

# Burn Your Own Audio CDs with Windows Media Player

You can use Windows Media Player 10 to burn any mix of songs you want from your library to an audio CD. Once you've burned a CD, you can play it in any standard CD player. Burning mix CDs makes it easy to listen to only the songs you want. Before you begin, you need the following:

A Windows XP-compatible CD recorder. This can also be called a CD burner, compact disc-recordable (CD-R) drive, or compact disc-rewriteable (CD-RW) drive.

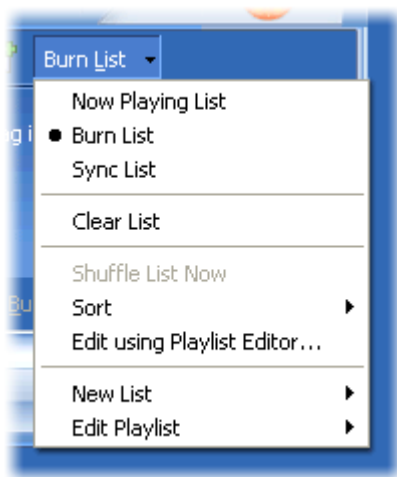
A blank CD-R or CD-RW disc. For maximum compatibility with home, car, and portable CD players, a CD-R disc is recommended.

Songs in your library. For more information about adding songs to your library, see the following section "Organizing your Digital Media Collection".

Note – you can always add songs to your Library by ripping or extracting songs from your music CD's as discussed below.

## To burn an audio CD

1. In Windows Media Player, click **Library** and then, in the List pane, click **<List Name> List**, and then click **Burn List**, as shown in the following screen shot.



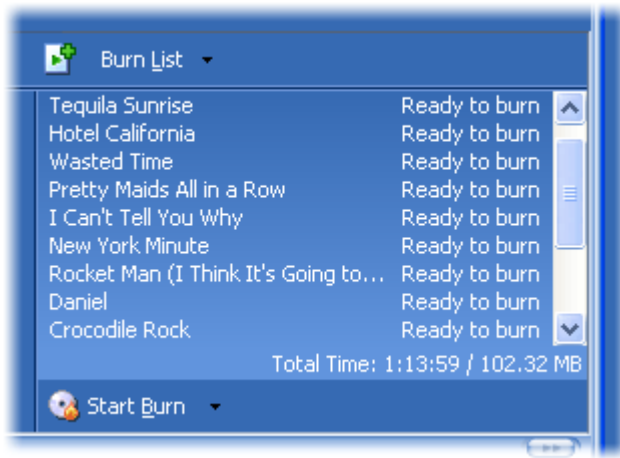
If you need to clear the list before beginning, click **Burn List**, and then click **Clear List**.

Drag a folder from the Contents pane or songs from the Details pane to the List pane to create a list of songs to burn.

In the burn list, drag songs up or down to arrange them in the order you want them to appear on the CD.

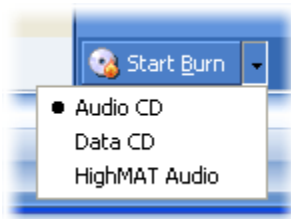
Insert a blank CD-R or CD-RW disc in the CD drive.

2. In the List pane, verify that the songs you have selected to burn will all fit on the disc. If necessary, remove songs from the list by right-clicking a song and then clicking **Remove from List**, as shown in the following screen shot.



It is possible that a song will not fit even if the total time exactly matches the CD length, because the Player inserts two seconds between songs when burning.

3. Click the **Start Burn** arrow and verify that **Audio CD** is selected, as shown in the following screen shot.



4. Click **Start Burn**.

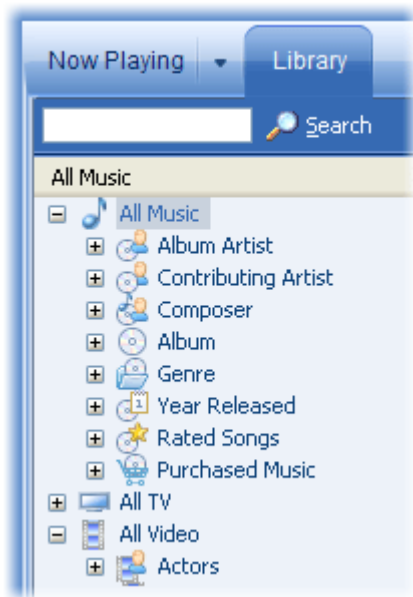
As the CD is burned, you can check its progress in the burn list. Burning a CD will take some time.

