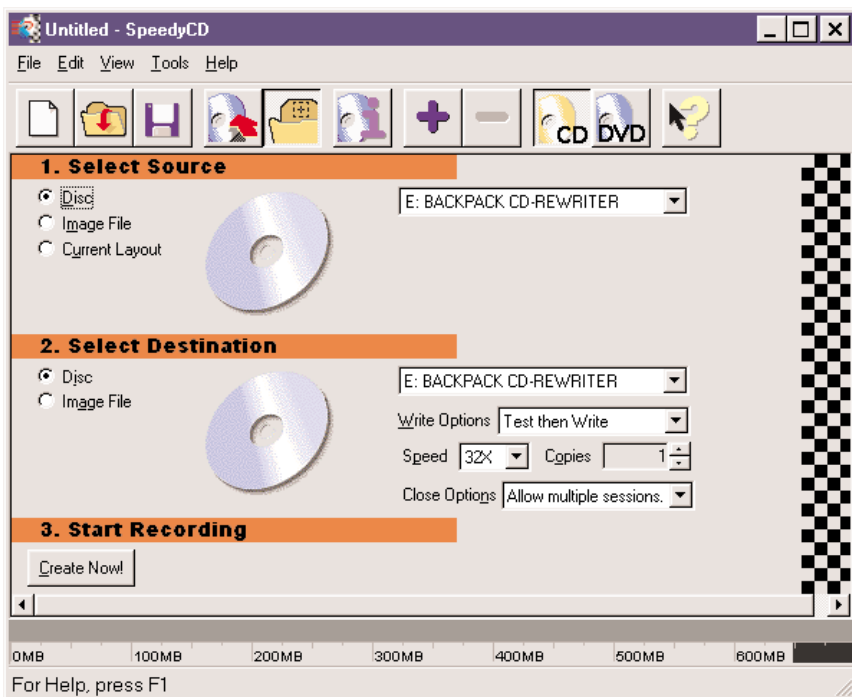
Exit and close any other programs you may have open in Windows. Making discs requires all of your PC’s attention, and you don’t want any other programs trying to use computer resources while you are making discs.

If you see a SpeedyCD icon on your Windows desktop, you can double-click it to start SpeedyCD.

Or

Click the Windows Start button. Use the mouse to expand Programs, then locate and click SpeedyCD.

When the program loads, you’ll be looking at the Record Screen which looks like this:



Section 3

SpeedyCD has two main screens - the Record Screen and the Layout Screen.

You can switch back and forth between the Record Screen and the Layout Screen by clicking on the buttons on the toolbar near the top of the screen.



Switch to Record Screen



Switch to Layout Screen

Refer to the ***Toolbar Buttons*** section of this guide for a description of each button on the toolbar.

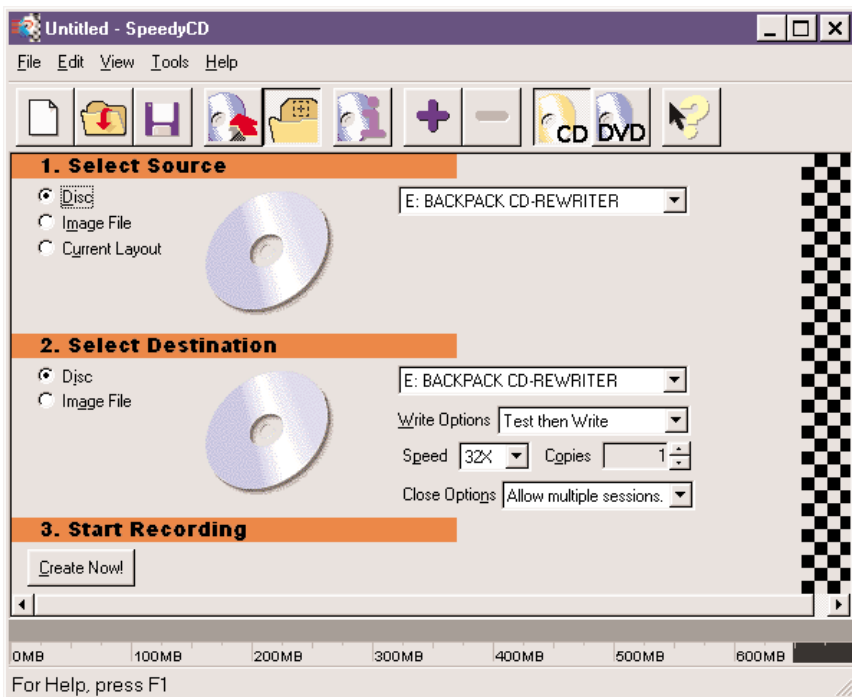
Section 4

4 The Record Screen - Recording a Disc

Making discs with SpeedyCD is as easy as 1, 2, 3.

1. Select a Source
2. Select a Destination
3. Start Recording

Follow along and let's make a disc.



4.1 Step 1 - Select a Source

The first step is to select a Source. The Source determines the contents of the disc you are creating. Selecting **Disc** indicates that you want to make a complete copy of an existing disc. Selecting **Image File** indicates that you have already created a file on your hard drive with the entire content of the disc to be made. Selecting **Current Layout** indicates you want to use a Layout to select specific files and folders that will be written to a disc. Choose from the following:

Disc

To copy an entire audio CD.

To copy an entire program or data disc.

If you choose **Disc** a drop-down box will appear to the right of the Disc icon. You may select the drive

containing the Source disc if you have more than one CD or DVD drive.

Image File

To make an entire disc from an Image File which you created previously.

If you haven't created any Image Files yet, don't choose this option.

*If you choose **Image File**, click the Browse button to the right of the Image File icon to select the Image File you wish to use to make the disc. Remember, an Image File can only be written to a completely blank CD or DVD.*

Current Layout

To make a disc containing specific files, folders, or audio tracks which you select.

