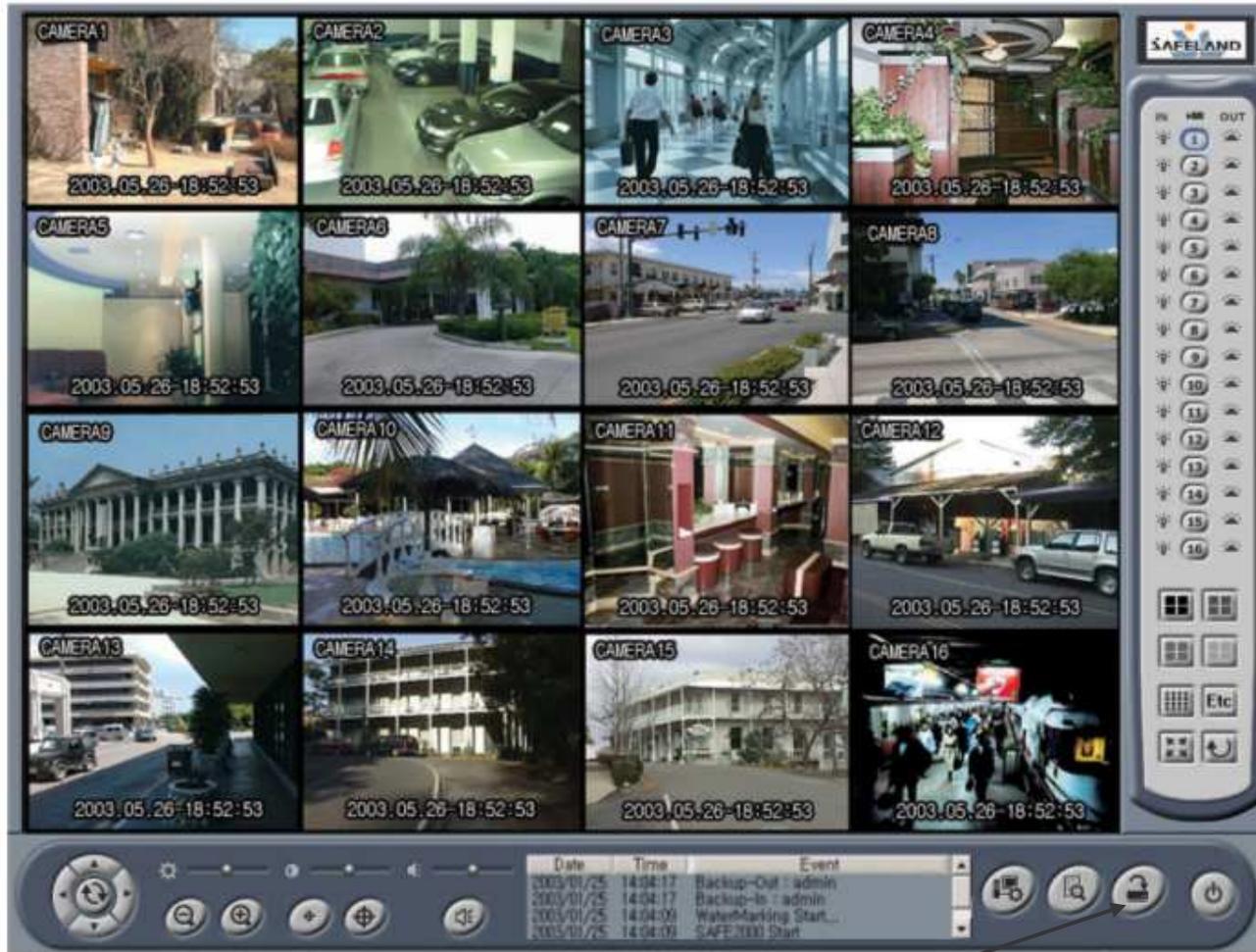**In order to back up recorded files you need to have a CD-R disc!**
