

R I M A G E[®]
A Q.U.M.U[®] P R O D U C T

Rimage Disc Authoring Wizard

Version 2.1



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The most recent version of this document can be found at www.qumu.com/support.

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Introduction

This manual provides the information needed to configure, operate, and maintain the Rimage Disc Authoring Wizard software in conjunction with the Rimage Professional 3400, 3410, 5400N, and 5410N systems, the Rimage Producer 6100N, 6200N, 7100N, 7200N, 8100N, and 8200N systems, and any future Rimage systems.

For information specific to the Rimage system refer to the User Guide found on the User Guide Disc included with the system or at www.qumu.com/support. From the **Support** page select: **Series Name** > **Product Name** > **User Manuals** tab.

For information specific to the Rimage printer that is integrated with your system, refer to the User Guide found on the User Guide Disc included with the printer or at www.qumu.com/support. From the **Support** page select: **Printer Series** > **Printer Name** > **User Manuals** tab.


About this User Guide


- While we try to maintain all versions of our manuals and documentations, please note that the English version found on our web site always contains the most up-to-date information.
- Unless otherwise indicated, all Windows navigation statements are Windows 7 paths. Other Windows operating system navigation may differ slightly.
- These notes and symbols are used throughout the manual to help clarify information:

Tip: A Tip suggests alternative methods that may not be obvious and helps you understand the benefits and capabilities of the product.

Important!

- An Important note provides information essential to the completion of a task.
 - Important supplemental information.
 - You can disregard information in a Tip and still complete a task, but do not disregard an Important note.
-

 **Caution:** A Caution indicates that failure to observe this guideline could result in loss or damage to the equipment, product, software, or data.

 **Warning!** A Warning indicates that failure to follow this guideline could result in bodily injury to personnel operating or maintaining the equipment.

About the Disc Authoring Wizard

The Disc Authoring Wizard is part of the Rimage Solutions series of products. The Disc Authoring Wizard consists of a wizard-based authoring software interface that integrates with either the Rimage Producer or Professional systems.

The Disc Authoring Wizard integrates seamlessly with the Rimage Software Suite (RSS).

Included with Rimage Disc Authoring

The Rimage Disc Authoring Wizard ships with the following:

- Installation Disc (DVD)
 - Disc Authoring Wizard software installation
 - Quick Reference Guide (PDF)
 - Disc Authoring Wizard User Guide (PDF) - this document
 - Template Guide (PDF)
- Software activation key
- Audio Content Disc (Dual-layer DVD)
 - Background audio files (800+)
 - Audio files guide (PDF)

Tip: The background audio disc contains royalty-free music files that can be added to your project.

Important Information

This section provides support contact information for the Rimage Disc Authoring Wizard software, the Rimage Media Reader, and Rimage systems including the Professional 3400, 3410, 5400N, and 5410N and the Producer 6100N, 7100N, 8100N, 6200N, 7200N, and 8200N.

Technical Specifications for these products can be found at www.qumu.com/support. From the **Support** page select: **Series Name > Product Name > User Manuals** tab.

Support Information

US, Mexico/Latin America	Europe
Qumu Corporation 7725 Washington Avenue South Minneapolis, MN 55439 USA Attn: Rimage Services	Qumu Europe GmbH Albert-Einstein-Str. 26 63128 Dietzenbach Germany
Contact Qumu Services: Website: www.qumu.com/support KnowledgeBase: http://qumu.custhelp.com Log in and select the Ask a Question tab Telephone: North America: 800-553-8312 Mexico/Latin America: 952-946-0004 Fax: 952-683-7922	Contact Qumu Services Europe: Website: www.qumu.com/support KnowledgeBase: http://qumu.custhelp.com Log in and select the Ask a Question tab Email: support@qumu.de Telephone: +49 6074-8521-14 Fax: +49 6074-8521-100
When you contact Qumu Services, please provide: <ul style="list-style-type: none"> • System serial number and software version • Functional and technical description of the problem • Exact error message received 	My Rimage Product Information: Copy this information from your Rimage product for future reference. <hr/> Note: Make sure you update the Serial Number here anytime you receive a replacement system. <hr/>
Software Key (32 Characters):	
Product Name:	
Date of Purchase:	

Learn More Online

At www.qumu.com/support, you can experience Rimage's world-class Support and Services.

From the Support home page:	From your product page you can access:
<ol style="list-style-type: none"> 1. Select your product series. 2. Select your product. 3. Learn more on the product page. 	<ul style="list-style-type: none"> • Information about the latest software and firmware updates • Product specifications • The latest documents • Current firmware and driver downloads

Technical Support

Rimage offers a variety of service and support options for the Disc Authoring Wizard, Desktop 2000i, Professional 2410, 3400, 3410, 5400N, and 5410N, and Producer 6100N, 6200N, 7100N, 7200N, 8100N, and 8200N including Next Business Day On-site Agreements, Exchange Services, and Software Subscriptions and Support. Please contact your Rimage Value Added Reseller or Rimage for additional information and pricing.

License Information

The use of this software is subject to the End-User License Agreement for the Rimage Disc Authoring Wizard which can be found at <http://www.qumu.com/legal>. By using this software you are agreeing to the terms of the End-User License Agreement for the Rimage Disc Authoring Wizard.

Before you Begin

Disc Authoring Wizard Overview

The Disc Authoring Wizard allows you to author and produce DVDs using photo, video, and audio files. With one integrated system you author discs, record content, create case wraps, and print photo-realistic images directly to the disc. Create professional DVDs in three simple steps: load, design, and produce.

Getting Started

Setting up the Rimage System

Important! Before you install the Rimage Disc Authoring Wizard software make sure your Rimage disc publishing system is ready for use.

For details on loading and powering on the system, refer to the User Guide that shipped with your Rimage autoloader.

Preparing the Case Wrap Printer for Use

If you are going to print inserts with your authored DVD:

- Select a printer that can print in color. A laser printer is recommended.
- Select a printer that supports print jobs on legal sized paper.
- Make sure your printer is network capable (wired).
- Make sure your printer is turned on.
- Make sure the software driver is installed.

System Requirements

Rimage System Requirements

The Rimage Disc Authoring Wizard will only work with the following Rimage systems running Rimage Software Suite version 8.5 and higher:

Embedded systems:

Professional 5400N, and 5410N
Producer 6100N, 6200N, 7100N, 7200N, 8100N, and 8200N

Non-embedded systems:

Desktop 2000i
Professional 2400, 2410, 3400* and 3410* (*requires RSS)
Note: Non-embedded systems will require an additional computer to run Rimage Software Suite & Disc Authoring Wizard.

Important! If you have an existing Rimage system that is running a version of RSS that is lower than 8.5 you must upgrade to version 8.5. You can upgrade by purchasing a Rimage Software Maintenance Agreement or a Rimage System Maintenance Agreement.

Client System Requirements (connected to embedded system)

- **Recommended OS:** Windows XP Professional, Windows 7 (32-and 64-bit), or Windows 8 (32-and 64-bit)
- **Hard Disc:** Two SATA hard drives with at least 200GB space on each drive for optimum performance
- **RAM:** 4GB RAM or higher
- **CPU:** Dual Core Processor or better
- **Internet Access**

System Requirements (computer connected to a non-embedded system)

- **Recommended OS:** Windows 7 Professional (32/64-bit) or Windows 8 Professional (64-bit)
- **Hard Disc:** Two SATA hard drives with at least 500GB space on each drive for optimum performance
- **RAM:** 8GB RAM or higher
- **CPU:** Core i5 Processor or better
- **Removable Storage:** CD/DVD-ROM
- **Video Card:** 1024x768, 32bit color or better
- **Internet Access**

Important! Internet access is required for activation and template updates.

Before you Begin

Supported File Formats

Important! Uncommon variations of the file formats listed below may not be supported.

Photo and Image

Supported photo and image formats include: JPE, JPEG, JPG, TIF, TIFF, BMP, GIF, PNG.

Video

Supported video formats include: MPEG, MPG2, MPEG4, MP4, H264, FLV, AVI, WMV, and MOV (for Apple QuickTime Movie formats, QuickTime Alternative v1.6.3 is required).

Important! Video files with a frame rate higher than 30fps are not supported. High combined (audio and video) bit rate files that exceed the DVD specifications will not work and will need to be retranscoded.

Audio

Supported audio formats include: WAV, WMA, MP3, MPA, and AC3.

Supported Media

The Rimage Disc Authoring Wizard supports standard DVDs and Dual-Layer DVDs.

- The capacity for authored standard DVDs is 60 minutes.
- The capacity for authored Dual-Layer DVDs (DL-DVD) is 120 minutes.

Important! Archiving photos will reduce disc capacity.

Tip: For best results, we recommend you use Rimage media for your DVD projects. Our Media Kits offer superior performance and exceptional convenience at competitive prices, bringing you industry leading quality, reliability and the fastest write speeds available—disc after disc. More information about our Media Kits can be found at www.qumu.com/products/supplies/media-kits.html.

Supported Languages

The Rimage Disc Authoring Wizard supports most ISO 8859-1 languages. Some languages will have complete character coverage while others have incomplete character coverage.

Important! Non-English language support is available in data entry only. The Rimage Disc Authoring user interface will display in English.

Some of the supported languages include:

- Danish
- Spanish
- French
- Italian
- German
- Swedish
- Norwegian

Rimage System Configuration

System Configuration

The Rimage Disc Authoring Wizard can be configured in two ways:

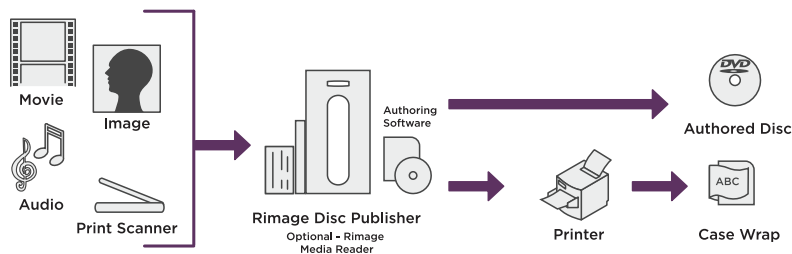
1. Embedded Configuration

The Disc Authoring Wizard runs on the embedded computer inside the Rimage system. The Rimage system ingests digital content through either the network or through the optional Rimage Media Reader.

Tip: The Rimage Media Reader is designed to work in conjunction with your disc publisher system to ingest image, video, or audio files stored on memory cards or optical discs. For information on adding the Rimage Media Reader to your Disc Authoring system refer to <http://www.qumu.com/products/supplies.html>.

Important! This configuration requires a software license for each Rimage system.

Embedded Configuration

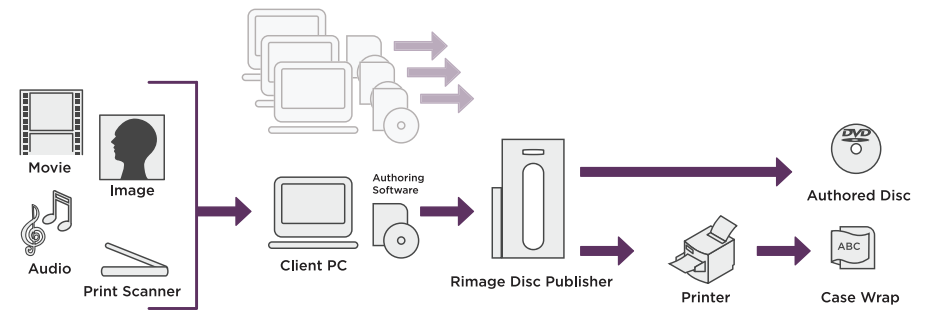


2. Client Configuration

The Disc Authoring Wizard runs on one or more Windows PC clients. All of the client PCs have network access and can submit jobs to a central Rimage system.

Important! This configuration requires a wizard software license for each client PC.

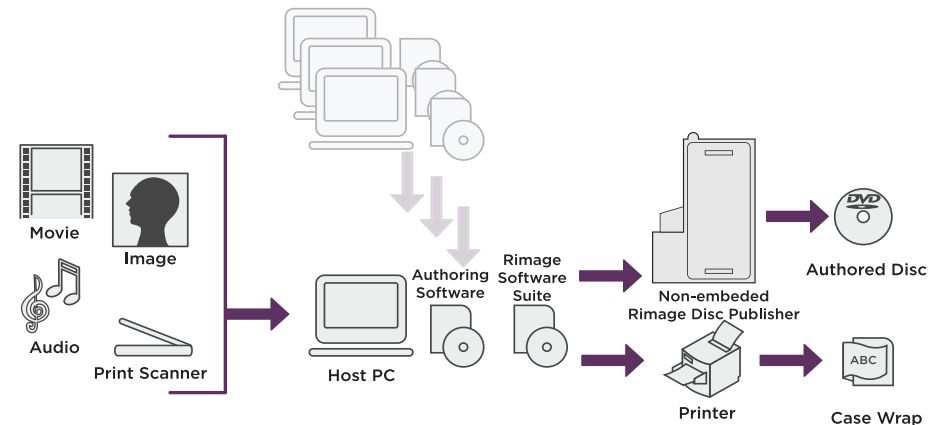
Client Configuration



3. Non-embedded Configuration

The Disc Authoring Wizard runs on Host (Windows) PC with Rimage Software Suite connected to a non-embedded Rimage disc publishing system.

Non-embedded Configuration



Software Installation and Configuration

Install the Software and Configure Software Settings

Important! For installation with Non-embedded Rimage system Install the Rimage Software Suite first.

1. Identify your Rimage system configuration. Refer to the [System Configuration](#) section of this document for more information.
2. Insert the Rimage Disc Authoring Wizard disc into the PC.
 - If you have an Embedded Configuration, the software must be installed on the embedded PC in the Rimage system.

Important! Connect a monitor, keyboard, and mouse to the Rimage system to complete the software installation.

Tip: If you do not have a monitor, keyboard, and mouse available to attach to the Rimage system you can use Windows Remote Desktop to install the software. Refer to the [Frequently Asked Questions](#) section of this user guide for remote desktop assistance.

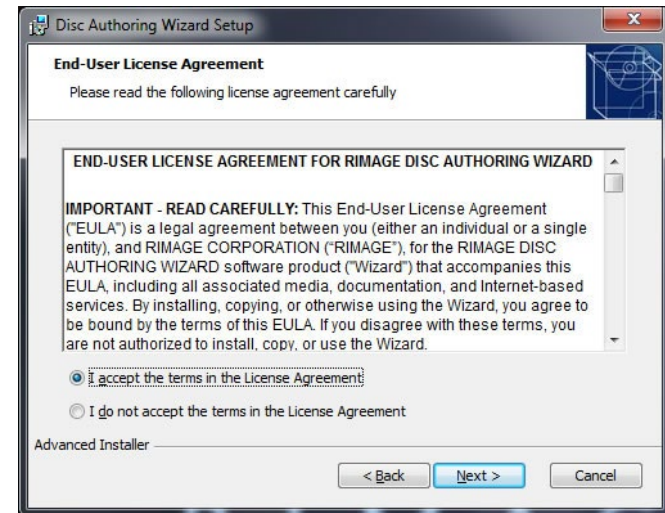
- If you have a Client Configuration, the software can be installed directly on your PC.
- If you are installing the software on a system running Windows 8 a warning may display alerting users to an unrecognized application.
 - Select the *More info* link in the alert.
 - When this link is selected, the software will display as `DiscWizard_version number.exe`.
 - Select **Run anyway** to continue the installation.

The initial *Disc Authoring Wizard Setup Wizard* screen displays.

Tip: The software will be installed on your C: drive.



