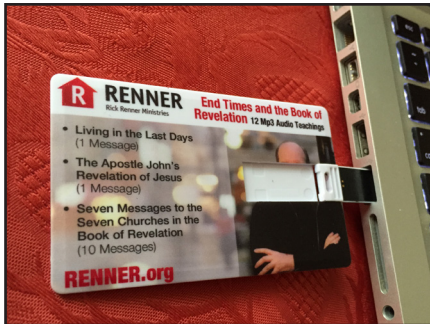


## Listen on an MP3 CD

In this tutorial we are using Windows 7.  
For Mac instructions, see page 4.

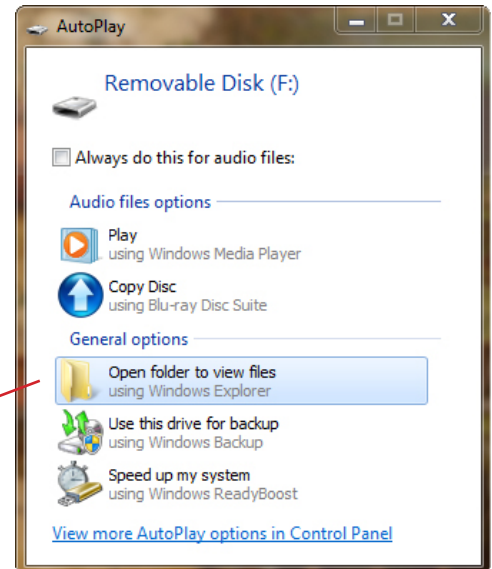
### To Open:

The USB port is hinged on the right-hand edge of the card. Just snap it open.



The first step is to import all audio files into iTunes.

If you have already done this, skip to Step #5 (page 3)



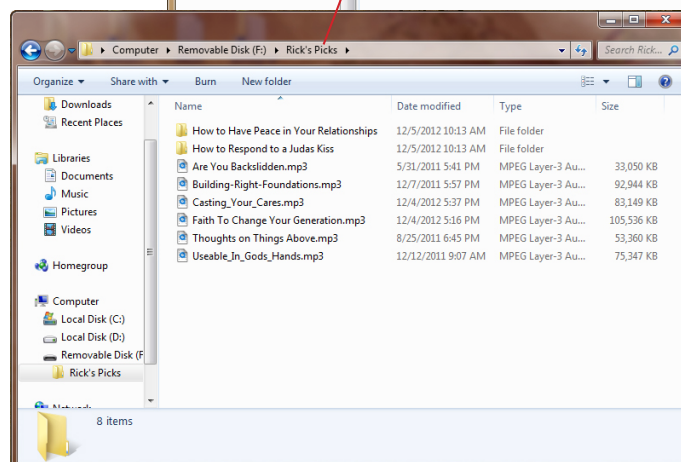
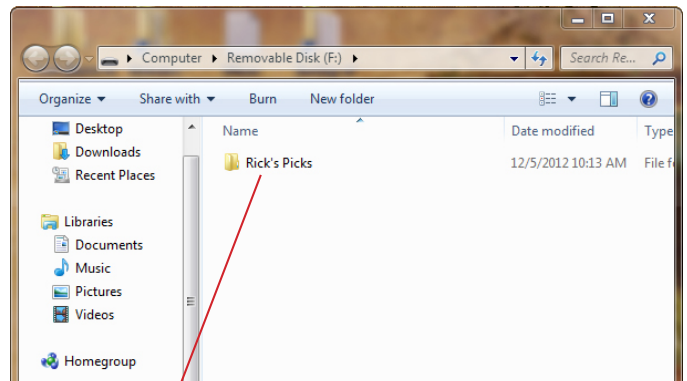
## Importing audio into iTunes

1. Insert the USB device into your computer. You'll be asked what to do with the new device.

Choose: "Open folder to view files using Windows Explorer"

