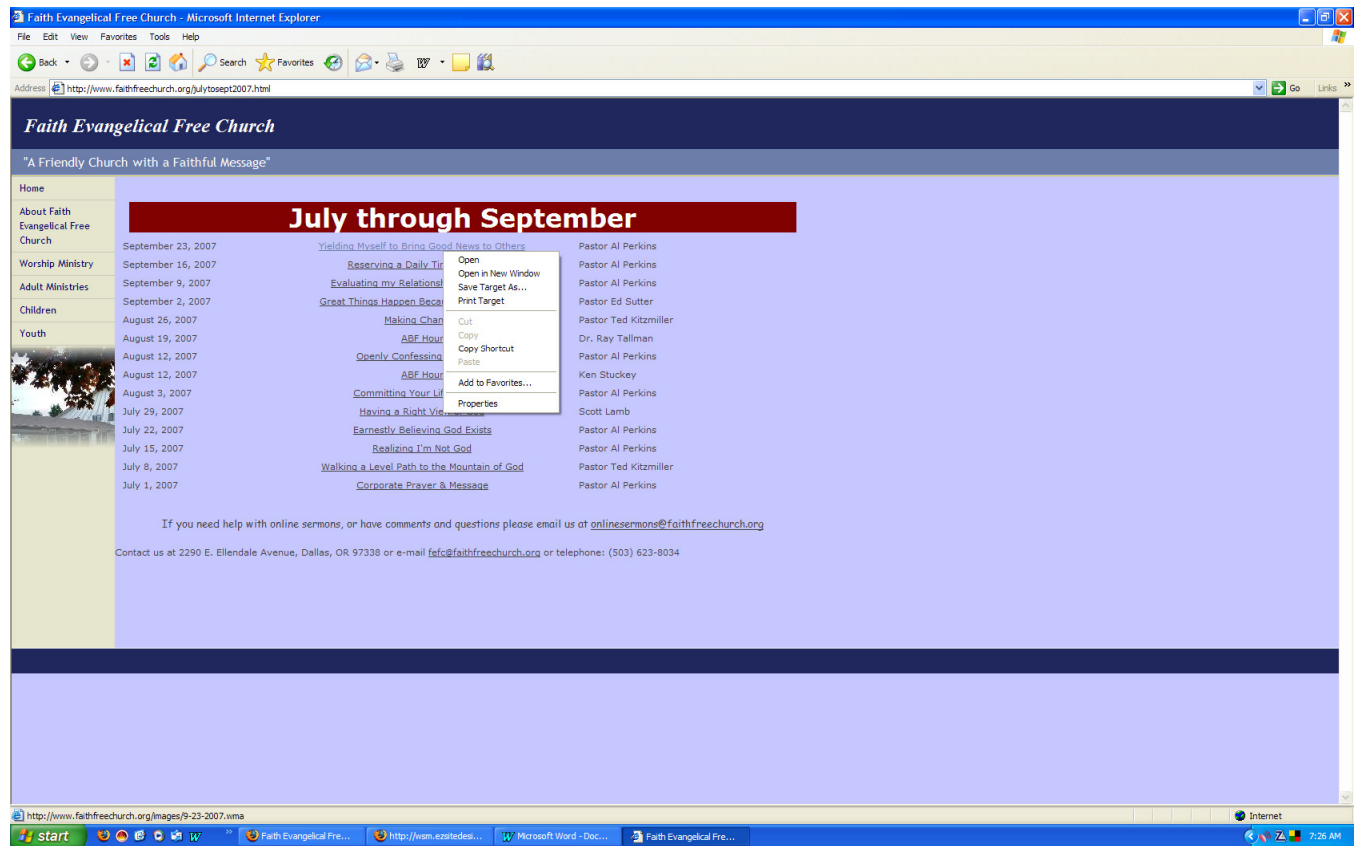


How to Write a Sermon to CD

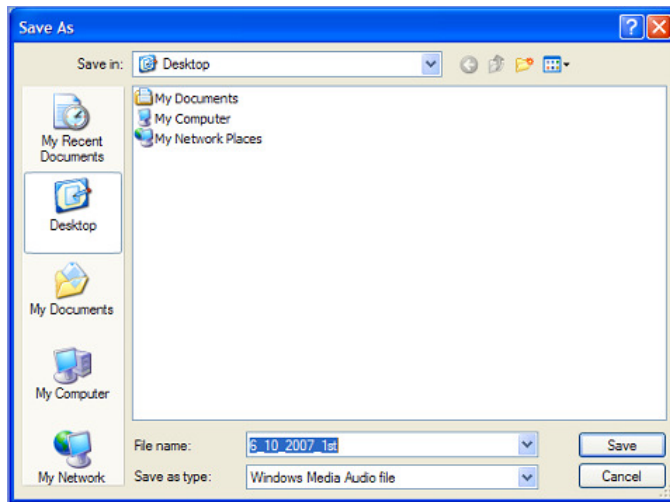
This short tutorial is intended to help those who would like to download sermons from the Faith Evangelical Free Church Website and then write or "burn" them to a CD which can then be listened to on a audio CD Player. This was written using Windows XP as the operating system, and assumes the person reading this has a basic understanding on how to navigate in that operating system.

The file size of the sermons will vary according to the length of the sermon. A forty minute sermon