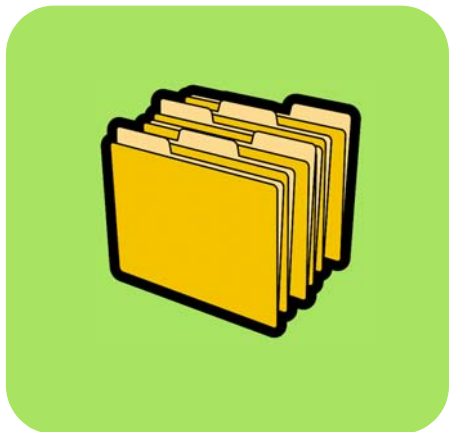


hp dvd writer



how do I?

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If you find an error in this manual or just have a suggestion for it, send email to manuals@hp.com. The information you send will be used only to help us develop future revisions of this manual. You will not get a response to your email. If you require customer support instead, see the *Getting Help* guide or go to the website www.hp.com/go/support.

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how do I know which program to use?

video

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how do I copy a disc?

Once you have your original home videos or photos on disc, you can make copies to send to your family and friends. You can also copy discs containing data to make backup copies. The procedure is the same no matter what type of disc you're copying. You use the HP RecordNow software.

Please note that HP RecordNow cannot copy content-protected DVDs.

what you need

- 1 blank disc or a rewritable disc that you don't mind erasing

recommended disc	
CD-R	Use to make a permanent copy of a CD. R discs are less expensive than RW discs, but R discs cannot be erased and reused.
DVD+R	Use to make a permanent copy of a DVD. R discs are less expensive than RW discs, but R discs cannot be erased and reused.
you can also use	
CD-RW	Use to make a temporary copy of a CD. RW discs are rewritable; you can read the disc a few times, then erase and reuse it.
DVD+RW	Use to make a temporary copy of a DVD. RW discs are rewritable; you can read the disc a few times, then erase and reuse it.

The HP DVD Writer drive cannot write to DVD-R or DVD-RW discs. Be sure to buy the DVD discs that have "+" in their name.

- the disc that you want to copy

1 Start the software.

- Double-click the **HP DVD Writer** icon on your desktop or click **Start, Programs, Hewlett-Packard, HP DVD Writer, HP DVD Writer**.
- Click **HP RecordNow**.
- Read the disc recommendation, then click **OK**. The HP RecordNow window appears.
- Click **Make an Exact Copy**.

2 Insert the discs.

- a If you have more than one recordable drive, you might want to change the device to read from. Click **Change**, then select the drive that will contain the disc you are copying.
- b Insert the disc that you want to copy into the tray that opens, then click **Next**.
- c If you have more than one recordable drive, you might want to change the device to write to. Click **Change**, then select the drive that will contain the blank disc.
- d If you're using the same drive to read and write, wait while the disc is read.
- e Insert the blank disc into the tray that opens, then click **Next**.

3 Write the disc.

- a Read the warning, then click **OK**.
- b Wait for the disc to be written.
- c When the dialog box appears, click **Make Another** or **Done**.

where you can read the disc

If you used a CD-R or CD-RW disc, you can read the copied disc everywhere you can read the original disc.

If you used a DVD+R or DVD+RW disc, you can read the disc in most DVD players and DVD-ROM drives. *However, we recommend that you use a DVD+R disc because it's compatible with more DVD players than a DVD+RW disc.* For the latest compatibility information, check the website www.hp.com/support/dvd-compatibility.

to learn more

To learn more about HP RecordNow, read its online help. Double-click the **HP DVD Writer** icon on your desktop or click **Start, Programs, Hewlett-Packard, HP DVD Writer, HP DVD Writer**. Then click **HP RecordNow**. In HP RecordNow, click **Help, Contents and Index**.

how do I transfer my tapes to disc?

You can archive your own home movies from camcorder or VCR tapes to disc. The result is a DVD movie that is easily searchable, won't degrade over time, and can be stored more compactly than a tape. To create such an archive, you use the Record Direct-to-Disc function of the HP MyDVD software. The video will appear on the disc exactly as it did on the original source.