2. For the purposes of this tutorial, we have plugged in "Rick's Picks" Flash Drive.

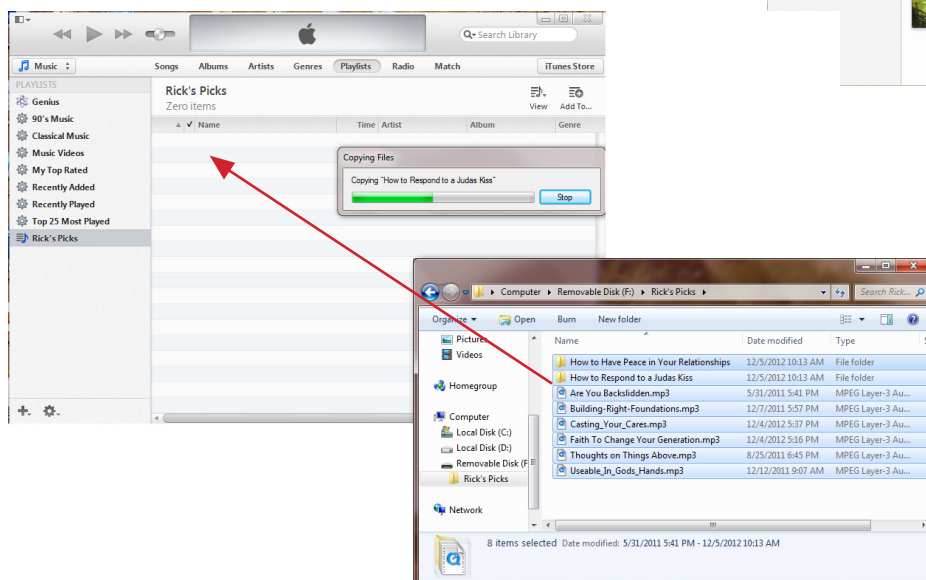
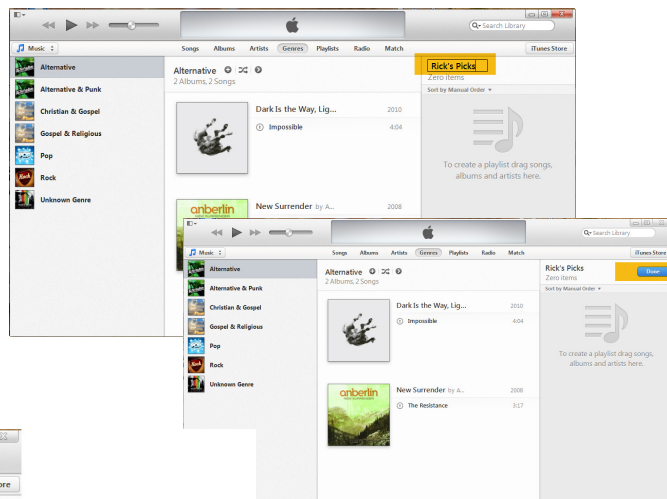
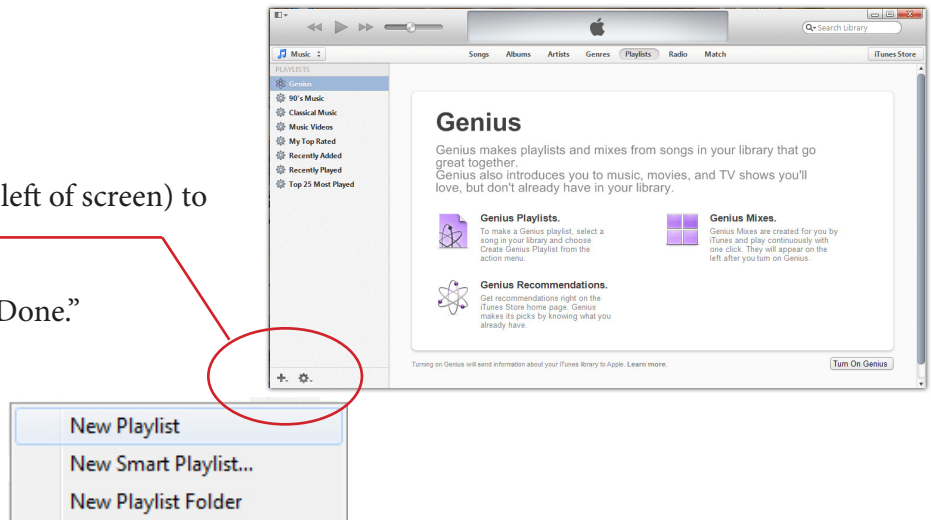
Double-click on the folder "Rick's Picks" to reveal the audio messages available on the flash drive.



### 3. Open iTunes on your PC.

Click on the plus (+) sign (lower left of screen) to create a new **Playlist**.

Give the **Playlist** a name. Click “Done.”



