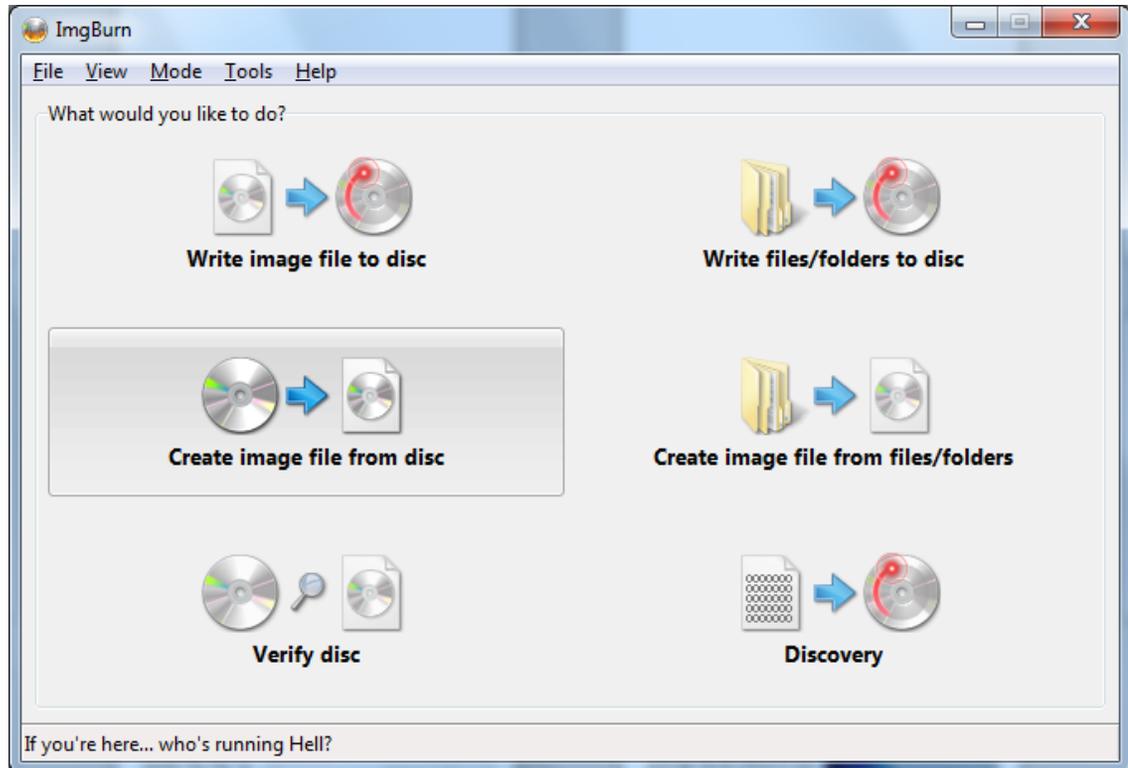


# Creating a Backup Optical Disk

January 22, 2013

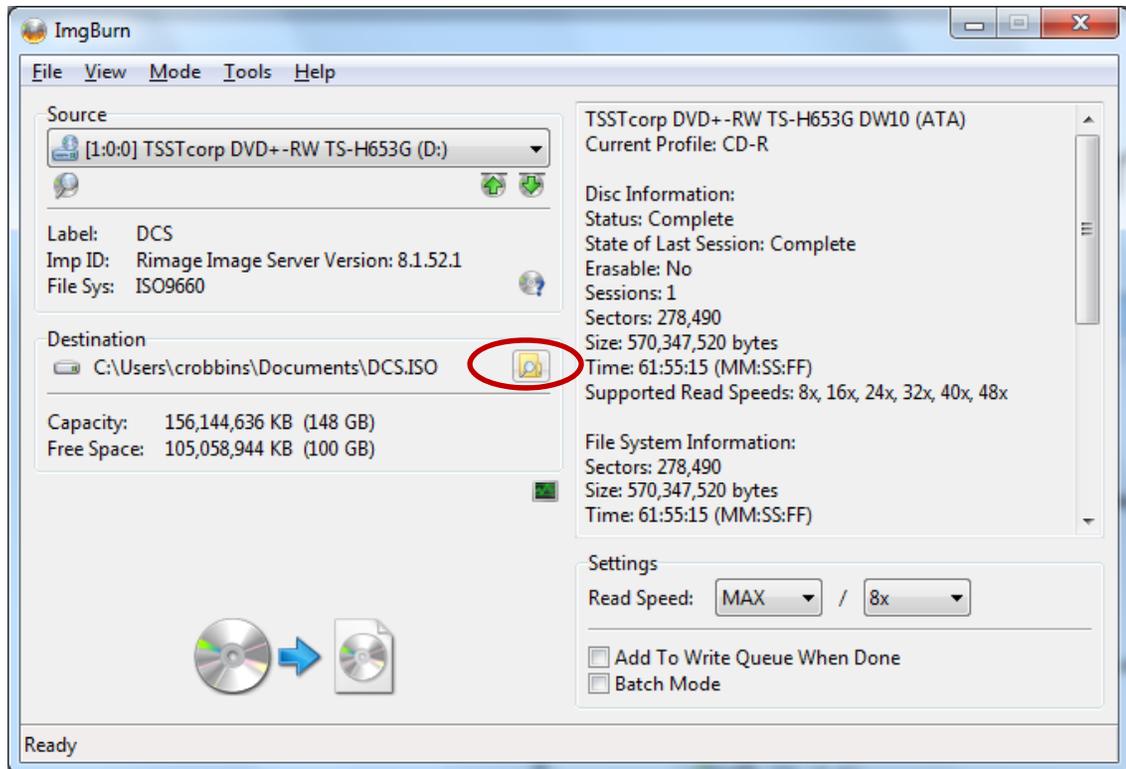
# Create an Image File from Disc

Open the ImgBurn application on the computer. We select the create image file from disc icon.



