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Introduction

DirectCD™ lets you write files directly to a CD-Recordable (CD-R) or CD-ReWritable (CD-RW) disc on your Windows 95/98® or Windows NT™ computer, in much the same way as you write files to a floppy disk or a removable media drive.

With DirectCD you can read and write files directly to a disc with any software application that can read and write to a drive letter. Some examples include:

- Using the Save or Save As command in Windows applications such as Microsoft Word

- Dragging and dropping files in Windows Explorer

- Using the Send To command in Windows

DirectCD provides a file system based on Universal Disk Format (UDF) v1.5 and writes data to the CD-R or CD-RW disc with packet writing technology. This file system gives you drive letter access to your CD-R drive.

DirectCD includes a wizard that guides you step-by-step through the process of preparing and ejecting CD-R and CD-RW discs. It also includes a data compression feature that allows you to fit more data files on a disc.

Uses for DirectCD

Direct CD is the easiest way to save data files directly to a CD-R or CD-RW disc. You can use DirectCD to:

- Archive data

- Back up your hard drive

- Transfer and distribute data to other computers running Windows

Starting DirectCD

There are several ways to start DirectCD.

- After starting up your computer, insert a *blank* CD-R or CD-RW disc in the drive. After a few seconds a screen should appear asking you to "Please select the type of CD you wish to create." Select the first option, **Click here to create a data CD that will be accessible through a drive letter**. If this screen doesn't appear, try the next method.

- Double-click the CD icon on the Windows taskbar, in the lower right corner of your screen.

Writing Data to a CD the First Time

Follow these steps to format a CD so you can write data to it:

Note: If you started DirectCD by selecting the first option from the menu screen, begin with Step #3

1 Start DirectCD as described in the previous section. The Adaptec DirectCD Wizard window appears.

2 Read the text in the Welcome window and click **Next**. The Format Disc window appears.

3 In the Format Disc window, click **Next** to continue. (If you are formatting a CD-RW disc that was formatted previously, select either **Quick** format or **Full** format before you do this.) The Name Your Disc window appears.

4 Type a disc name of up to 11 characters.

5 Select the **Compression** option if you are using a CD-RW disc and you want to enable data compression on the disc.

Once a disc has been formatted using compression, all data will be compressed on the disc. In order to write to the disc on other CD-RW devices in other computers, DirectCD 3.0 must be installed.

6 Click **Finish**. Disk formatting begins. The DirectCD Disc Ready window appears when the formatting is complete.

7 Click **OK**.

The DirectCD disc is now ready for you to write information directly to it.

> **Note:** Formatted CD-RW discs have about 530 MBytes of available space; formatted CD-R discs can store up to about 620 MBytes of data.

Writing Data to a DirectCD Disc

Once your CD is formatted as a DirectCD disc, you can write data to it in several different ways:

- Drag and drop files from Windows Explorer onto the CD-R or CD-RW drive icon.

- Select **Save As** from the File menu of a Windows application and select the drive letter of your CD-R or CD-RW drive.

- Use the Send To command.

- Use MS-DOS command prompts from a DOS window in Windows.

Ejecting a DirectCD Disc

DirectCD gives you various formatting options when you eject a DirectCD disc from the CD-R or CD-RW drive. The options depend on what kind of disc is in the drive and how you plan to use the disc. To eject a DirectCD disc, follow these steps:

1 Right-click on the CD icon on the taskbar and select **Eject** from the drop-down list box. The Eject Disc screen appears.

> **Note:** If your CD-R or CD-RW drive has an Eject button, you can also push the button to eject the disc.

2 Carefully read the text on the screen. If options are presented, select the option you want.

3 Click **Finish** to eject the DirectCD disc.

If you use DirectCD with CD-RW discs and you want to read those discs on a MultiRead CD-ROM drive, you must first install Adaptec's UDF Reader software. The UDF Reader is included with DirectCD. You can also download it at no charge from Adaptec's Web site.

Writing More Data to a DirectCD Disc

After you have formatted a blank CD for DirectCD use, you can keep adding data to the CD until it is full. To do so, follow these steps:

1 Insert the DirectCD disc into your CD-R drive.

2 Wait for the DirectCD Disc Ready window to appear.

3 Click **OK** and continue writing more data to the disc.

Erasing a DirectCD Disc

If you are using a CD-RW disc and a CD-RW drive, you can actually erase files from the disc and use the recovered space to write new files. However, if you "delete" files from a *CD-R* disc, the files become invisible to the file system (that is, they cannot be seen in Windows Explorer) but the space they occupy is not available for other files. Thus, "deleting" files from a CD-R disc *does not* increase the available free space on the disc.