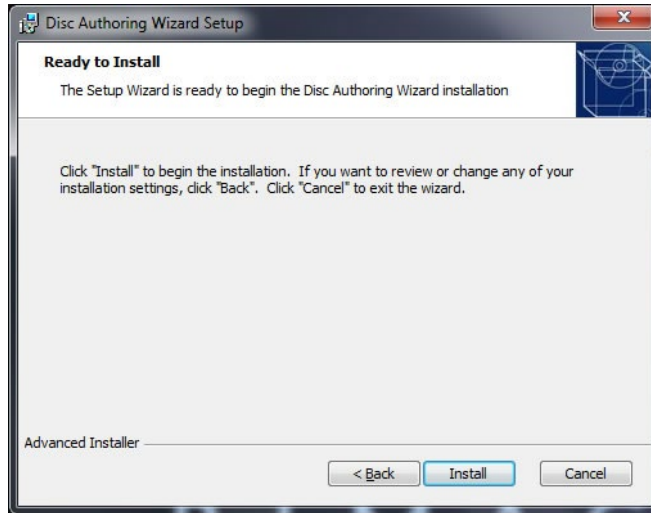
3. Select **Next**. The *End User License Agreement* screen displays.



Read and Accept the End User License Agreement.

Software Installation and Configuration

4. Select **Next**. The *Ready to Install* screen displays.




5. Select **Install**. A status bar displays showing installation progress.

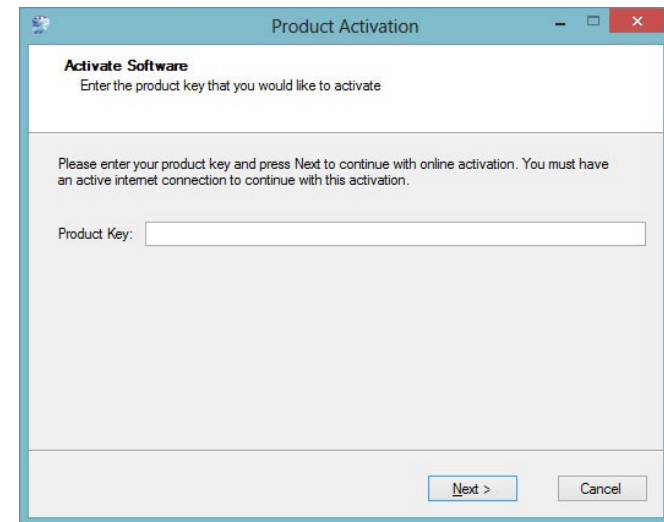


6. When installation is complete the *Completing the Disc Authoring Wizard Setup Wizard* screen displays.



7. Select **Finish**.

8. Select the Disc Authoring Wizard  icon to launch the software. The *Product Activation* screen displays.



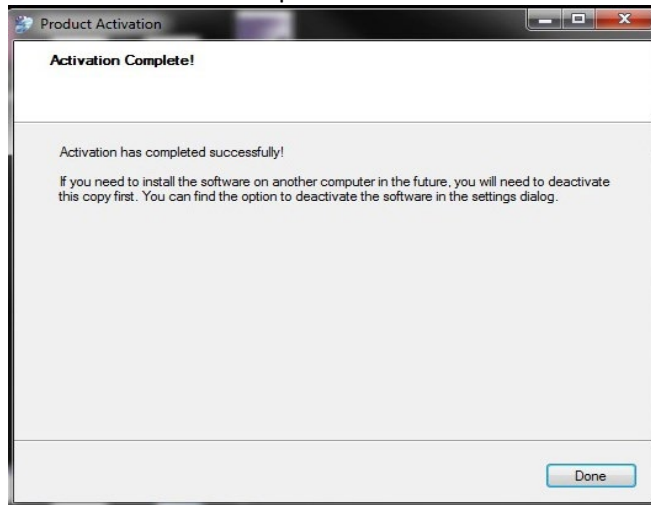
Software Installation and Configuration

9. Activate the Rimage Disc Authoring Wizard software.

 **Caution:** You must have internet access to complete this step.

a. Enter the software key.

10. Select **Next**. Activation is complete.



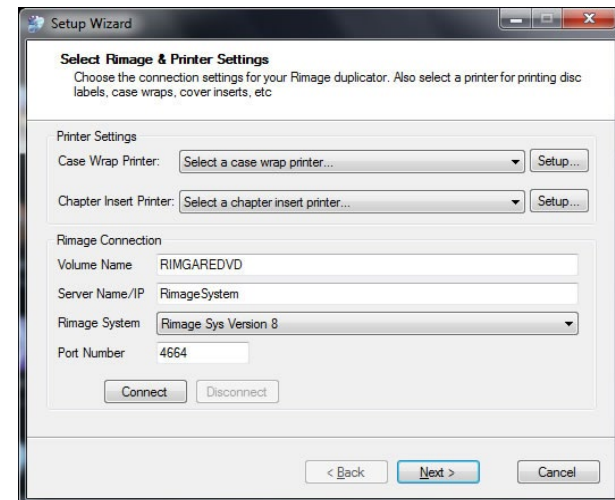
11. Select **Done**. The *Setup Wizard* displays.



Tips:

- If the *Setup Wizard* screen does not automatically display, select the **Rimage Disc Authoring** icon to launch the software. Once the software is launched, the Setup Wizard displays.
- The Setup Wizard takes you through the configuration of Disc Authoring Wizard settings, Rimage system settings, and printer setup. The Setup Wizard will only launch one time during software installation. If you would like to change the settings at any time, select the **Change Settings** icon in the Disc Authoring Wizard software. For more information refer to the [Edit the Software Settings](#) section of this document.

12. Select **Next**. The *Select Rimage and Printer Settings* screen displays.



Important! Before you configure your printer settings make sure the printer and printer driver are installed. If these are not installed, the dropdown will not have any printers listed.

Software Installation and Configuration

13. Configure the Rimage system and Printer Settings.

- **Case Wrap Printer:** Select the name of the printer you want to use as the default printer for your case wrap.

Tip: The printer settings below may change depending on your printer model, paper size, and paper thickness.

- a. From the dropdown menu select a printer.
 - b. Select **Setup**.
 - c. Set the default paper size to Legal (8.5" x 14")
 - d. Make sure your printer is set for color printing.
- **Chapter Insert Printer:** Select the name of the printer you want to use as the default printer for your Chapter Inserts. This printer can be the same as the Case Wrap printer.
 - **Volume Name:** Select the Volume Name. The Volume Name is the name that will display in Windows when your authored disc is inserted into a computer.
 - The Volume Name can be up to 15 characters long. Acceptable characters include uppercase letters (A to Z), numbers from 0 to 9, and underscores (_). Spaces, lowercase letters, and special characters are not acceptable.
 - **Server Name/IP:** Displays the server name/IP address of the system you are connected to.

Important! When entering an IP address in the Server Name/IP field, do not include "\\\" before the Rimage system name or IP address.

- **Rimage System:** Select the system you want to connect to.
- **Port Number:** Displays the port number of the Rimage system you are connected to.

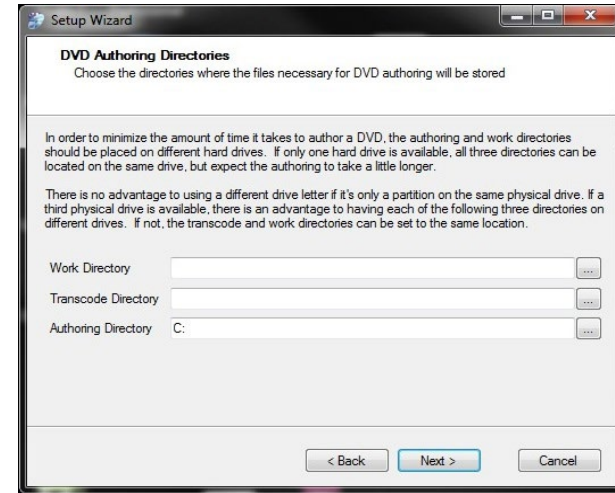
Important! Keep the default port number that displays upon install.

- **Connect:** Select to connect to the Rimage system.

Tip: The Disc Authoring Wizard software will automatically connect the user to the Rimage System when a job is submitted.


- **Disconnect:** Select to disconnect from the Rimage system.

14. Select **Next**. The *DVD Authoring Directories* screen displays.



15. Configure the Authoring Directories.

Important! Files will accumulate in the work directory and authoring directory and use disc space. You must periodically clean the directories by deleting unused files. **Do not delete files in projects you will reuse.**

- **Work Directory:** The Work Directory is the directory where all source files are stored. These files are used by the wizard for resubmitting and reauthoring jobs.
 - If you are using a client configuration (refer to the [System Configuration](#) section for more information) set your Work Directory on the Rimage system.
 - a. Select  to open the *Browse for Folder* dialog window.
 - b. Locate the Rimage system and create a new folder for your Work Directory on the Rimage shared folder. We recommend you name this folder **Disc Authoring Work Directory**.

Software Installation and Configuration

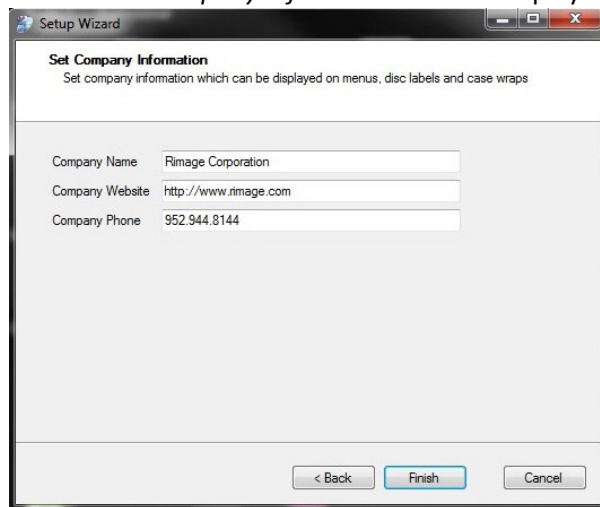
- If you are using an embedded configuration (refer to the [System Configuration](#) section for more information) set your Work Directory anywhere on your Rimage system within the C: drive.

Important! If your work directory is not recognized using the above method, refer to the [Troubleshooting Errors and FAQs](#) section for an alternative way to configure your work directory.

- **Transcode Directory:** The Transcode Directory is the directory that stores the encoded .mpg files used in authoring the DVD. The files are made up of the videos and images that were selected when configuring your DVD project.
 - If you are using an embedded configuration, set your Transcode Directory on the D: drive.
- **Authoring Directory:** The Authoring Directory is the directory where the Video_TS and Audio_TS folders are created. These folders are the source data for creating your authored DVD. The Authoring Directory should be the C: drive.

Important! The Transcode Directory and Authoring Directory should be set on your local machine.

16. Select **Next**. The *Set Company Information* screen displays.




17. Enter the Company Information. Completing these fields will allow you to provide your company's contact information on authored DVDs.

- Company Information can be modified at any time.
 - a. Select the **Change Settings** icon.
 - b. Select the **Setup** tab.
 - c. Change any or all fields in the Company Information section.
 - d. Select **OK**. The Company Information has been changed.

Tip: The company information displays on the **About** section of the Disc Menu. The **About** section is featured on all authored DVDs.

18. Select **Finish**. The Rimage Disc Authoring Wizard software is installed.

19. Install templates.

- a. Select  on your desktop to open the Disc Authoring Wizard.
- b. Select either **Photo Album DVD** or **Photo and Video DVD** to navigate past the *Welcome* screen.
- c. Select **Customize Template** from the *Project Settings* screen.
- d. Select the **Template Manager** tab in the *Template Creator* application.
- e. Download available templates. For more information on downloading templates, refer to the [View, Download, and Install Additional Templates](#) section of this document.



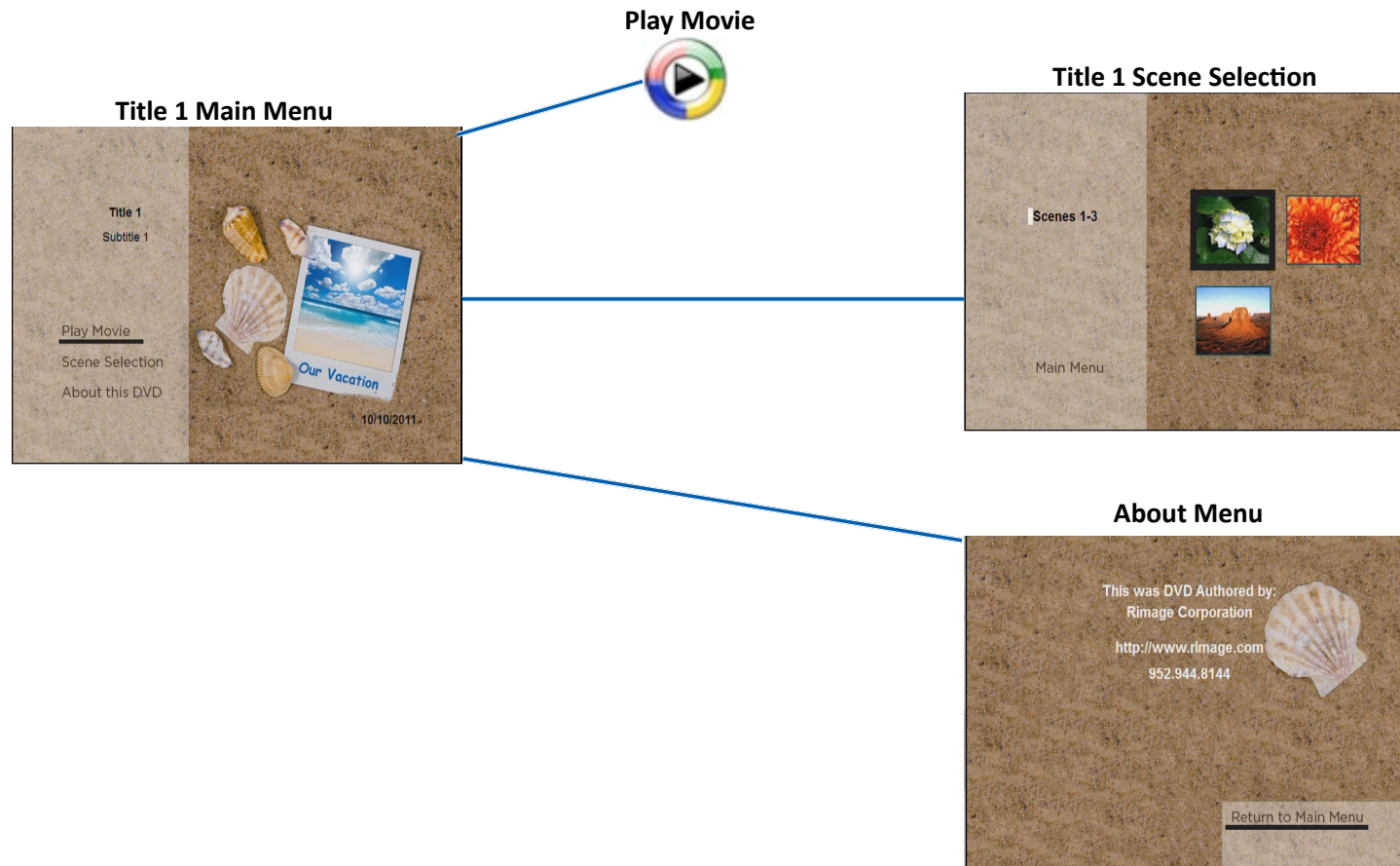
DVD Configurations

Disc Menu Structure

The authored DVD is structured like any DVD a user would watch at home. Each authored DVD consists of a series of menus. The Disc Authoring Wizard software allows you to create a single title DVD or a dual title DVD.

One Title

You can choose one title for your project. The disc menu structure for a project with one title starts with a main menu screen. The main menu screen displays the DVD's title and allows users to choose where they would like to navigate. From the main menu, a user can choose **Play Movie** which launches the content for that title. A user can choose the *Scene Selection* screen which allows a user to play content by chapters, or a user can choose the *About this DVD* screen which displays company information that was entered during the wizard setup.