*Note: If you select **Layout** and you have not yet loaded or created a Layout, a help message will appear reminding you to go to the Layout Screen and showing you how to get there.*

Refer to the Layout Screen section of this guide to learn how to select files and folders to write to disc.

4.2 Step 2 - Select a Destination

The second step is selecting a Destination. The destination is the place where the disc content will be written to. Select **Disc** to make a CD or DVD in your rewriter drive. Select **Image File** if you want the entire content of the disc to be assembled and written to your hard drive as one big file. Choose from the following:

Disc

To actually make a CD or DVD, this is usually the correct choice.

*If you choose **Disc**, there are several disc options to the right of the destination icon. After you have made a couple of discs successfully, you can select **Write Only** under **Write Options** to save time.*

Image File

To create a file on your hard drive with the entire content of the disc instead of making a CD or DVD.

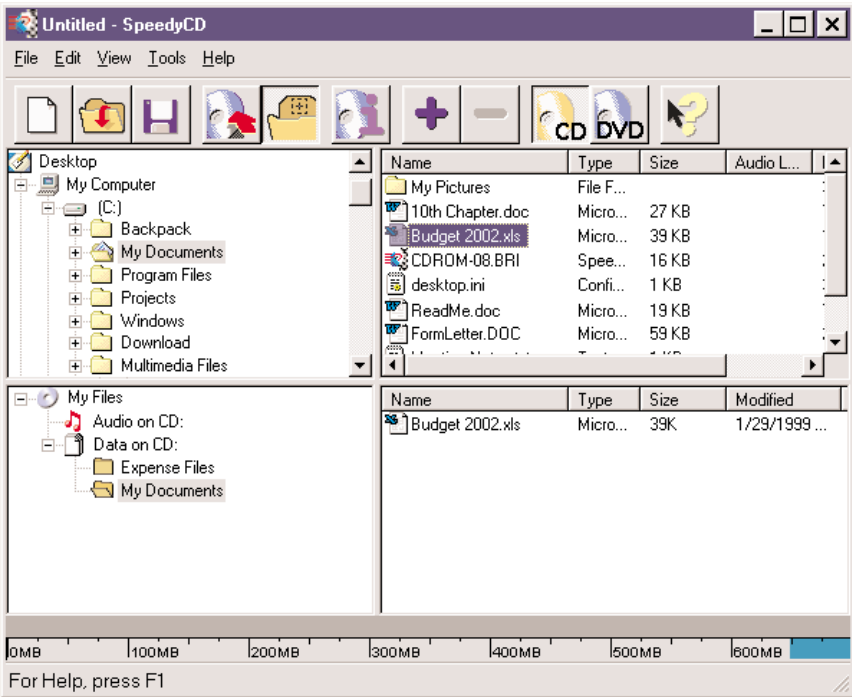
*If you choose **Image File**, click the **Name As** button to the right of the Image File icon to decide the file name and folder location where the image file will be saved. Refer to the **Making an Image File** section of this guide for an explanation on how Image Files are useful.*

Section 4

4.3 *Step 3 - Start Recording*

Put a blank CD or DVD disc into the drive and close the tray. Click the **Create Now** button. That's it – you're making a disc! The status bar indicates approximately how long until completion. Wait until you see the completion message on the screen before trying to remove the disc or start another program.

5 The Layout Screen - What to Put on the Disc



5.1 What is a Layout?

The Layout Screen is used to select individual files or folders to be written to a disc. Files or folders can be selected from any of the storage devices available to your PC (hard drive, network, CD-ROM, etc.) except your diskette drive. We refer to the list of files you create as the Layout of the disc. Remember that the Layout is just a list of what will go on the disc.


When you have finished creating your Layout, you must switch back to the Record Screen to start creating the disc.

5.2 How Do I Make a Layout?

The Layout Screen uses an interface very similar to Windows Explorer. The top half of the screen is a Source display that lets you view the drive letters, folders, and files available to your PC. The bottom half of the screen displays the folders, files, or audio tracks you have chosen that you want to put on the disc. You add items to the disc Layout by first locating them in the top half of the screen, and then adding them to either the Audio or Data portions of the disc by using the mouse to drag and drop or by using the ADD button. Follow the appropriate steps below to add data files or audio tracks to the Layout for the disc you wish to create.

Section 5

First, make sure you are in the Layout screen by clicking the **Layout Screen**

button  on the toolbar near the top of your screen.

5.3 Selecting CD Mode or DVD Mode

Select CD mode or DVD mode by clicking the mode button on the toolbar for the type of disc you wish to create. Selecting the mode changes the meter bar to the correct disc capacity and sets other characteristics that are determined by media type. You may change modes after adding items to the Layout if needed but it's best to set it before you start.



CD Mode



DVD Mode

5.4 Adding Data Files to the Layout

The process of looking through drive letters, folders, and files is called browsing.

Browse the drive list in the top left window by clicking the “+” next to the drive letter you wish to look at. This allows you to see the folders on that drive. If a folder has a “+” next to it, clicking that “+” shows the subfolders it contains. Clicking the folder **name** in the top left window will show you its contents in the top right window. Browse through the drive until you locate the files or folders you wish to add to the Layout.

After locating a file that you want in the top right window, add it to the Layout in the bottom half of the screen using one of the following two methods:

Point to the file with the mouse, press and hold down the left mouse button. Drag the mouse pointer on top of **Data On CD** or **Data On DVD**



Data on CD:



Data on DVD:

in the lower left window and release the mouse button to drop it.

Or

Click **Data On CD** or **Data On DVD** with the mouse to indicate where you want the file to be added. Click the file you wish to add in the top

right window. Click the **ADD** button  on the toolbar near the top of your screen.

Folders can be added to the Layout using the same techniques. A folder can be added from either the top right or top left window into the disc Layout. When you add a folder into the Layout, all of the files and subfolders contained in it will be placed in the Layout too. You can remove folders or individual files from the Layout in the bottom half of the

screen by clicking on them with the mouse and then either pressing the **Delete** key on your keyboard or clicking the **REMOVE** button on the

toolbar  .