If you want to get more creative, see "how do I create a DVD movie?" on page 9 and "how do I edit my video files?" on page 15.

what you need

- 1 blank disc or a rewritable disc that you don't mind erasing

recommended disc	
DVD+R	Use to share your DVD movie with family and friends because DVD+R discs are compatible with more DVD players and DVD-ROMs than DVD+RW discs. R discs are less expensive than RW discs, but they cannot be erased and reused.
you can also use	
DVD+RW	Use for temporary storage while creating your DVD movie because the movie might go through several iterations before you get it exactly how you want it. RW discs are rewritable; you can watch the disc a few times, then erase and reuse it. Use if you want to be able to edit the DVD movie (see "how do I edit a DVD movie disc?" on page 13).
CD-R	Use for permanent storage of a short video (see "how much you can fit on a disc" on page 8). R discs are less expensive than RW discs, but they cannot be erased and reused.
CD-RW	Use for temporary storage of a short video (see "how much you can fit on a disc" on page 8). RW discs are rewritable; you can watch the disc a few times, then erase and reuse it.

The HP DVD Writer drive cannot write to DVD-R or DVD-RW discs. Be sure to buy the DVD discs that have "+" in their name.

- To transfer from an analog tape (Hi8, VHS, S-VHS, VHS-C), you need an analog video capture card installed in your PC. For information on video capture hardware that is compatible with your HP DVD Writer drive, please view the website www.hp.com/support/dvd-capture.
- To transfer from a digital video tape (Digital 8, Mini DV), you need a 1394 port or card installed in your PC.

1 Connect your camcorder or VCR to your PC.

Do one of the following:

- If you are transferring from an analog tape (Hi8, VHS, S-VHS, VHS-C), connect your camcorder or VCR to your video capture card using either an A/V cable (which has 3 connectors—yellow, white and red) or an S-video cable and the right/left (red/white) audio connectors of the A/V cable. Using S-video will provide higher quality video than A/V.

If your camcorder has mono audio rather than stereo, you may want to use a Y-connector so that sound will come from both speakers on your TV or PC when you watch your movie.

- If you are transferring from a digital video tape, plug your camcorder into the 1394 port on your PC using the cable that came with your camcorder.

2 Turn on the camcorder or VCR.

For the HP MyDVD software to find the device that contains your tape, the device must be turned on before you start the software.

3 Start the software.

- a Double-click the **HP DVD Writer** icon on your desktop or click **Start, Programs, Hewlett-Packard, HP DVD Writer, HP DVD Writer**.
- b Click **HP MyDVD**.
- c Read the media recommendation and click **OK**.
- d Do one of the following:
 - If you are writing to a DVD+R or DVD+RW disc, click **Create a DVD**. (DVD-Video format)
 - If you are writing to a CD-R or CD-RW disc and want to watch the disc in a DVD player, click **Create a VCD**. (VCD format)
 - If you are writing to a CD-R or CD-RW disc and want to watch the disc on any PC, click **Create a DVD**. (cDVD format)

For more information, see “where you can watch the disc” on page 8.

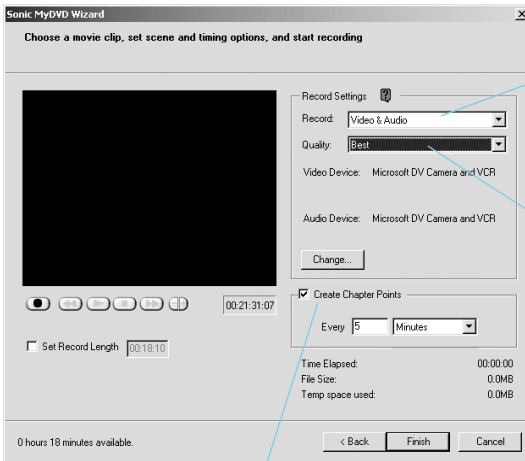
- e Click **Record Direct-to-Disc**, then click **Next**.
- f Type in a name for your project, then click **Next**.
- g If you selected Create a DVD in step d, select whether you’ll be writing to a DVD or CD disc.
- h If you have more than one recordable drive, be sure the HP DVD Writer drive is selected, then click **Next**.
- i Insert a blank disc into the drive.

4 Choose a style for the menu.

This menu appears on the screen when you insert the disc to watch the DVD movie and contains buttons that allow you to jump to different sections of the movie (called chapter points).

- a Use the horizontal scroll bar to preview the available styles.
- b Click the desired style, then click **Next**.

5 Choose your recording settings.



For “Record”, select Video & Audio unless you are recording videos with no sound.

For “Quality”, select the desired trade off between video quality and the amount of video that will fit on the disc. See “how much you can fit on a disc” on page 8.



We recommend that you insert chapter points every 5 or 10 minutes. For each chapter point, a button is created on the DVD movie’s menu. The buttons allow you to easily find any section of your video with a minimum of rewinding and fast forwarding. You can also insert chapter points manually by pressing the spacebar during recording.

6 Position the tape where you want to start recording.

Do one of the following:

- If you are transferring from an analog tape, use the controls on the camcorder or VCR to locate the beginning of what you want to record.
- If you are transferring from a digital video tape, use the controls on the screen to locate the beginning of what you want to record.