**Notes** It is recommended that you do not try to perform any other actions while burning a CD. For example, playback may be affected if you try to play a music CD while burning a CD.

You cannot burn additional files to a CD after burning is completed. If you are using a CD-RW, you can erase the entire CD before using the Player to burn files to the CD again.

# Organize Your Digital Media Collection

You can use Windows Media Player 10 to organize your digital media collection. The first step in getting organized is to add your content to the **Library** feature of the Player. Once you have added content, you can burn mix CDs, create playlists, or synchronize files to portable music players. Your content is automatically organized into categories in the library, as shown in the following screen shot, which makes it easy to find and play.

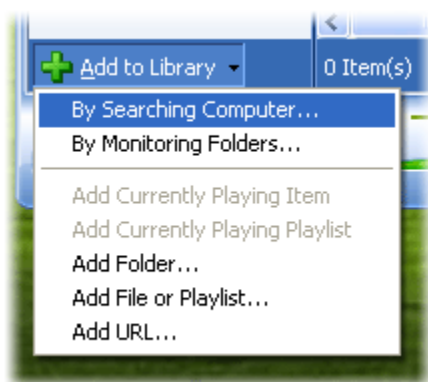


## Adding Content to the Library

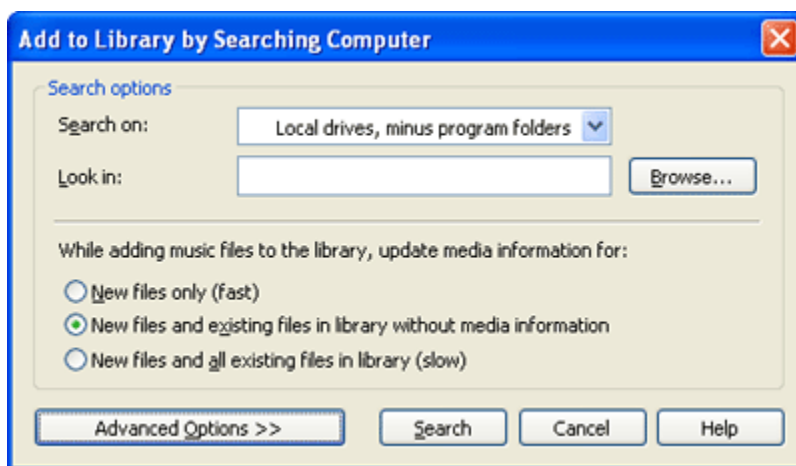
You have a number of options for adding content to your library. You can rip (copy) music from your audio CDs to your computer, download files from online stores, and add digital media files that are already on your computer. This section explains how to add files on your computer to your library.

### To add content to your library

1. In Windows Media Player, click **Library**.
2. Click **Add to Library**, and then click **By Searching Computer**, as shown in the following screen shot.



The **Add to Library by Searching Computer** dialog box is displayed, as shown in the following screen shot.



3. In the **Search on** list, click the drive you want to search.
4. To search one folder on the drive rather than the entire drive, in **Look in**, click **Browse** to enter the folder.

Select your preferences for updating media information.

5. Click **Search**.

Depending on the size of your digital media collection and the speed of your computer's processor, this process may take some time.

### Keeping the Library Up to Date

The Player can monitor the music and video folders on your computer for changes and then automatically update the library. This is particularly useful if you add or remove files regularly, because the Player automatically reflects any changes you make, so you don't need to remember to update the library.

**To specify folders to monitor**

1. In Windows Media Player, click **Library**.
2. Click **Add to Library**, and then click **By Monitoring Folders**.

The **Monitor Folders** dialog box is displayed.

3. Click **Add** or **Remove** to select the folders you want to monitor.

Another option you have for keeping your library up-to-date is to have music files automatically added to your library when you play them. To turn this option on, select the **Add music files to library when played** check box on the **Player** tab of the **Options** dialog box.

## Adding Media Information to Tracks When Ripping a CD

When you rip (copy) tracks from a CD, Windows Media Player tries to identify the songs on the CD by connecting to the Internet and searching the Windows Media database that is operated by Microsoft. In most cases, the Player is able to retrieve the correct media information from the online database and then add the information to the Windows Media Audio (WMA) or MP3 files that are created during the ripping process.