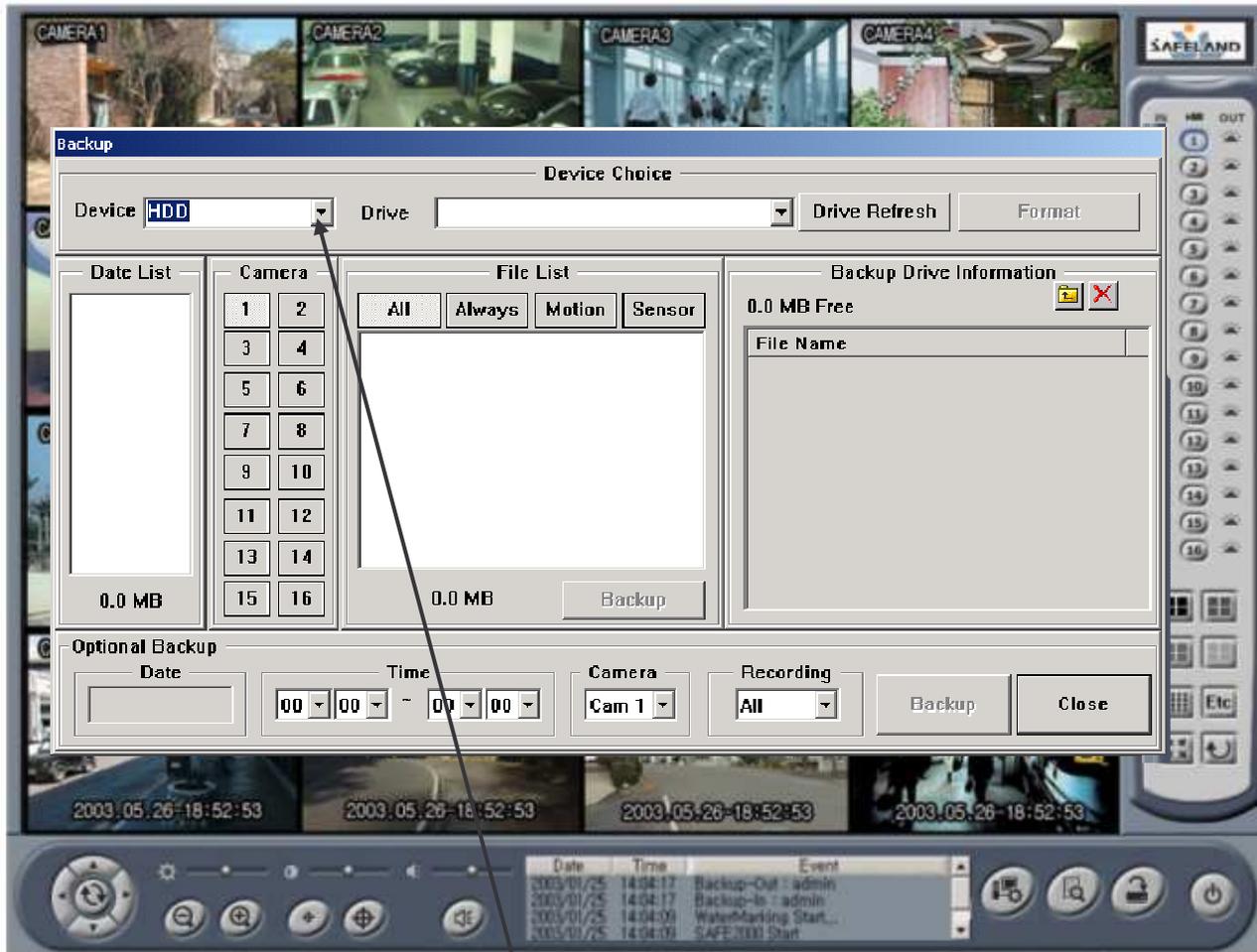
1. Open CDRW drive tray and put the CD-R disk in before you start the back up recorded files process.
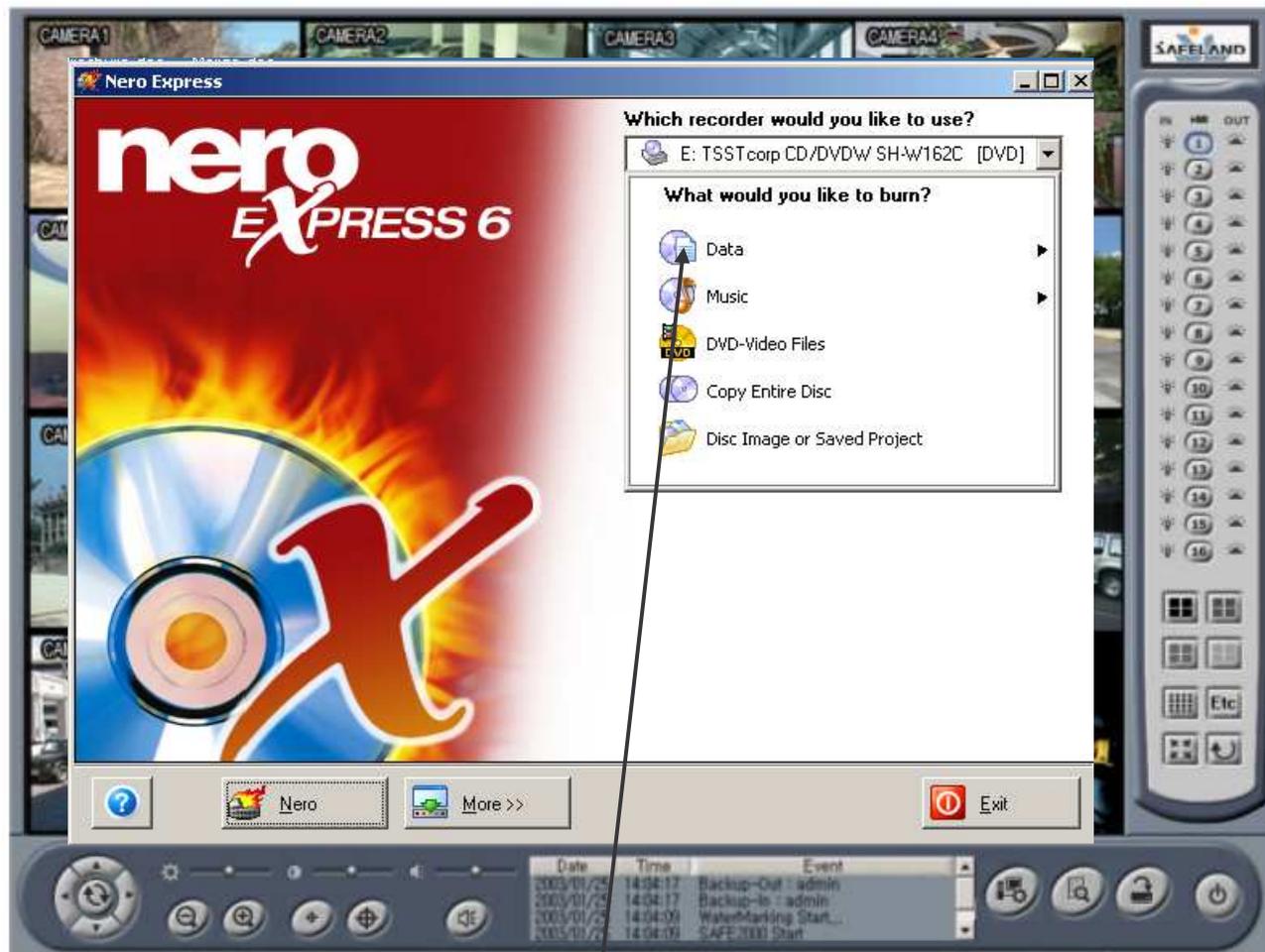

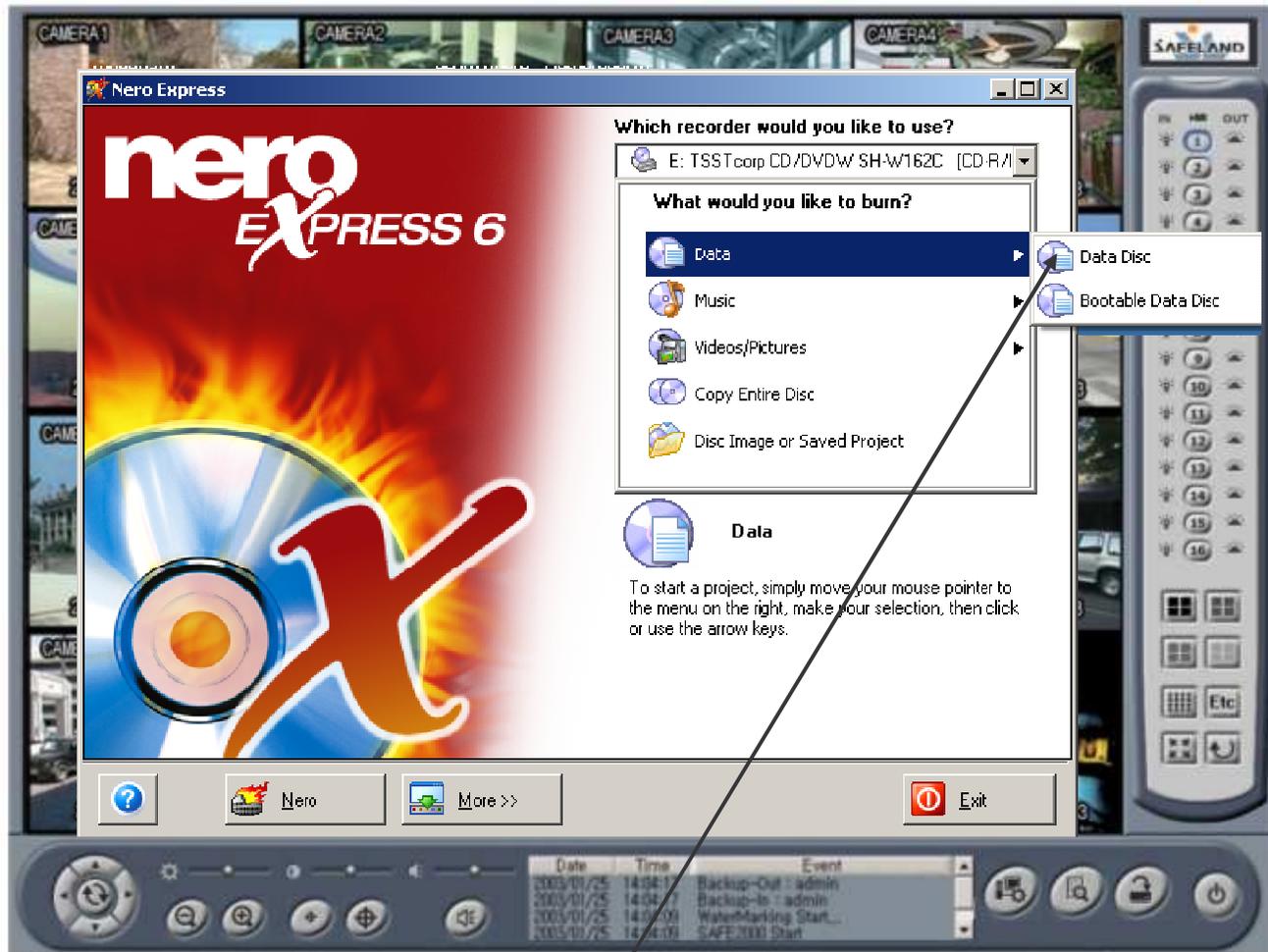2. Click backup button.