7 Write the disc.

- To start transferring, click  on the screen. If you are transferring from an analog tape, start playing the tape at the same time.
- To stop transferring, click . Or transferring will stop automatically when the tape ends.
- Wait for the drive to finish writing the disc.
- When the dialog box appears, click **OK**.

where you can watch the disc

If you used a DVD+R or DVD+RW disc (DVD-Video format), you can watch the disc in most DVD players or DVD-ROM drives with PowerDVD or other playback software (see “how do I watch a DVD movie on my PC?” on page 19). *However, we recommend that you use a DVD+R disc because it’s compatible with more DVD players than a DVD+RW disc.* For the latest compatibility information, check the website www.hp.com/support/dvd-compatibility.

If you used a CD-R or CD-RW disc and chose Create a VCD (VCD format), you can watch the disc in most DVD players and on your PC with PowerDVD or other playback software.

If you used a CD-R or CD-RW disc and chose Create a DVD (cDVD format), you can watch the video on your PC with no additional software. HP MyDVD places a free software player on the disc when you write it so you can view the contents of the CD. The software starts automatically when the CD is inserted into a Windows-based PC. This type of disc cannot be played in a DVD player.

how much you can fit on a disc

The amount of video a disc can hold depends on the quality at which you record.

disc type	video quality		
	good	better	best
4.7GB DVD+R or DVD+RW	180 minutes	120 minutes	60 minutes
650MB CD-R or CD-RW cDVD format	30 minutes	20 minutes	10 minutes
700MB CD-R or CD-RW cDVD format	33 minutes	22 minutes	11 minutes
650MB CD-R or CD-RW VCD format	approximately 64 minutes		
700MB CD-R or CD-RW VCD format	approximately 70 minutes		

to learn more

To learn more about HP MyDVD, read its online help. Double-click the **HP DVD Writer** icon on your desktop or click **Start, Programs, Hewlett-Packard, HP DVD Writer, HP DVD Writer**. Then click **HP MyDVD**. In HP MyDVD, click **Help, MyDVD Help**.

how do I create a DVD movie?

You can create a completely customized DVD movie from your own video files. The result is a DVD movie that is easily searchable, won't degrade over time, and can be stored more compactly than a tape. To create such a movie, you use the New MyDVD Project function of the HP MyDVD software. This is how you can make a DVD movie when your video files are already on your hard drive.

For the easiest way to make a DVD movie from tapes see "how do I transfer my tapes to disc?" on page 4.

what you need

- 1 blank disc or a rewritable disc that you don't mind erasing

recommended disc	
DVD+R	Use to share your DVD movie with family and friends because DVD+R discs are compatible with more DVD players and DVD-ROMs than DVD+RW discs. R discs are less expensive than RW discs, but they cannot be erased and reused.
you can also use	
DVD+RW	Use for temporary storage while creating your DVD movie because the movie might go through several iterations before you get it exactly how you want it. RW discs are rewritable; you can watch the disc a few times, then erase and reuse it. Use if you want to be able to edit the DVD movie (see "how do I edit a DVD movie disc?" on page 13).
CD-R	Use for permanent storage of a short video (see "how much you can fit on a disc" on page 8). R discs are less expensive than RW discs, but they cannot be erased and reused.
CD-RW	Use for temporary storage of a short video (see "how much you can fit on a disc" on page 8). RW discs are rewritable; you can watch the disc a few times, then erase and reuse it.

The HP DVD Writer drive cannot write to DVD-R or DVD-RW discs. Be sure to buy the DVD discs that have "+" in their name.

1 Start the software.

- a Double-click the **HP DVD Writer** icon on your desktop or click **Start, Programs, Hewlett-Packard, HP DVD Writer, HP DVD Writer**.
- b Click **HP MyDVD**.
- c Read the media recommendation and click **OK**.
- d Do one of the following:
 - If you are writing to a DVD+R or DVD+RW disc, click **Create a DVD**. (DVD-Video format)
 - If you are writing to a CD-R or CD-RW disc and want to watch the disc in a DVD player, click **Create a VCD**. (VCD format)
 - If you are writing to a CD-R or CD-RW disc and want to watch the disc on any PC, click **Create a DVD**. (cDVD format)

For more information, see “where you can watch the disc” on page 11.

- e On the wizard screen, click **New MyDVD Project**, then click **Next**.

2 Choose a style for the menu.

This menu appears on the screen when you insert the disc to watch the DVD movie and contains buttons that allow you to jump to different sections of the movie (called chapter points).