There may be times, however, when the Player might not be able to retrieve complete or accurate media information from the database. This can happen for a number of reasons:

The CD information is not in the database. (This happens most frequently with commercial CDs that are very new or relatively rare and with custom mix CDs that you or a friend might have burned.)

The CD information is in the database, but the Player is not able to match the CD in your CD drive with the corresponding entry in the database.

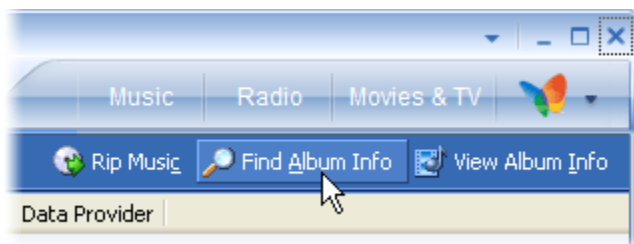
The CD information is in the database, but the information in the database is inaccurate or incomplete.

The Player was temporarily unable to connect to the database.

### Ripping a Commercial CD

If you are preparing to rip a commercial CD that you purchased from a store and you notice that the Player has not correctly identified the tracks on the CD, do the following before you click the **Rip Music** button:

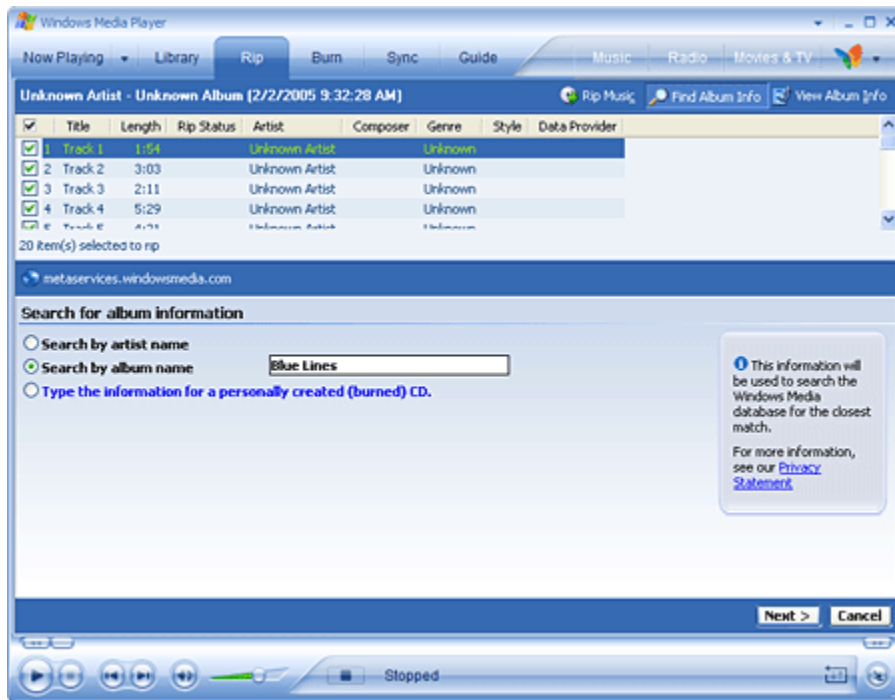
1. In Windows Media Player, click **Rip**, and then click **Find Album Info**, as shown in the following screen shot.



The Player connects to the Internet and displays a Web page beneath the list of tracks that you are preparing to rip.

If you see a message that says you must change your privacy settings, right-click the Windows Media Player title bar, point to **Tools**, and then click **Options**. Click the **Privacy** tab, and then select the **Update music files by retrieving media info from the Internet** check box.

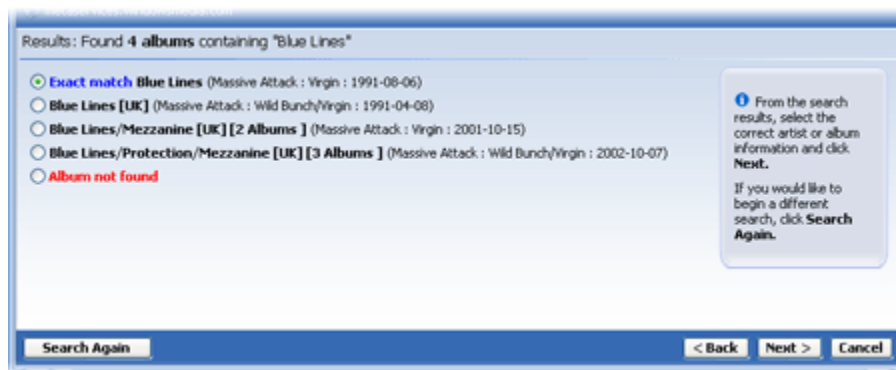
2. Click **Search by album name**, type the name of the album that you are trying to rip, and then click **Next**, as shown in the following screen shot.