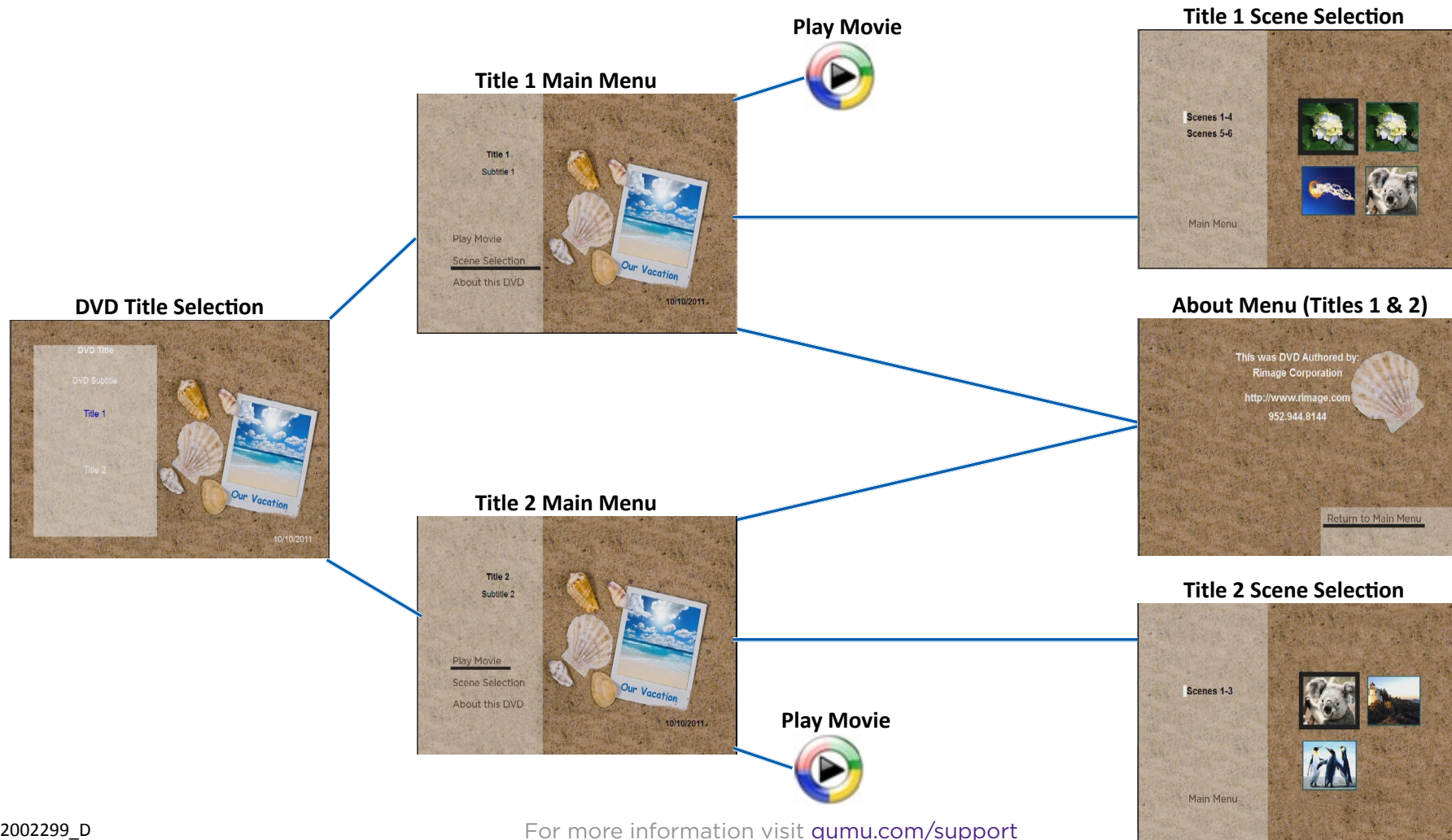


DVD Configurations

Disc Menu Structure

Two Titles


You can choose two titles for your project. Selecting two titles will allow you to have two separate disc menu structures with different content on each. Title One and Title Two share a *DVD Title Selection* screen and an *About this DVD* screen. From the *DVD Title Selection* screen, the user can select **Title One** or **Title Two**. After the title is selected, that title's main menu screen displays. Each title has its own main menu and each main menu screen has three options for the user. A user can choose **Play Movie** which launches the content for that title. A user can choose the *Scene Selection* screen which allows a user to play content by chapters, or a user can choose the *About this DVD* screen which displays company information that was entered during the wizard setup.



Create a Photo Album DVD

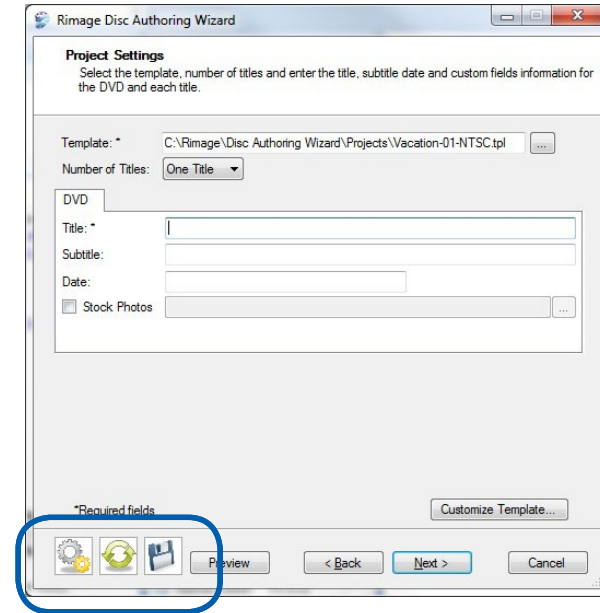
Starting a Project

Create a New Photo Album DVD




1. Open the **Rimage DVD Wizard**.
 - a. Select  on your desktop to open the Disc Authoring Wizard. The *Welcome* screen displays.



2. Select **Photo Album DVD**. The *Project Settings* window opens.



Tip: There are three icons at the bottom of the screen. These icons display throughout the wizard.


- Select  to change the software settings. Refer to the *Edit the Software Settings* section of this user guide for more information.
- Select  to start over or begin a new project. If you select this icon you will close the current project.
- Select  to save your project.

3. Select the project settings for your photo album DVD.

Tips:

- Required fields are marked with an asterisk (*).
 - Select **Back** at any time to go back one screen. Select **Next** to advance to the next screen. Select **Cancel** to exit the software.
-

Create a Photo Album DVD

- **Template:** Select  to choose a template for your photo album DVD. When your project is complete, this template will display on the case wrap, the disc, and the disc menus.

Important! If you only see Rimage-01 NTSC and Rimage-01 PAL templates available, you must install templates. Refer to the [Install Templates](#) section of this document.

Tips:

- If you select a template with a different video format than you specified in your software settings, an error will display prompting you to choose a template with the correct video format.
 - Templates are provided to help create the look and feel of the project. There are many different templates included with the wizard software. Each template will have a different design and navigation.
-
- **Number of Titles:** Select either **One Title** or **Two Titles** from the **Number of Titles** dropdown. If you select **One Title**, the title will display on the printed disc and case wrap. If you select **Two Titles**, the DVD title will display on the printed disc and case wrap. Title 1 and Title 2 will display on the disc menus.

Important! If you select two titles, you will have two separate disc menu structures with unique content on each.


- **Title:** Enter a title for your photo album.
 - If you selected **One Title** in the **Number of Titles** dropdown, you will only need to enter one title for the project.
 - If you selected **Two Titles** in the **Number of Titles** dropdown, you will need to enter a DVD title, a title for Title One content, and a title for Title Two content.

- **Subtitle:** Enter a subtitle for your photo album.
 - If you selected **One Title**, you have the option of entering one subtitle for the project.
 - If you selected **Two Titles**, you have the option of entering a DVD subtitle, a Title One subtitle, and a Title Two subtitle.

Tip: Template styles vary. Titles and subtitles may display and print on some discs when certain templates are selected and they may not display or print with other templates.

- **Date:** Enter the desired date.
- **Stock Photos:** Select the **Stock Photos** checkbox to randomly insert images from this directory into your project.

Tip: The **Stock Photos** option can be used to enrich your DVD by adding images randomly between the photos. You may choose to insert photos as marketing material. For example, a business may choose to insert pictures of the facility into customer DVDs.

- a. Create a folder and add images that you would like to be randomly inserted into DVDs. You can create separate folders for each template you use.
- b. Select  to browse to the image folder you would like to insert in the DVD.

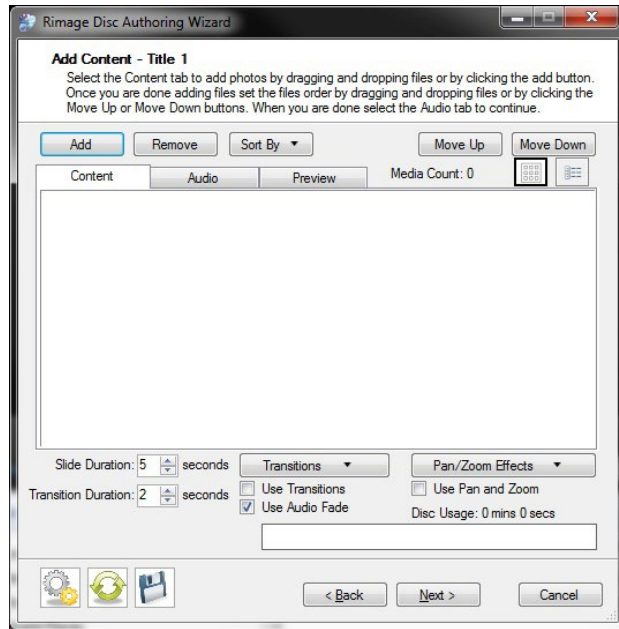
- **Customize Template:** Select **Customize Template** to open the *Template Creator* application and change the default attributes of your selected template.

Tip: For more information on customizing the default attributes of your chosen template, refer to the [Customize the Selected Template](#) section of this user guide.

- **Preview:** Preview your printed disc and Case Wrap.

Create a Photo Album DVD

4. Select **Next** to continue. The *Add Content* window opens.



Important!

- You cannot continue with the project until all Required Fields are filled in.
- If you chose two titles in the **Number of Titles** dropdown, you will have to add content to Title 1 and Title 2.

5. Add and order photos and audio files for your DVD.

- **Add:** Browse and select photos and audio files from your pictures and music libraries.
 - To add photos, select the **Content** tab then select **Add**. When **Add** is selected, the Disc Authoring Wizard will automatically open the Pictures directory that was specified in the *Settings* window.

- To add background music to your project, select the **Audio** tab then select **Add**. When the **Add** button is selected, the Disc Authoring Wizard will automatically open the Audio directory that was specified in the *Settings* window.

Tips:

- You can also drag and drop photos and audio files from your libraries to the **Content** and **Audio** tabs.
- You can also right-click on any piece of content added to the wizard and select **Add** from the dropdown menu to add additional photos or audio files to your project.

- **Remove:** To remove photos and audio files from the project, select the photo or audio file you would like to remove and then select **Remove**.

Tips:

- You can also right-click on the file then select **Delete** from the dropdown menu to remove a file from the project.
- You can also right-click on the file then select **Replace** from the dropdown menu to replace the existing file with a different file.

- **Sort By:** Sort the photos and audio files you have added by Name, Created Date, or Modified Date.



Tip: You can also right-click on any file then select **Sort By** from the dropdown menu to sort files into the desired order.

- **Move Up:** Move a selected photo or audio file up in the order.
 - a. Select the file you would like to move.
 - b. Select **Move Up** to move the file to the desired location in the order.
- **Move Down:** Move a selected photo or audio file down in the order.
 - a. Select the file you would like to move.
 - b. Select **Move Down** to move or file to the desired location in the order.

Create a Photo Album DVD

Tips:

- You can also drag and drop photo or audio files into the desired order.
- You can also right-click on any file and select either **Move Up** or **Move Down** to move files to the desired order.

- **Content Tab:** Displays the photos selected for the project. Photos can be displayed two ways.
 - Select  to view thumbnails of each photo added. The thumbnails will also display on the case wrap.
 - Select  to view file information about each photo added.

Tip: When the **Content** tab is selected, the **Media Count** displays that shows the number of thumbnails or image files in your project.

- **Audio Tab:** Displays the audio files selected for the project.

Tips:

- When the **Audio** tab or the **Preview** tab is selected, Audio and Video duration displays that shows the duration of all audio files added to the project and the length of the DVD.
- Double-click on any audio file to launch an audio player and preview the audio file. You can also right-click on any file then select **Preview** from the dropdown menu to launch the audio player.

- **Preview Tab:** Preview your project.

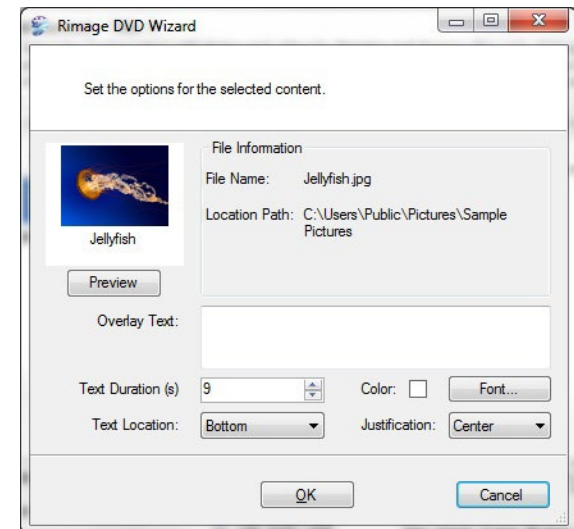
Important! If you make changes to your project you must select **Reset** before you play the preview or your changes will not display during playback.

Tip: If you added stock photos to the DVD, those images will not display during this preview.

6. Customize your content.

- Add text to your images.
 - a. Double-click on the image you would like to add overlay text to. A window opens that allows you add overlay text and choose text color and font.

Tip: You can also right-click on any image then select **Properties** to launch this window.

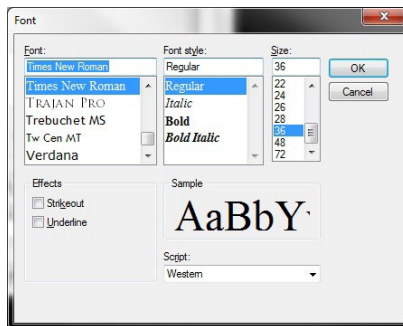


- b. Add text into the **Overlay Text** box.

Create a Photo Album DVD

c. Customize your text.

- **Text Duration:** Choose the amount of time you would like the overlay text to display on an image.
- **Color:** Select the color square to launch a color palette. You can choose from the colors provided or define a custom color.
- **Font:** Select the **Font** button to launch a new window where you can choose font type, font style, font size, and text effects.



Select **OK** to save your changes or **Cancel** to disregard your changes. The *Font* window closes

- **Text Location:** Choose Top, Middle, or Bottom.
- **Justification:** Choose Left, Center, or Right.
- **Preview :** Select to launch a photo viewer.

Tip: Any overlay text you add to your photo will not display when you launch the photo viewer.

d. Select **OK** to save your text changes or **Cancel** to disregard your changes. The *Overlay Text* window closes.

- Choose your **Slide Duration**. Select how many seconds you want each photo to display during a slide show.