is larger than 13 megabytes, which with a typical DSL high speed internet connection will take about two to three minutes to download. The file format is .wma.

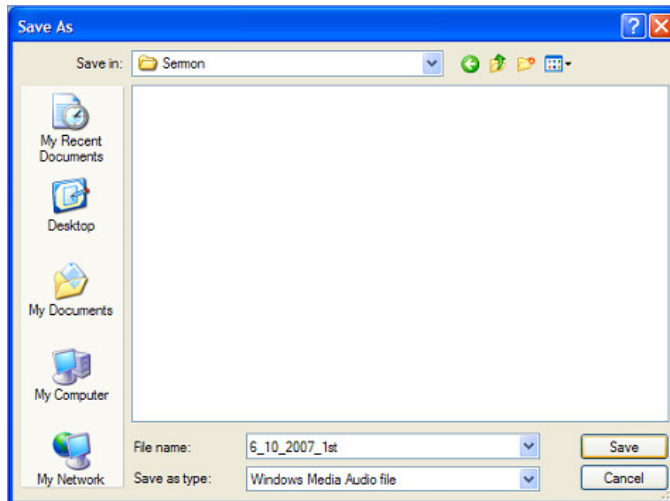
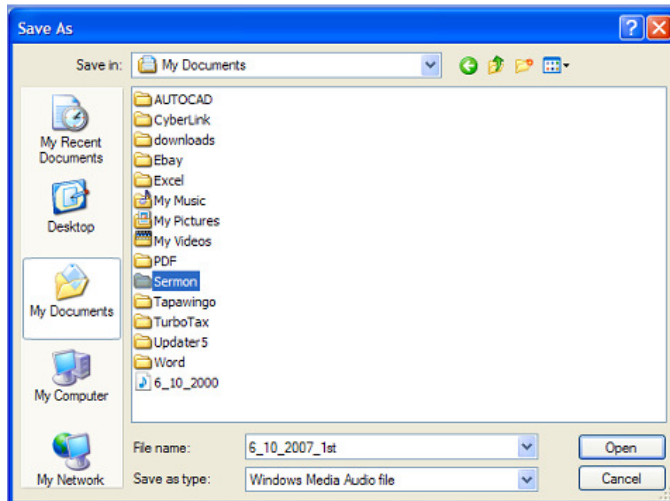
To download the sermon onto your computer first right click on the sermon title you wish to download. With Internet Explorer it will look like this. Highlight and click the Save Target As...



If you are using Firefox Internet Browser, choose the, Save Link As... Option. Clicking on Save Target As... command will bring up the Save As dialogue box.