The Player searches the database and displays a list of albums that are similar to your request.

Do one of the following:

- In the results list, click the item that matches your CD, and then click **Next**, as shown in the following screen shot.



The Player displays the media information for the album you selected, as shown in the following screen shot.



- If the CD is not in the list, click **Search Again** to change your search criteria or click **Album not found** to enter the media information manually.
- 3. (Optional) If any of the information that is displayed is not accurate, click **Edit**, type the correct information, and then click **Next**. (To edit the **Performer** or **Composer** columns, click the column name.)
- 4. Confirm that the rest of the information is correct, and then click **Finish**.

The Player uploads the correct information to the database, closes the Web page, and updates the information in the **Rip** feature. To continue ripping the CD, click **Rip Music**.

**Note** If you had to change any information in the database and you later rip the CD on a different computer, you might have to edit the information in the database again. There is a lag time, perhaps days, between when you submit information to the database and when that information is made available for download.

The primary reason for the lag time is that the information must be reconciled with any conflicting information provided by other customers and, once verified, that information must be passed on to the data providers that supply Microsoft with media information.

### Ripping a Custom Mix CD

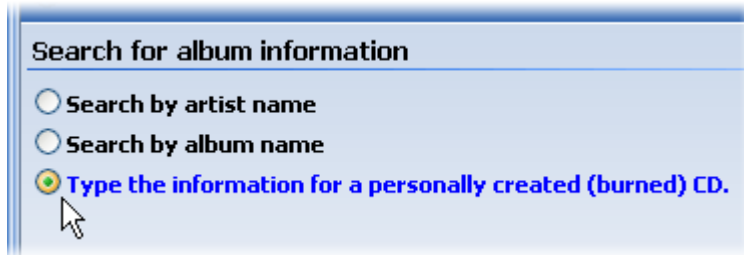
If you are preparing to rip a custom mix CD that you or a friend created and you notice that the Player has not correctly identified the tracks on the CD, do the following before you click the **Rip Music** button:

1. In Windows Media Player, click **Rip**, and then click **Find Album Info**.

The Player connects to the Internet and displays a Web page beneath the list of tracks that you are preparing to rip.



2. Click **Type the information for a personally created (burned) CD**, and then click **Next**, as shown in the following screen shot.



The Player displays a form that you can use to enter information about the CD. In **Artist Type**, for example, you can specify whether the CD contains songs from a single artist, various artists, a movie soundtrack, or a classical work. If you want to, you can click the **Performer** and **Composer** column headings to add additional information about each track.

3. Type the information in the appropriate boxes, and then click **Next**.

The Player displays the information that you entered on the previous page.

4. Verify the information is correct, and then click **Finish**.

The Player adds the information to your files.

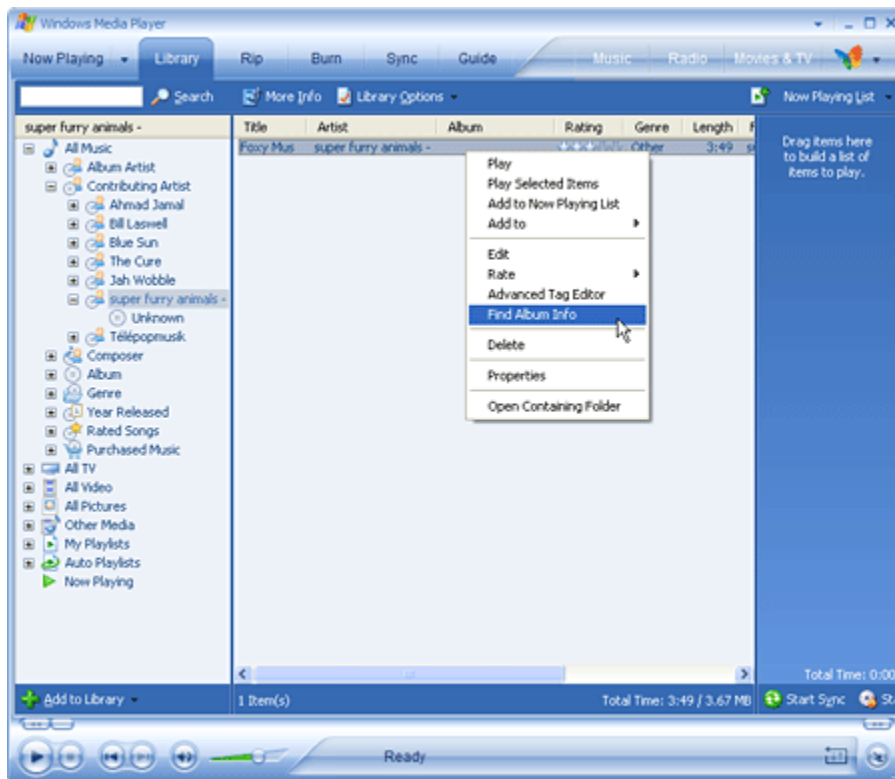
## Adding Media Information to Files Already in Your Library