When you add a folder to a Layout, you are adding the specific contents of the folder at that moment. If you intend to archive a folder whose contents change from day to day, such as a financial or project management system, please review the **File Priority and Folder Priority** section of this guide now.

Adding files and folders to Data On CD or Data On DVD puts them in the root of the Layout. If you want to create a subfolder, add a folder to the desired folder in the Layout.

To insert a new folder in the Layout, right-click the appropriate location and choose **Insert New Folder**.

Notice that as you add items to the Layout the meter bar on the bottom of the screen indicates the total space required for all of the items in the Layout. Move the mouse pointer over the meter bar to see the total number of files in the Layout.

*Here's a tip for adding a lot of files to a layout. Instead of adding each individual file into the layout, use Windows techniques for selecting multiple files and add them to the Layout all at once. For example: click the location in the lower left screen where you wish to add the files, click one of the files you wish to add, and while holding down the CTRL key click the rest of the files to add, then click the **ADD** button on the toolbar. (Another method is to right-click one of the selected files, click COPY, right-click the location in the layout where you want the files to go, and click PASTE.)*

5.5 Adding Audio Files to a CD Layout

SpeedyCD lets you add CD Audio tracks, MP3 files, and .WAV files to a CD Layout. For more information refer to **Recommendations for Reliable Audio CD Creation** in this guide.

Note: You can't make an Audio disc on a DVD; it wouldn't play in a CD player or a DVD player. When you select DVD mode in SpeedyCD the Audio portion of the Layout is not available. You may put .WAV and .MP3 files on a DVD as data files.

Browse the drive list in the top left window until you locate the audio file or track you wish to add to the Layout.

After locating the desired item in the top right window, add it to the CD Layout using one of the following two methods:

Section 5

Point to the file with the mouse and press and hold down the left mouse button. Drag the mouse pointer on top of **Audio On CD**

 **Audio on CD:**

in the lower left window and release the mouse button to drop the item.

Or

Click **Audio On CD** with the mouse to indicate where you want the file to be added. Click the file you wish to add in the top right window. Click

the **ADD** button  on the toolbar.

The audio track will appear in the bottom right window. To sequence the tracks you can drag new tracks into place in the bottom right window or you can resequence tracks within the bottom right window.

Notice that as you add items to the Layout the meter bar on the bottom of the screen indicates the total space required for all of the items in the Layout. Move the mouse pointer over the meter bar to see the total number of tracks in the Layout.

SpeedyCD can create a compilation audio CD containing tracks from several source audio CDs. With SpeedyCD you complete the layout first including the tracks you want from all of the source CDs. You may insert the source CDs in any available CD-ROM or CD-RW drive on your computer. Drag the audio tracks into the Layout as instructed above from each of the source CDs. After completing the Layout, switch to the Record Screen and record the CD.


You may be able to remove the 2-second gap between songs. Review the Disc At Once option detailed in Section 13.4.

As you record a compilation audio CD, SpeedyCD will prompt you to insert each source CD. You may insert the source CDs in any available drive but the CD you are recording to must be in the rewriter drive. SpeedyCD will try to minimize the number of times you need to insert each source disc by reading several tracks at once. You may only need to insert a source CD once during the record process even though you have included several tracks from it.

When SpeedyCD is done recording an audio CD it automatically closes the session by writing the table of contents to the CD. The tracks are all in one session, even on compilation CDs. There are no extra steps needed to finalize or fix the CD before use. The CD should play in any audio CD player.


5.6 Saving and Opening Layouts

Saving a Layout after you create it will allow you to quickly reload it in the future, either to make another disc with the same contents or to modify the

Layout. To save the Layout just click the **Save Layout** button  on the toolbar of the Layout Screen.

You can create a new name for your Layout by typing over the default name.

Remember, a Layout is just a list of what goes on the disc. It doesn't take up much space on your hard drive.

Opening a Layout is easy, just click the **Open Layout** button  on the toolbar of the Layout Screen.

A window will open allowing you to select from the Layout files you have created.

6 Making an Image File

There are times when you need to make an Image File before making a disc.

Making an Image File is something you do *instead* of making a disc. SpeedyCD will take all of the content selected for the disc and create one large file on your hard drive containing a complete image of the disc. Unlike a Layout File, the Image File contains the actual data or audio of the disc so it can be very large (up to 700MB for CDs, up to 4.7GB for DVDs).

Here are a couple reasons why you might want to create an Image File:

If you'll be making several exact copies of the same disc, you might want to make an Image File first. It takes slightly less computer time to make a disc from an Image File than from a Layout.

When you make a disc from an Image File, you don't have to worry about the Source files being changed or erased after you create the Layout.

If you are having trouble making discs because your computer is not able to provide data to the rewriter drive fast enough, making an Image File first can help. While making the Image File there is no requirement to provide the data at a fixed speed, so information from slower devices like network drives can be included. Then, the PC can do all of the file handling at its own speed. Making a disc from an Image File eliminates speed related problems of this type.

To make the Image File, choose **Image File** as the destination in the Record Screen. Enter the name of the file in the box to the right. SpeedyCD will assemble all of the content for a disc but will write it to a file on your hard drive. You will be able to make discs from that Image File as many times as you wish. When you no longer need them, delete your Image Files to free up hard drive space.


Remember, if you are making a disc from an Image File, the CD or DVD must be completely blank to start. You cannot add an Image File to CDs or DVDs that already have something written on them.

7 File Priority and Folder Priority

When you add a folder to a Layout you are adding the specific contents of the folder at that moment. We call that File Priority. Sometimes File Priority is what you want, and sometimes it isn't.