- a Use the horizontal scroll bar to preview the available styles.
- b Click the desired style, then click **Finish**.

3 Add your video files to the DVD movie.

Each time you add a video file, a button is added to the DVD movie’s menu. To add files, do one of the following:

- To transfer video from your camcorder or VCR to your hard drive, click **Capture** on the toolbar.
- To add files that already exist on your hard drive, click **Get Movies** on the toolbar or drag and drop files from Windows Explorer to the menu.

4 Edit the video (optional).

- a Click **Send to Editor** in the toolbar.
- b Select either **Send the selected clip** or **Send all clips in the current menu**, then click **OK**. This command opens Arcsoft ShowBiz. *Note that any chapter points you created in HP MyDVD will be lost.*

- c Edit the video following the instructions in the Arcsoft ShowBiz help.
- d When the video is how you want it, click **Export, To MyDVD Project**. The movie that you created in the Storyboard/Timeline is combined into a single video file. The video file is added to your current HP MyDVD project and a button is added to the DVD movie's menu.

5 Preview the DVD movie.

- a Click **Preview** on the toolbar. A remote control appears on the screen.
- b Click the remote control buttons to control playback.
- c When you're done previewing the movie, click the **X** on the remote control.

6 Write the disc.

- a Click **Make Disc** on the toolbar.
- b If you selected Create a DVD in step 1, select whether you'll be writing to a DVD or CD disc.
- c If you have more than one recordable drive, be sure the HP DVD Writer drive is selected, then click **OK**.
- d Insert a blank disc into the drive.
- e Wait for the drive to finish writing the disc. The disc will be ejected.
- f When the dialog box appears, click **OK**.

where you can watch the disc

If you used a DVD+R or DVD+RW disc (DVD-Video format), you can watch the disc in most DVD players or DVD-ROM drives with PowerDVD or other playback software (see "how do I watch a DVD movie on my PC?" on page 19). *However, we recommend that you use a DVD+R disc because it's compatible with more DVD players than a DVD+RW disc.* For the latest compatibility information, check the website www.hp.com/support/dvd-compatibility.

If you used a CD-R or CD-RW disc and chose Create a VCD (VCD format), you can watch the disc in most DVD players and on your PC with PowerDVD or other playback software.

If you used a CD-R or CD-RW disc and chose Create a DVD (cDVD format), you can watch the video on your PC with no additional software. HP MyDVD places a free software player on the disc when you write it so you can view the contents of the CD. The software starts automatically when the CD is inserted into a Windows-based PC. This type of disc cannot be played in a DVD player.

to learn more

To learn more about HP MyDVD, read its online help. Double-click the **HP DVD Writer** icon on your desktop or click **Start, Programs, Hewlett-Packard, HP DVD Writer, HP DVD Writer**. Then click **HP MyDVD**. In HP MyDVD, click **Help, MyDVD Help**.

how do I edit a DVD movie disc?

You can edit a DVD movie even after you've written it to disc. The entire movie does not have to be rewritten, just the changes. To edit a DVD movie disc, it must be on a rewritable disc: DVD+RW or CD-RW. You use the HP MyDVD software. Edits that you can make include:

- adding a video file
- deleting a video file
- changing the title
- renaming the buttons
- changing the thumbnail image of a button
- changing the menu's style

what you need

- the DVD movie disc that you want to edit

The DVD movie must be recorded on a rewritable disc: DVD+RW or CD-RW.

1 Start the software.

- a Double-click the **HP DVD Writer** icon on your desktop or click **Start, Programs, Hewlett-Packard, HP DVD Writer, HP DVD Writer**.
- b Click **HP MyDVD**.
- c Read the media recommendation and click **OK**.
- d Do one of the following:
 - If your DVD movie is on a DVD+RW disc, click **Create a DVD**. (DVD-Video format)
 - If your DVD movie is on a CD-RW disc and was created with the Create a VCD command, click **Create a VCD**. (VCD format)
 - If your DVD movie is on a CD-RW disc and was created with the Create a DVD command, click **Create a DVD**. (cDVD format)

For more information, see "Do one of the following:" on page 10.

- e Click **Edit an Existing Disc**, then click **Next**.
- f Select the drive that contains the DVD movie disc, then click **OK**.

2 Make the desired changes.

Note that on a cDVD format disc, you can't rename the buttons.

3 Preview the DVD movie.

- a Click **Preview** on the toolbar. A remote control appears on the screen.
- b Click the remote control buttons to control playback.
- c When you're done previewing the movie, click the **X** on the remote control.