If you have files in your library that have missing or incorrect media information, either because you didn't fix the information before you ripped the CD or because you ripped the CDs by using another CD ripping program, there are several methods you can use to correct the media information.

### Adding Media Information Using the Online Database

Typically, the easiest way to add media information to a file that is already in your library is to help the Player search for the information in the online database. This method works best when there is information in the database, but the Player just hasn't been able to automatically match it to the file in your library.

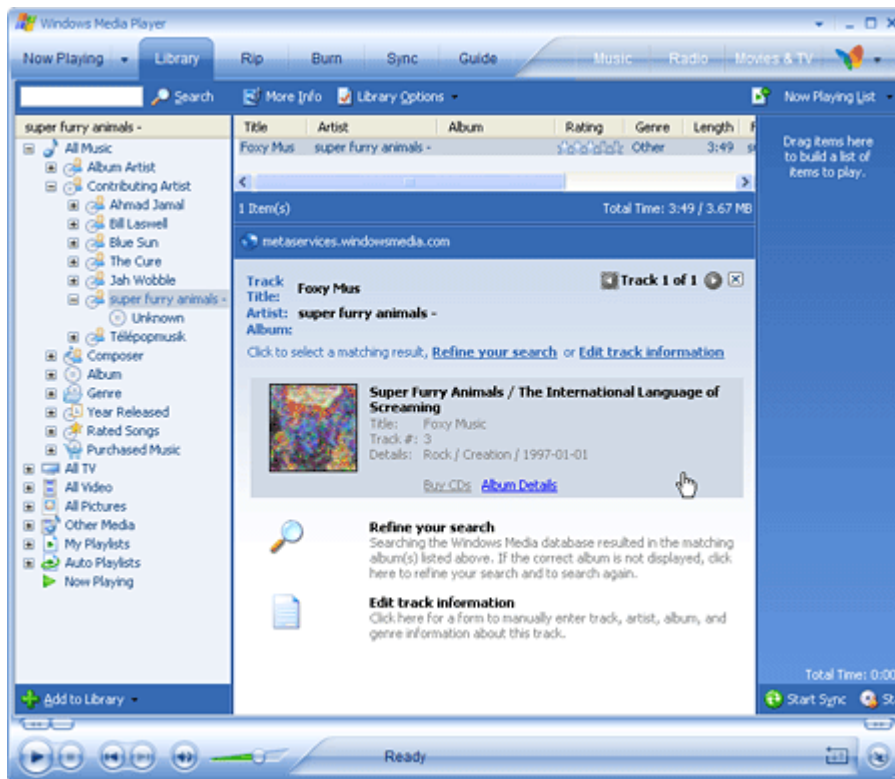
1. In Windows Media Player, click **Library**, right-click a file, and then click **Find Album Info**, as shown in the following screen shot.



The Player connects to the Internet and displays a Web page in a pane beneath the song that you are trying to fix.