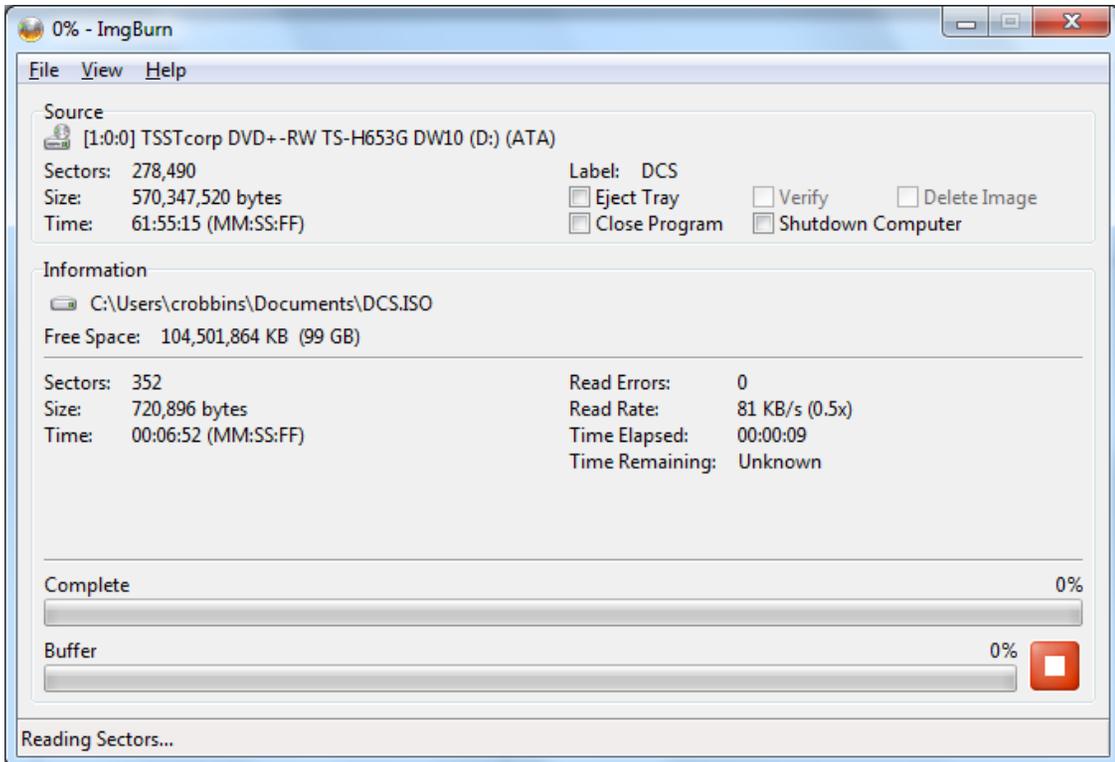
# Select the Destination File

Put the disk we want to copy in the CD or DVD optical drive. Select the destination folder so we can place the iso file we about to make in a folder to keep our work organized.



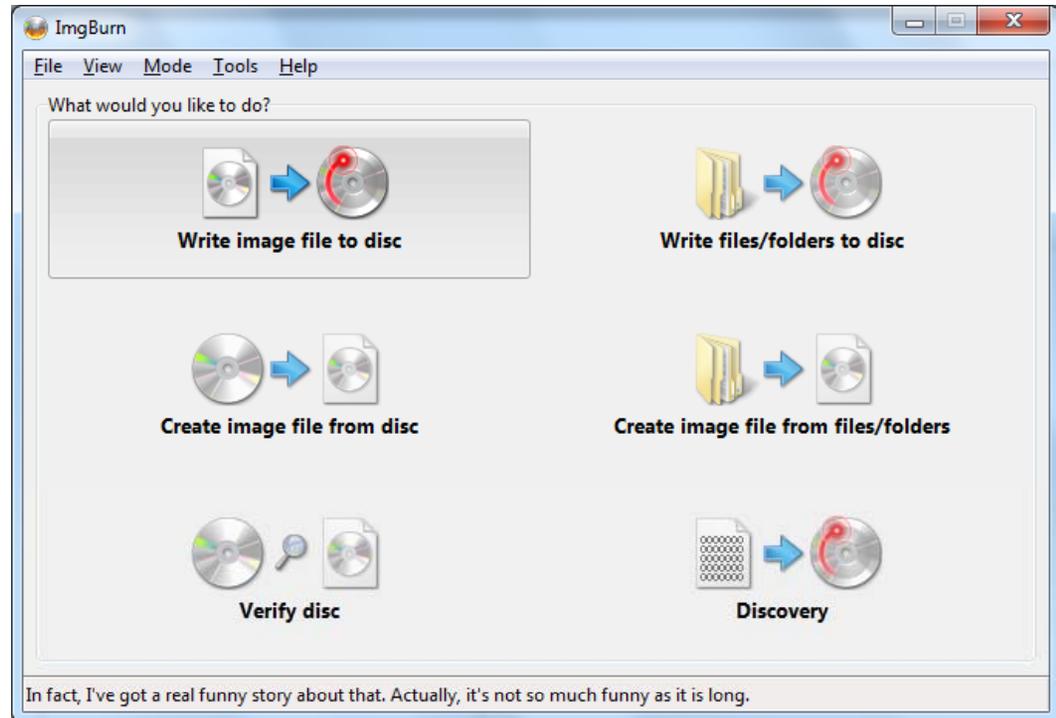
# Copy the Disc to a Iso File

The information on the disc will now be copied to an iso file.