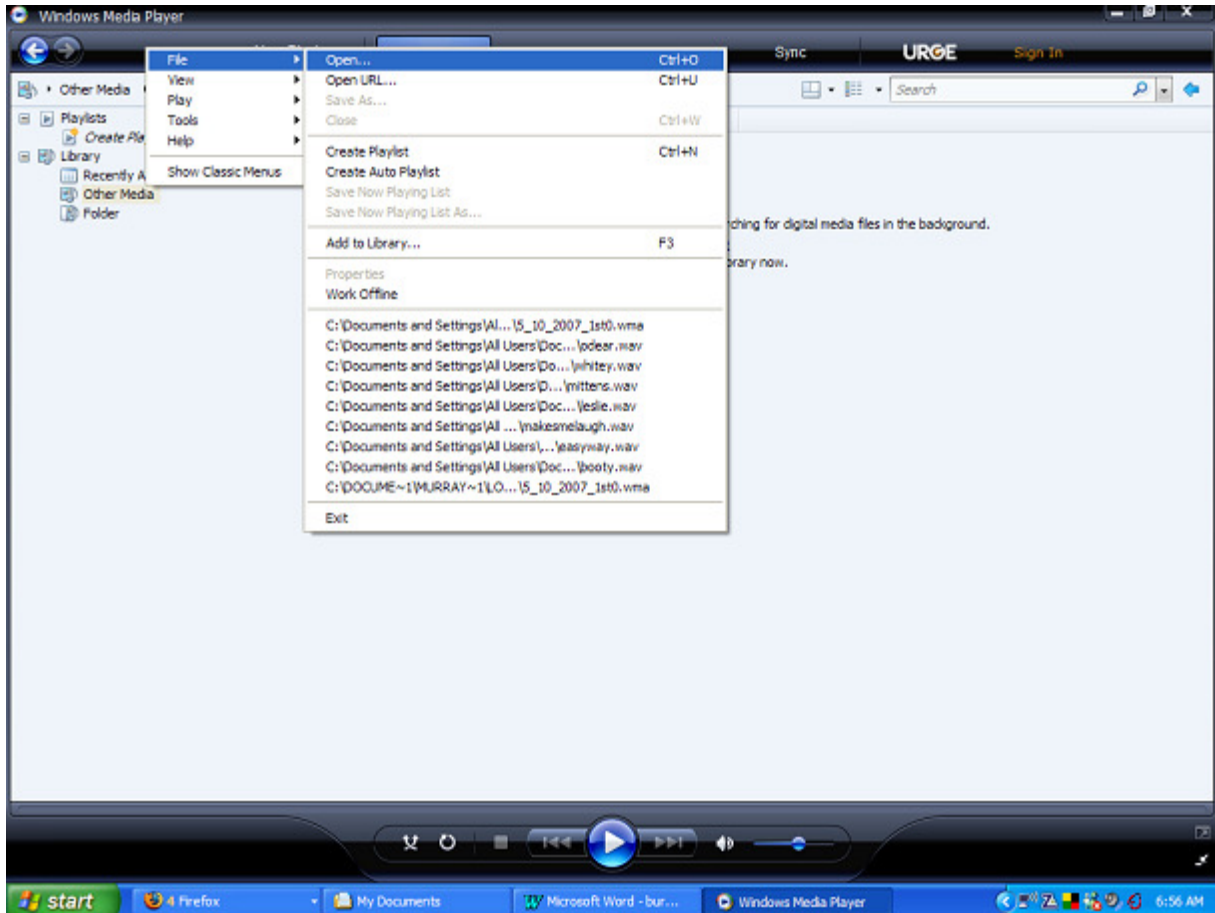
The sermon will be named according to the date that it was recorded on, but you can change that if you prefer. Now you need a place to save it where you will be able to find it later. I created a folder under My Documents called Sermon. So double clicking on My Documents brings up a list of all the folders in My Documents. There you see the folder Sermon, double click on that folder and it opens it up.



Now click the Save button and the file will begin to download.