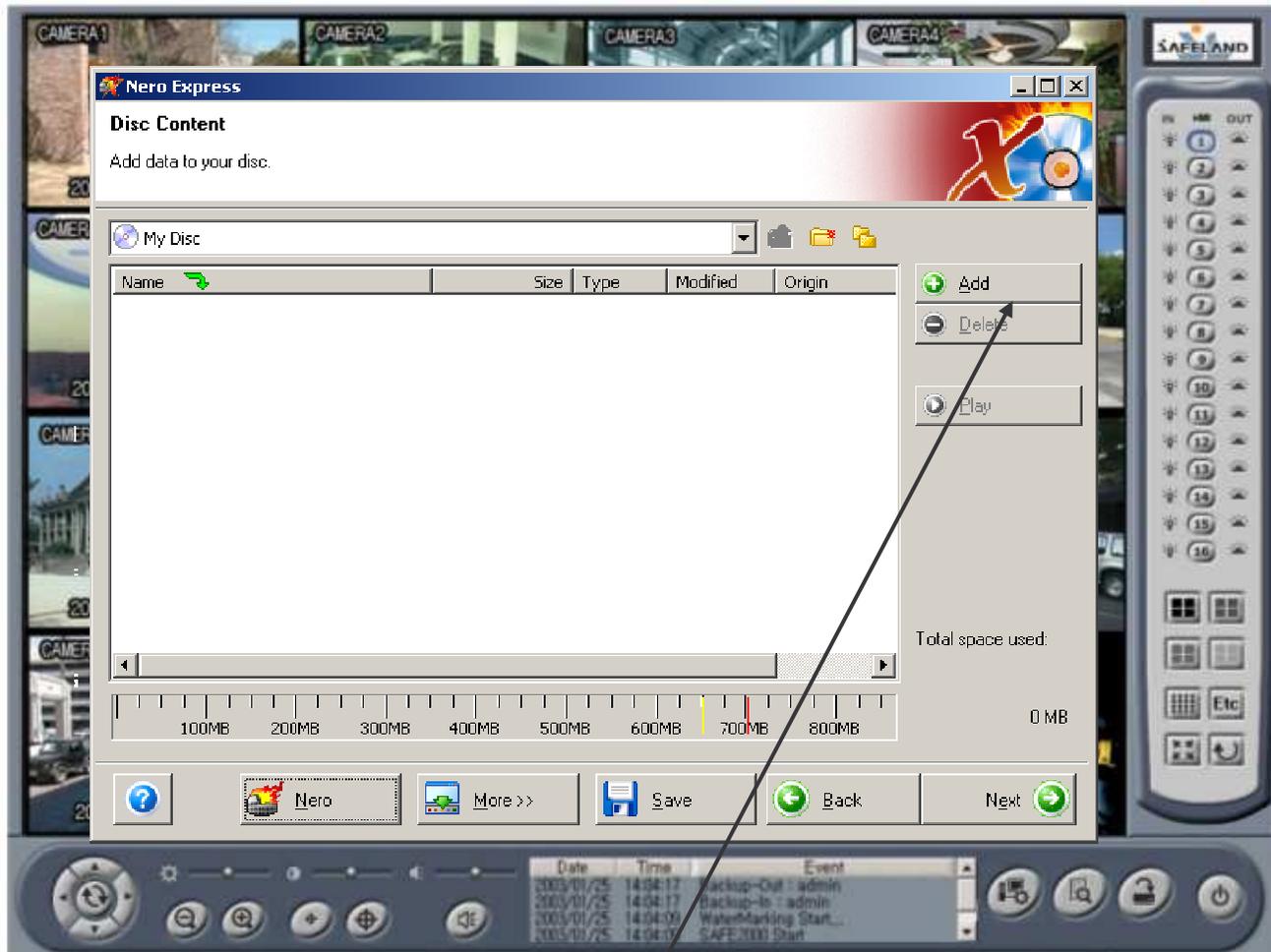Enter 1 for password. (Default)

Click on drop down window.

Select CDRW option to open CD writer program **Nero**
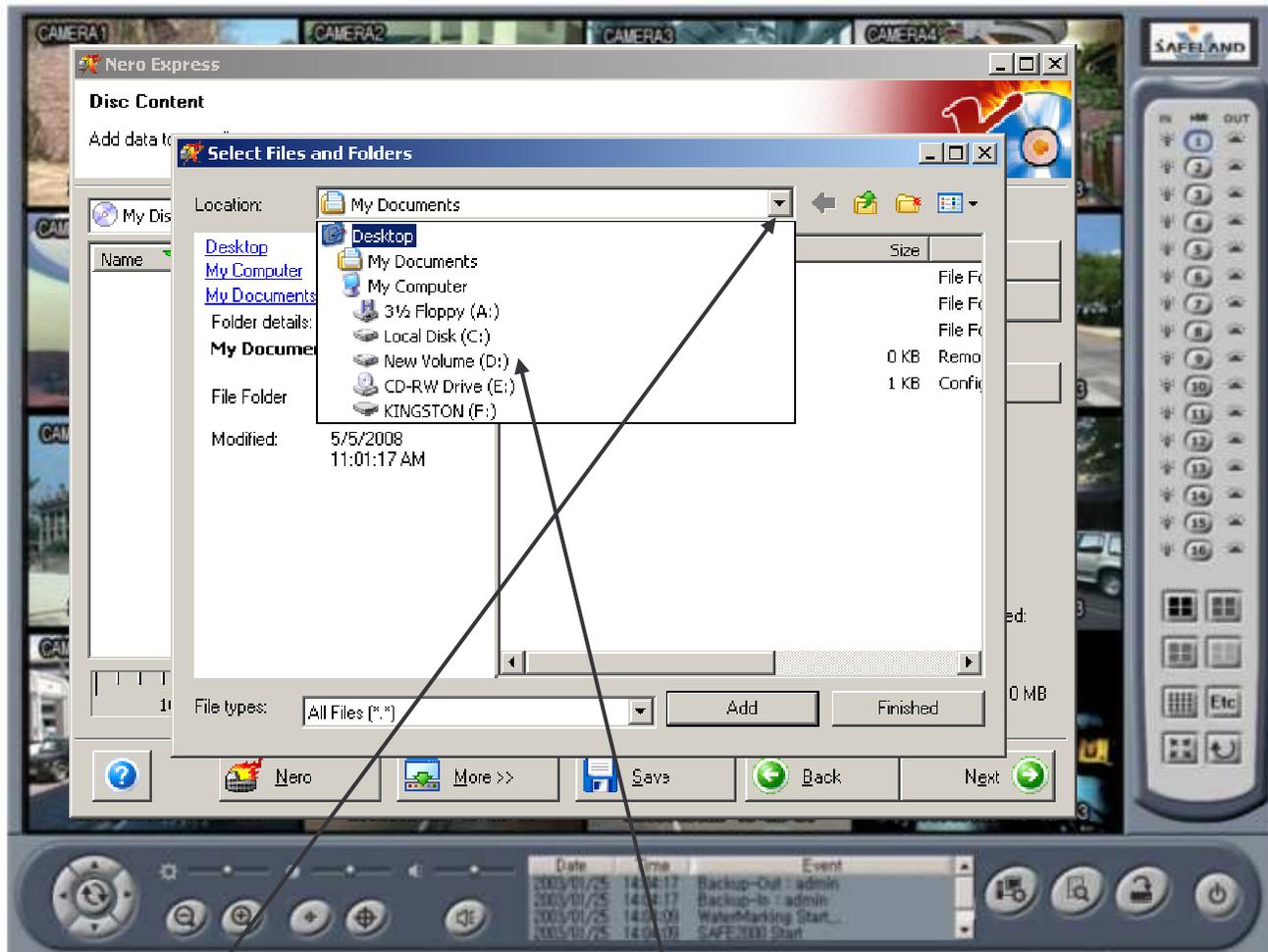
Point on **"Data"**
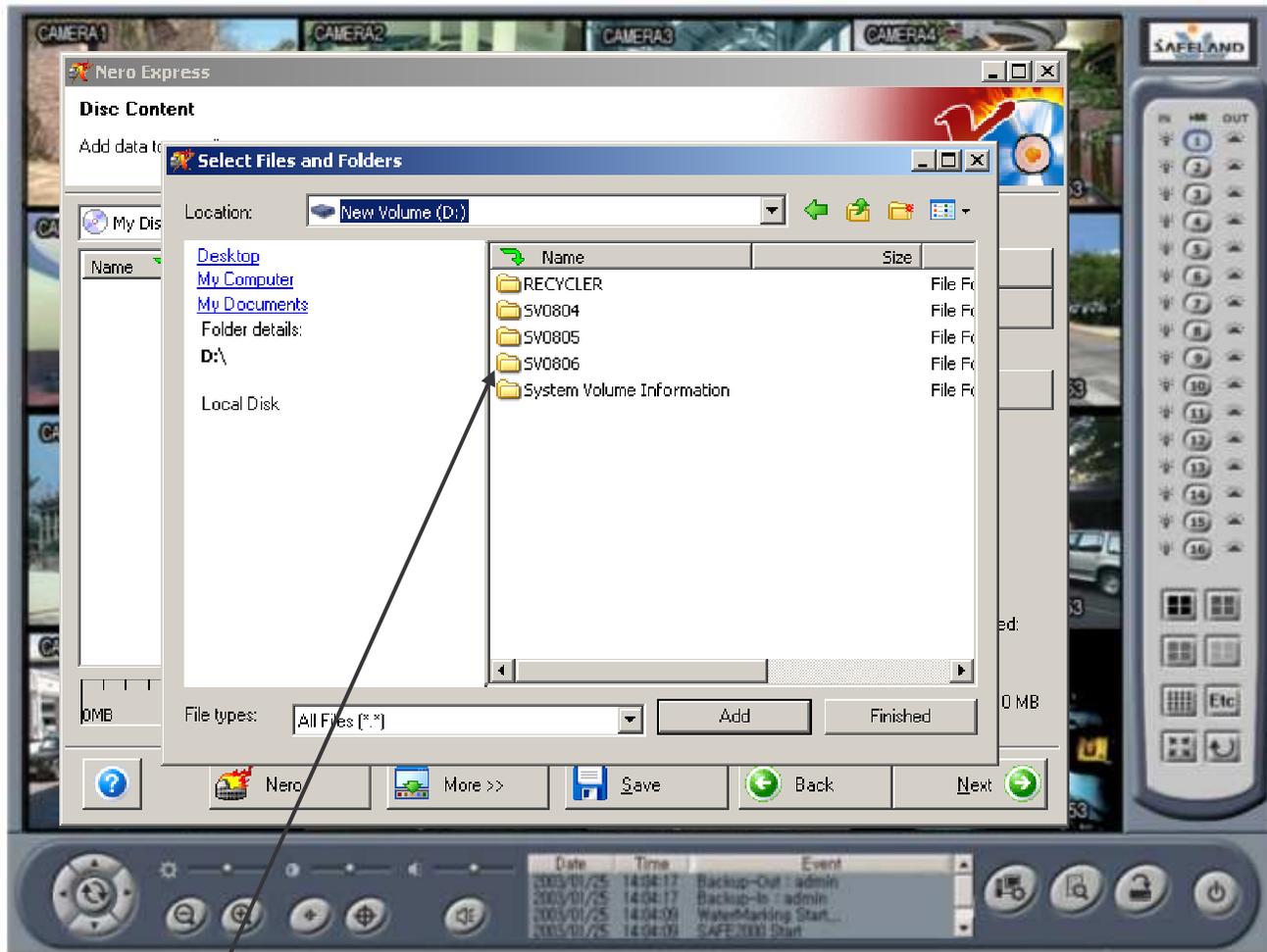
Select **"Data Disk"**

Click **"Add"** button