### 4. To move files from the flash drive to your new **Playlist**, highlight (select) all the audio files (located in your open Windows Explorer window) and drag them into your new **Playlist** folder in iTunes.

- \* It may take a few minutes for the files to copy from the USB device to your iTunes music library. Once they are finished copying, you no longer need to insert the USB device into your computer to listen to the messages; the files have been copied to your computer's hard drive.

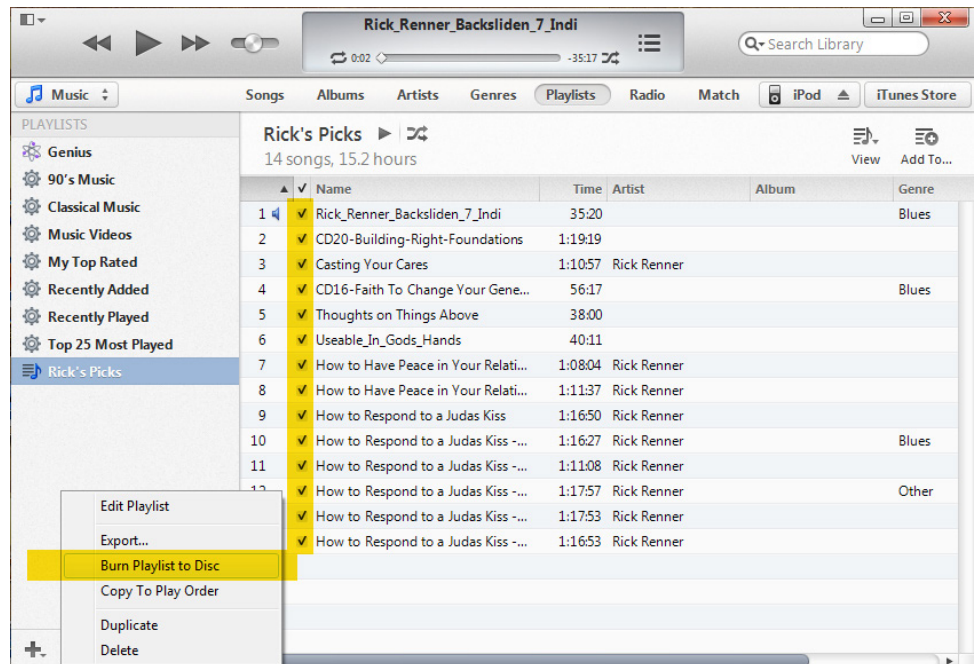
If you do not have the free iTunes music player, visit [www.apple.com/itunes](http://www.apple.com/itunes).

## Burning an MP3 CD

5. Within iTunes select the Playlist you wish to burn (in this case “Rick’s Picks”).
6. Select (by checking) the message(s) in your Playlist that you wish to include.

The file size total should not be greater than 750 MB. You may find that you are only able to burn one message per CD.

You may be able to only to fit one message per CD

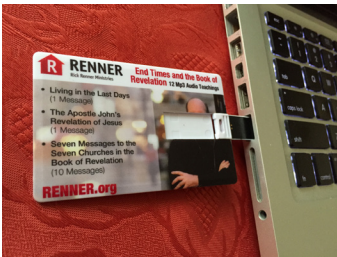


7. Follow the onscreen instructions, insert a blank CD and close the tray. iTunes will burn the audio content to the CD and alert you when it is finished.

If you are asked what type of disc you want to burn, select “MP3 CD.”

# Listen on an MP3 CD

In this tutorial we are using Mac OS 10.7.5

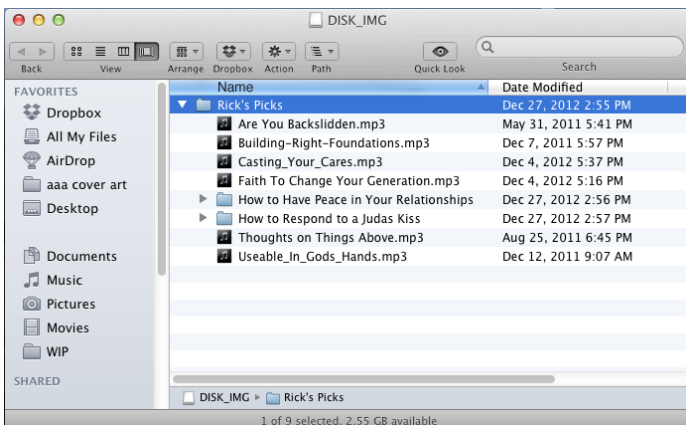


The first step is to import all audio files into iTunes.  
If you have already done this, skip to **Step #5** (page 6)