Let's say you are creating a Layout that will be loaded periodically to archive a folder whose contents change from day to day, such as a financial management or project management system. You want the Layout to capture all the files in the folder on the day you make the disc. We call that Folder Priority.

It's easy to get Folder Priority when making a Layout. Use the *right* button on your mouse when dragging and dropping a folder into the Layout, and that folder will have Folder Priority. The directory tree in the bottom left window will use a special icon so you can distinguish Folder Priority from File Priority in your Layout.

 My Folder

Remember, if you click on a Folder Priority icon in the Layout directory tree, you won't see its contents in the bottom right screen, just a message that the folder has Folder Priority. When you make a disc from that Layout, it will include all files and subfolders existing in that folder on your hard drive.

It's OK to mix Folder Priority and File Priority in your Layouts.

8 Recommendations for Reliable Audio CD Creation

When making an audio CD, various sources may be used. They include: copying from an internal CD-ROM drive directly to the rewriter drive, copying the entire CD-ROM to an Image File using the rewriter as the source drive, or creating .WAV files from an audio CD in the drive.

We recommend that you use the Micro Solutions drive to perform both the digital audio extraction and the final audio CD creation. Some of the built-in CD-ROM or DVD drives in notebook and desktop computers cannot reliably extract digital audio from audio CDs.

First, create .WAV (pronounced “wave”) files from the audio tracks on the CD using the Micro Solutions drive. Once you’ve created the .WAV files, they can be added to the audio CD Layout. To make a .WAV file from a CD Audio track, proceed as follows:



Click the **Layout Screen** button from the toolbar.

Put your audio CD into the rewriter drive.

Choose the drive letter for the rewriter in the top left window of the Layout Screen.

Click on the disc title (it’s probably Audio CD). You should now see the audio tracks listed in the top right window.

Right-click the audio track you wish to make into a .WAV file and select **Create .WAV From Track** from the menu.

Enter a file name and click the **Save** button.

.WAV files use about 10MB of hard drive space for each minute of audio, so they can get pretty big. After you’re done using them you’ll probably want to delete .WAV files to free up hard drive space.

Now that you have converted your audio tracks to .WAV files, refer to the **Layout Screen - Adding Audio Files to the Layout** section of this guide.

You may be able to remove the 2-second gap between songs. Review the Disc At Once option detailed in Section 13.4.

After you’ve completed your Layout, refer to the **Record Screen - Recording a Disc** section of this guide.

There are other methods of making audio CDs, but we feel that the method detailed above is the best way for the first-time CD maker.

Note: You can’t make an Audio disc on a DVD; it wouldn’t play in a CD player or a DVD player. When you select DVD mode in SpeedyCD the Audio portion of the Layout is not available. You may put .WAV and .MP3 files on a DVD as data files.

9 Advanced Stuff

9.1 Naming Your Discs

To assign a name to your disc when making a Layout, proceed as follows:

In the Layout Screen, click on the default CD name to the right of the CD icon in the bottom left window. The bottom right window will now display several characteristics of the disc which you can modify. Click the **Change Info** button in the Layout Info field and type in the name you wish followed by typing the Enter key on your keyboard. Click either **Data On CD** or **Data On DVD** or **Audio On CD** in the bottom left window to get back to the normal view.

9.2 Mixed Audio and Data

When creating a Layout, SpeedyCD lets you make CDs with audio, data, or a mixture of both. You don't have to decide in advance what kind of CD you are making, just drag your data to **Data On CD** and drag the audio to **Audio On CD**. SpeedyCD will take care of the rest. Why make a mixed audio and data CD? They are useful to people creating multimedia presentations. Otherwise, most audio players will ignore the data and most operating systems will ignore the audio. DVDs are always data only.

Here's a subtle point to remember: If you drag an audio file from your hard drive into the audio portion of a Layout, it will be converted to the CD Audio format and written to the CD as an audio track. If you drag the same file into the data portion of a Layout, it will be treated as any other file and written to the data portion of the CD. If your goal is to make an audio CD that can be played in an audio CD player, you want to drag the audio file to the audio portion of the Layout. If your goal is to put an audio file containing music or some sound effect onto a CD so that it can be copied onto another PC, you want to drag the audio file to the data portion of the Layout.

9.3 Multiple Sessions or Close the Disc?

Session is the term used to describe all of the data files written to a CD in one continuous operation. When you tell SpeedyCD to record from either a Layout or an Image File, all of the content for the CD is written in one session.

It's possible to add more sessions to a disc (CD-R or CD-RW) as long as it has more space available *and* the disc was not CLOSED the last time it was written to. It is not possible to add sessions to a DVD. When DVD mode is selected the Close Options are unavailable.

As an example, let's say that you have a digital camera. You have 50MB worth of pictures that you want to put on a CD, so you dump them to your hard drive and use SpeedyCD to make a Layout and write them to a CD-R. Now you have a CD-R with only 50MB of stuff on it; less than 10 percent full.

Section 9

By using multiple sessions you can add to that CD again and again until you've used up all the capacity, as long as you don't close the CD.

To add a session to a CD that has already been written to, do the following:

Go to the **Layout Screen** and create a Layout for what you wish to add to the CD.

Put the destination CD into the rewriter drive.

Click the **Media Information**  button on the toolbar.

Highlight the most recent session on the CD (the one with the highest number) and click **Add to Layout**. If you skip this step, you will lose what was previously on the CD and only the new session will be available.

Close the Media Information window.

Look at the meter bar and make sure you are not exceeding available CD space.

Click the **Record Screen** button on the overhead toolbar.

Select **Disc** as the destination.

Click the **Create Now** button.

Note: If there is a CD that has already been written to in the drive and you begin adding data files to a layout, SpeedyCD will offer to add the previous session for you automatically.

Why would anyone ever want to close a CD? Here's why:

CDs with information you wish to protect should be closed. By closing the CD you are sure that nobody will record on it and accidentally lose the prior session.

