

How do I create format a CD-RW?

Select the **d:drive** by clicking once under My Computer.

Right click, then, Left click on the word **FORMAT**. The very first time, the CD must be a **FULL** format which takes about *25 minutes*.

It will open a window; so you can name/label the CD. *(This appears on the d:drive when the CD is in use.)*

Once the CD-RW is formatted, you can use **Windows Explorer** to save files instead of Record Now.