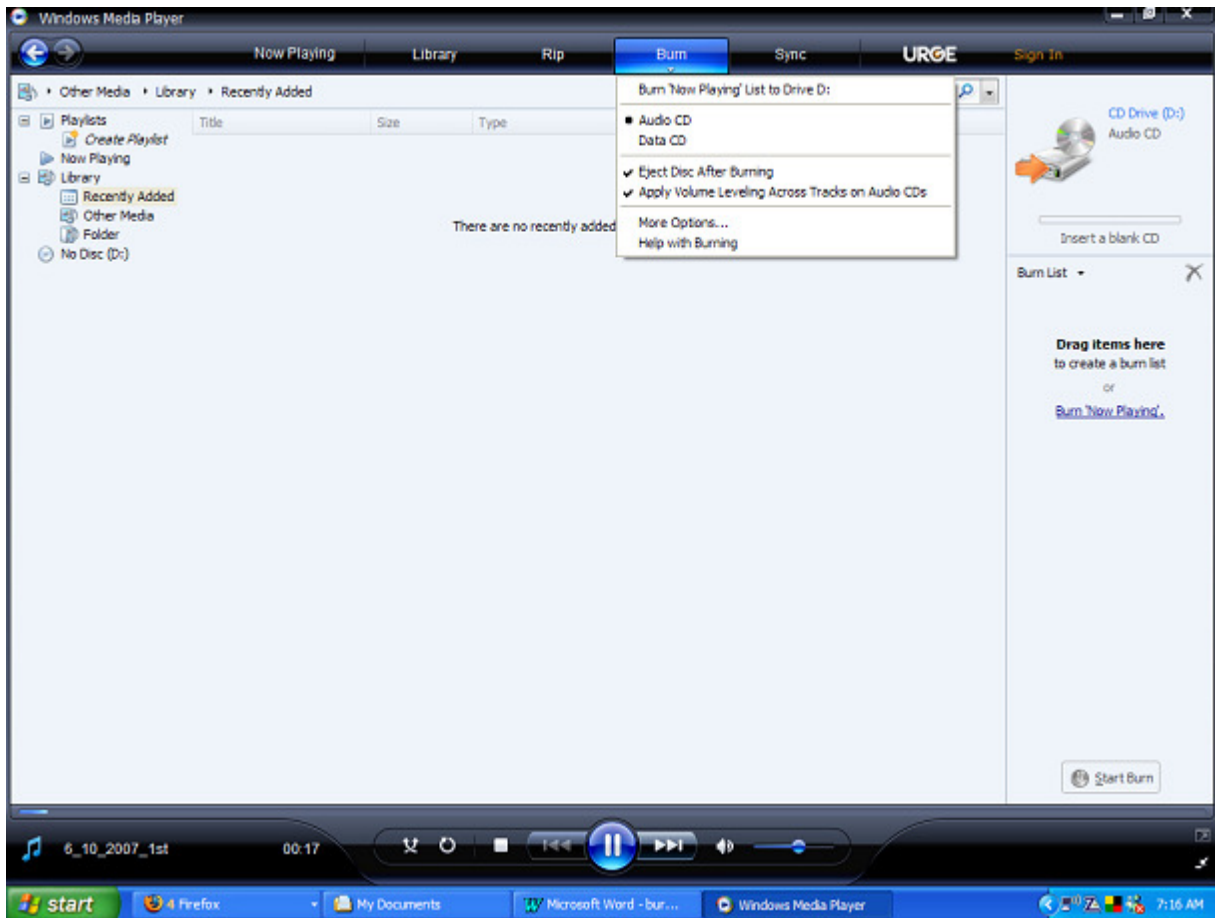
Once the file is downloaded you are ready to write it to a CD. There are a number of different programs that will allow you to do this, but to keep this simple we will use Windows Media Player, which comes with Windows. Click on the Start button and then click on All Programs. In that list of many programs you should find Windows Media Player. Click on it to open. There are different versions of Media Player, version 11 is used in this tutorial. The latest version can be downloaded for free from www.microsoft.com/windowsmedia/default.aspx

To open the sermon click on the black bar along the top of Media Player, this will bring up a menu that says file at the top. Hold the cursor on file and menu will appear. This on has Open at the top, click on it.