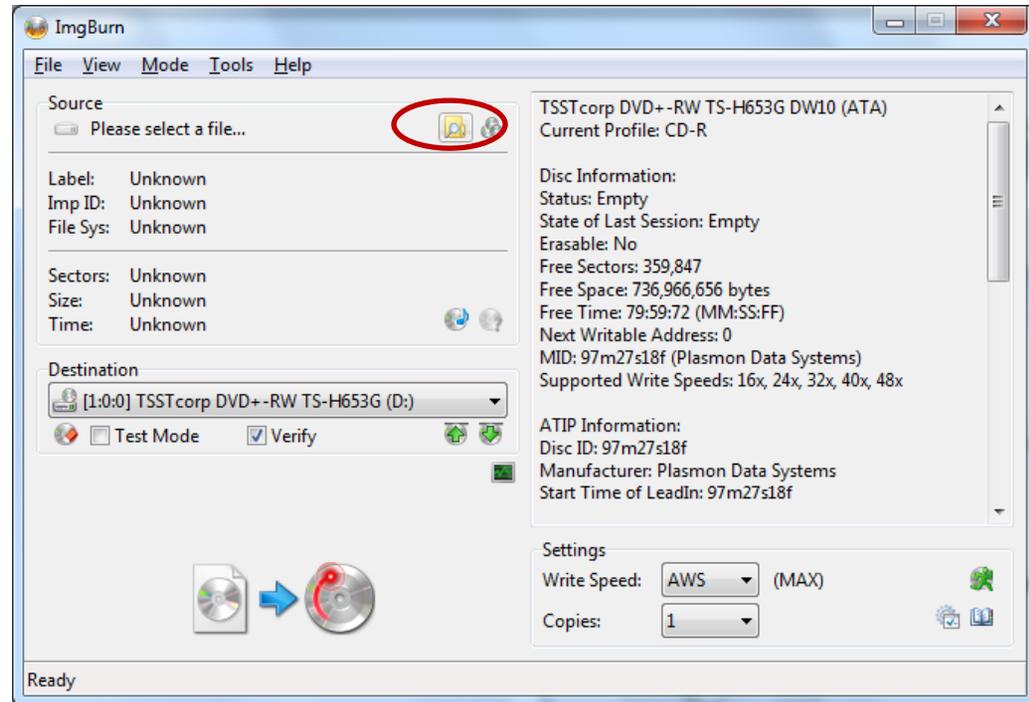
# Write Image File to Disc

Select the top left icon to write the image file to disc.