Click on drop down window and select **"New Volume D"** where recorded files are saved.
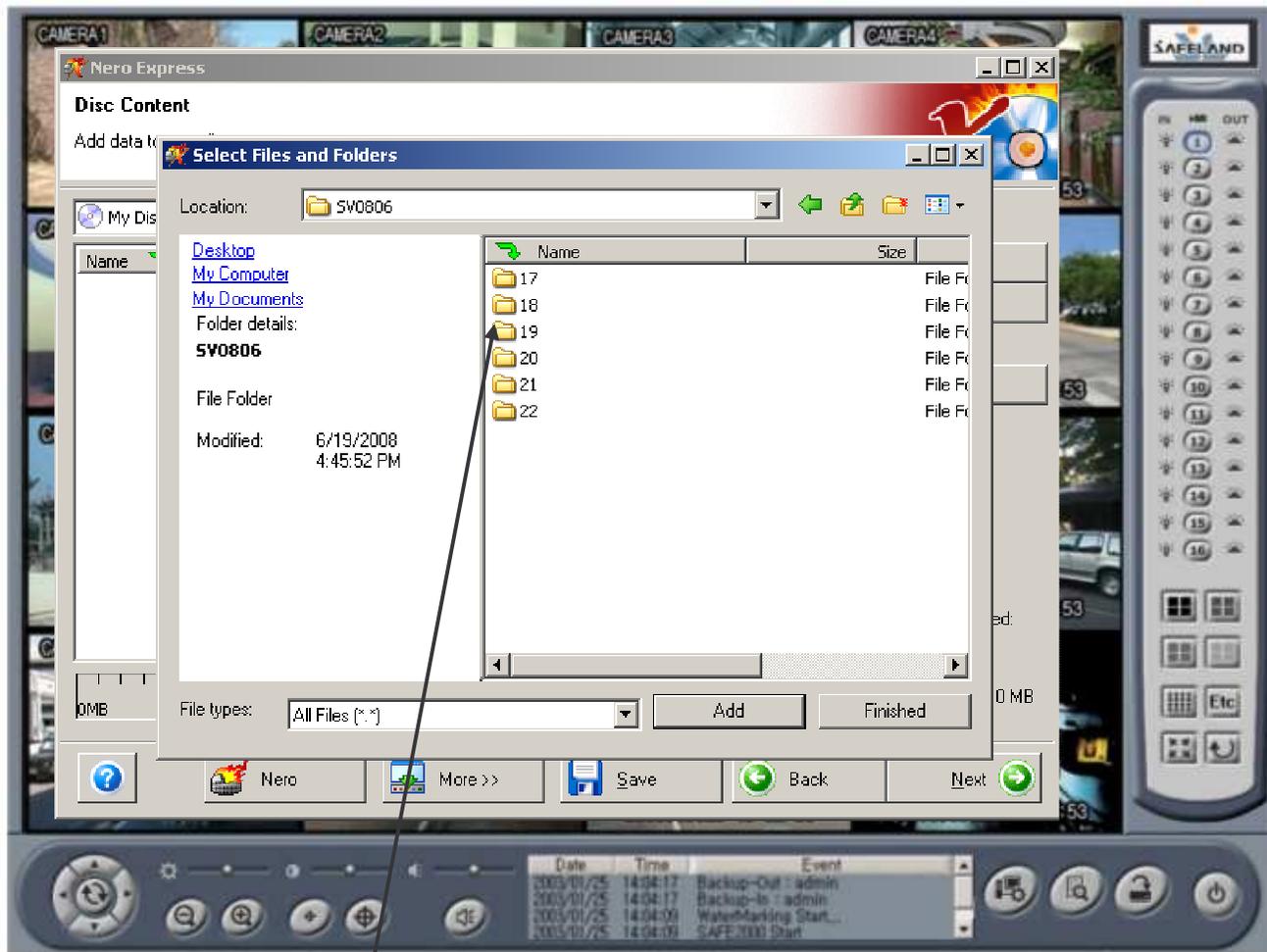
(If your DVR has more than one hard drive installed you will see additional "**New Volume"** drives with a different letter assign. If you do not see recorded data on the **"New Volume D"** select a different **"New Volume"** drive.)
