



Converting Regular Music CDs to MP3

Introduction

Nowadays much music is stored and listened to in *mp3* format rather than the old *wav* format of regular music CDs. This is because roughly ten times as much music can be stored in this newer format. If you have some regular CDs and wish to convert the music on them into mp3 format you can do this using the *Microsoft Windows Media Player*.

Starting Windows Media Player

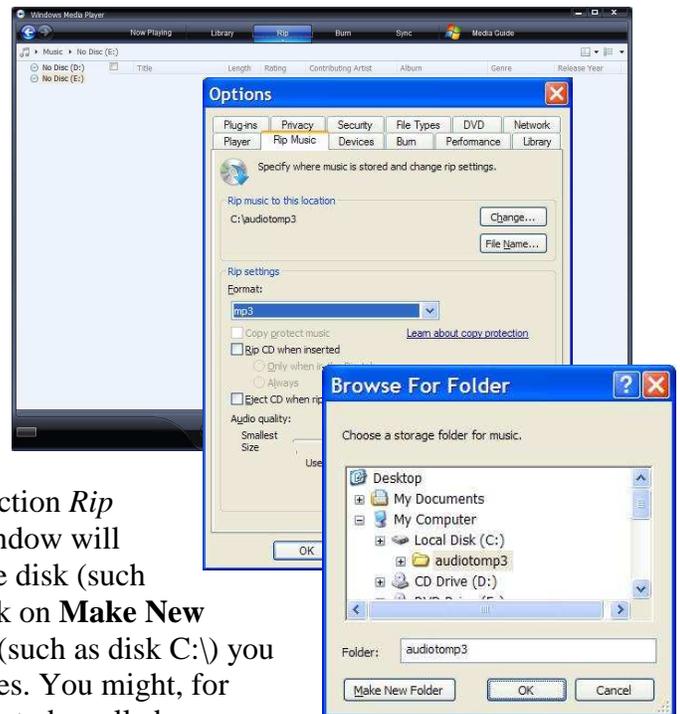
The icon for **Windows Media player** is . To start the program do one of the following:

1. If the icon is on your desktop just double click on it.
2. If the icon shows at the bottom of your screen to the right of the **Start** button, single click on it.
3. Click on the **Start** button, if the icon appears in the list at the left of the screen click on it.
4. Click on the **Start** button, then click on **All Programs**, then click on **Windows Media Player**.

Selecting Where to Store the MP3 Files

The first time you use Media Player to convert music pieces into mp3 format you need to let it know where it is to store the mp3 files it creates. Do the following to do this or change the current location:

1. Click on the **Library** item at the top of the **Media Player** window. The **Library** window will appear. Click on the **Library** item again to get a drop down menu and click on **More Options**.
2. Click on the **Rip Music** tab.
3. Change the location to which music will be stored by clicking on the **Change** button in the section **Rip music to the location**. The **Browse For Folder** window will appear which will let you choose a folder on some disk (such as disk C:\) to store your mp3 files, or if you click on **Make New Folder** after selecting the disk for the new folder (such as disk C:\) you can create a new folder to store the mp3 music files. You might, for example, call the folder you use for new mp3 files to be called *audiotomp3*.
4. Click on the down arrow at the right of the text box labeled **Format** in the section labeled **Rip settings**. From the drop down menu, select **mp3** format.
5. You can also check or uncheck the **Rip CD when inserted** checkbox and the **Eject CD when ripping complete** checkbox depending upon your wishes.
6. Click on the **OK** button.

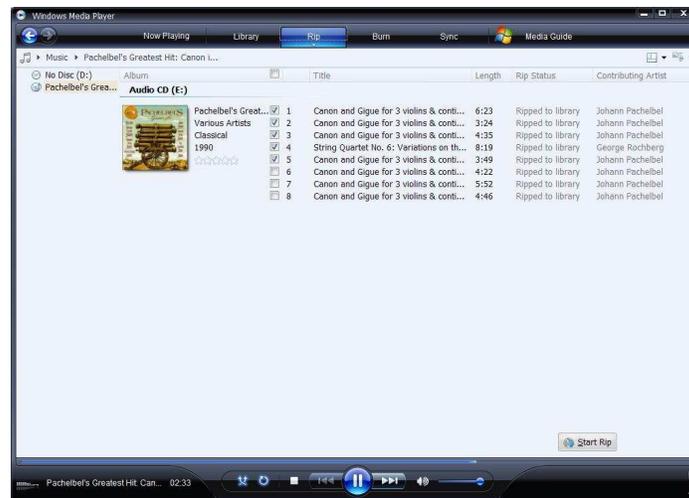


Ripping a CD

Ripping a CD converts each of the music tracks on it into an mp3 file which is stored in your computer at the location specified in the instructions above.

To rip a CD do the following:

1. Put the CD into the CD disk drive of the computer. If you have more than one, select any one.



2. If you had selected that you wished to rip a CD when inserted, the ripping should start. Otherwise click on the **Rip** button. The Rip window will show the disk drive at the top, left along with the name of the CD. Click on the CD album name to show the songs in the window if they are not already showing. Each selection has a checkbox which lets you select whether or not it will be ripped. Click on the **Rip** button and then on the *Rip album name* item in the dropdown menu to start the ripping.
3. You can listen to any one of the selections by double clicking on it.
4. When all selections are ripped you can close down the **Media Player** by clicking on the X at the top, right corner.
5. Typically after the CD has been ripped, there will be a sub-folder to the one you use for storing mp3 files (eg, *audiotomp3*) named with the artist's name, and that sub-folder will have a sub-folder with the name of the album just ripped. (eg, *C:\audiotomp3\Air Supply\Greatest Hits*) It will have the mp3 files for the tracks just ripped. In other cases **Media Player** will just put the folder with the new files as a sub-folder of some convenient folder such as *Various Artists*.
6. You can copy the mp3 files just created into other folders you use to store music or just leave them there for easy finding. You can also burn the mp3 files onto a CD as a data (not audio) disk to create an mp3 CD which can be played in newer model car players, some DVD players and some other music players.