## Importing audio into iTunes

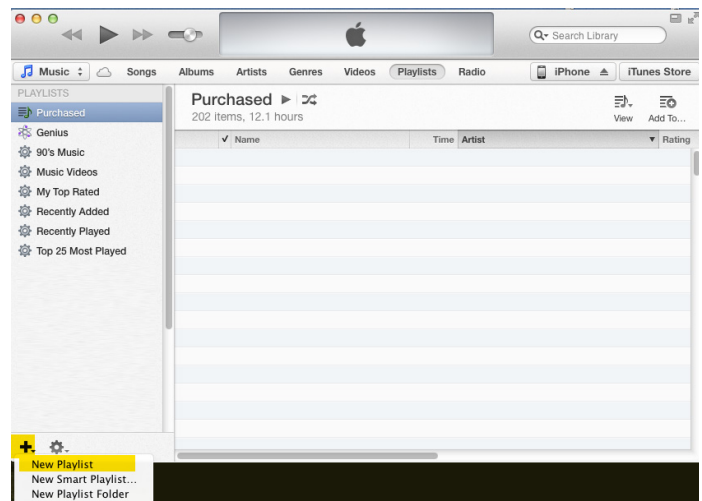
1. Insert the USB device into your computer.

Double click on the folder that appears  
(in this case labeled “DISK\_IMG”)



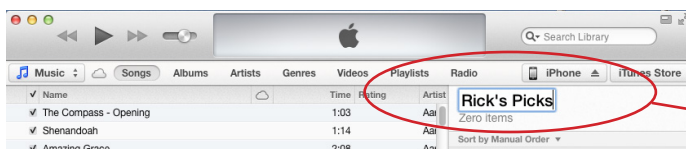
2. For the purposes of this tutorial, we have plugged in “Rick’s Picks” Flash Drive.

Double-click on the folder  
“Rick’s Picks” to reveal the audio  
messages available on the flash drive.

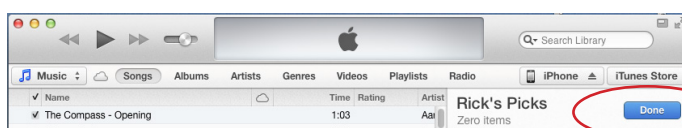


3. Open iTunes on your Mac.

Click on the plus (+) sign (lower left of screen) to  
create a new **Playlist**.



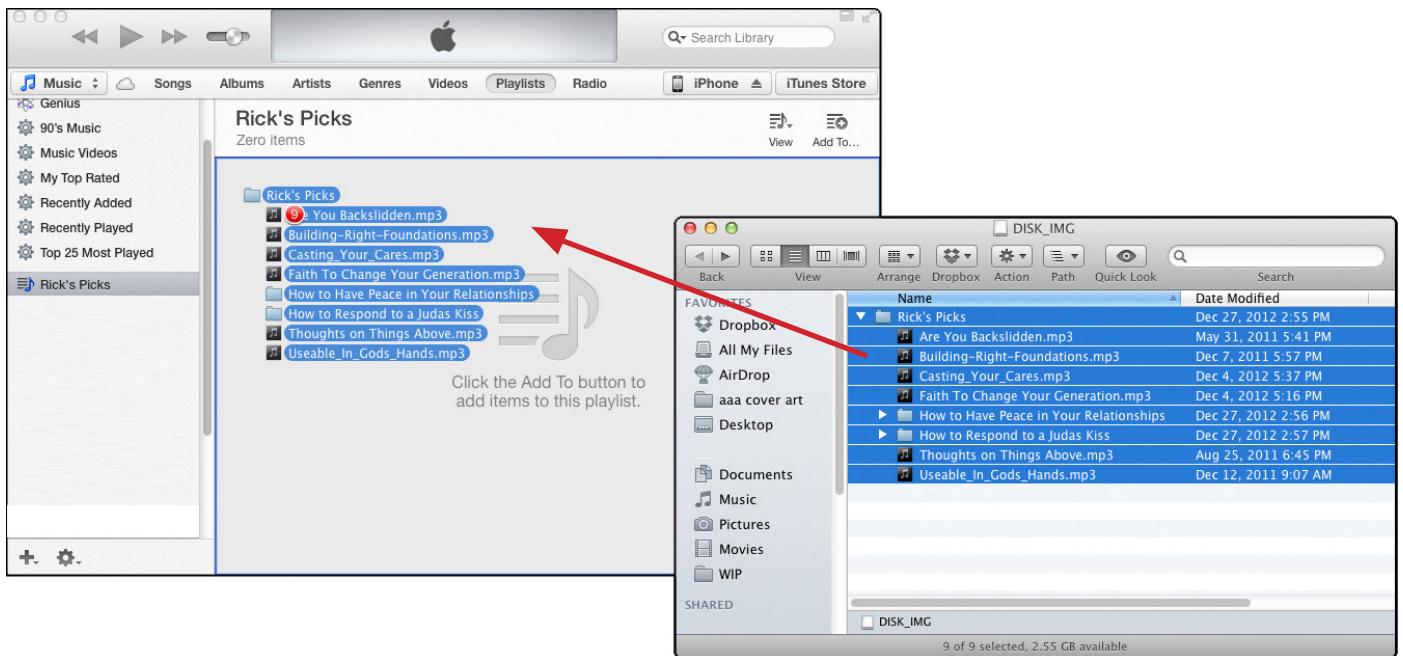
Give the **Playlist** a name.