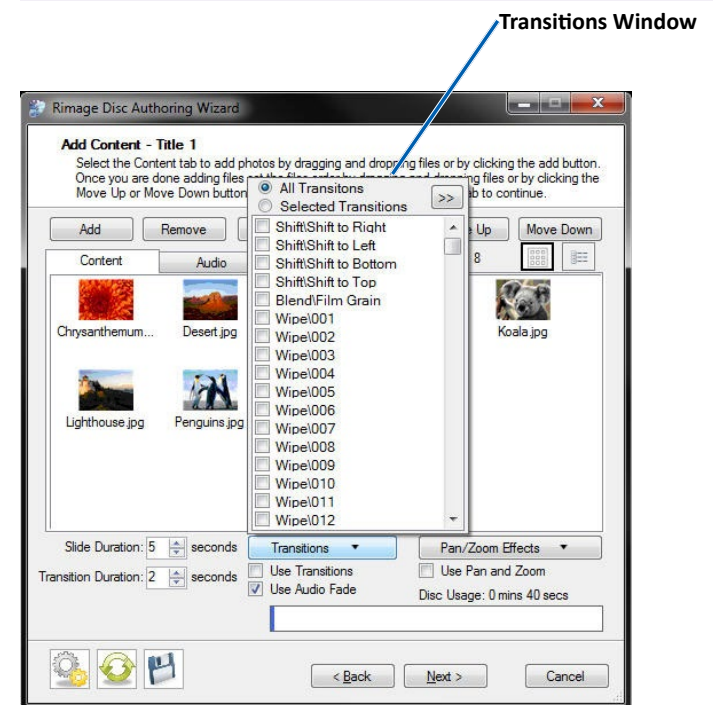
Tip: The recommended slide duration is 5 seconds.

- Add transitions to your project.

Tip: If you have a background image in your project, we recommend you do not use any 3D transitions.


- Select the **Transitions** dropdown on the *Add Content* window to display a transitions window. From the transitions window you can review the default slide transitions, preview transitions, and add new transitions to your project.

Important! Adding transitions will increase the Disc Usage.



- At the top of the transitions window, select the **All Transitions** button to view all available transitions. Select the **Selected Transitions** button to view your default transitions specified in the *Settings* window.

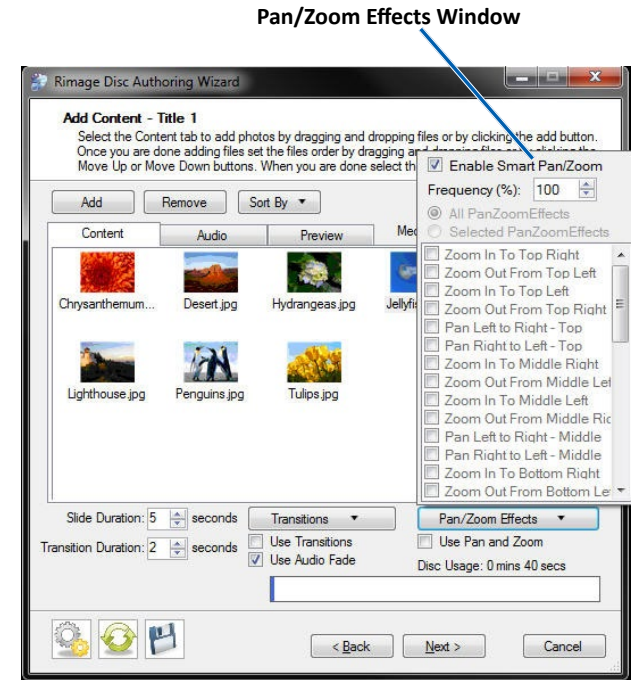
Create a Photo Album DVD

- Select  to launch a transition preview window. There are two ways to preview transitions:
 - a. Left-click on any transition description to preview that transition.
 - b. Select the **Play All** button to preview all transitions.
- To add a new transition, double-click on the transition you would like to add or select the transition then select the checkbox.

Tip: Default transitions can be set in the wizard settings.

Important! After you choose transitions, you must select the **Use Transitions** checkbox to include selected transitions into your project.

- Add pan and zoom effects to your project.
 - Select the **Pan/Zoom Effects** button to review the default pan and zoom effects from the dropdown menu. From here you can also choose the frequency of the effects. For example, if you choose a frequency of 50%, the pan and zoom effects will randomly display on half of the photos.



Tips:

- Select the **Enable Smart Pan/Zoom** checkbox to allow the software to choose the best effects for your content. Uncheck this box if you would like to choose your own effects.
 - Default pan and zoom effects can be selected in the wizard settings.
-

Important! After you choose pan and zoom effects, you must select the **Use Pan and Zoom** checkbox to include selected pan and zoom effects into your project.

Create a Photo Album DVD

- Choose your **Transition Duration**. Select how many seconds you would like each transition to display. The transition duration is the time it will take for the selected transition to start and complete.

Tip: The recommended transition duration is 2 seconds.

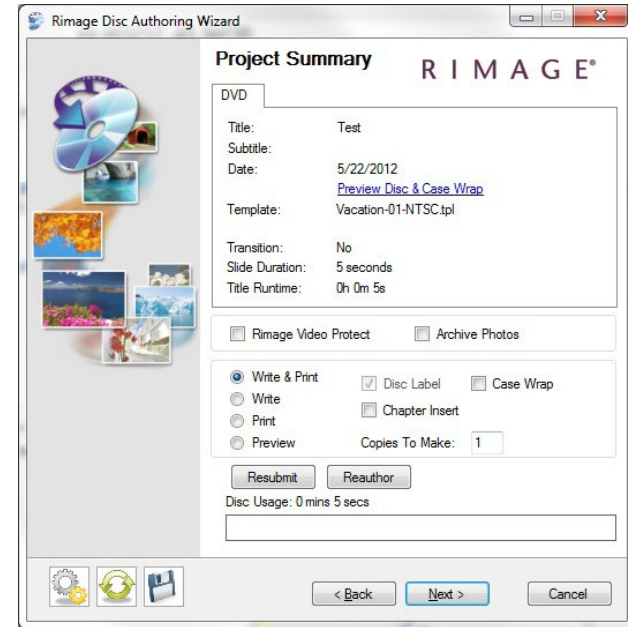
- Select the **Use Audio Fade** checkbox if you would like your audio to fade and not end abruptly. Selecting this option will result in a smoother transition between audio files.
- Refer to the **Disc Usage** bar at the bottom of the window to see how much time is available on your DVD. The **Disc Usage** bar displays the amount of time that has been used on your disc after all of your content has been added and customized.

Important! If the **Disc Usage** bar turns red, you have exceeded the amount of time on the disc. You must delete content or disable options until the **Disc Usage** bar turns blue.

Tips:

- Disc usage will vary depending on the type of media used.
 - The bit rate may go down as your movie gets longer. A bit rate is a measurement of the speed at which information is streamed. A low bit rate will result in low video quality. A higher bit rate allows for better video quality.
 - Spanning across multiple discs is not supported. Content must fit on one disc or the project will fail.
-

7. Select **Next** to continue. The *Project Summary* window opens.



8. Review the settings for your photo album.
 - a. Review the DVD settings. Select the **Preview Disc Label and Case Wrap** link to preview the disc and Case Wrap.
- **Rimage Video Protect/Patronus:** Select this option to protect against unauthorized duplication. When Rimage Video Protect/Patronus is selected, consumers can not make a copy of the movie on the disc. Protected discs have full playability.

Tip: It will take several seconds for the preview screens to open.

Tip: Rimage Video Protect/Patronus is an add-on option to the Rimage system. Please contact your authorized Rimage reseller or Rimage Inside Sales at 1-800-553-8312, option 2 or sales@rimage.com

Important! Rimage Video Protect/Patronus is only available with the Rimage Professional **embedded** systems and the Rimage Producer systems.

Create a Photo Album DVD

- **Archive Content:** The Archive Content option saves photos that are used in the DVD in their original format. Images files are copied to the root of the DVD and can be used to make prints.

Important! If **Archive Content** is selected, images copied to the root of the DVD are not protected with Rimage Video Protect/Patronus. Customers can make copies of images in the Archive Content directory.

Tip: Video files will not be saved in the Archive Content directory.

- Select **Write and Print**, **Write**, **Print**, or **Preview**.
 - **Write and Print:** Select to create your project DVD and print the disc label. Select the **Case Wrap** and **Chapter Insert** checkboxes if you would like to print the Case Wrap and Chapter Insert as well as the printed disc.
 - **Write:** Select to burn your project DVD.

Tip: When this option is selected, content will be written to the disc, but the disc label and inserts will not print.

- **Print:** Select to print the Case Wrap and Chapter Insert.

Tips:

- A disc label will not print when the **Print** option is selected. The only items that print are the Case Wrap and Chapter Insert.
 - You must select the **Chapter Insert** checkbox if you would like to print the chapter insert. You must select the **Case Wrap** checkbox if you would like the case wrap to print.
-

- After the DVD has been successfully authored, a *Job Submitted* window opens. You may select **Start Over** to begin a new project, **Save Project** to save the project you just completed, **Back** to display the previous screen, or **Close** to exit the software.




- **Preview:** Select to preview your project before you produce. When you select **Preview**, a viewer launches in a new window.
 - c. Select the number of copies you would like to make.
9. Select **Next** to create your album.

Important! For information on the **Resubmit** and **Reauthor** options refer to the *Load a Saved Project* section.

Create a Photo and Video DVD

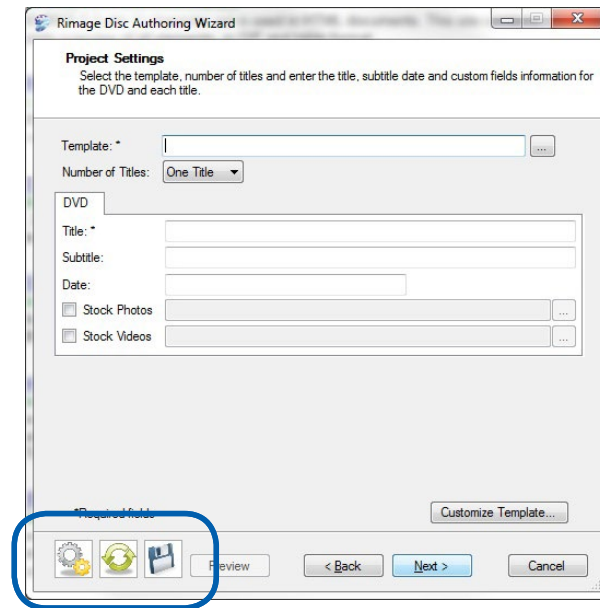
Create a New Photo and Video DVD

1. Open the Rimage DVD Wizard.




- Select  on your desktop to open the Disc Authoring Wizard. The *Welcome* screen displays.



2. Select **Photo and Video DVD**. The *Project Settings* window opens.



Tip: There are three icons at the bottom of the screen. These icons display throughout the wizard.


- Select  to change the software settings. Refer to the [Edit the Software Settings](#) section of this user guide for more information.
- Select  to start over or begin a new project. If you select this icon you will close the current project.
- Select  to save your project.

3. Select the project settings for your photo and video DVD.

Tips:

- Required fields are marked with an asterisk (*).
- Select **Back** at any time to go back one screen. Select **Next** to advance to the next screen. Select **Cancel** to exit the software.

Create a Photo and Video DVD

- **Template:** Select  to choose a template for your photo and video DVD. When your project is complete, this template will display on the case wrap, the disc, and the disc menus.

Important! If you only see Rimage-01 NTSC and Rimage-01 PAL templates available, you must install templates. Refer to the [Install Templates](#) section of this document.

Tips:

- If you select a template with a different video format than you specified in your software settings, an error will display prompting you to choose a template with the correct video format.
 - Templates are provided to help create the look and feel of the project. There are many different templates included with the wizard software. Each template will have a different design and navigation.
-
- **Number of Titles:** Select either **One Title** or **Two Titles** from the **Number of Titles** dropdown. If you select **One Title**, the title will display on the printed disc and case wrap. If you select **Two Titles**, the DVD title will display on the printed disc and case wrap. Title 1 and Title 2 will display on the disc menus.

Important! If you select two titles, you will have two separate disc menu structures with unique content in each.

- **Title:** Enter a title for your photo album.
 - If you selected **One Title** in the **Number of Titles** dropdown, you will only need to enter one title for the project.
 - If you selected **Two Titles** in the **Number of Titles** dropdown, you will need to enter a DVD title, a title for Title One content, and a title for Title Two content.


- **Subtitle:** Enter a subtitle for your photo and video DVD.
 - If you selected **One Title** in the **Number of Titles** dropdown, you have the option of entering one subtitle for the project.
 - If you selected **Two Titles** in the **Number of Titles** dropdown, you have the option of entering a DVD subtitle, a Title One subtitle, and a Title Two subtitle.

Tip: Template styles vary. Titles and subtitles may display and print on some assets with certain templates and they may not display or print with other templates.

- **Date:** Enter the desired date.
- **Insert Stock Photos:** Select the **Insert Stock Photos** checkbox to randomly insert images from this directory into your project.
- **Insert Stock Videos:** Select the **Insert Stock Videos** checkbox to randomly insert videos from this directory into your project.

Important! Audio on the stock videos will override any background audio files you added to the DVD.

Tip: The **Insert Stock Photos** or **Insert Stock Videos** option can be used to enrich your DVD by adding images and videos randomly between photos. You may choose to insert photos or videos as marketing material. For example, a business may choose to insert pictures of the facility or informational videos into customer DVDs.

- a. Create folders and add images and video that you would like to be randomly inserted into DVDs. You can create separate folders for each template you use.
- b. Select  to browse to the image and/or video folder you would like to insert in the DVD.

Create a Photo and Video DVD

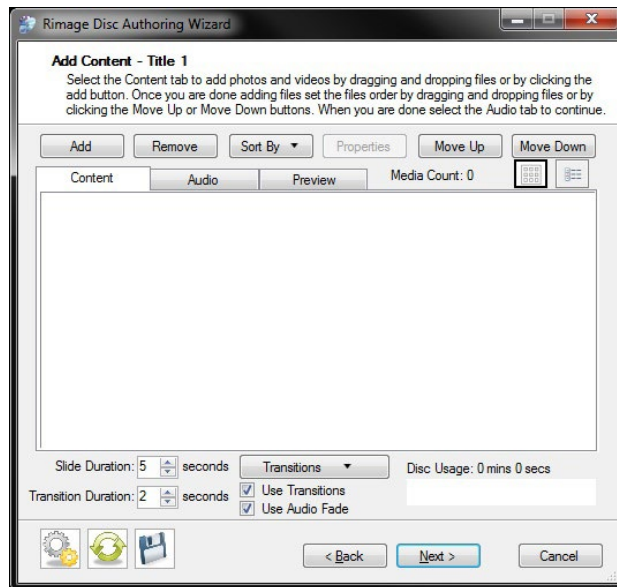
- **Customize Template:** Select **Customize Template** to open the *Template Creator* application and change the default attributes of your selected template.

Tip: For more information on customizing the default attributes of your chosen template, refer to the [Customize the Selected Template](#) section of this user guide.

- **Preview:** Preview your printed disc and Case Wrap.
4. Select **Next** to continue. The *Add Content* window opens.

Important!

- You cannot continue with the project until all Required Fields are filled in.
 - If you chose two titles in the **Number of Titles** dropdown, you will have to add content to Title 1 and Title 2.
-



5. Add and order videos, photos, and audio files for your DVD.

- **Add:** Browse and select videos, photos and audio files from your videos, pictures, and music libraries.
 - To add videos, select the **Content** tab then select **Add**. When **Add** is selected, the Disc Authoring Wizard will automatically open the Videos directory that was specified in the Settings window.
 - To add photos, select the **Content** tab then select **Add**. When **Add** is selected, navigate to your Pictures directory then add the desired content.
 - To add background music to your project, select the **Audio** tab then select **Add**. When **Add** is selected, the Disc Authoring Wizard will automatically open the Audio directory that was specified in the Settings window.

Tips:

- You can also drag and drop videos, photos, and audio files from your libraries on to the **Content** and **Audio** tabs.
 - You can also right-click on any piece of content added to the wizard and select **Add** to add additional videos, photos, or audio files to your project.
-

- **Remove:** To remove videos, photos, or audio files from the project, select the file you would like to remove and then select **Remove**.