Remember that even a closed CD-RW can be erased and re-used. Closing does not prevent a CD-RW from being erased later.

9.4 Making CDs Readable in a Macintosh Computer

The default format for SpeedyCD is Joliet which works well under Windows and in audio players. It supports the long filename capability of Windows. Some Macintosh computers will not support long filenames or the Joliet file format. To make a CD which you can share with a Macintosh, you need to make it an ISO 9660 CD. Proceed as follows:

In the Layout Screen, click on the default CD name to the right of the CD icon in the bottom left window. The bottom right window will now display several characteristics of the CD which you can modify. Using the mouse, scroll the list to the Format field. Click on the **Format** drop-down menu

and select **ISO 9660**. Click **Data On CD** or **Audio On CD** in the bottom left window to get back to the normal view.

9.5 Making a Bootable CD

Most computers are capable of booting from an internal CD-ROM drive.

With SpeedyCD, you can make a CD that will boot up the computer. This could be handy in an environment where the PCs don't have hard drives or diskette drives. It could also be useful for creating an emergency recovery CD in case of a hard drive crash. You can copy most of your programs to a bootable CD to speed the recovery process if you lose your hard drive. You will need a bootable diskette to start this process. To make a bootable CD, proceed as follows:

In the Layout Screen, click on the default CD name to the right of the CD icon in the bottom left window. The bottom right window will now display several characteristics of the CD which you can modify. Using the mouse, scroll the list to the **Boot Image** field.

Click the Generate New Boot Image button.

Enter a name for the boot image file and click **Save**. When prompted, put the bootable diskette in the diskette drive.

Click the **Browse** button and select the boot image file to use.

Click the check box: Create Bootable CD Using This Image.

Click **Data On CD**, **Data On DVD**, or **Audio On CD** in the bottom left window to get back to the normal view.

9.6 Erasing an RW Disc

You can erase RW discs by choosing **Erase Disc** from the **Tools** menu or by clicking **Erase** from the Media Information window. Clicking the Erase button will initiate the erase process. **Quick Erase** takes up to 1 minute and allows you to again use the full capacity of the RW media. Choose **Full Erase** if you encountered an error during a prior attempt to use the disc. A Full Erase may take from five to sixty minutes depending on the speed rating of your drive and media.

If the RW media has already been erased using either option, the erase function may only take a few seconds.

10 Getting Help

SpeedyCD provides helpful usage information in two ways - Context Sensitive Help and Help Topics.

10.1 Context Sensitive Help

When you need help understanding the overall function of SpeedyCD and you don't know a specific key word to ask about, click the **Context**



Sensitive Help button on the overhead toolbar, then move the mouse pointer to the area of the screen you would like help with and click again. A help dialog box will appear giving you information related to that area of the screen.

10.2 Help Topics

When you need help with a specific topic related to SpeedyCD, click the Help drop down menu and choose Help Topics. Review the contents to find the subject you're interested in.

You may also choose the Index tab and begin typing the subject you would like help with. Click Display when the proper help index entry is highlighted, or scroll through the help index entries until you find the one you wish to display.

11 Media Information

Media Information will report to you the characteristics of any disc that you insert in the Micro Solutions drive. Insert a disc, then click the **Media**



Information button on the overhead toolbar . The Media Information window will appear and report the following items:

Drives	Displays the selected Micro Solutions drive that will be used for recording. If more than one Micro Solutions drive is attached to the system you may choose the one that will be used for recording from the list.
Sessions	By default, SpeedyCD will automatically import the previous session from a CD when new files are added using the explorer interface of the layout screen. A CD that has been written to previously will show information about the individual sessions in this window. This allows you to manually import data from a previous session to the layout by highlighting the session and clicking the Add To Layout button. This could be used to recover a previous session on a CD.
Media Type	This can be CD-ROM, CD-R, CD-RW, DVD-ROM, and any of the +/- types of DVD R or DVD RW.
Capacity	The theoretical storage limit for the type of media in the drive.
Manufacturer	The media manufacturer name encoded on the disc.
Media Rating	The minimum and maximum write speed encoded on the disc by the manufacturer.
Disc Status	Identifies whether the disc is Empty, Open having something on it but can still be written to, or Closed and cannot be written to.
Free Space	The amount of additional information that can be stored on this disc.
Used Space	The amount of information already stored on this disc.
Sessions	Displays the number of sessions on the CD. A session describes all of the data files written to a CD in one continuous operation. Each time you write data to the CD it creates a session. Refer to Multiple Sessions to learn how to include prior sessions in a new Layout.

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Tracks

On an audio CD, this is the number of audio tracks. On a data CD, this is the number of sessions. On a mixed audio and data CD, this is the number of audio tracks plus the number of data sessions.

11.1 Erase

You can erase RW discs from the Media Information window. This is a convenient way to view the status of your discs before erasing them. Clicking the **Erase** button will initiate the erase process. Everything on the RW will be erased. For more information refer to **Erasing an RW Disc**.

11.2 Update

You may change discs in the drive while the Media Information window is open. This makes it convenient to locate a specific disc or an open disc with enough space to add a session to. After you change discs, click the **Update** button. The Media Information will be updated to correspond to the new disc.

11.3 Eject

You may eject the disc from the drive by clicking the **Eject** button from the Media Information screen. This makes it easier to check the information on several discs in a row.

12 The Toolbar Buttons

Each of these functions are described in detail throughout this guide.

Following are the toolbar buttons and a brief description of each:

New Layout

While in the Layout Screen, click this button to clear the Layout contents and make it an empty Layout.

Open Layout

While in the Layout Screen, click this button to load a previously created Layout so that you can modify it or make a disc from it.

Save Layout

While in the Layout Screen, click this button to save the current contents of the Layout so that it may be loaded and used at another time.

Record Screen

Clicking this button brings you to the Record Screen of SpeedyCD. After you've made a Layout, you go to the Record Screen to make the disc.