To erase the contents on a DirectCD disc, follow these steps:

1 While in Windows Explorer, select the file(s) you want to erase.

2 Select **Delete** from the File menu, or press the **Delete** key.

3 Click **Yes** to confirm that you want to erase the files from the disc.

DirectCD erases the selected files.

Advanced Options

The following sections describe other DirectCD options.

Writing More Data to an ISO 9660 Disc

If you closed a DirectCD CD-R disc to ISO 9660 format—meaning that you selected the option to read the disc on a standard CD-ROM drive—you can still add more data to it by following these steps:

1 Insert the disc that was previously finalized to read on a standard CD-ROM drive into your CD-R drive.

2 Start DirectCD.

3 Click the **Next** button two times until you see the Make Disc Writable window.

4 Select **I will be using DirectCD to read and write the CD through the drive letter associated with the CD-R drive** and click **Next.**

5 Type the name you want to call your CD in the Name Your Disc window, using up to 11 characters.

6 Click **Finish**.

You can now copy more files to the disc using Windows Explorer or any Windows application.

Ejecting a DirectCD Disc to Read on Another Computer

DirectCD can format a disc in a way that makes it readable by most standard CD-ROM drives in computers on which DirectCD is *not* installed. (This applies only to CD-R discs, not CD-RW discs.) DirectCD does this by formatting the disc as an *ISO 9660 closed session disc.* To prepare a disc for use in standard CD-ROM drives, follow these steps:

1   Right-click the CD icon on the Windows taskbar.

2   Select **Properties** from the drop-down list box.

3   Click the **DirectCD Wizard** tab.

4   Select the **Enable ISO 9660 capability** Eject option and click **OK.**

5   Right-click the CD icon on the Windows taskbar.

6   Select the appropriate option from the drop-down list box:

    –   **Eject**, if the Eject Wizard is turned ON, or

    –   **Finalize**, if the Eject Wizard is turned OFF

7   Select **Organize the disc so that it can be read in most standard CD-ROM drives. . .** and click **Finish.**

> **Note:** ISO 9660 format information requires 22 MBytes of disc space for the first session and 13 MBytes for each additional session. *Only CD-R discs can be closed as an ISO 9660 format.*

DirectCD ejects the disc from the drive after closing it as an ISO 9660 format. If the Display Disc Ejected notification option is selected in DirectCD Wizard Options, the Disc Ejected message box appears.

Ejecting a Disc If the Eject Wizard is Turned OFF

If you have chosen not to display the Eject Wizard (applies to ISO 9660 only), you can eject a disc by doing the following:

1 Right-click the CD-R drive icon on the taskbar.

2 Select one of the following options from the drop-down list box:

   – **Eject**—to keep the disc in the DirectCD format and continue reading and writing files directly to it

   – **Finalize**—to close the disc as an ISO 9660 format so the disc can be read on standard CD-ROM drives (applies to CD-R discs only)

Fixing an Unreadable Disc

DirectCD cannot read or format a disc that has an unreadable format. The disc may become unreadable if, for example, system problems occur while you are writing data to the disc. DirectCD has a ScanDisc utility that may be able to make a CD-R or CD-RW disc readable and writable again. To use ScanDisc, follow these steps:

1   Double-click the CD icon on the Windows taskbar. If the disc has an unreadable format, the ScanDisc window will appear.

2   Read the information in the window, then click the **Start** button.

> **Note:** You can click the **Help** button in the ScanDisc window to learn more about ScanDisc.

3   Wait while ScanDisc makes the disc readable.

Getting Help

If you have problems setting up and connecting your CD-R or CD-RW drive, refer to the manufacturer's *Installation Guide*. For information about DirectCD, including DirectCD properties, refer to the DirectCD Online Help.

To access the DirectCD Online Help

- Click the **Start** button, point to **Programs**, then to **Adaptec DirectCD** and select **Adaptec DirectCD Help**, or

- Click **Help** on any of the DirectCD Wizard windows