Tips:

- You can also right-click on the file then select **Delete** to remove a file from the project.
 - You can also right-click on any file then select **Replace** from the dropdown menu to replace the existing file with a different file.
-



- **Sort By:** Sort the videos, photos, or audio files you have added by Name, Created Date, or Modified Date.

Tip: You can also right-click on any file then select **Sort By** to sort files in the desired order.

Create a Photo and Video DVD

- **Move Up:** Move a selected video, photo, or audio file up in the order.
 - a. Select the file you would like to move.
 - b. Select **Move Up** to move the file to the desired location in the order.
- **Move Down:** Move a selected video, photo, or audio file down in the order.
 - a. Select the file you would like to move.
 - b. Select **Move Down** to move the file to the desired location in the order.

Tips:

- You can also drag and drop video, photo, or audio files into the desired order.
 - You can also right-click on any file and select either **Move Up** or **Move Down** to move files to the desired order.
-
- **Content Tab:** Displays the videos and photos selected for the project. Videos and photos can be displayed two ways.
 - Select  to view thumbnails of each video and photo added. The thumbnails will also display on the back of the Case Wrap.
 - Select  to view file information about each image added.

Tip: When the **Content** tab is selected, the Media Count displays that shows the number of thumbnails or image files in your project.

- **Audio Tab:** Displays the audio files selected for the project.

Tips:

- When the **Audio** tab or the **Preview** tab is selected, Audio and Video duration displays that shows the duration of all audio files added to the project and the length of the DVD.
- Double-click on any audio file to launch an audio player and preview the audio file. You can also right-click on any file then select Preview from the dropdown menu to launch the audio player.

-
- **Preview Tab:** Preview your project.

Important! If you make changes to your project you must select **Reset** before you play the preview or your changes will not display during playback.

Tip: If you added stock photos or stock videos to the DVD, those images and videos will not display during this preview.

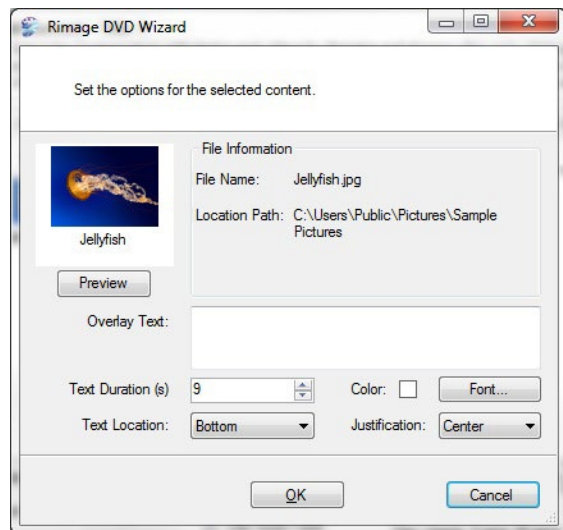
Create a Photo and Video DVD

6. Customize your content.

- Add text to your images.
 - a. Double-click on the image you would like to add overlay text to.

A window opens that allows you to add overlay text and choose text color and font.

Tip: You can also right-click on any image then select **Properties** from the dropdown menu to launch this window.

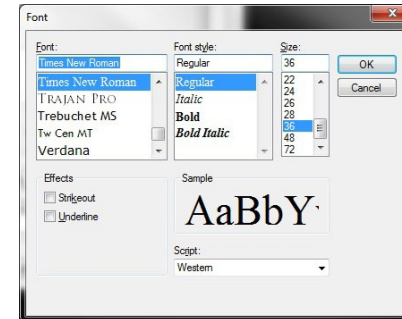


b. Add text into the **Overlay Text** box.

c. Customize your text.

- **Text Duration:** Choose the amount of time you would like the overlay text to display on an image.
- **Color:** Select the color square to launch a color palette. You can choose from the colors provided or define a custom color.

- **Font:** Select the **Font** button to choose font type, font style, font size, and text effects.



Select **OK** to save your changes or **Cancel** to disregard your changes. The *Font* window closes.

- **Text Location:** Choose Top, Middle, or Bottom.
- **Justification:** Choose Left, Center, or Right.
- **Preview:** Select to launch a photo viewer.

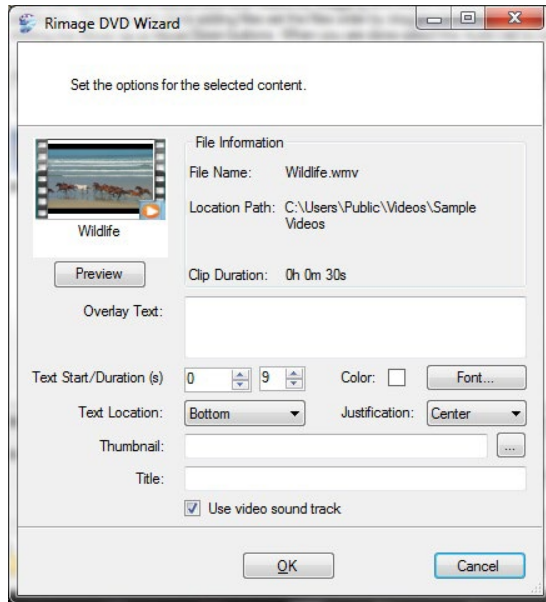
Tip: Any text you add to your photo will not display when you launch the photo viewer.

- d. Select **OK** to save your changes or **Cancel** to disregard your changes.

Create a Photo and Video DVD

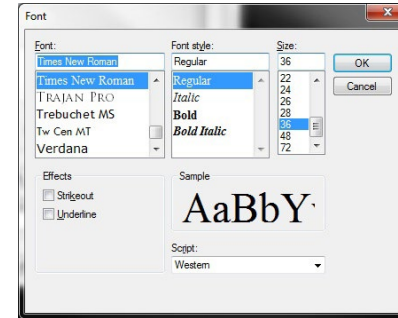
- Add text to your videos.
 - a. Double-click on the video you would like to add overlay text to. A window opens that allows you to add overlay text and choose text color and font.

Tip: You can also right-click on any video file then select **Properties** from the dropdown menu to launch this window.



- b. Add text into the **Overlay Text** box.
- c. Customize your text.
 - **Text Duration:** Choose the text start and duration. Text Start will determine when the text first displays on the video. Duration will determine how long the text displays on the video.
 - **Color:** Select the color square to launch a color palette. You can choose from the colors provided or define a custom color.

- **Font:** Select the **Font** button to choose font type, font style, font size, and text effects.



- **Text Location:** Choose Top, Middle, or Bottom.
- **Justification:** Choose Left, Center, or Right.
- **Thumbnail:** If the template supports this option, select a thumbnail for the chapter that will represent your video.
- **Title:** If the template supports this option, select a thumbnail title for the chapter that will represent your video.

Tip: Most templates do not support the Thumbnail and Title option.

- **Use video soundtrack:** Select this checkbox if you would like to override any audio files added to the project with the background music from the video clip in the authored DVD.

Important! If you would like the background audio files you added to override music on video clips, make sure **Use video soundtrack** is unchecked when configuring video options.

- d. Select **OK** to save your changes or **Cancel** to disregard your changes.
- Choose your **Slide Duration**. Select how many seconds you want each photo to display during a slide show.

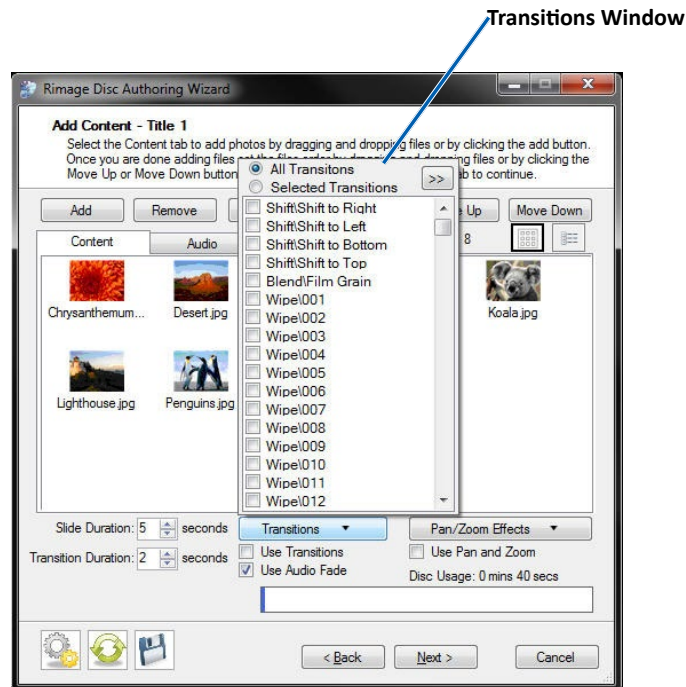
Tip: The recommended slide duration is 5 seconds.

Create a Photo and Video DVD

- Add transitions to your project.

Tip: If you have a background image in your project, we recommend you do not use any 3D transitions.

- Select the **Transitions** button to review the default slide transitions from the dropdown menu. From here you can also preview transitions and add new transitions to your project.



Important! Adding transitions will increase the Disc Usage.

- At the top of the transitions window, select the **All Transitions** button to view all available transitions. Select the **Selected Transitions** button to view your default transitions specified in the wizard settings.

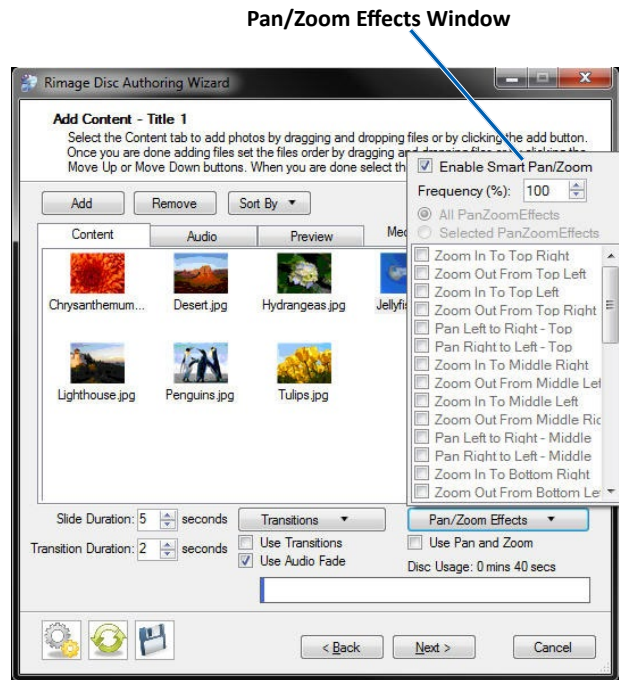
- Select **>>** to preview transitions. There are two ways to preview transitions:
 - a. Left-click on any transition description to preview that transition.
 - b. Select **Play All** to play all transitions.
- To add a new transition, double-click on the transition you would like to add to the DVD or select the transition then select the checkbox.

Tip: Default transitions can be set in the wizard settings.

Important! After you choose transitions, you must select the **Use Transitions** checkbox to include selected transitions into your project.

Create a Photo and Video DVD

- Add pan and zoom effects to your projects.
 - Select the **Pan/Zoom Effects** button to review the default pan and zoom effects from the dropdown menu. From here you can also choose the frequency of the effects. For example, if you chose a frequency of 50%, the pan and zoom effects will randomly display on half of the photos.



Tips:

- Select the **Enable Smart Pan/Zoom** checkbox to allow the software to choose the best effects for your content. Uncheck this box if you would like to choose your own effects.
- Default pan and zoom effects can be selected in the wizard settings.

Important! After you choose pan and zoom effects, you must select the **Use Pan Zoom** checkbox to include selected pan and zoom effects into your project.

- Choose your **Transition Duration**. Select how many seconds you would like each transition to display. The duration is the time it will take for the selected transition to start and complete.

Tip: The recommended transition duration is 2 seconds.

- Select the **Use Audio Fade** checkbox if you would like your audio to fade and not end abruptly. Selecting this option will result in a smoother transition between audio files.
- Refer to the **Disc Usage** bar at the bottom of the window to see how much space is available on your DVD. The **Disc Usage** bar displays the amount of space that has been used on your disc after all of your content has been added and customized.

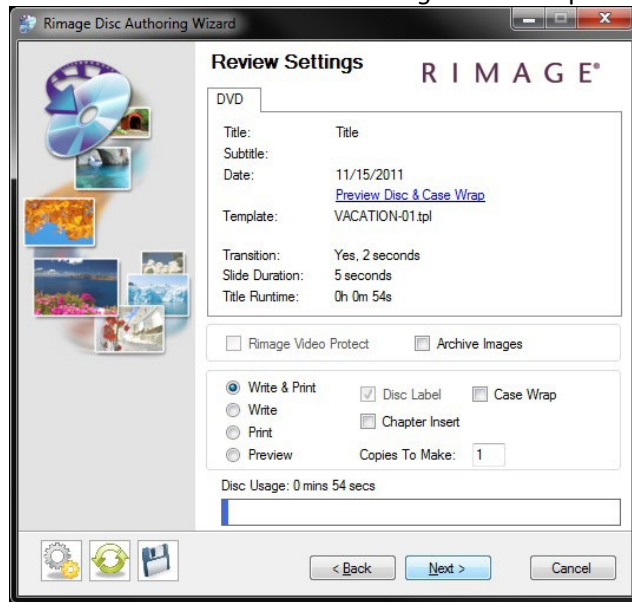
Important! If the **Disc Usage** bar turns red, you have exceeded the amount of space on the disc. You must delete content or disable options until the **Disc Usage** bar turns blue.

Tips:

- Disc usage will vary depending on the type of media used.
- The bit rate may go down as your movie gets longer. A bit rate is a measurement of the speed at which information is streamed. a low bit rate will result in low video quality. A higher bit rate allows for better video quality.
- Spanning across multiple discs is not supported. Content must fit on one disc or the project will fail.

Create a Photo and Video DVD

7. Select **Next** to continue. The *Review Settings* window opens.



8. Review the settings for your photo album.
- a. Review the DVD settings. Select the **Preview Disc Label and Case Wrap** link to preview the Disc Label and Case Wrap.

Tip: It will take several seconds for the preview screens to open.

- b. Select **Rimage Video Protect/Patronus** and/or **Archive Content**.

- **Rimage Video Protect/Patronus:** Select to protect against unauthorized duplication. When Rimage Video Protect/Patronus is selected, consumers can not make a copy of the movie on the disc. Protected discs have full playability.

Tip: Rimage Video Protect/Patronus is an add-on option to the Rimage system. Please contact your authorized Rimage reseller or Qumu Inside Sales at 1-800-553-8312, option 2 or sales@qumu.com

Important! Rimage Video Protect/Patronus is only available with the Rimage Professional **embedded** systems and Rimage Producer systems.

- **Archive Content:** The Archive Content option saves images used in creating the DVD in their original format. Images files are copied to the root of the DVD and can be used to make prints.

Important! If **Archive Content** is selected, images copied to the root of the DVD are not protected with Rimage Video Protect/Patronus. Customers can make copies of images in the Archive Content directory.

Tip: Video files will not be saved in the Archive Content directory.

- Select **Write and Print**, **Write, Print**, or **Preview** your project.

- **Write and Print:** Select to create your project disc and print the disc. Select the **Case Wrap** and **Chapter Insert** checkboxes if you would like to print the Case Wrap and Chapter Insert as well as the Disc Label.

- **Write:** Select to burn your project disc.

Tip: When this option is selected, content will be written to the disc, but the disc label and inserts will not print.