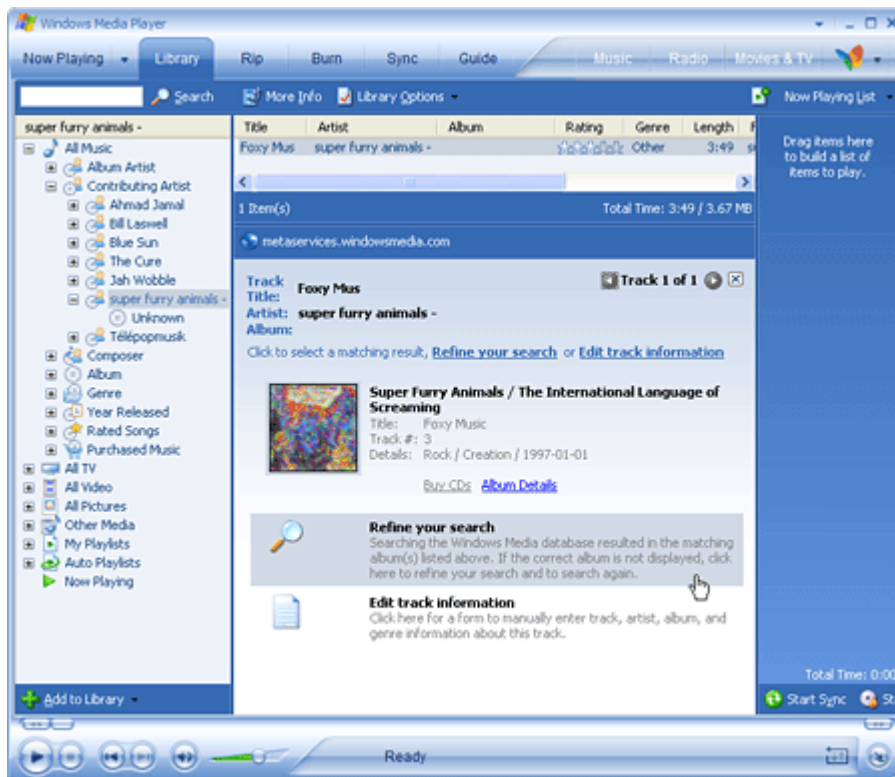
**Tip** To select multiple adjacent items, click the first item, hold down the SHIFT key, and then click the last item. To select multiple nonadjacent items, hold down the CTRL key as you click each item.

If an exact match appears in the list, click the item, as shown in the following screen shot, and you're finished.



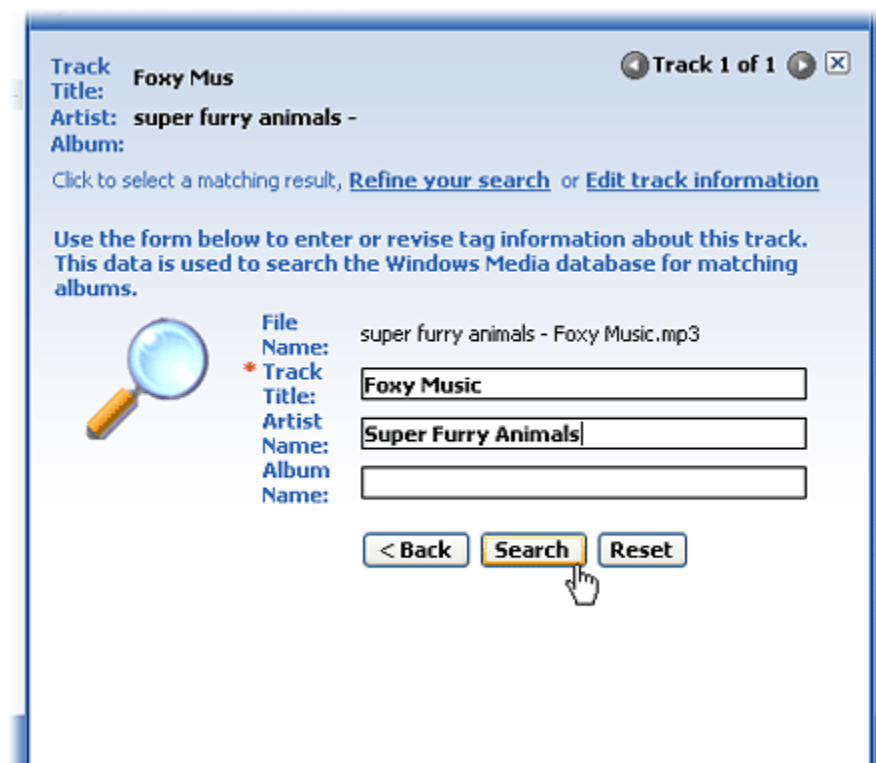
The Player closes the Web page and adds the information to the library. After a period of time (which varies depending upon how many changes you have made and whether the Player is performing any processor-intensive actions), the information is also added to the file. To force the Player to update the file immediately, right-click the Windows Media Player title bar, point to **Tools**, and then click **Process Media Information Now**.