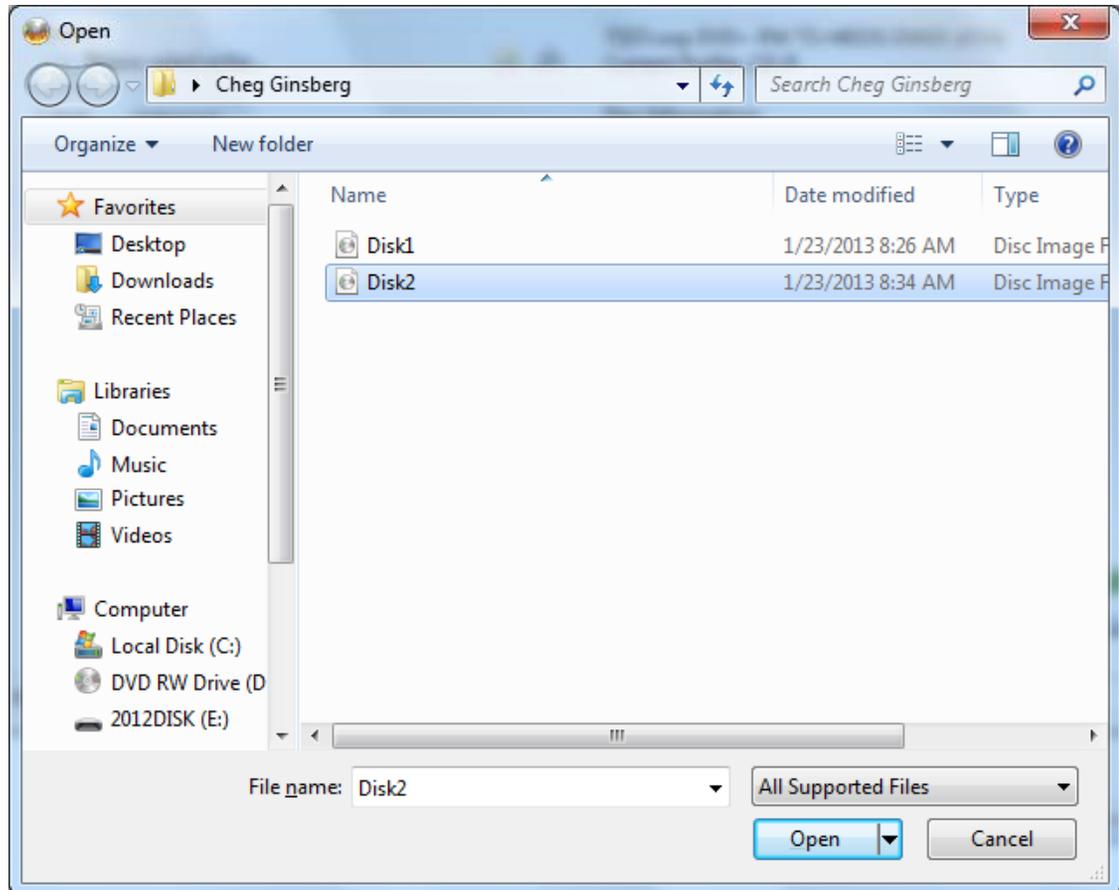
# Select the Source File

Now we select the source file by opening the folder where the file is located.



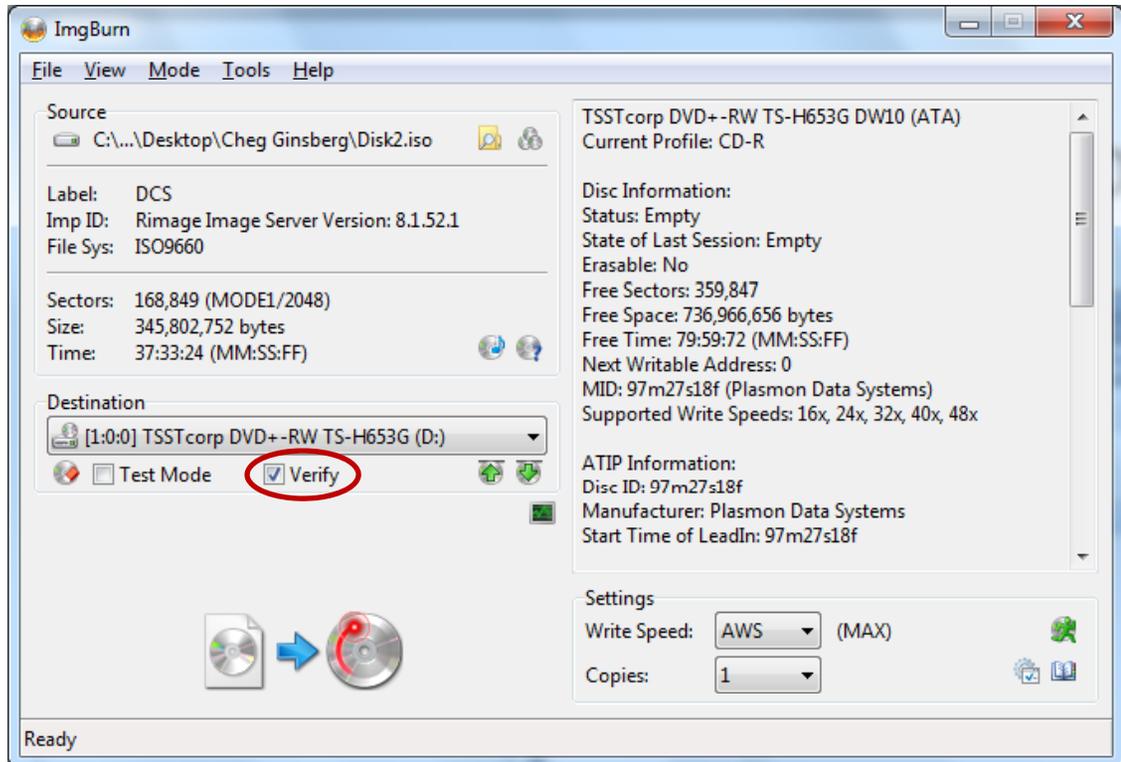
# Select the File Location

In the folder that contains our disk image files, we select the file. Then we press the Open command button.



# Copy the Source File to the Disc

We annotate the Verify checkbox and then we select the disc icon on the bottom right to start the process.



# Label the Backup Disc

We use our permanent pen to label the optical disc. We can continue to make disc with the iso image, so we keep the file for future work.

If we do not need another backup disc, we can close the ImgBurn program.