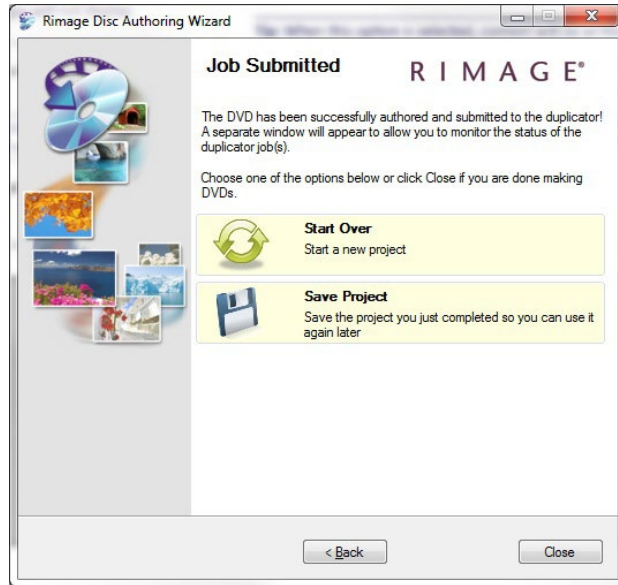
- **Print:** Select to print the Case Wrap and Chapter Insert.

Tips:

- A disc label will not print when the **Print** option is selected. The only items that print are the Case Wrap and Chapter Insert.
- You must select the **Chapter Insert** checkbox if you would like to print the chapter insert. You must select the **Case Wrap** checkbox if you would like the case wrap to print.

Create a Photo and Video DVD

- After the DVD has been successfully authored, a *Job Submitted* window opens. You may select **Start Over** to begin a new project, **Save Project** to save the project you just completed, **Back** to display the previous screen, or **Close** to exit the software.




- **Preview:** Select to preview your project before you produce. When you select **Preview**, a viewer launches in a new window.
- c. Select the number of copies you would like to make.
9. Select **Next** to create your album.

Important! For information on the **Resubmit** and **Reauthor** options refer to the [Load a Saved Project](#) section.

Open a Saved Project

Load a Saved Project

1. Open the **Rimage DVD Wizard**.
 - a. Select  on your desktop to open the Disc Authoring Wizard.
The *Welcome* screen displays.



2. Select **Load Existing**. A Windows Explorer window opens.
3. Browse to and select a saved project. Select **Open**.
The project opens in the *Project Settings* window.
4. Edit your project as necessary. Refer to [Create a Photo Album DVD](#) or [Create a Photo and Video DVD](#) for instructions.

Tips:

- If you open a project on a machine that is different than the machine you created your project on or if you changed your file directories after you saved your project, the complete project will not open.
- If the assets for your saved project are not found or are in a different location, the project file will fail to open.
- A saved project will have a **.dwp** (Disc Wizard Project) file extension.

Resubmit a Project

Select this option to make additional copies of a saved project. When you select this option the Rimage system will immediately begin creating your DVD. The software will not have to process the job.

Important! Do not make changes to your project. The **Resubmit** option will not work if you change any part of the saved project.

1. Select **Load Existing** from the Disc Authoring *Welcome* screen.
2. Browse to the project you would like to resubmit and select **Open**.
The *Project Settings* window opens and displays the settings of your saved project.
3. Select **Next**. The *Add Content* window opens and displays the content of your saved project.
4. Select **Next** until you reach the *Project Summary* window.
5. Select your print options and the number of copies you would like.
6. Select the **Resubmit** button on the *Project Summary* window.
The Rimage system will begin creating your DVD.

Reauthor a Project

Select this option to make additional copies of a saved project that you made limited changes to.

Important! You can only make changes to the title(s), subtitle(s), and date. You cannot make changes to content.

1. Select **Load Existing** from the Disc Authoring *Welcome* screen.
2. Browse to the project you would like to reauthor and select **Open**.
The *Project Settings* window opens and displays the settings of your saved project.
3. Make any desired changes to the title, subtitle, and date.
4. Select **Next**. The *Add Content* window opens and displays the content of your saved project.
5. Select **Next** until you reach the *Project Summary* window.
6. Select your print options and the number of copies you would like.
7. Select the **Reauthor** button on the *Project Summary* window.
The Rimage system will begin creating your DVD.

Customize the Selected Template

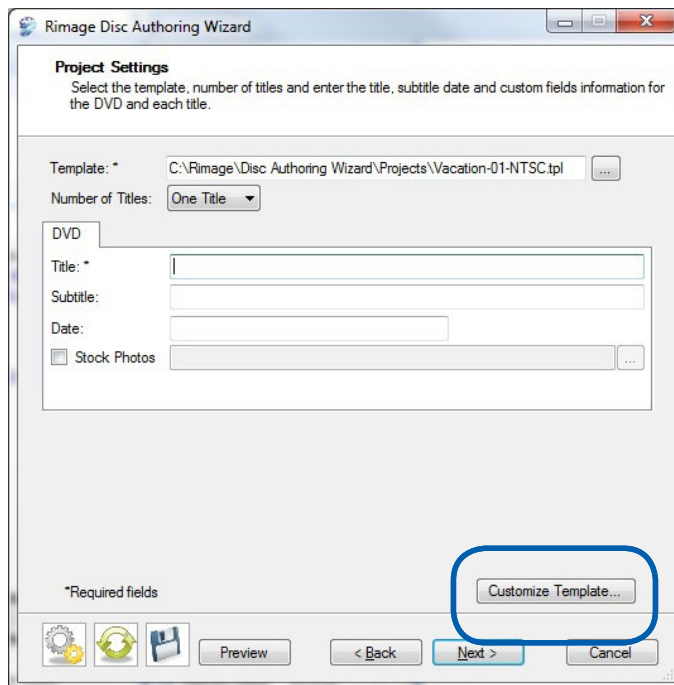
Customize your Template

You can customize the default settings on a selected template with the *Template Creator* application.

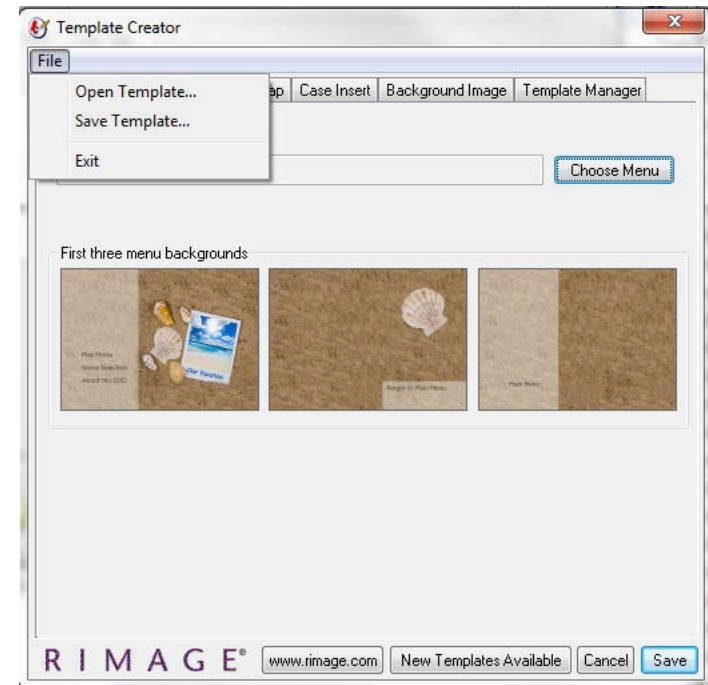
Important!

- After you customize your template, make sure to save your edits using a different file name than the existing templates. If you do not choose a unique name to save your edits, you will overwrite the existing template.
- If you overwrite the existing template, uninstall then reinstall the template to recover the original template.
- Before you recover an original template, make sure you save your changes as a new template file. If you do not save your changes, the recovered template will override the template you created upon install.

1. Select the **Customize Template** button that displays on the bottom of the *Project Settings* screen.



The *Template Creator* application displays.



- Each screen in the *Template Creator* application has a file menu located on the upper left hand side of the screen.
 - **Open Template:** Select to open a different template.
 - **Save Template:** Select to save any changes you have made to the template. When you choose this option, you must save the changes as a new template.
 - **Exit:** Select to close the *Template Creator* application.

Tip: There is a series of buttons located on the bottom of each tab in *Template Creator*.

- Select **www.rimage.com** to connect to the Rimage website.
- Select **New Templates Available** to download new templates available for use with the Disc Authoring Wizard. This button will only display when new templates are available for download.
- Select **Cancel** to disregard any changes and close the *Template Creator* application.
- Select **Save** to save any changes. If you select **Save**, you will be prompted to save the changes as a new template and close *Template Creator*.

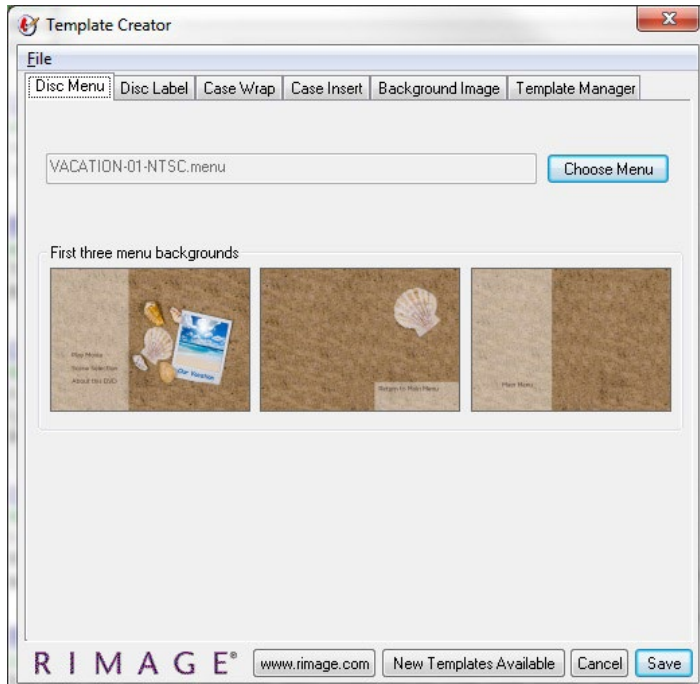
Customize the Selected Template

Edit the Disc Menu

The disc menu is the look and feel of the DVD menus. When you edit the disc menu you are only able to replace the selected menu with another menu. You are not able to make design changes to the existing menu.

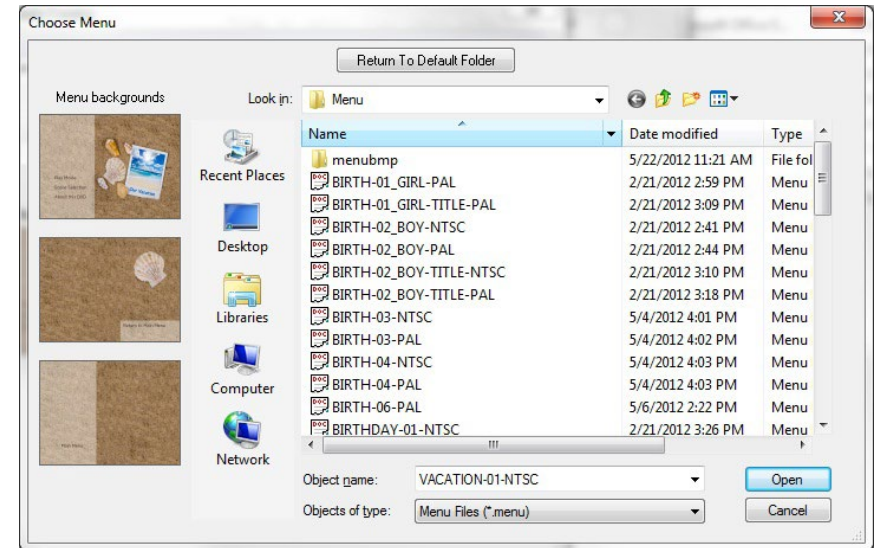
1. From the *Project Settings* screen select **Customize Template**.

The *Template Creator* window opens and the *Disc Menu* screen displays.



- Select the **Choose Menu** button to choose a different menu that will display on the DVD menus.

The *Choose Menu* window displays.



- Select a new menu from the default directory that displays or navigate to a menu you would like to use then select **Open**. Select **Cancel** to disregard your changes.

Tip: Select **Return to Default Menu Directory** to return to the default menu directory that displays when you first open the *Choose Menu* window.

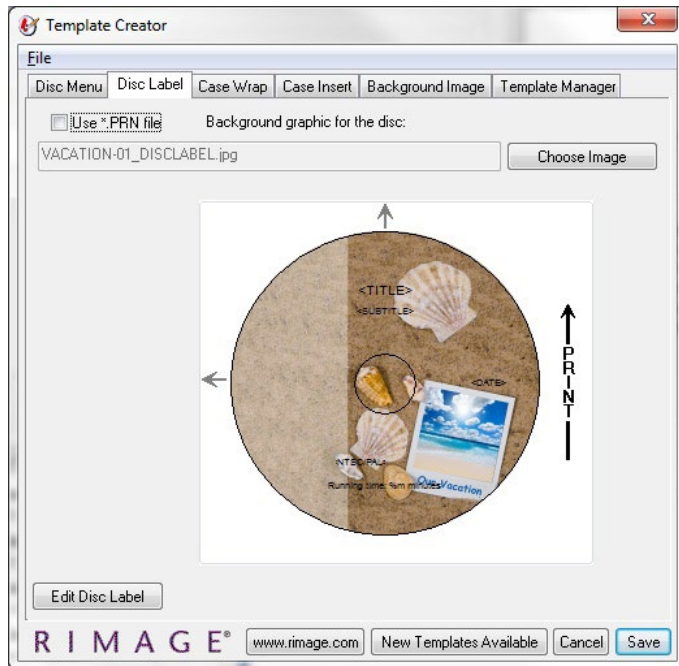
Customize the Selected Template

Edit the Disc Label

The disc label is the image and text that prints on the top of the DVD.

1. From *Template Creator*, select the **Disc Label** tab.

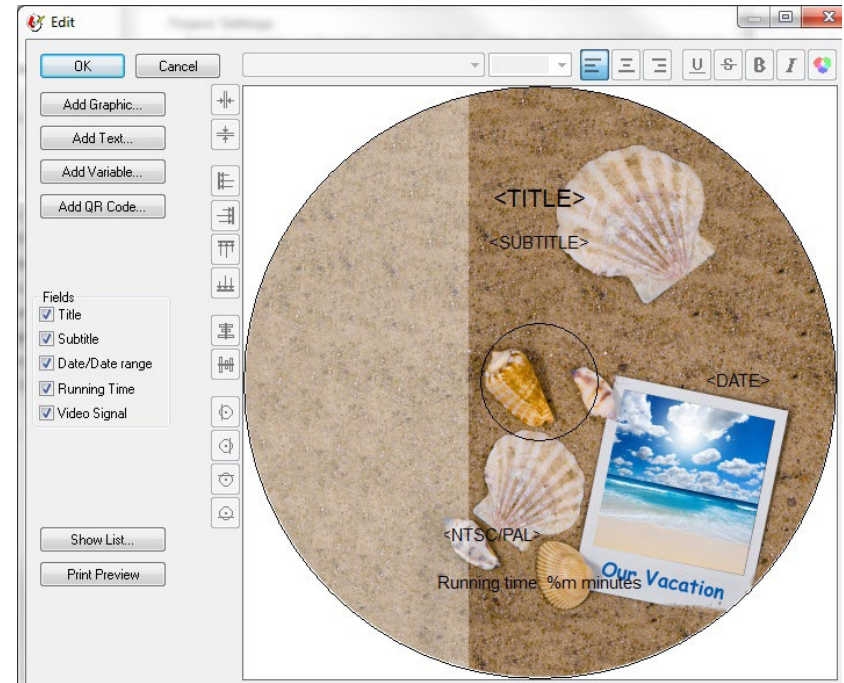
The *Disc Label* screen displays.



- Select the **Use *.PRN file** checkbox to print a .PRN file instead of the selected Disc Label.
- Select the **Choose Image** button to change the background graphic on the Disc Label.
 - Browse to the graphic you would like to add then select **Open**.

Tip: Select **Return to Default Menu Directory** to return to the default directory that displays when you first open the *Choose Image* window.

- Select **Edit Disc Label** to make more advanced changes to your disc. The *Edit* screen displays.