4 Write the disc.

- a Click **Make Disc** on the toolbar.
- b Click **Update current disc**, then click **OK**.
- c Wait for the drive to finish writing the disc. The disc will be ejected.
- d When the dialog box appears, click **OK**.

where you can watch the disc

If you used a DVD+R or DVD+RW disc (DVD-Video format), you can watch the disc in most DVD players or DVD-ROM drives with PowerDVD or other playback software (see "how do I watch a DVD movie on my PC?" on page 19). *However, we recommend that you use a DVD+R disc because it's compatible with more DVD players than a DVD+RW disc.* For the latest compatibility information, check the website www.hp.com/support/dvd-compatibility.

If you used a CD-R or CD-RW disc and chose Create a VCD (VCD format), you can watch the disc in most DVD players and on your PC with PowerDVD or other playback software.

If you used a CD-R or CD-RW disc and chose Create a DVD (cDVD format), you can watch the video on your PC with no additional software. HP MyDVD places a free software player on the disc when you write it so you can view the contents of the CD. The software starts automatically when the CD is inserted into a Windows-based PC. This type of disc cannot be played in a DVD player.

to learn more

To learn more about HP MyDVD, read its online help. Double-click the **HP DVD Writer** icon on your desktop or click **Start, Programs, Hewlett-Packard, HP DVD Writer, HP DVD Writer**. Then click **HP MyDVD**. In HP MyDVD, click **Help, MyDVD Help**.

how do I edit my video files?

Use Arcsoft ShowBiz to edit your videos. Some of the things you can do are:

- combine videos, photos, and audio files into one movie
- add text, transitions, and special effects
- delete unwanted sections of a video
- change a video's brightness, contrast, hue, saturation, and speed
- transfer video from your camcorder or VCR to your PC
- save the movie in many different formats
- export the movie to disc, digital video tape, or HP MyDVD

what you need

- 1 blank disc or a rewritable disc that you don't mind erasing (you need this only if you do step 6)

recommended disc	
DVD+R	Use to share your DVD movie with family and friends because DVD+R discs are compatible with more DVD players and DVD-ROMs than DVD+RW discs. R discs are less expensive than RW discs, but they cannot be erased and reused.
you can also use	
DVD+RW	Use for temporary storage while creating your DVD movie because the movie might go through several iterations before you get it exactly how you want it. RW discs are rewritable; you can watch the disc a few times, then erase and reuse it. Use if you want to be able to edit the DVD movie (see "how do I edit a DVD movie disc?" on page 13).
CD-R	Use for permanent storage of a short video (see "how much you can fit on a disc" on page 8). R discs are less expensive than RW discs, but they cannot be erased and reused.

CD-RW	Use for temporary storage of a short video (see “how much you can fit on a disc” on page 8). RW discs are rewritable; you can watch the disc a few times, then erase and reuse it.
-------	--

The HP DVD Writer drive cannot write to DVD-R or DVD-RW discs. Be sure to buy the DVD discs that have “+” in their name.

- video files on your hard drive or camcorder

1 Start the software.

- a Double-click the **HP DVD Writer** icon on your desktop or click **Start, Programs, Hewlett-Packard, HP DVD Writer, HP DVD Writer**.
- b Click **Arcsoft ShowBiz**.
- c Read the media recommendation and click **OK**. The Arcsoft ShowBiz screen appears.

2 Open the files that you want to edit.

Do one of the following:

- If the video files are on your hard drive, click the **Media** tab, select **New Album** from the pull-down, then click **Add** (the red book) or drag and drop files from Windows Explorer to the album.
- If the video files are in an HP MyDVD project, in HP MyDVD, click **Send to Editor** on the toolbar. *Note that any chapter points you created in HP MyDVD will be lost.*
- If the video files are on your camcorder or VCR, click **Capture**.

3 Add the files to the movie.

- Drag and drop files from your album under the Media tab to the Storyboard/Timeline.

4 Edit the movie.

- To learn how to use the editing features of ArcSoft ShowBiz:



Click the Help button to read a tutorial or the online help.

Click the Basics button, then choose a topic from the drop-down list that appears.

5 Save the movie.

- Click **Save** that's listed under Project. This command saves the movie that you created in the Storyboard/Timeline.

6 Write the disc (optional).

- Click **Export, To MyDVD Project**. This command opens HP MyDVD. The movie that you created in the Storyboard/Timeline is combined into a single video file. The file is added to your current HP MyDVD project and a button is added to the DVD movie's menu.
- Click **Preview** on the toolbar to preview the DVD movie. Click **X** on the remote control to end previewing.
- Click **Make Disc** on the toolbar to write the disc. Follow the remaining instructions on the screen.

where you can watch the disc

If you used a DVD+R or DVD+RW disc (DVD-Video format), you can watch the disc in most DVD players or DVD-ROM drives with PowerDVD or other playback software (see "how do I watch a DVD movie on my PC?" on page 19). *However, we recommend that you use a DVD+R disc because it's compatible with more DVD players than a DVD+RW disc.* For the latest compatibility information, check the website www.hp.com/support/dvd-compatibility.

