



## Burning a CD

### To Record A CD-R

**NOTE:** CD-Rs are the CD's we recommend

You should already be in the SEARCH menu area and you should already have been viewing the camera images you want to record to make certain that they are the right ones.

- Open the front tower door and press the CD drive EJECT button.  
The tray will open.
- Place a blank CD in the tray. Press the CD drive button.  
The CD tray will close.
- If a box appears before you access the floppy-disc button, close it by left-clicking on the X in the top right.
- Left-click the 'floppy-disc button' above the VCR buttons in the lower right corner of your SEARCH screen.  
A menu labeled BACKUP will appear.
- Left-click on the AVI BACKUP button to the top right of the BACKUP box.
- Select the day and time you want recorded on the CD in the left of the BACKUP box.  
NOTE: Select the least amount of time so that the file will fit on the CD-R.
- Left-click on the SELECT MEDIA button.  
A small window will appear. Under PATH left-click for the CD drive icon ('F') on the drop-down menu.
- Now press OK. The small box will vanish.
- In the BACKUP box left-click on FORMAT CD-R/ RW.  
A gray indented window will appear.
- Left-click the blue button labeled FORMAT CD.  
CD will begin formatting. This takes about 2 minutes.
- A large window will appear that is mostly blank while the CD is formatting. Close it.
- A CD READY window will appear.  
Left-click OK.
- Now close the gray indented window.
- The BACKUP window should be the only window open at this time.
- Pick what cameras you want to record by left-clicking marks next to the names of them.

-Now left click on the CALCULATE SIZE button on the left of the BACKUP box.  
Your 'file size' must be smaller than 700 megabytes or it won't fit on the CD. If it isn't,

Take out a camera or two and record those on a second CD.

-If the file size is smaller than 700MB you may left-click the OK button at the bottom of the BACKUP box.

The BACKUP box will vanish and a small 'VCR tape' symbol will appear at the top of the menu.

-Left-click on this 'VCR tape' icon and another small window will appear at top left showing how long it will take for the CD to be recorded upon.

-You may leave the room and come back when the CD is finished.

-When the CD is completed recording, the small window will go out.

-Press the CD drive's EJECT button.

A window will come up with 3 choices on how to finish the CD programming. Left-click on the center choice. It will make the CD readable on any CD-R or CD-RW drive and on most CD-ROM drives in PCs with Windows Media Player.

-When the final CD programming is complete, the CD will eject.

-Place the CD in a case and label it.

#### To Play A CD

NOTE: Any PC you use must have Windows Media Player on it.

-Insert a CD into the CD drive and press to close the tray.

-Press both 'Windows' buttons on your DVR keyboard OR press the START button on your PC in the lower left hand corner.

-Either way, left-click MY COMPUTER on your START menu.

-Left-click on the CD drive icon.

-A series of folders and sub-folders will appear, one by one. Left-click on each one.

-Finally, a small camera picture or group of them will appear. Click one by one on the image you want and review each image as you like.

-When complete, close all windows and eject the CD.

**FINAL NOTE** It is better to read through the instructions thoroughly for the action you want to perform before trying to do it.