

Placing MP3-CD onto IPOD and MP3 Players.

This tutorial is all about listening to books, rather than reading them.

The books come in the form of a CD which play with an MP3-CD player, also the DVD/CD drive which you have on your computer, or may have available on your home Audio player if you have one of the latest players. Older Players do not the MP3 facility.

However what better way to listen to a book, than placing it on an IPOD or MP3 device.

The IPOD method:



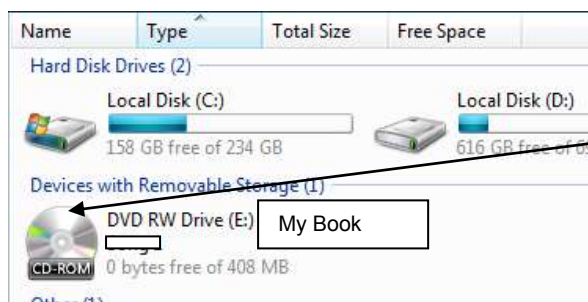
Click Start on the computer/ go to Music on the right hand side.



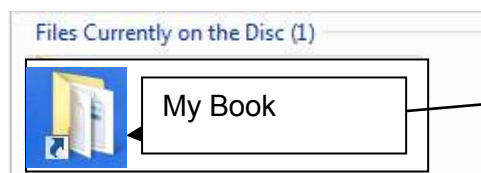
Click on File/New/Folder
A box will appear, with blue in it. Do not click, just type the title of the book.

Place the MP3-CD in the DVD/CD drive of your computer.

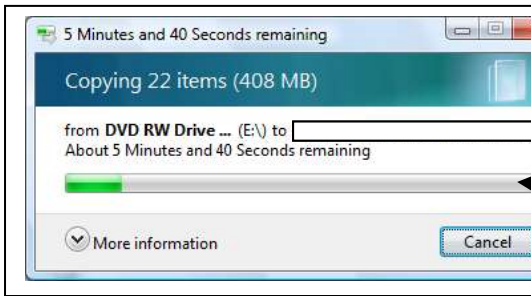
If Windows Media Player appears, and wishes to start playing the book, close Windows Media Player.



Click on Start/Computer. You will have a window as opposite.
Double click on the DVD/CD drive to open the disc.



You will now have a Folder containing the chapters of the book.
Click once on the Folder to select it.
To select all the Files use CTRL +A
To copy all the files use CTRL + C



Return to the Music Folder which you created a few minutes before.

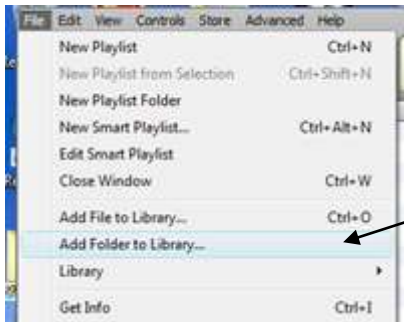
Double click on the Folder.

Use CTRL + V to paste all the files into the new Music folder.

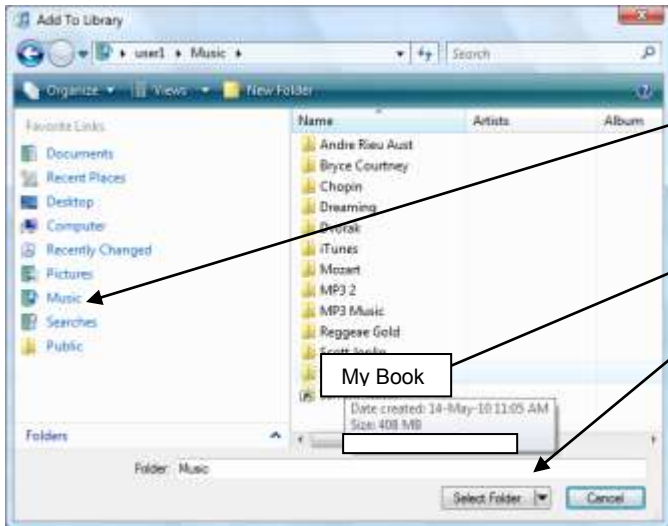
This may take a few minutes, be patient.

When completed close the Music window.

Open the ITUNES program.



Go to File/"add folder to library"



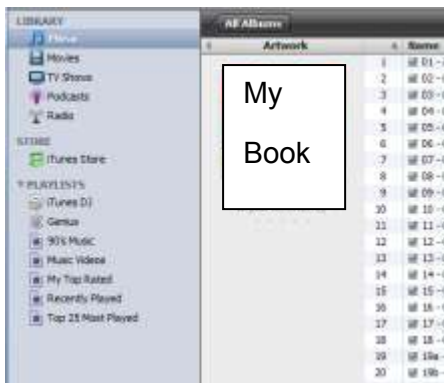
A new window will appear.

Click on Music on the left hand side. It should then appear in the top bar.

On the right hand side find the folder you made for the book. Click on it.

Click Select Folder

The files will now go to the Library in your ITUNES program.



To see the files, click on the Music Icon in the Library section.

Make sure Chapter 1 is at the top of the page and all chapters are in order. It is also a good idea to check the size of the overall files, to make sure you have sufficient room on the IPOD to take them.

Turn off the shuffle button.

To transfer to an IPOD: Select all the chapters (or those you wish to load)



Click on the Create Playlist Icon in the bottom left hand corner of the screen.

It will appear in your playlists, give it a name.

Plug your IPOD into the computer.

In the ITUNES program go to File/Sync IPOD. The Playlist should now transfer to your IPOD.

Transferring the Book to an MP3 Player.

Plug your MP3 Player into the computer.

Go to Start/Computer/Your MP3 Player will show as a removable drive. Double click on the Drive.



Go to File/New folder.

Give your folder a name. Double click the folder to move it into the top bar.

I called mine Talking books.

Go to the Music Folder, find the folder containing the Book and drag it into the "Talking books" folder on the MP3 player.

On the MP3 Player you should now find the book with all the chapters in the correct order.

Created by: Kaye