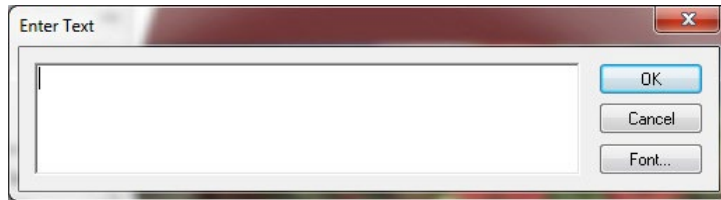


- Select **Add Graphic** to add an image to the existing disc label. Browse to the image you would like to add to the disc label and select **Open**.

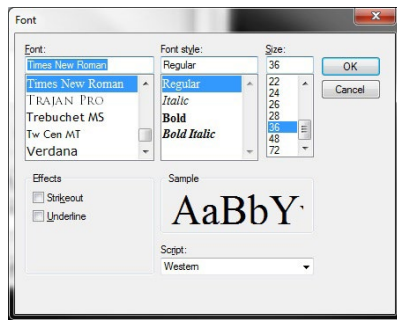
Tip: Graphics can be moved and resized after they are added to the disc label. Refer to the *Move or Resize Graphics or Text Boxes* section for more information.

Customize the Selected Template

- o Select **Add Text** to add customizable text to your disc label.
An *Enter Text* dialog box displays.



- a. Enter the desired text. Select **Font...** to launch a new window. From this window you can choose a different font and format font style, size, and color.

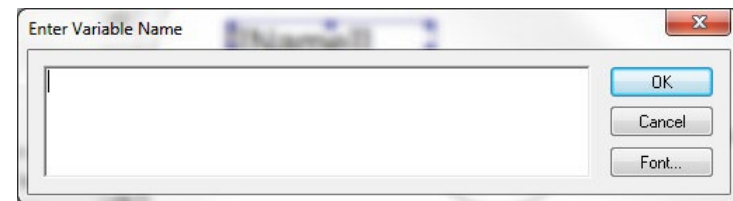


- b. Select **OK** to save the changes or **Cancel** to disregard the changes.

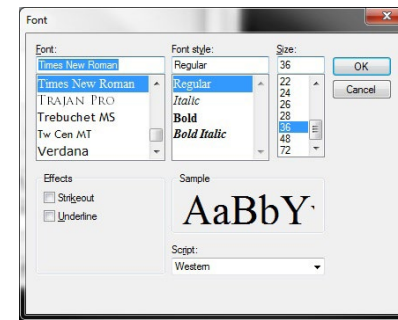
Tip: Text boxes can be moved and resized after they are added to the disc label. Refer to the [Move or Resize Graphics or Text Boxes](#) section for more information.

- o Select **Add Variable** to add this field to your DVD. Variables are customer-defined fields that you can create (similar to the Title and Subtitle). Variable information is entered in the *Project Settings* screen.

- a. Select **Add Variable**.
An *Enter Variable Name* dialog box displays.



- b. Enter the name of your Variable. Select **Font...** to launch a new window. From this window you can choose a different font and format font style, size, and color.



- c. Select **OK**. The Variable field displays on your Disc Label.

Tip: Variable text fields will display in double brackets in the software. **[[Variable Example]]**









Important! If you are done modifying this template, save your changes and close *Template Creator*. Once the template is saved, you will be prompted to enter text into the **Variable** field on the *Project Settings* screen in the wizard.

Tip: Variable text boxes can be moved and resized after they are added to the disc label. Refer to the [Move or Resize Graphics or Text Boxes](#) section for more information.

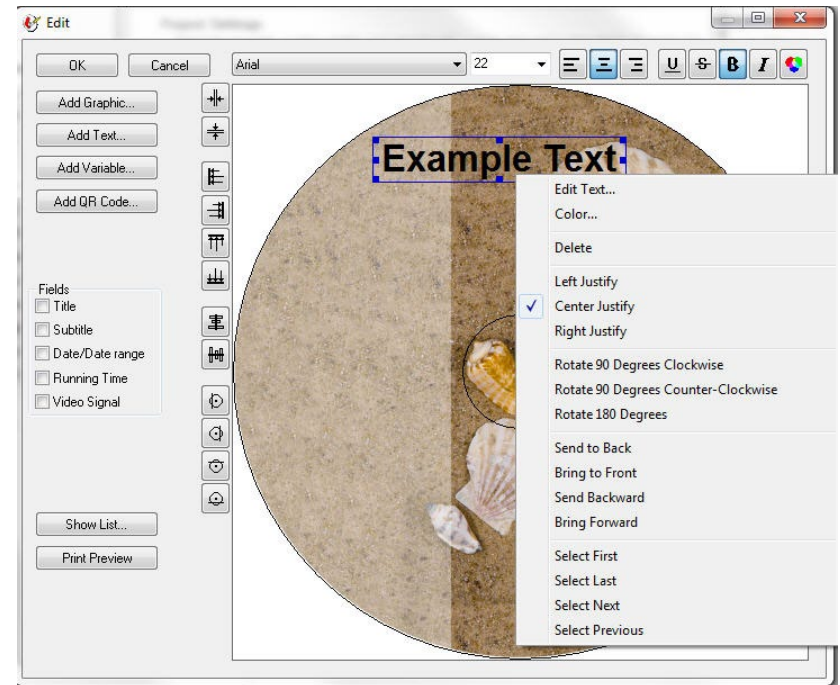
Customize the Selected Template

- Customize text and variable text using the buttons located at the top of the *Edit* window.
 - Select a different font for your text from the font dropdown.
 - Select the font size you would like your text to display from the dropdown.



- Select  to justify your text to the left side of the text box.
- Select  to center your text within the text box.
- Select  to justify your text to the right side of the text box.
- Select  to underline your text.
- Select  to strike through your text.
- Select  to bold your text.
- Select  to italicize your text.
- Select  to launch a color pallet and change the color of your text.

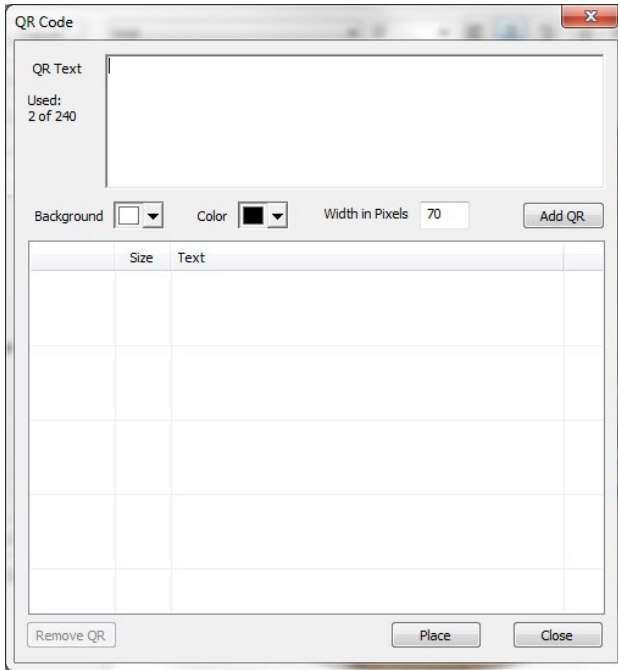
Tip: You can customize multiple text boxes at the same time. Refer to the [Set the Order of Objects](#) section for instructions.



Tip: Right-click on any text or variable text box to display a dropdown menu. Use the dropdown menu as another way to customize text. In addition to changing text color and font style, you can also rotate text from this dropdown menu.

Customize the Selected Template

- Select **Add QR Code** to add a scannable QR code to your disc.
A *QR Code* dialog box displays.



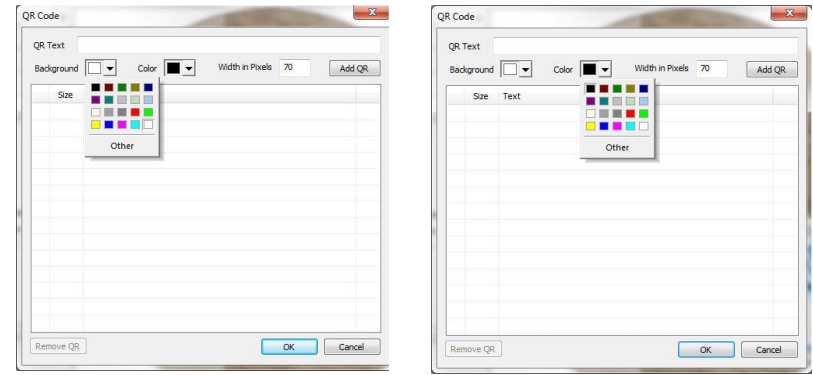
- a. Enter the QR text.

Important! Rimage recommends you limit QR text to 240 characters. QR codes with text over 240 characters can be difficult to scan.

Tip: For more information on types of QR codes, refer to the [QR Code Options](#) section.

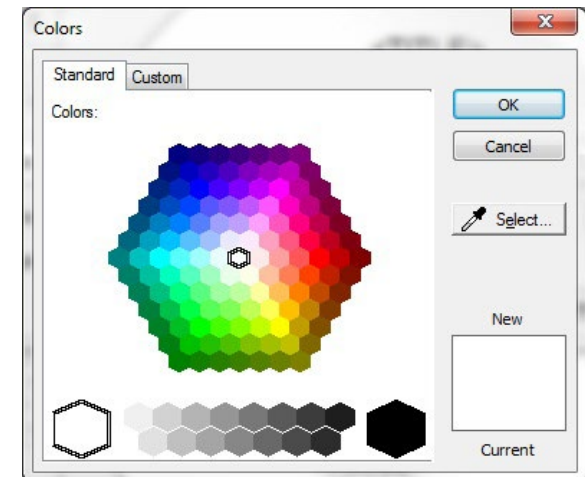
- b. Customize your QR code.
 - Add color to your QR Code.

- Select the **Background** dropdown menu to choose a different background color for your QR code. Select the **Color** dropdown menu to choose a different color for your QR Code. You have a variety of color options:
 - Choose a color from the available palette that displays when you select either the **Background** or **Color** dropdown.



- Select the **Other** button on the bottom of the **Background** or **Color** dropdown.

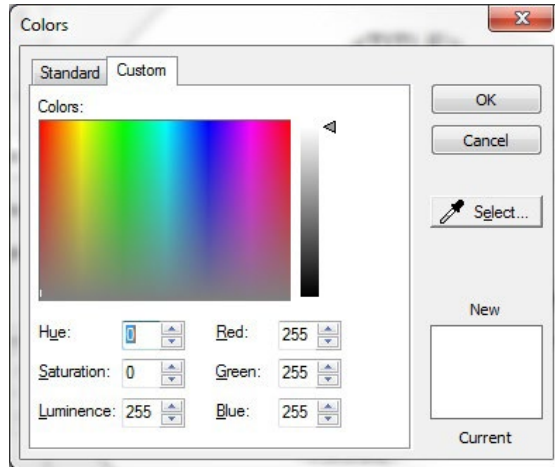
A *Colors* window opens. Select the **Standard** tab and choose your QR code colors from the larger pallet that displays.



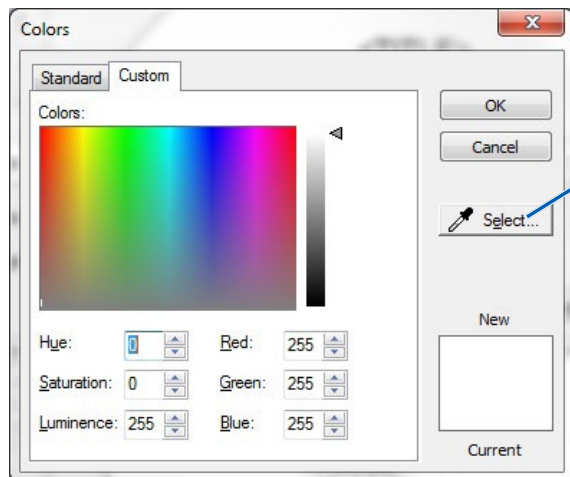
Customize the Selected Template

- Select the **Other** button on the bottom of the **Background** or **Color** dropdown.

A *Colors* window opens. Select the *Custom* tab and choose a custom color for your QR code.



- Select the eyedropper icon to choose a color. The eyedropper icon is found in either the **Standard** or **Custom** tab. With this icon you can select a color from anywhere on the template or from anywhere on your computer screen.



Eyedropper Icon

- Resize your QR Code.
 - Change the value in the **Width in Pixels** box to make your QR Code larger or smaller.

- c. Select the **Add QR** button to add the QR code to the table of available codes.

- To add the QR code to your disc label, select the QR code from the table of available codes, then select **Place**. The QR code will display on your disc label.
- To remove your QR code select the code then select the **Remove QR** button.




Tip: You can also right-click on a selected QR code then select **Delete** from the dropdown menu to remove a QR code.

Important! If you delete a QR code, make sure you delete the code from your disc label before you delete it from the table of available QR codes.

Customize the Selected Template







- Move any graphic, text box, or QR code. Select the object(s) you would like to move then select the icon that corresponds with where you would like the object(s) to display on the disc label.






Tip: Before you move objects on your case wrap, maximize the edit screen to ensure proper object placement.

- Select  to center the object(s) horizontally on the disc label.
- Select  to center the object(s) vertically on the disc label.
- Select  to align multiple objects to the left.
 - a. Select the objects you would like to align. The first object you select is your reference object. All selected objects will align with the left side of the reference object.

Tips:

- You can select multiple objects at once. Refer to the [Set the Order of Objects](#) section for instructions.
- The first object you select is your reference object and this object will have solid color selection handles. All other objects will have open selection handles.

- Select  to align multiple objects to the right.
- Select  to align multiple objects to the top.
- Select  to align multiple objects to the bottom.
- Select  to align multiple objects to the center horizontally.
- Select  to align multiple object to the center vertically.
- Select  to center the object(s) on the left side of the disc label. The object would be centered between the left edge of the hub and the left edge of the disc.

- Select  to center the object(s) on the right side of the disc label. Objects would be centered between the right edge of the hub and the right edge of the disc.
- Select  to center the object(s) on the top half of the disc label. Objects would be centered between the top of the hub and the top of the disc label.
- Select  to center the object(s) on the bottom half of the disc label. Objects would be centered between the bottom of the hub and the bottom of the disc.
- Select  to make the width of multiple objects the same while maintaining the aspect ratio.
- Select  to make the height of multiple objects the same while maintaining the aspect ratio.

Tip: Objects can also be moved using your mouse and keyboard. Refer to the [Move or Resize Graphics or Text Boxes](#) section.

- Uncheck any of the checkboxes listed to remove that field from the disc. Check the boxes to add the field back to the printed disc. Fields include:
 - Title
 - Subtitle
 - Date/Date Range
 - Running Time
 - Video Signal

Tip: Template styles vary. Some fields may not have text that displays on the printed disc even though the checkbox is selected.

- Select **Show List** to set the order of graphics or text on your printed disc. Refer to the [Set the Order of Objects](#) section for more information.
- Select **Print Preview** to view the changes to your disc label.
- Select **OK** to save your changes or **Cancel** to disregard your changes.