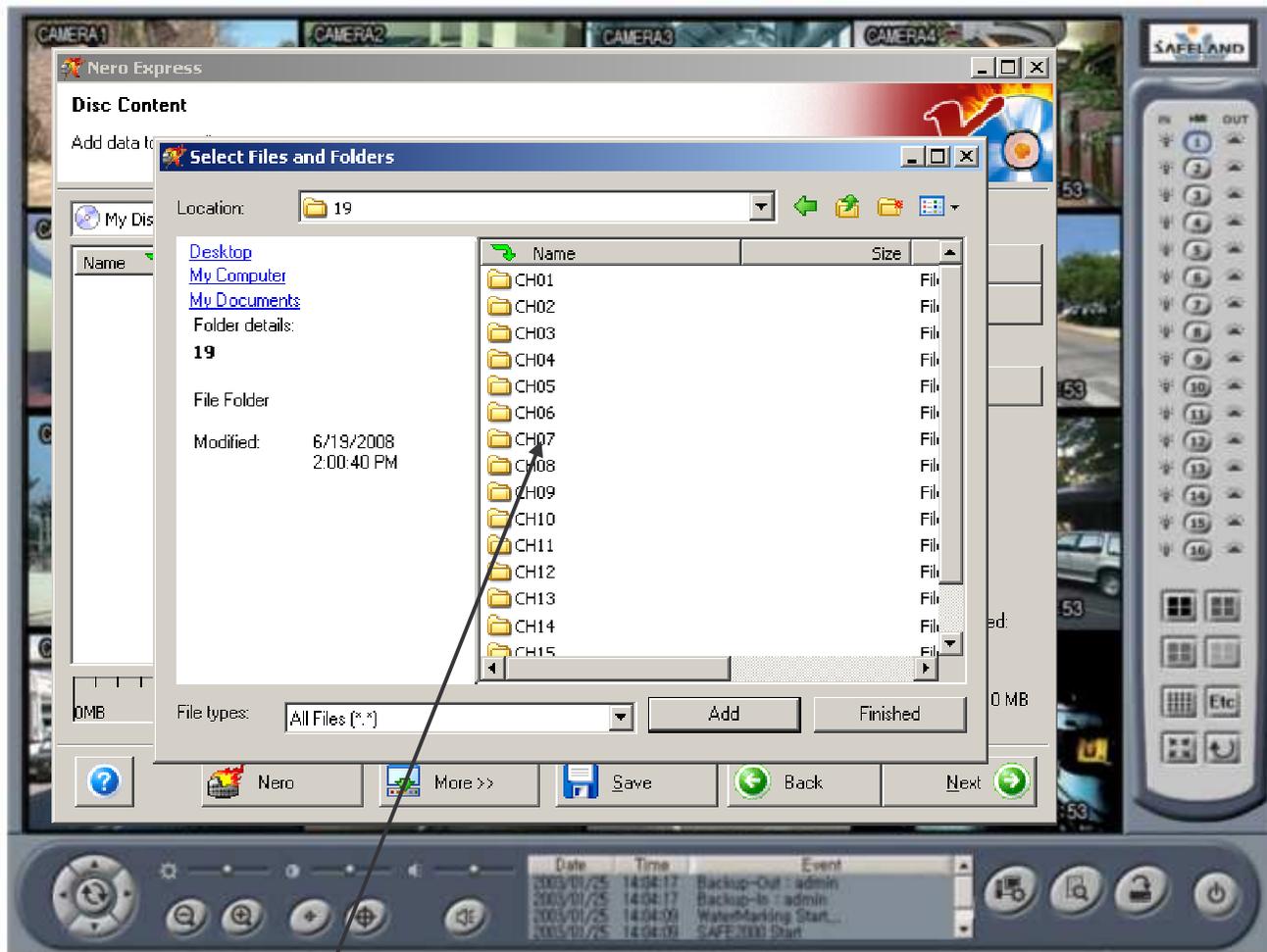
Double click on the folder with the year & month you need to back up. **(SV 08 06)**
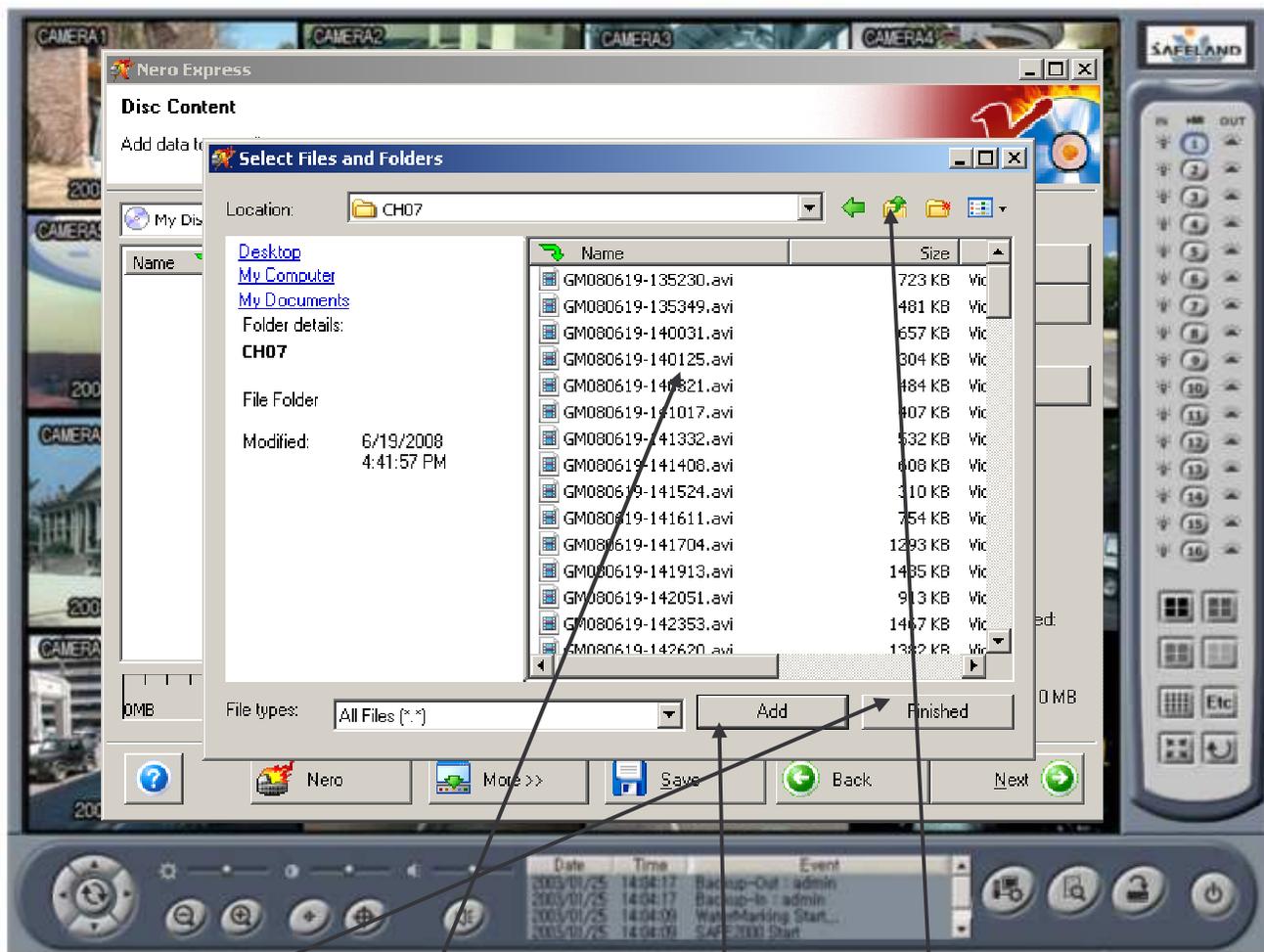
Year   Month

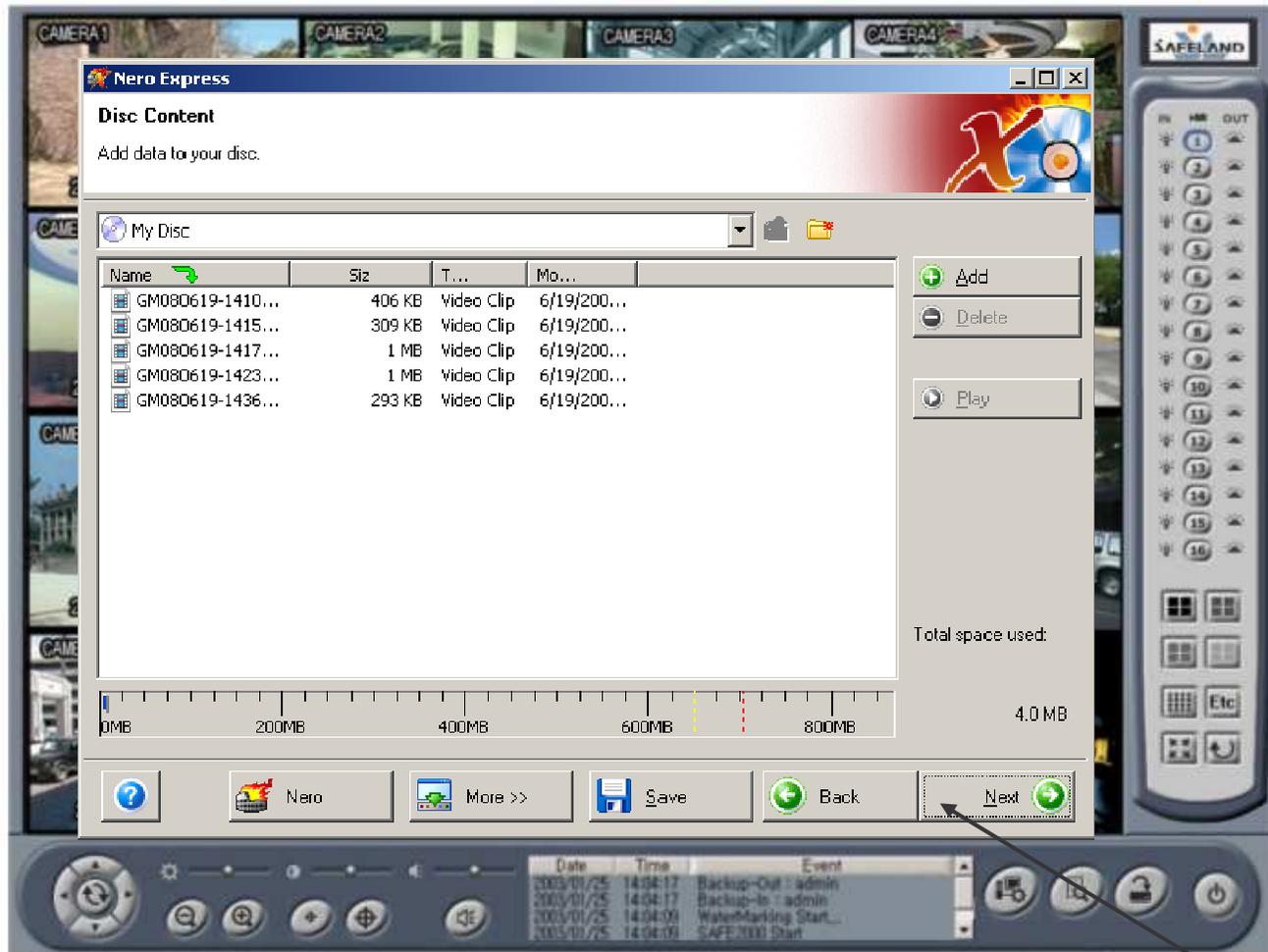Double click on the folder with the date you need to back up

Double click on the camera you need to back up (**"CH"** stands for camera)