Layout Screen

Clicking this button brings you to the Layout Screen of SpeedyCD. The Layout Screen is used to select individual files, folders and audio tracks that will be recorded onto the disc.

Media Information

Click this button to view information about any disc - its name, contents, available space, and whether it's open or closed. Click this button to import previous sessions into a Layout or to erase discs.

Add To Layout

While in the Layout Screen, first click the location in the lower screen where you would like to add an item, then click the item you wish to add. Click this button to add it to the Layout.

Remove From Layout

While in the Layout Screen, click this button to remove a selected item from the Layout.

CD Mode

Clicking this button selects CD mode. CD mode adjusts the Layout Screen, capacity meter bar, and Record options to the correct values for creating CDs. In CD mode the capacity meter bar calculates megabytes as 1024x1024 bytes.

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DVD Mode



Clicking this button selects DVD mode. DVD mode adjusts the Layout Screen, capacity meter bar, and Record options to the correct values for creating DVDs. In DVD mode the capacity meter bar calculates megabytes as 1000x1000 bytes.

Context

Sensitive Help



Click this button and then click on the particular portion of the screen you would like help with.

13 The Tools Drop-Down Menu

SpeedyCD incorporates several tools for disc recording. These tools are accessed by clicking “Tools” on the menu bar at the top of the SpeedyCD screen.

13.1 Media Information

Media Information displays details about the disc that is currently inserted in the Micro Solutions drive. You can also get to the Media Information screen by clicking on the Media Information button on the tool bar.

Refer to the Media Information section of this guide to learn about all of the Media Information options.

13.2 Convert Foreign Image File

Convert Foreign Image File allows you to use images created by other CD mastering software with SpeedyCD. Use the explorer interface to select an image file. Choose either the Create New Converted File (which keeps the existing image and creates a new SpeedyCD image), or the Change File Directly to BRI option (which converts the selected image directly to a SpeedyCD image). By doing a direct conversion additional hard drive space is not required.

13.3 Audio Read Test

Audio Read Test allows you to test the digital audio extraction (DAE) rate of CD-ROM / CD-RW drives attached to the system. Select a drive from the drop-down list and insert an audio CD. Wait approximately 10 seconds for the CD to spin up to speed and then click the Test button. The Audio Capture Rate reports the speed at which the drive performs digital audio extraction. When recording an audio CD make sure the Source Drive performs digital audio extraction with minimal error rates.

13.4 Preferences

Preferences allows you to select defaults for SpeedyCD. Choose from the following:

Default Write Options allows you to choose Test only, Write only, or a Test and Write phase. The Test phase will simulate the exact process of the write phase without actually recording to the media.

Default Close Options allows you to choose between closing the CD for write protection or allowing multiple sessions so that more data can be added to the CD at a later time.

CD Capacity Warning allows you to configure SpeedyCD’s utilization meter to match the capacity of CD media being used which will allow SpeedyCD to warn you when the layout exceeds the available disc space.

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DVD Capacity Warning allows you to configure SpeedyCD's utilization meter to match the capacity of DVD media being used which will allow SpeedyCD to warn you when the layout exceeds the available disc space.

Temporary Folder allows you to choose an alternate directory for SpeedyCD to spool files or tracks to while making multiple copies of a single disc. Use the Browse button to select the directory in an explorer interface.

Validate Layout On Record will compare the files in the layout with the original files on the source drive to confirm that the files still exist. If you are sure the files haven't changed you may uncheck this to make records launch faster.

Save Speed Setting On Exit remembers the last record speed you manually selected and makes it the new default in the Record Screen.

Use Disc At Once (DAO) where applicable. Some rewriter drives support this option which removes the 2-second gap between songs. This is especially useful for live recordings containing continuous audio from track to track. If this option is checked, but the 2-second gap is still created between songs, your rewriter probably doesn't support the Disc At Once option.

13.5 Force Drive Scan

Allows SpeedyCD to search for supported drives.

14 It Didn't Work - Now What?

The speed with which the PC can process and write content to the disc can be affected by several things; CPU speed, hard drive type, total RAM, USB port type, parallel port type, and internal I/O bus speed. When the drive can't write reliably at higher speeds there are still other things that can be done, such as:

Close other applications and screen savers.

Writing discs is a full time job for your PC. You shouldn't try to do anything else while making a disc, so close all other applications. You may also have to disable any screen saver so that it doesn't kick in a few minutes into making a disc and start shuffling files around.

Optimize your computer.

Run Microsoft's Scandisk utility to check your source drive for errors.

Run Microsoft's Defrag utility and choose full optimization.

Turn on the DMA data transfer option, if available, for your computer's hard drive (C: Drive).

- Windows 95, 98, Me: DMA can be enabled in Device Manager under the Disk Drives class: Start - Settings - Control Panel - System - Device Manager - Disk drives. Select your Hard Disk Drive and view the Settings page to see if DMA can be enabled on your system.
- Windows 2000 or XP: Choose Device Manager - IDE ATA/ATAPI Controllers - Primary IDE Channel - Advanced Settings. For Transfer Mode, make sure "DMA if available" is selected.
- Windows NT 4: Download Microsoft's DMA Check program from the following location and select "Enabled" for DMA Detection Status: <ftp://ftp.microsoft.com/softlib/mslfiles/dmachcki.exe>

Make an Image file first.

When you make an Image File first, the PC is not time limited when it is doing the file opening and reading necessary to process all of the content for the disc. When making the disc from the image, the PC just has to read from one file and send the information to the drive. This is frequently the best solution when you are trying to read information from a network server and the network speed is limiting the PC. By creating an Image File, you get the content ready on your local hard drive and usually can write it out at the fastest speed.

Game software can't be copied.

Game software distributed on CD frequently has a copy protection technique embedded in the CD. You will not be able to use a rewriter drive to make

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copies of these types of CDs. There are a few audio and program CDs that use copy protection as well.