If you used a CD-R or CD-RW disc and chose Create a VCD (VCD format), you can watch the disc in most DVD players and on your PC with PowerDVD or other playback software.

If you used a CD-R or CD-RW disc and chose Create a DVD (cDVD format), you can watch the video on your PC with no additional software. HP MyDVD places a free software player on the disc when you write it so you can view the contents of the CD. The software starts automatically when the CD is inserted into a Windows-based PC. This type of disc cannot be played in a DVD player.

to learn more

To learn more about Arcsoft ShowBiz, read its online help. Double-click the **HP DVD Writer** icon on your desktop or click **Start, Programs, Hewlett-Packard, HP DVD Writer, HP DVD Writer**. Then click **Arcsoft ShowBiz**. In Arcsoft ShowBiz, click **Help** (the question mark).

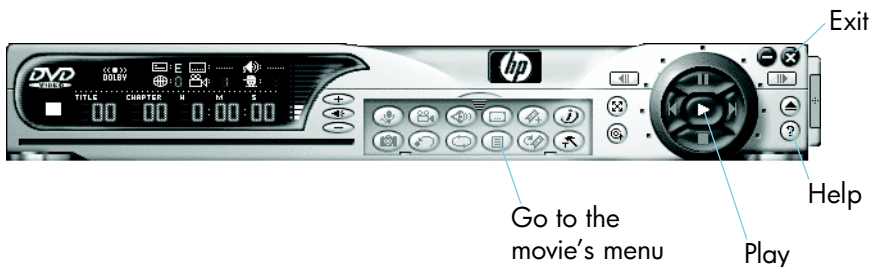
how do I watch a DVD movie on my PC?

Use the PowerDVD software to watch DVD movies on your PC.

- **Insert a DVD movie disc into your HP DVD Writer drive.**

The PowerDVD software starts automatically with the movie's menu displayed. If it doesn't start automatically, double-click the **HP DVD Writer** icon on your desktop or click **Start, Programs, Hewlett-Packard, HP DVD Writer, HP DVD Writer**, then click **PowerDVD**.

Click a button (also called a chapter point) to play that section of the movie or click Play on the controller below.



video

how do I make a music disc?

Use HP RecordNow to make any of the following kinds of music discs:

- a compilation of your favorite songs from more than one CD
- a music mix for a party
- a disc from audio files on your hard drive
- a disc that plays in any home or car CD player
- a disc that plays in an MP3 disc player

what you need

- 1 blank disc or a rewritable disc that you don't mind erasing

recommended disc	
CD-R	Use because home or car CD players recognize only CD-R discs.
you can also use	
CD-RW	If you will be playing the disc in an MP3 disc player or PC, use for temporary storage. RW discs are rewritable; you can play the disc a few times, then erase and reuse it. (Check the documentation that came with your MP3 player to verify whether it can play CD-RW discs.)

1 Start the software.

- a Double-click the **HP DVD Writer** icon on your desktop or click **Start, Programs, Hewlett-Packard, HP DVD Writer, HP DVD Writer**.
- b Click **HP RecordNow**.
- c Read the disc recommendation, then click **OK**. The HP RecordNow window appears.
- d Click **Make a Music Disc**.

- e Select the type of music disc you want to make:

		where you'll play the disc		
		home or car CD player	MP3 disc player	PC
where your music is	MP3 or WAV files on your hard drive	Make a Music Disc from Audio Files	Make a Disc for an MP3 Player	Make a Music Disc from Audio Files
	on other CDs	Make a Music Disc from other CDs	You must first create MP3 files on your hard drive using MUSICMATCH Jukebox or a similar program. Then select Make a Disc for an MP3 Player	Make a Music Disc from other CDs

2 Follow the remaining instructions on the screen.

where you can play the disc

If you selected *Make a Music Disc from Audio Files* or *Make a Music Disc from other CDs*, you can play the disc in any home or car CD player. *Home or car CD players recognize only CD-R discs.* You can also play the disc on your PC.

If you selected *Make a Disc for an MP3 player*, you can play the disc in your MP3 disc player or on your PC.

to learn more

To learn more about HP RecordNow, read its online help. Double-click the **HP DVD Writer** icon on your desktop or click **Start, Programs, Hewlett-Packard, HP DVD Writer, HP DVD Writer**. Then click **HP RecordNow**. In HP RecordNow, click **Help, Contents and Index**.

how do I back up my files?