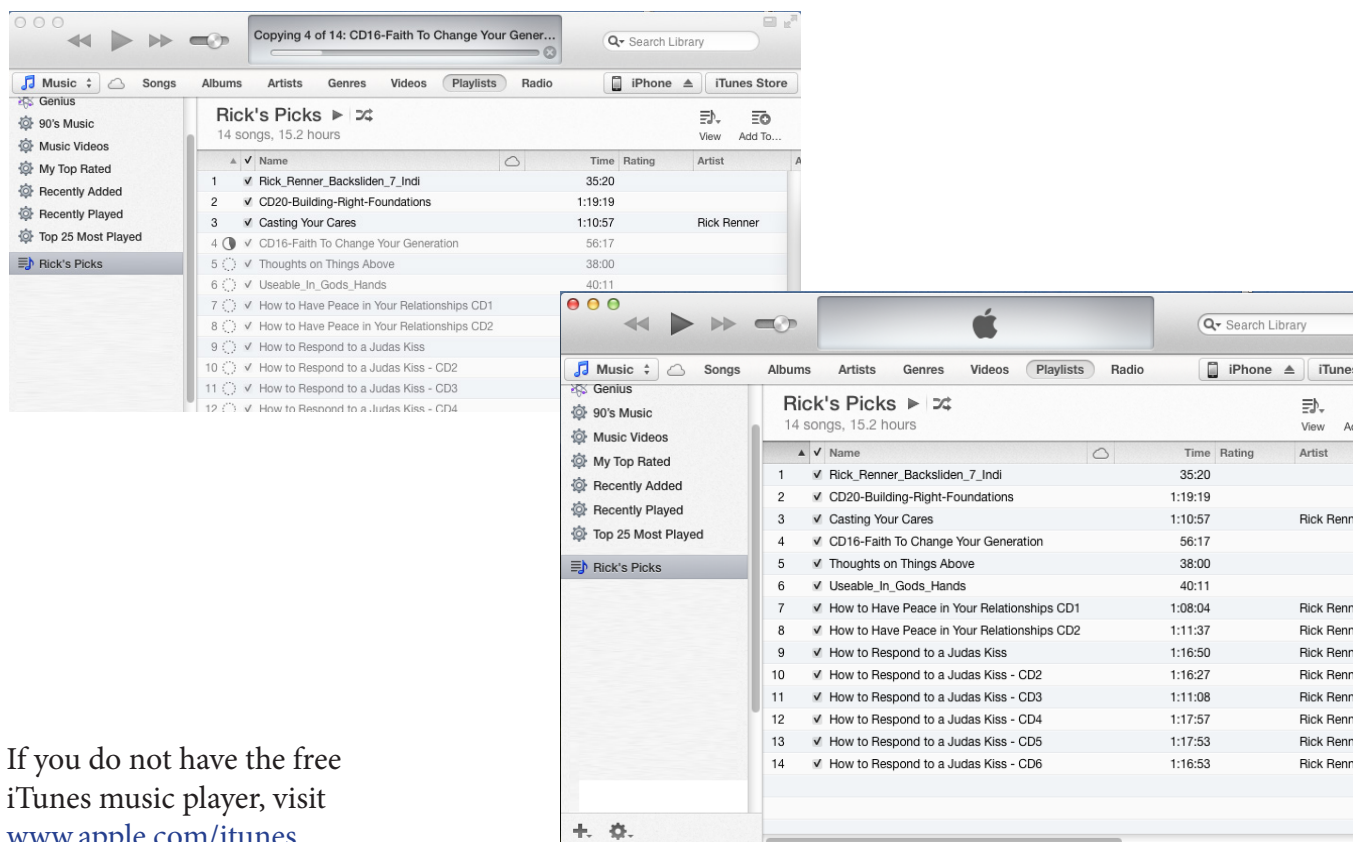
Click “Done.”