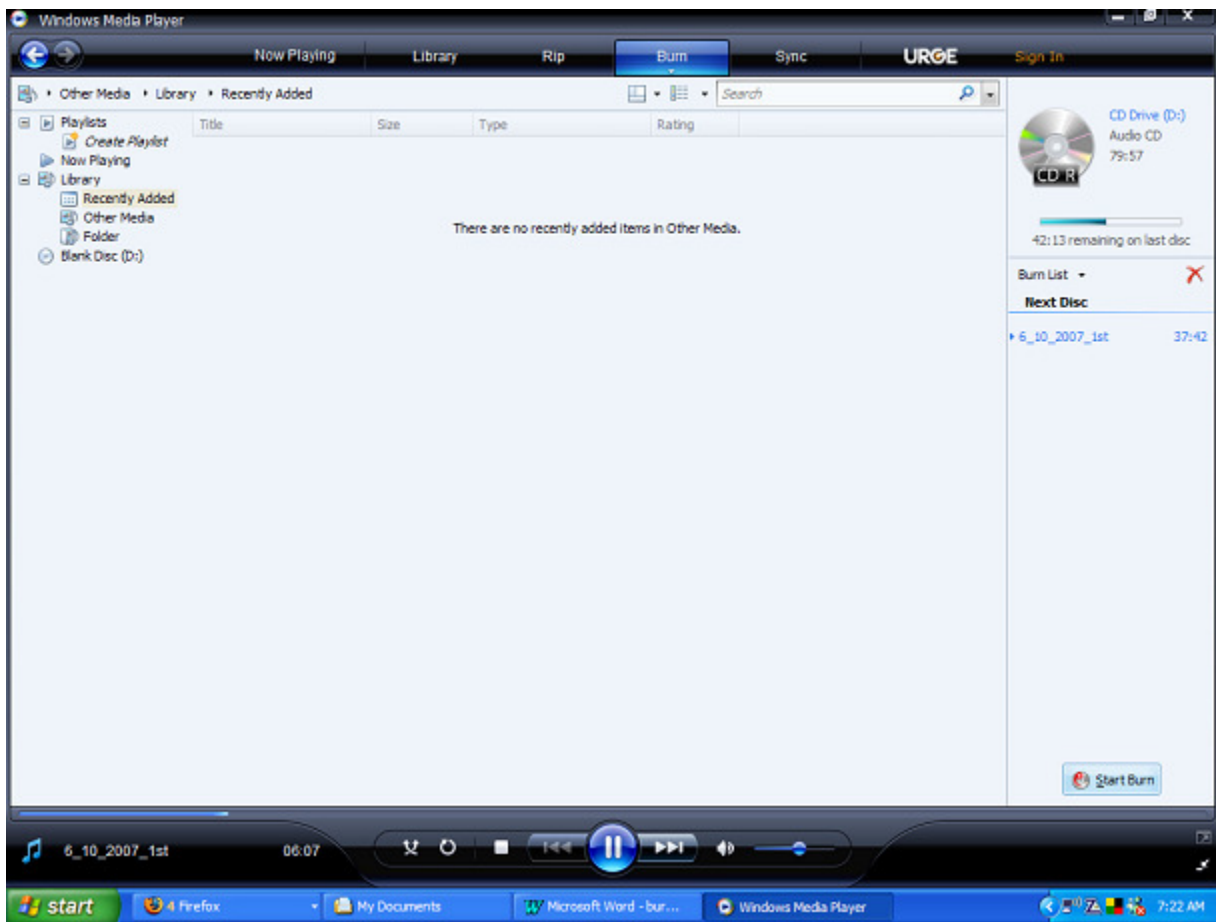


When you click on open the Open file dialogue box will appear, click on My Documents, which will show all the folders that are in My Documents. Double click on Sermon to open it, click on the sermon that you just downloaded, then click Open. The Sermon will now open in Media Player and automatically start playing.

To write the sermon to a CD, first put a blank CD-R into the CD writer. If Windows brings up a dialogue box that asks what to do with this blank CD cancel it. Along the top of Media Player it says Now Playing, Library, Rip, Burn, Sync. Click on Burn and a menu will drop down, make sure that Audio CD is marked.



On the right side of the screen you see Burn "Now Playing" click on that and in the right top corner you will see the icon change, telling you how many minutes are available and how many minutes will be used when writing the sermon to the disc.



At the bottom of the right side of the screen there is a button titled Start Burn. Click on that and the sermon will begin to be written to the CD. At the bottom of the screen it will show the progress. It will take several minutes to complete this. At completion the CD should eject, it is then ready to be listened to.