2. If no exact match appears in the list, click **Refine your search**, as shown in the following screen shot.



The Player displays a form that you can use to refine your search.

3. Type as much information as you can in the boxes, and then click **Search**, as shown in the following screen shot.



The Player displays a list of search results that are similar to the search criteria you typed in the form.

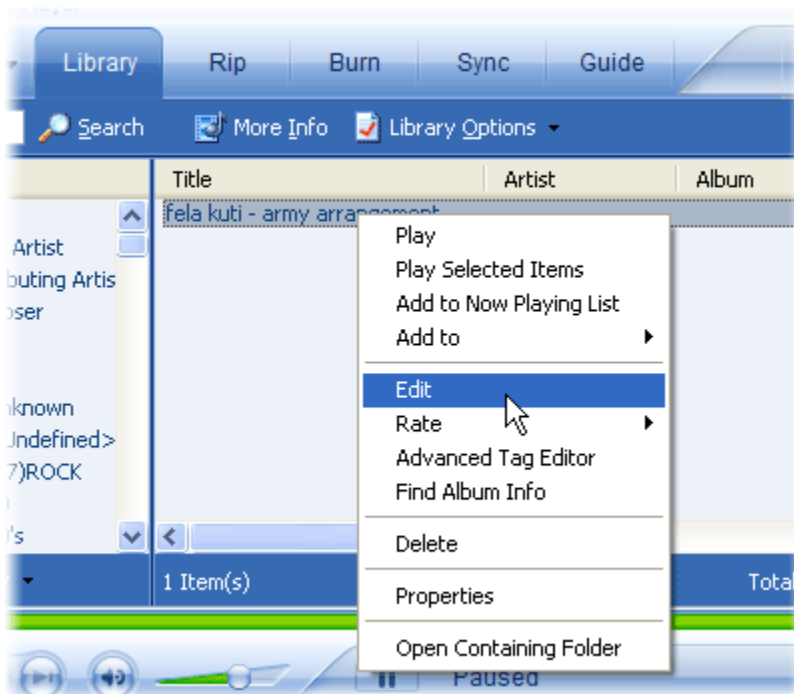
4. If an exact match is found, click it to add the media information to your library. If no match is found, click **Edit track information** to enter the media information manually.

**Tip** In some circumstances, you can update the media information for an entire album with just two clicks. In the **Category** pane of the library (the pane on the left), right-click an album, and then click **Update Album Info**. Windows Media Player will try to find a match in the online database. If it can, the Player will update the media information in the library without any further intervention by you. If the Player can't find a match, no form will be displayed for you to enter additional search criteria or to manually enter the correct media information.

### Adding Media Information Using the Library

If you don't mind entering all the information manually, you can bypass the online database and fix the information directly in the library.

1. In Windows Media Player, click **Library**, right-click the file's title, artist name, or other media information attribute, and then click **Edit**, as shown in the following screen shot.



**Tip** To select multiple adjacent items, click the first item, hold down the SHIFT key, and then click the last item. To select multiple nonadjacent items, hold down the CTRL key as you click each item.

Type the information that you want to add or fix, and then press ENTER, as shown in the following screen shot.



The information is added to the library. After a period of time (which varies depending upon how many changes you have made and whether the Player is performing any processor-intensive actions), the information is also added to the file. To force the Player to update the file immediately, right-click the Windows Media Player title bar, point to **Tools**, and then click **Process Media Information Now**.