You can create weekly or monthly backups of your important data to protect you if you accidentally delete a file or a file becomes corrupt. Or you can make disaster recovery diskettes and a complete backup of your entire computer system to use in case your computer crashes. *Disaster recovery is currently not supported under Windows XP.* Use HP Simple Backup to make any type of backup.

what you need

- blank discs or rewritable discs that you don't mind erasing—how many you need depends on how much data you're backing up

recommended disc	
CD-RW (650 or 700MB capacity)	Use so you can make future backups on the same discs. RW discs are rewritable; you can erase and reuse them.
DVD+RW (4.7GB capacity)	
you can also use	
CD-R (650 or 700MB capacity)	Use to create permanent backups. R discs can be written to until full, but cannot be erased and reused. R discs are less expensive than RW discs.
DVD+R (4.7GB capacity)	

The HP DVD Writer drive cannot write to DVD-R or DVD-RW discs. Be sure to buy the DVD discs that have "+" in their name.

1 Start the software.

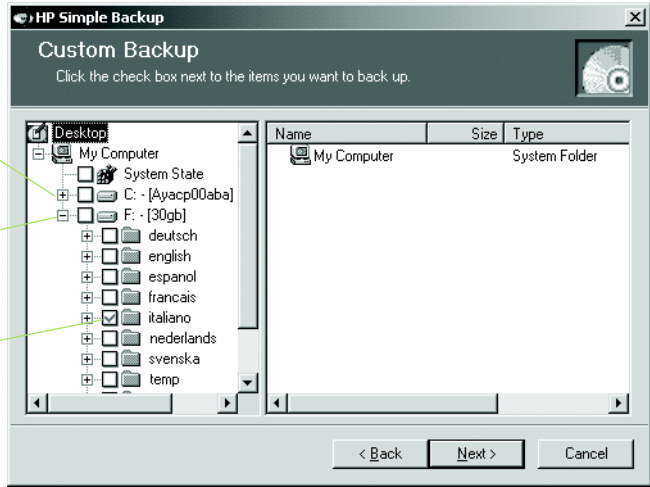
- Double-click the **HP DVD Writer** icon on your desktop or click **Start, Programs, Hewlett-Packard, HP DVD Writer, HP DVD Writer**.
- Click **HP Simple Backup**.
- Read the disc recommendation and click **OK**. The HP Simple Backup window appears.
- Click **Custom Backup**.
- If you have more than one recordable drive, select the HP DVD Writer drive.
- Click **Next**.

2 Select the files that you want to back up.

Click + to open a folder

Click - to close a folder

Click the checkbox to select a folder and all of its



Tip: If you always put your data in the My Documents folder or another specific folder, you'll be able to select all the files to back up with one mouse click.

- When you're done selecting all the files you want to back up, click **Next**.
- Read on the screen how many bytes of data you've selected to back up. To calculate how many discs you need, divide the number of bytes by 4,700,000,000 if you're using DVDs or by 650,000,000 if you're using CDs.
- Click **Next**.

3 Write the disc.

- Insert a blank disc into the tray that opens, then click **OK**.
- If your backup requires more than one disc, wait until you're prompted, then insert the next blank disc and click **OK**.
- Wait for the backup to finish.
- When the dialog box appears, click **Finish**.

to restore your files

- Insert the first backup disc into your HP DVD Writer drive. The HP Simple Backup screen appears automatically.

how do I share data?

There are many times when you might want to give a data disc to someone else:

- to give files to clients
- to distribute large presentations
- to share photos with family and friends

Making a data disc that can be read on other computers is called mastering. The mastering software included with your drive is HP RecordNow.

When using HP RecordNow with DVD+R or DVD+RW discs, you can write data to the disc only once. You cannot add more data later. (You can, however, add data to CD-R or CD-RW discs.)

what you need

- 1 blank disc or a rewritable disc that you don't mind erasing

recommended disc	
CD-R (650 or 700MB capacity)	Use for permanent data storage. R discs can be written to until full, but cannot be erased and reused. R discs are less expensive than RW discs.
DVD+R (4.7GB capacity)	
you can also use	
CD-RW (650 or 700MB capacity)	Use for temporary data storage. RW discs are rewritable; you can read the disc a few times, then erase and reuse it.
DVD+RW (4.7GB capacity)	

The HP DVD Writer drive cannot write to DVD-R or DVD-RW discs. Be sure to buy the DVD discs that have "+" in their name.