DVD video can't be copied.

Many commercial DVD videos contain copy protection techniques and cannot be legally copied. Home videos, or any video material that is not copy-protected can be recorded to DVD discs, or to CD-R or CD-RW discs (in the formats: VCD, SVCD, or mini-DVD). Refer to section 15 of this guide.

DVD player won't read CDs.

If your home DVD player will not read your CD-Rs or CD-RWs, but your PC's built-in CD-ROM drive does, it is most likely because some home DVD players use an optical pickup that can read DVD media and commercially made CD media, but cannot read the surface of a CD-R or CD-RW. There is no solution to this problem.

DVD player won't read recordable DVDs.

It is important to note that SpeedyCD is not the correct program to use if you intend to create video DVDs to watch on home and computer DVD players. Use the DVD authoring/editing software included with your DVD rewriter.

Check the specifications of your brand and model of home DVD player for specific recordable DVD disc compatibility. Newer home DVD players are more likely to play the DVDs that you record. Use DVD-R or DVD+R discs for best compatibility with home DVD players, and with DVD-ROM drives in other computers. Most computer DVD-ROM drives can read a DVD-R or DVD+R, but there are some computer DVD-ROM drives that are unable to recognize DVD-RW or DVD+RW discs.

Please refer to document #3200 on the Micro Solutions Web site (Support area) for links to Web pages listing compatibility between home DVD players and recordable DVD media.

I receive the error: "FRAUNHOFER MP3 CODEC NOT FOUND" when trying to include MP3 files into the Layout in SpeedyCD.

MP3 (MPEG Audio Layer-3) files require a special decoder (codec) be installed on your computer in order to be converted to CD audio tracks. If you use Windows 98 or Windows 2000, obtain and install the latest Windows Media Player from Microsoft (www.microsoft.com), which will provide the necessary codec. If you use Windows 95 or Windows NT 4, you will not be able to update Media Player and should consider one of the following alternatives:

1. Convert your MP3 files to WAV files before recording them as CD audio tracks. To do so, obtain an MP3 to WAV converter program.
2. Obtain a third-party audio editing or similar program that installs the Fraunhofer MP3 codec.

Programs providing the above functions can be found at MP3 Web sites, such as <http://www.mp3.com>

Additional information, as well as licensing rights for the Fraunhofer MP3 codec can be found at <http://www.iis.fhg.de/amm/index.html>

CD player only recognizes some of the audio tracks on the CD.

This can happen if you don't write all of the audio tracks at one time. If you add a session of data and then more audio to a disc that already has some audio, some audio players and PC sound software will not find the audio tracks that were added after the original creation of the CD. Remember, if you want to make an audio disc that will work in all audio players, you must write all of the audio tracks at the same time and you must use CD-R media. Some recent models of home and car CD players may provide CD-RW compatibility.

After adding to an existing CD, the original content is gone.

This will happen if you don't import the previous session into your layout before you add to a CD. The good news is you can recover it by making a new layout, importing the two most recent sessions (the two with the highest session numbers), and then recording. Refer to **Media Information** in this guide and remember to import the two most recent sessions.

Additional data cannot be written to DVDs.

DVD recording standards allow for the recordable DVD disc to be written to one time only. Additional sessions cannot be written to DVD discs. If you are using a rewritable DVD-RW or DVD+RW disc, it can be erased and rewritten with new data, if desired.

Will hand writing on the label-side of my disc damage it?

CD media manufacturers warn against the possibility of solvent-based permanent marker ink absorbing into the media and affecting the disc. They also warn against using a ball point pen, as the hard tip could fracture the media. Using a water-based soft tip marker is advised if you choose to hand write directly on the disc.

Can I write to the rewriter drive directly from a network drive or a removable disk drive?

In most cases, network connections are unable to keep up with the drive's recording speed. The recommended method is to make an Image File first and then make the disc from the Image File. Some removable drives, especially internal ones, can be used as a source drive when copying to the rewriter drive. However, you may be required to create an Image File if errors occur. An alternative is to copy the files to your local hard drive first and then make the disc.

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Why can I no longer modify files that were copied to my local hard drive or network drive from a disc?

When you write to a disc, the file attributes are automatically set to Read Only. That Read Only attribute remains with the file(s) even after they are copied from a disc to your hard drive or network drive. After copying the files to their destination, right-click on the file, choose **Properties**, and remove the Read Only designation. You may also use DOS's ATTRIB command to remove the Read Only attribute.

SpeedyCD encountered an error while writing to a disc. Can I still use this media?

If SpeedyCD encounters an error while writing to a disc, chances are you will not be able to write to that disc again. If you are using rewritable media, you can erase the disc and try again. You can determine if the disc was written to by clicking on the **Media Information** button on the toolbar. Look at the Disc Status and the Used Space dialog to determine if data was written.

I want to backup my hard drive, which is more than will fit on one disc. Will SpeedyCD prompt me when to change media?

SpeedyCD does not support spanning multiple CD or DVD media. Please refer to document #2650 on the Micro Solutions Web site (Support area) for a list of third-party Backup Management Software that can be used with your drive.

“Please insert the Destination Disc” when writing to DVD.

Make sure that you have inserted a recordable DVD disc that is compatible with your model of DVD recorder. If your model is only designed to use DVD+R and DVD+RW discs, it cannot record to DVD-R and DVD-RW. Check the packaging or the drive to determine which recordable DVD discs to use.

When I try to record, I receive the error “Too Much Data.”

Chances are you have selected more data than the media currently in the recorder is capable of holding. Check the amount of Free Space by clicking on the **Media Information** button located on the toolbar.

Make sure that the media type matches the CD Mode or DVD Mode selected on the toolbar. See Section 12.

When trying to write or erase an RW disc, I receive an error such as “Drive Reported a Complex Error,” “Cannot Erase non RW Media,” or “Tracking Error.”