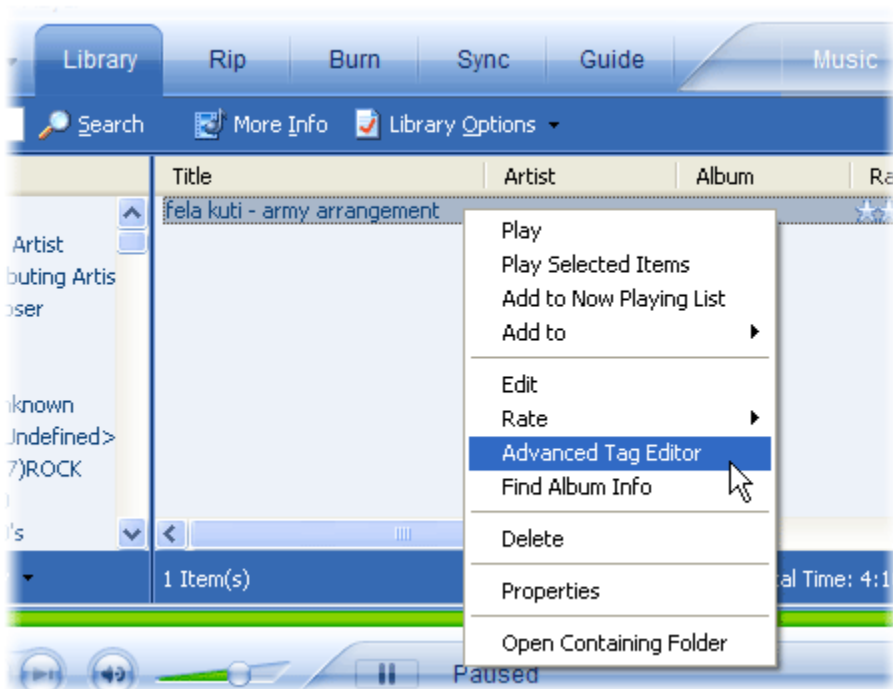
Repeat steps 1 and 2 as necessary to fix the other attributes.

You might need to scroll horizontally to see additional attributes, such as **Genre**. To show additional columns, right-click one of the columns, click **More**, and then select the column names that you want to appear in the library.

#### **Adding Media Information Using the Advanced Tag Editor**

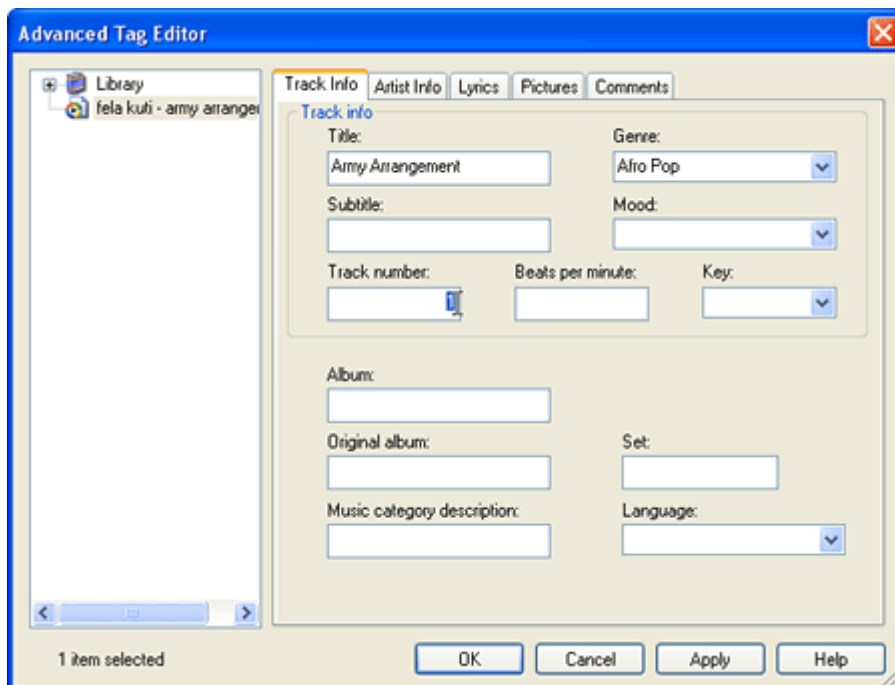
The library doesn't show all of the media information attributes that are available, such as **Original album** or **Beats per minute**. If you want to change an attribute that is not exposed in the library or you want to change several attributes at once, use the Advanced Tag Editor. A tag is another name for a media information attribute.

1. In Windows Media Player, click **Library**, right-click a file, and then click **Advanced Tag Editor**, as shown in the following screen shot.



**Tip** To select multiple adjacent items, click the first item, hold down the SHIFT key, and then click the last item. To select multiple nonadjacent items, hold down the CTRL key as you click each item.

2. In the appropriate boxes on each tab, type the information that you want to add or fix, and then click **OK**, as shown in the following screen shot.



The information is added to both the library and the file immediately.

After you've taken the time to add media information to your files, it's a good idea to verify that it won't be overwritten by the Player later. Right-click the Windows Media Player title bar, point to **Tools**, and then click **Options**. Click the **Library** tab, and then verify that the option **Only add missing information** is selected. (It is selected by default.) This will prevent the Player from inadvertently overwriting the correct media information you've added with the incorrect media information that might be in the online database.