1 Start the software.

- a Double-click the **HP DVD Writer** icon on your desktop or click **Start, Programs, Hewlett-Packard, HP DVD Writer, HP DVD Writer**.
- b Click **HP RecordNow**.
- c Read the disc recommendation and click **OK**. The HP RecordNow window appears.
- d Click **Make a Data Disc**.

2 Select the files that you want to write to the disc.

- a If you have more than one recordable drive, you might want to click **Change** to select the HP DVD Writer drive.
- b Insert a blank disc into the tray that opens, then click **Next**.
- c Click **Add Files and Folders**.
- d Do one of the following:
 - Click the name of a file or folder that you want to copy, then click **Add**.
 - Drag and drop files from Windows Explorer to the HP RecordNow window.
- e When you're done adding files, click **Next**.

3 Write the disc.

- a Read the warning screen, then click **OK**.
- b Wait for the disc to be written. The tray will open when done.
- c When the dialog box appears, click **Make Another** or **Done**.

where you can read the disc

If you used a CD-R or CD-RW disc, you can read the disc on all PCs.

If you used a DVD+R or DVD+RW disc, you can read the disc in most DVD-ROM drives. *However, we recommend that you use a DVD+R disc because it's compatible with more DVD-ROMs than a DVD+RW disc.* For the latest compatibility information, check the website www.hp.com/support/dvd-compatibility.

to learn more

To learn more about HP RecordNow, read its online help. Double-click the **HP DVD Writer** icon on your desktop or click **Start, Programs, Hewlett-Packard, HP DVD Writer, HP DVD Writer**. Then click **HP RecordNow**. In HP RecordNow, click **Help, Contents and Index**.

how do I save data for my own use?

Dragging and dropping is the easiest way to save data to disc. You can drag and drop files to a CD or DVD disc the same way you can with a floppy disk. Use the drag and drop method of data storage to:

- free up space on your hard drive
- transport work files to and from home

Just as with a floppy, you must format the disc first. To format discs, you use the HP DLA (Drive Letter Access) software.

If you want to take the data to another computer, be aware that not all computers will be able to read a disc made in this way. To make a data disc that is readable by all computers, see "how do I share data?" on page 24.

what you need

- 1 blank disc or a rewritable disc that you don't mind erasing

recommended disc	
CD-RW (650 or 700MB capacity)	Use for temporary data storage. RW discs are rewritable; you can read the disc a few times, then erase and reuse it.
DVD+RW (4.7GB capacity)	
you can also use	
CD-R (650 or 700MB capacity)	Use for permanent data storage. R discs can be written to until full, but cannot be erased and reused. R discs are less expensive than RW discs.
DVD+R (4.7GB capacity)	

The HP DVD Writer drive cannot write to DVD-R or DVD-RW discs. Be sure to buy the DVD discs that have "+" in their name.

1 Format the disc.

- Insert a blank disc into the HP DVD Writer drive.
- Double-click the **My Computer** icon on your desktop or, if you have Windows XP, click **Start, My Computer**.
- Right-click (click using the right mouse button) the HP DVD Writer drive, then click **Format** on the shortcut menu.
- Type a name for the disc so you can identify it.

- e Click **Start**.
- f The disc will be ready to use in 2 to 3 minutes.
- g Click **OK** on the dialog box that appears.

2 Write data to the disc.

Do one of the following:

- With a document open in your word processor, spreadsheet, or any other software application that you normally use, select **File, Save As** and choose the HP DVD Writer as your destination.
- In My Computer or Windows Explorer, drag and drop files to the HP DVD Writer.
- In My Computer or Windows Explorer, right-click the files or folders, click **Send To** on the shortcut menu, then click **DLA Drive**.

where you can read the disc

You can read the disc only on the PC that was used to write it or on another PC that has an HP DVD Writer drive installed.

For greater compatibility, you can run the Make Compatible command. After running Make Compatible, you can read the disc in other PCs with the following caveats:

- You cannot add any more data to the disc.
- Make Compatible is available only for DVD+R and CD-R discs.
- If you're using a CD-R disc, any PC can read the disc.
- If you're using a DVD+R disc, any PC with Windows 2000 or Windows XP can read the disc without any additional software installed. On other operating systems, you must have either HP DLA or the DLA Reader installed. To install the DLA Reader, run the program \English\UDFReader\Setup.exe on Software Disc 1.

To run Make Compatible, in My Computer or Windows Explorer, right-click the HP DVD Writer drive, click **Make Compatible** on the shortcut menu, then click **Start**.

to learn more

To learn more about HP DLA, read its online help. Double-click the **HP DVD Writer** icon on your desktop or click **Start, Programs, Hewlett-Packard, HP DVD Writer, HP DVD Writer**. Then click **HP DLA**.

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