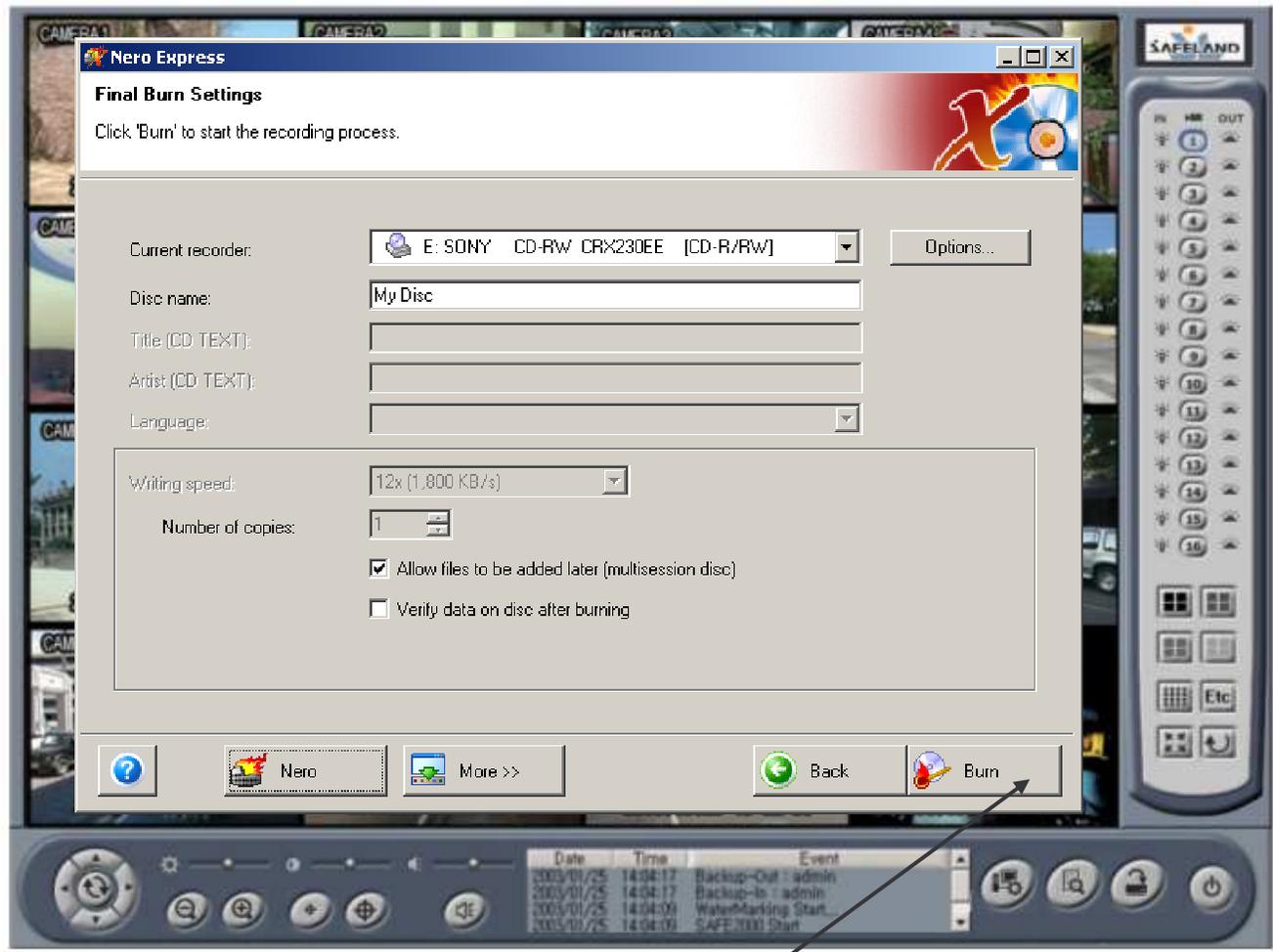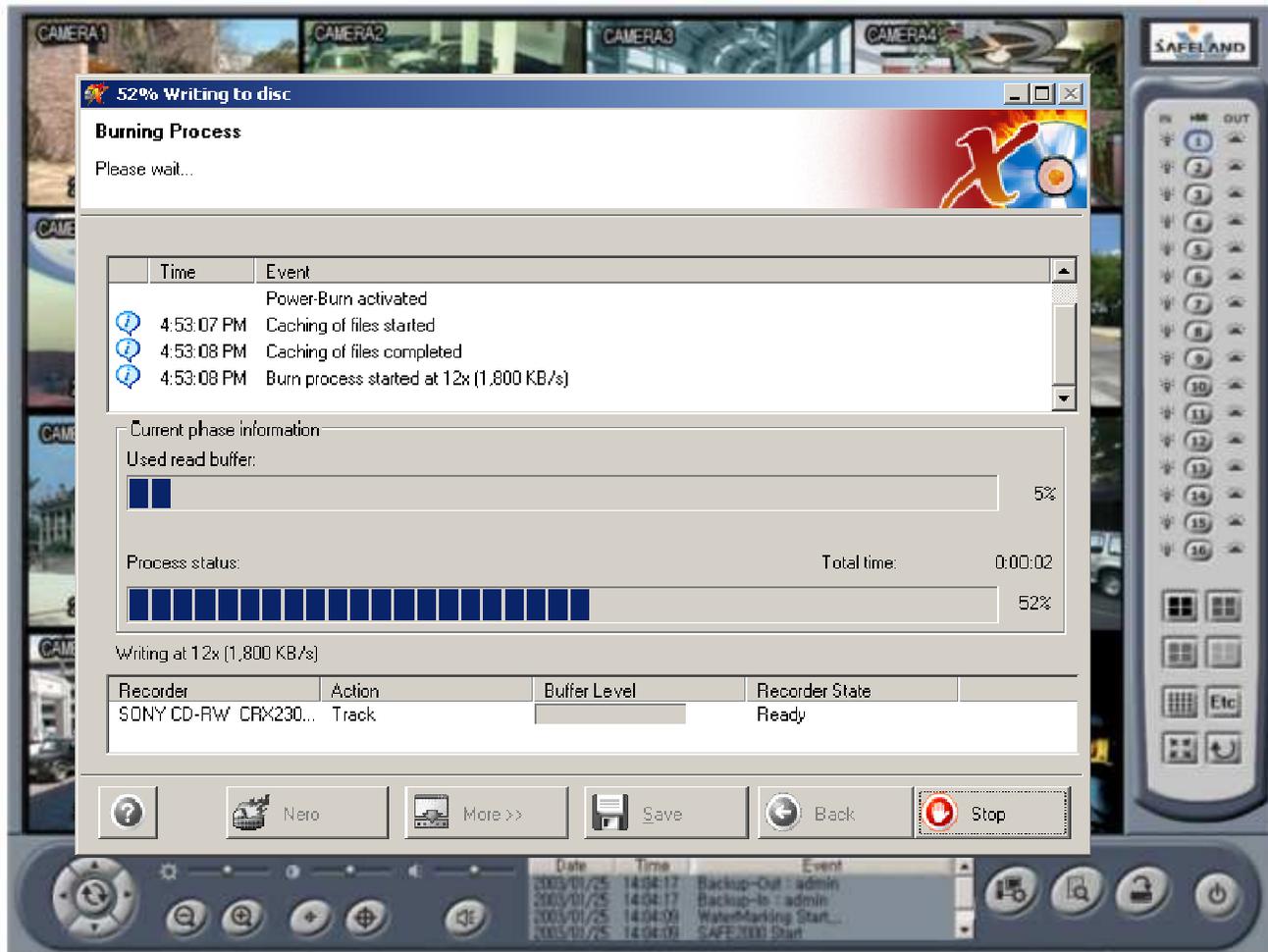
(Military Time 140125 stands for 2:01:25 pm)

Select recorded files you need to add to disk. Highlight the file and click button **"Add"** or just double click on the file.
If you need to add more files to the disk from a different camera or different day click once on the **Icon** to go back to camera selection folder and select a different camera or click twice to go back to the **Day** selection folder, and repeat the process of adding recorded files to the disk. When finished, click on the **"Finished"** button for the next screen.