These errors might occur if there are problems with the disc that you are using. Try a different recordable disc. Typically, high quality name brand recordable discs are more reliable than generic discs.

Also, check to see if you have inserted a “High Speed” or “Ultra Speed” CD-RW disc. They are only designed to work in CD rewriters that are specifically marked as “High Speed” or “Ultra Speed.”

A “DISK TOO COMPLEX ERROR” occurred when I tried to record a CD with Disc as Source and Disc as Destination.

This will occur if the source CD was written to in multiple sessions. SpeedyCD cannot make a disc-to-disc copy of a multiple session disc, but you can move the contents of the disc to a new CD by using the Layout Screen in SpeedyCD, dragging the contents of the disc into a Layout, and recording a CD using the Layout as the source. If the Micro Solutions drive is your only CD drive, you’ll need to create an Image File from the Layout and then record from the Image File.

This error will also occur if the source CD is copy protected, contains a mixture of audio and data or video, or is a Video CD (VCD). SpeedyCD is not capable of duplicating these types of CDs.

A Layout Validation Error occurs when recording from Layout to Disc. Files from a CD in the rewriter drive were included in the Data portion of the Layout.

All source drives and files in the Data portion of the Layout must be present during recording. If the rewriter is your only CD drive and the source files are on CD, use one of the following alternatives: copy the files from the CD to a hard drive and include the copies in the Layout, or record to an Image File first and then record from the Image File to Disc. If you are copying the entire disc, another solution is to record from Disc-to-Disc instead of using a Layout.

A Layout Validation Error occurs when recording from Layout to Disc. Files from a removable media drive were included in the Data portion of the Layout.

All source drives and files in the Data portion of the Layout must be present during recording. You may use the following alternative: copy the files from the removable media to a hard drive and include the copies in the Layout.

When I insert an Audio CD into my computer, SpeedyCD only shows data on that disc, but no audio tracks.

Enhanced CDs (also called CD-Extra or Mixed-Mode CDs) contain both data and audio tracks. Data is written in the first session of the CD and is shown in SpeedyCD’s Layout Screen or Windows Explorer. When making a Disc-to-Disc copy of an Enhanced CD, SpeedyCD copies only the audio tracks. To copy audio tracks from an Enhanced CD to a new disc, choose **CD Audio Import** from the **Tools** menu. The selected tracks are added to the **Audio on CD** area in the Layout screen.

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I receive the error: “YOU MUST BE LOGGED IN AS ADMINISTRATOR” when trying to install the rewriter software or use SpeedyCD.

Some of the functions within the software require full access to the computer’s Registry and I/O devices. You must be logged in with Administrative rights under Windows NT 4, 2000, and XP when installing or using the rewriter software.

Data that was previously on my CD is not available after writing a new session with SpeedyCD.

If you have just written data to a CD, then after it finished you inserted a second CD, which already contained data, you must add the previous session from the second CD if you want it to appear along with the data in the current Layout. Review the section on Multiple Sessions in Chapter 9 of the guide “How To Make A CD Or Data DVD With SpeedyCD.” As long as the disc is still writable (not closed), and there is sufficient free space on the disc, you can add any previous sessions into a new Layout. After creating the disc using that new Layout, the previous data will again be available.

When I insert a disc into my Micro Solutions drive, the drive disappears from within SpeedyCD.

Some Micro Solutions products include backpack UDF software. Discs that are formatted for use with backpack UDF cannot be used in SpeedyCD. As soon as a disc that has been formatted with backpack UDF is placed into the Micro Solutions drive, SpeedyCD will no longer access it. SpeedyCD will again recognize the drive once the disc is Ejected by using backpack UDF.

I cannot choose the “Disc” option within SpeedyCD under the Select Destination category. I only have the “Image File” option available.

If the Micro Solutions drive is not being detected on your computer, the Disc option will not be available under Select Destination. Check all of your connections to make sure that the Micro Solutions drive is securely connected.

Review the steps in the installation guide to verify that the software and hardware are installed properly.

If you have a CD rewriter-only drive, make sure DVD Mode is not selected. See Section 12.

I have inserted a disc into my drive, but SpeedyCD does not acknowledge the presence of the disc.

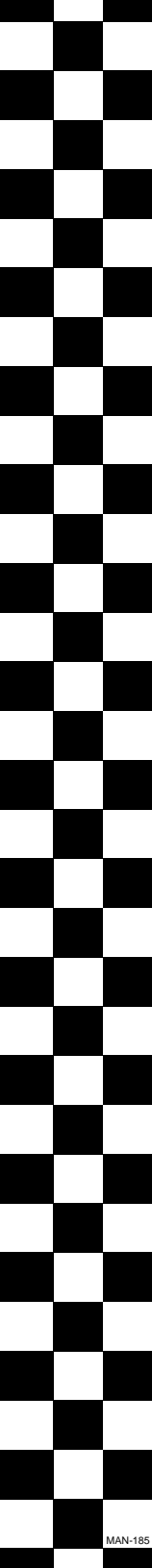
SpeedyCD relies on Windows’ AutoRun (Auto Insert Notification) feature to detect when a disc has been inserted or removed. SpeedyCD can also be told to check for new discs by using CTRL-R or the F5 key.

DVD button is grayed out at the top of the SpeedyCD's Record Screen.

The button to switch to DVD mode will be grayed out if your rewriter drive is not a DVD rewriter. To view the DVD Layout and Record screens, check the "Enable DVD Mode" under Tools - Preferences. Note that this does not allow a CD rewriter to write to DVD discs. A Micro Solutions DVD rewriter is still required to write to recordable DVD discs.

15 Copyright Issues

You should be aware that any CD, DVD, program, video, picture, or song may be protected by copyrights or other intellectual property laws which prohibit unauthorized duplication. Just like your VCR and your audio cassette deck, CD-RW and DVD RW technology make duplication possible but the responsibility for knowing the legal implications is up to you, the user.



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