


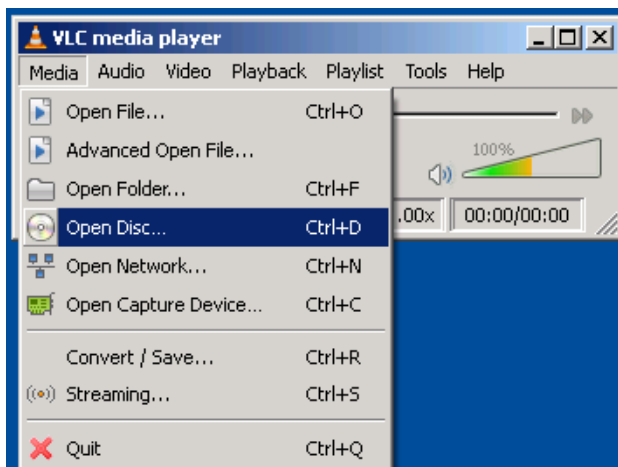


The CLS has a number of **law and legal skills DVD's** that can be borrowed to watch at home or in the Library. Each PC has a built-in DVD-ROM drive.

Choose the DVD title you want to watch and take the case to the enquiry desk – the discs themselves are not in the cases, they have to be checked out from the enquiry desk. If all of the copies of the title you want are off the shelves, you may be able to get a **Shortloan** copy, available for two hour loan only.

- When checking out your DVD, ask library staff for a set of **Headphones** if required.
- You can also use this media player to play your own recordings of performances.
- The **Auto play** option when inserting a disc has been disabled, therefore, after inserting your DVD, you will have to **start the media player manually**.
- To do this, first click , then go to **Programs > D**

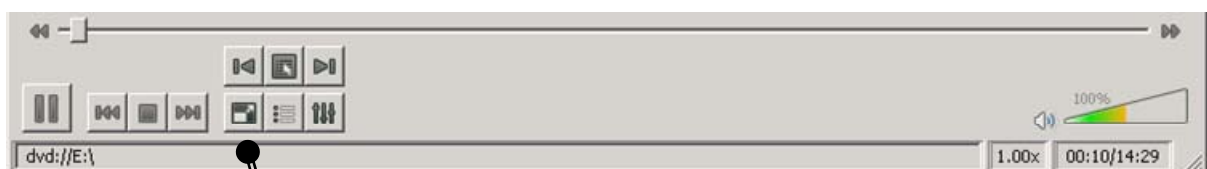
DVD Player (VLC Media Player 0.9.9)



Select **Open disk** from the **Media** menu and click the **Play** button.

This will open up a menu screen with a thumbnail picture for each performance (called chapter). Double-click the picture and the video will start playing.

The panel at the bottom will give you the normal controls, hovering over them will give you the details. If you toggle to full screen you can get the controls back by moving the mouse to the bottom of the screen (or you can press Esc).



Full Screen



Please Note: You should only copy material which you have permission to. Duplicating copyrighted material is breaking the law.

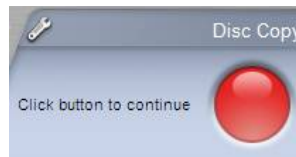
- Log on to any computer at the CLS.
- Start the **Roxio Creator** application by clicking on **Start, Programs, R, Roxio Creator DE, Projects, Copy** (see below).



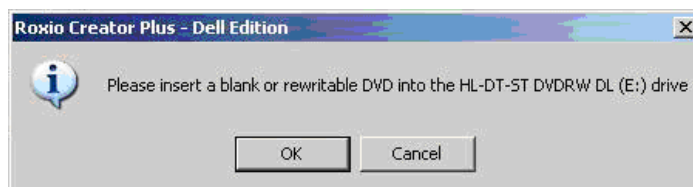
- Click on the **'Disc Copy'** icon.



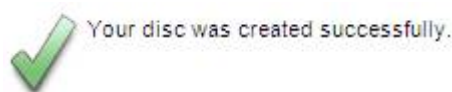
- Insert the **source** DVD you wish to copy into the DVD drive.
- Click on Copy. Roxio will now read the source DVD. This can take up to 2 hours depending on the contents of the disc.



- Once it has finished reading the DVD, the disc will eject. Remove the source DVD from the DVD tray and insert a blank DVD then click OK. Roxio will now write the DVD. This can take up to 2 hours depending on the contents of the disc.



- Once it has finished writing the DVD, the disc will eject and display the following:



- Test the copied DVD by playing the DVD using **VLC Media Player**.