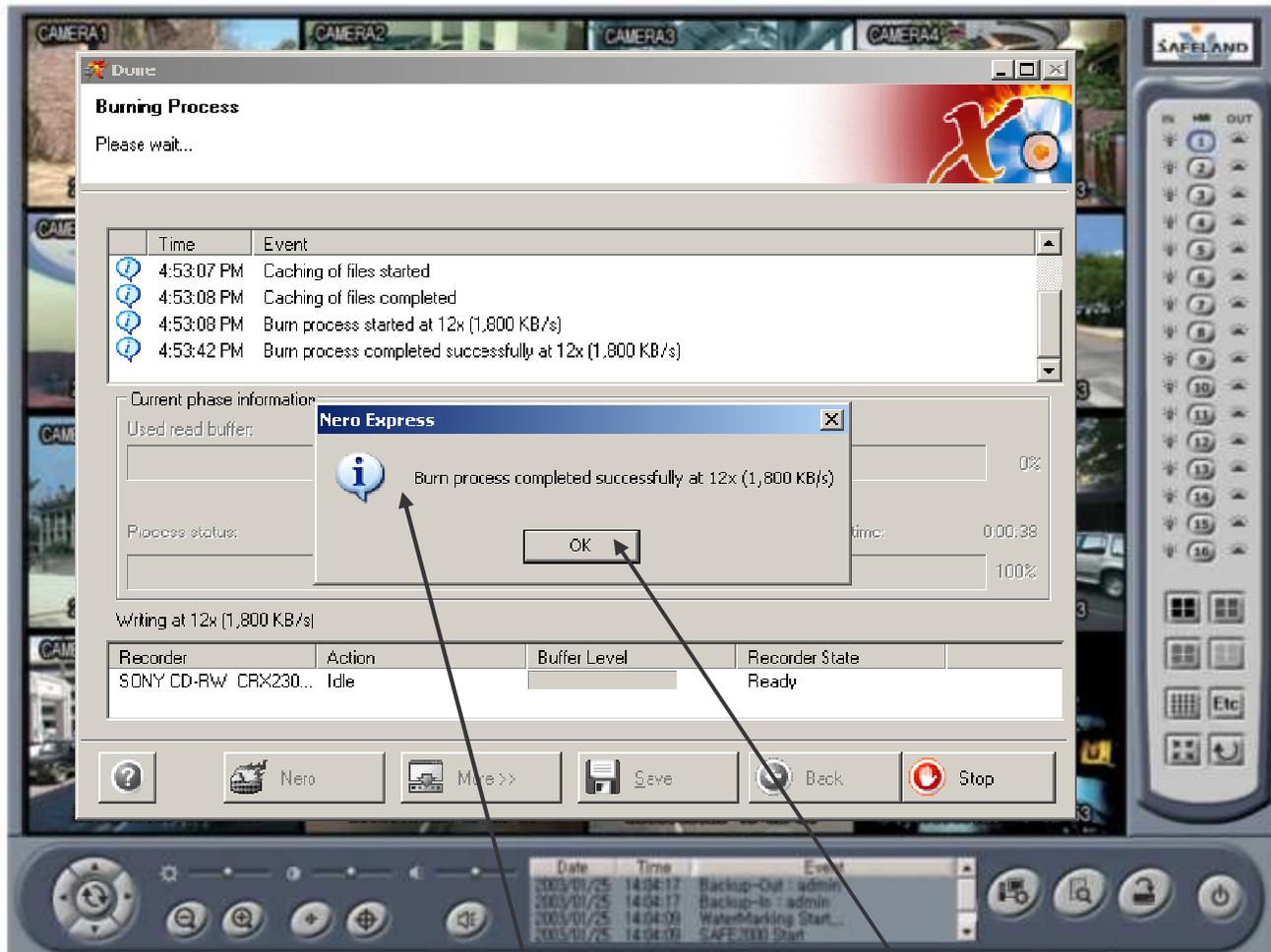
On this screen you will see all the recorded files you selected and the space that is used on the disk. Then click **"Next"**
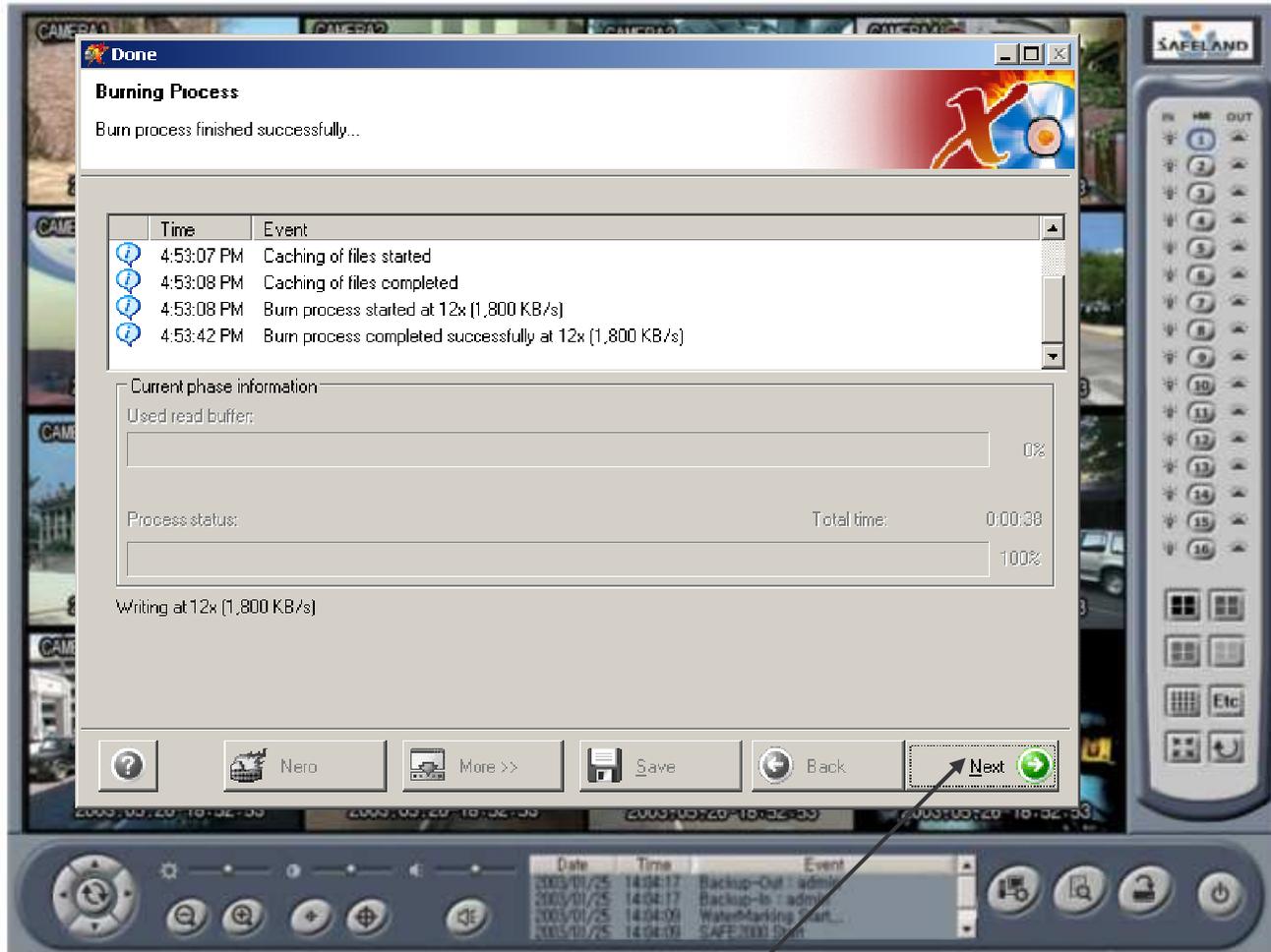
Click **"Burn"**.

On this screen you will see the status of the burning disk in process.

Wait until you see this **message window** and then click **"OK"** button.

Click **"Next"**

Click **"Exit"** to close the program.
Take the CD-R disk from the tray, go to a PC and make sure you burned what you needed.
Files are recorded as **.avi format** and played with **Windows Media Player**.