4. To move files from the flash drive to your new **Playlist**, highlight (select) all the audio files (located in your open DISK\_IMG folder) and drag them into your new **Playlist** folder in **iTunes**.



- \* It may take a few minutes for the files to copy from the USB device to your iTunes music library. Once they are finished copying, you no longer need to insert the USB device into your computer to listen to the messages; the files have been copied to your computer's hard drive.



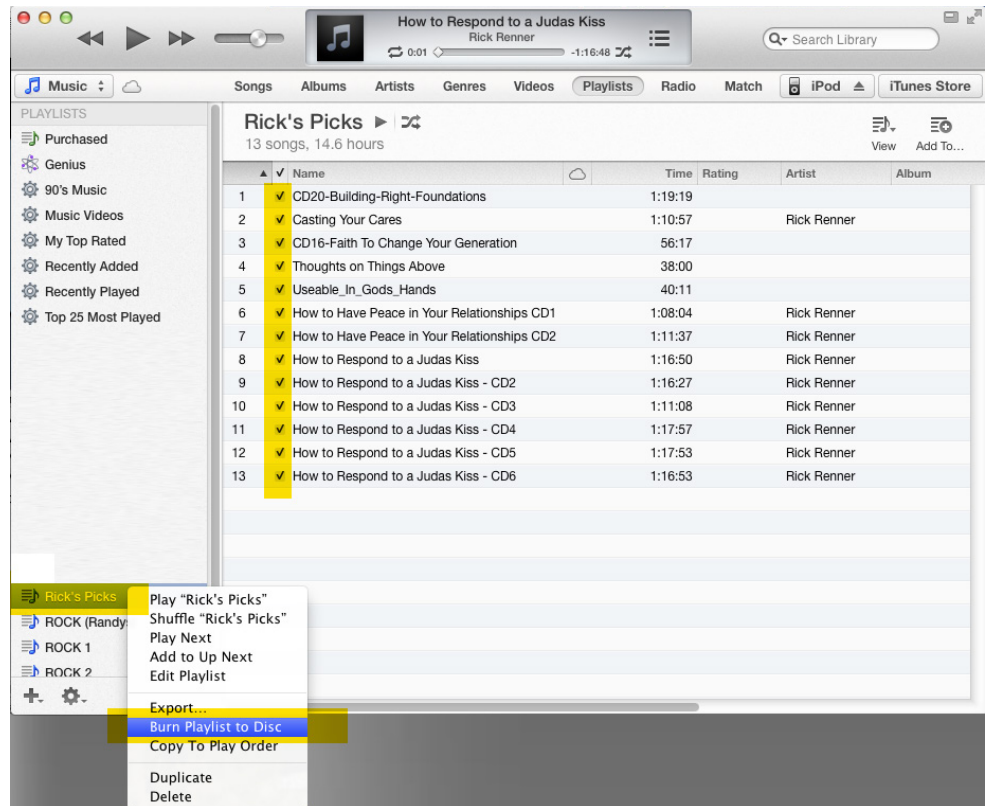
If you do not have the free iTunes music player, visit [www.apple.com/itunes](http://www.apple.com/itunes).

## Burning an MP3 CD

5. Within iTunes select the Playlist you wish to burn (in this case "Rick's Picks").
6. Select (by checking) the message(s) in your Playlist that you wish to include.

The file size total should not be greater than 750 MB. You may find that you are only able to burn one message per CD.

You may be able to only to fit one message per CD



7. Follow the onscreen instructions, insert a blank CD and close the tray. iTunes will burn the audio content to the CD and alert you when it is finished.

If you are asked what type of disc you want to burn, select "MP3 CD," then select "Burn."