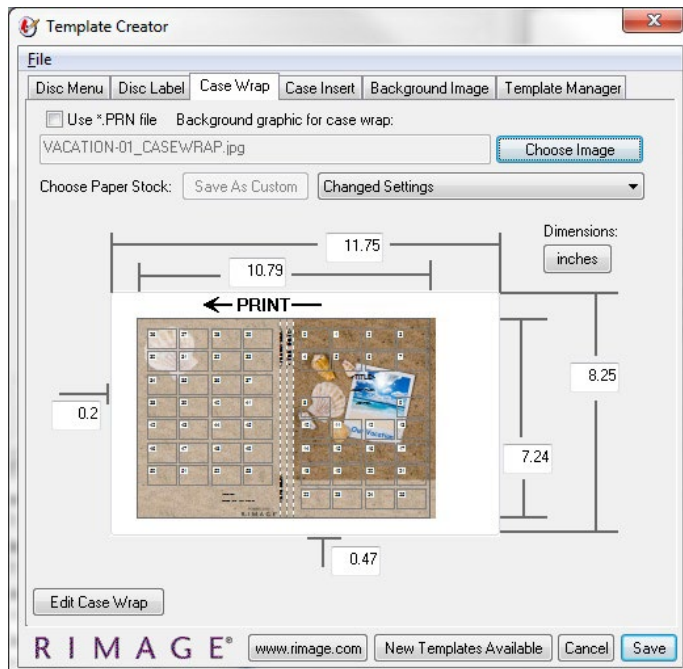
Customize the Selected Template

Edit the Case Wrap

The case wrap is the printed sheet that is inserted into the outside of the DVD case. The case wrap features the selected template and may list items such as title, subtitle, and chapter thumbnails.

1. From Template Creator, select the **Case Wrap** tab.

The *Case Wrap* screen displays.



- Select the **Use *.PRN file** checkbox to print a .PRN file instead of the selected disc label.
- Select the **Choose Image** button to choose a different background graphic for the Case Wrap.
 - Browse to the graphic you would like to add then select **Open**.

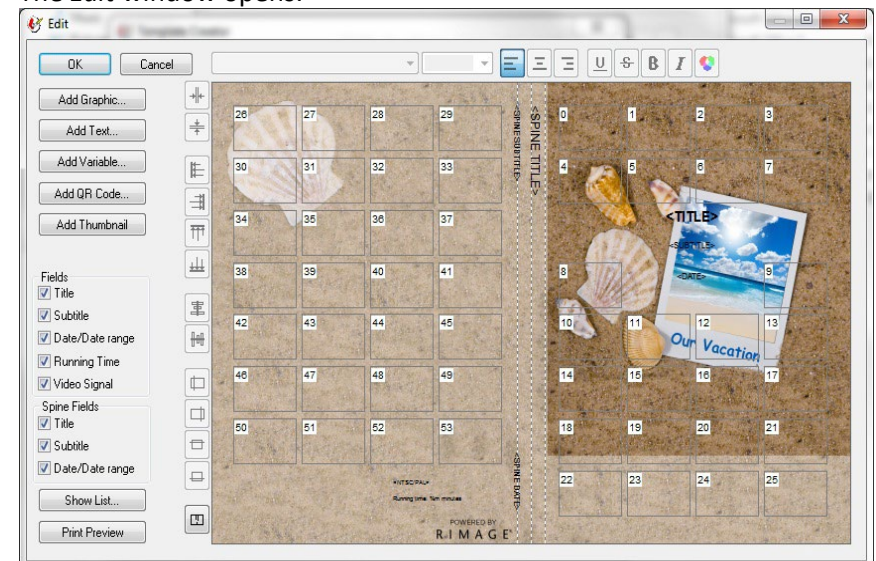
Tip: Select **Return to Default Menu Folder** to return to the default directory that displays when you first open the *Choose Image* screen.

- Select the paper margins and dimensions. Fields are measured in either inches or millimeters and can be manually edited.
 - **Dimensions:** Select the Dimensions button to choose either inches or millimeters.
 - **Choose Paper Stock:** Choose your case wrap dimensions profile from the dropdown list.
 - **Rimage DVD Case Wrap profile** displays the default case wrap print settings.
 - **Changed Settings profile** displays when you edit any of the default dimensions. Once you edit the dimensions, the **Save As Custom** button activates and you can save the changes as your custom case wrap dimensions.
 - **Custom Case Wrap** displays when you save the **Changed Settings**.
The new settings will remain under the **Custom Case Wrap** setting unless the **Save As Custom** button is pressed again with different settings.

Tip: Measurements will vary depending on the printer, print driver and paper settings you are using.

- Select **Edit Case Wrap** to make more advanced changes to your Case Wrap.

The *Edit* window opens.

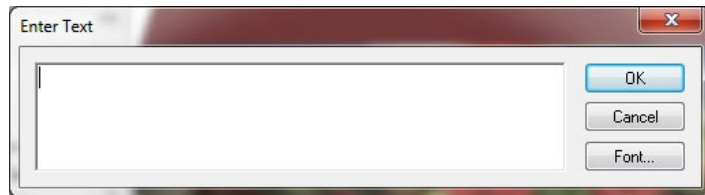


Customize the Selected Template

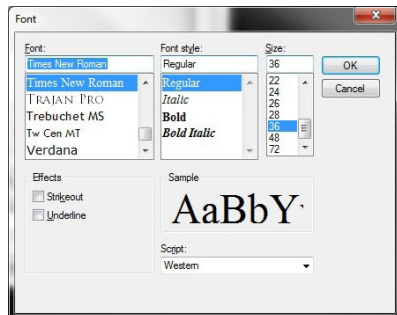
- o Select **Add Graphic** to add an image to the existing template. Browse to the image you would like to add to the disc label and select **Open**.

Tip: Graphics can be moved and resized after they are added to the disc label. Refer to the [Move or Resize Graphics or Text Boxes](#) section for more information.

- o Select **Add Text** to add text to your Case Wrap.
 - a. An *Enter Text* dialog box displays.



- b. Enter the desired text. Select **Font...** to launch a new window. From this window you can choose a different font and format font style, size, and color.



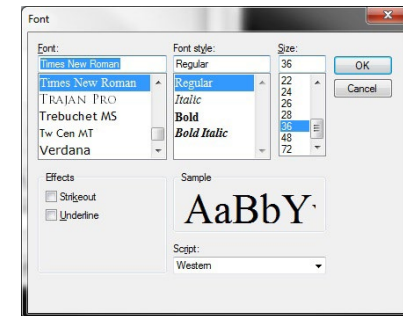
- o Select **Add Variable** to add this field to your DVD. Variables are customer-defined fields that you can create (similar to the Title and Subtitle). Variable information is entered in the *Project Settings* screen.

- c. Select **Add Variable**.

An *Enter Variable Name* dialog box displays.



- d. Enter the name of your Variable. Select **Font...** to launch a new window. From this window you can choose a different font and format font style, size, and color.



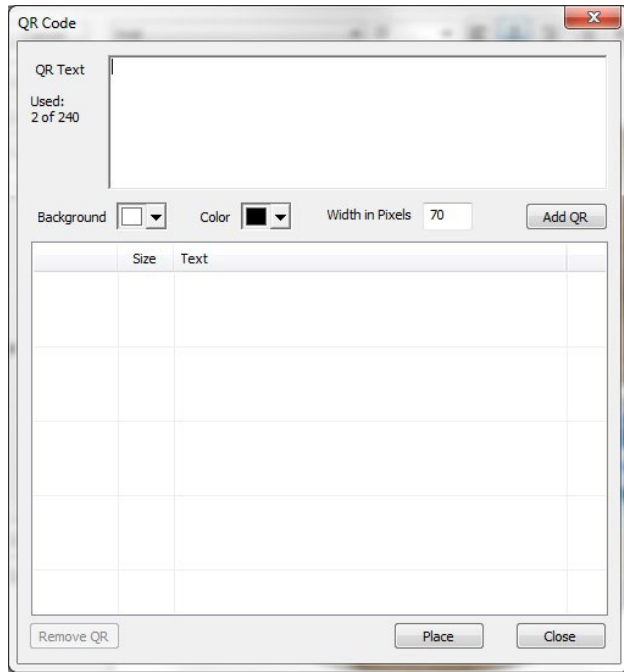
- e. Select **OK**. The Variable field displays on your Disc Label.

Tip: Variable text fields will display in double brackets in **[[Variable Example]]** the software.

Important! If you are done modifying this template, save your changes and close *Template Creator*. Once the template is saved, you will be prompted to enter text into the **Variable** field on the *Project Settings* screen in the wizard.

Customize the Selected Template

- Select **Add QR Code** to add a scannable QR code to your case wrap. A *QR Code* dialog box displays.



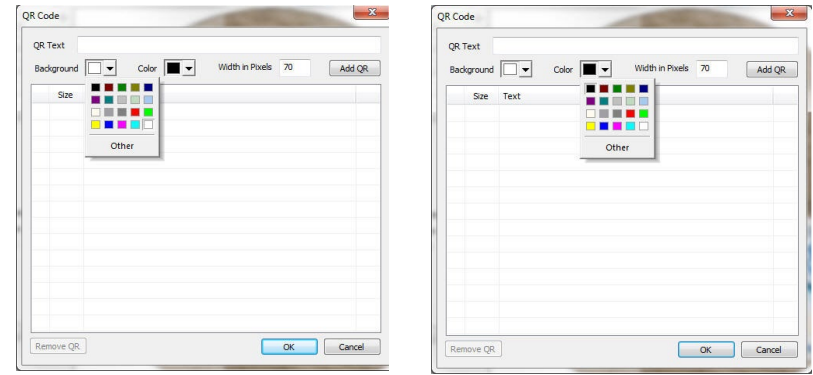
- a. Enter the QR text.

Important! Rimage recommends you limit QR text to 240 characters. QR codes with text over 240 characters can be difficult to scan.

Tip: For more information on types of QR codes, refer to the [QR Code Options](#) section.

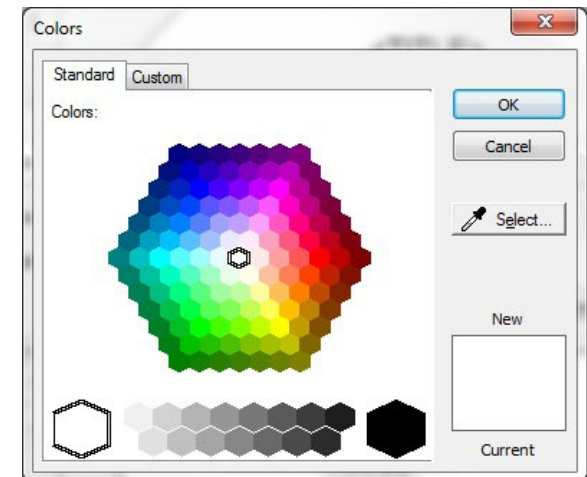
- b. Customize your QR code.
 - Add color to your QR Code.

- Select the **Background** dropdown menu to choose a different background color for your QR code. Select the **Color** dropdown menu to choose a different color for your QR Code. You have a variety of color options:
 - Choose a color from the available palette that displays when you select either the **Background** or **Color** dropdown.



- Select the **Other** button on the bottom of the **Background** or **Color** dropdown.

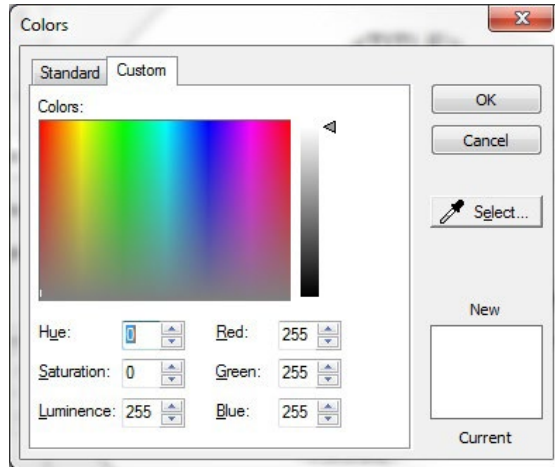
A *Colors* window opens. Select the **Standard** tab and choose your QR code colors from the larger pallet that displays.



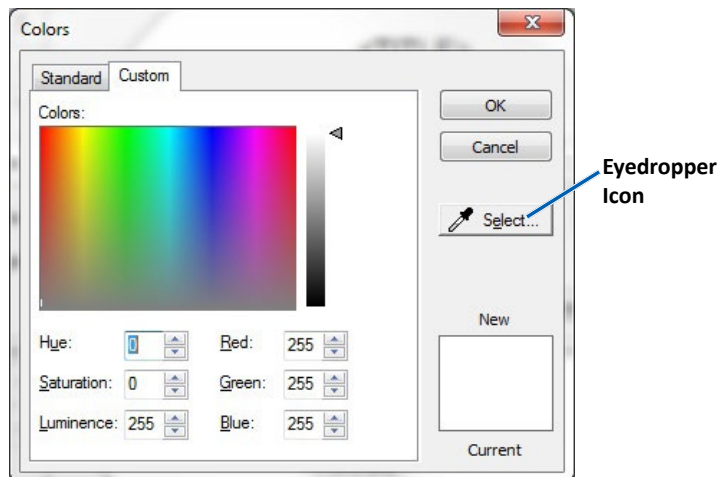
Customize the Selected Template

- Select the **Other** button on the bottom of the **Background** or **Color** dropdown.

A *Colors* window opens. Select the *Custom* tab and choose a custom color for your QR code.



- Select the eyedropper icon to choose a color. The eyedropper icon is found in either the **Standard** or **Custom** tab. With this icon you can select a color from anywhere on the template or from anywhere on your computer screen.



- Resize your QR Code.
 - Change the value in the **Width in Pixels** box to make your QR Code larger or smaller.

- c. Select the **Add QR** button to add the QR code to the table of available codes.

- To add the QR code to your case wrap, select the QR code from the table of available codes, then select **Place**. The QR code will display on your disc label.
- To remove your QR code select the code then select the **Remove QR** button.




Tip: You can also right-click on a selected QR code then select **Delete** from the dropdown menu to remove a QR code.

- Select **Add Thumbnail** to add a thumbnail to your case wrap.

Customize the Selected Template







- Move any graphic, text box, or QR code. Select the object(s) you would like to move then select the icon that corresponds with where you would like the object(s) to display on the case wrap.







Tip: Before you move objects on your case wrap, maximize the edit screen to ensure proper object placement.

- Select  to center the object horizontally on the case wrap.
- Select  to center the object vertically on the case wrap.
- Select  to align multiple objects to the left.
 - a. Select the objects you would like to align. The first object you select is your reference object. All selected objects will align with the left side of the reference object.

Tips:

- You can select multiple objects at once. Refer to the [Set the Order of Objects](#) section for instructions.
- The first object you select is your reference object and this object will have solid color selection handles. All other objects will have open selection handles.

- Select  to align multiple objects to the right.
- Select  to align multiple objects to the top.
- Select  to align multiple objects to the bottom.
- Select  to align multiple objects to the center horizontally.
- Select  to align multiple object to the center vertically.
- Select  to center the object(s) on the left side of the case wrap. The object would be centered between the left edge of the hub and the left edge of the label.

- Select  to center the object(s) on the right side of the case wrap. Objects would be centered between the right edge of the hub and the right edge of the label.
- Select  to center the object(s) on the top half of the case wrap. Objects would be centered between the top of the hub and the top of the disc label.
- Select  to center the object(s) on the bottom half of the case wrap. Objects would be centered between the bottom of the hub and the bottom of the disc label.
- Select  to adjust the spine title, spine subtitle, and spine date. This will position the objects into predefined places on the case wrap.
- Select  to make the width of multiple objects the same while maintaining aspect ratio.
- Select  to make the height of multiple objects the same while maintaining aspect ratio.

Tip: Objects can also be moved using your mouse and keyboard. Refer to the [Move or Resize Graphics or Text Boxes](#) section.

- Uncheck any of the checkboxes listed to remove that field from the case wrap. Check the boxes to add the field back to the case wrap. Fields include:
 - Title
 - Subtitle
 - Date/Date Range
 - Running Time
 - Video Signal
- Select **Show List** to set the order of graphics or text on your printed disc. Refer to the [Set the Order of Objects](#) section for more information.
- Select **Print Preview** to view the changes to your disc label.
- Select **OK** to save your changes or **Cancel** to disregard your changes.

Tip: Template styles vary. Some fields may not have text that displays on the printed disc even though the checkbox is selected.

Customize the Selected Template

Edit the Case Insert

The case insert is a disc case insert that displays the DVD title, the DVD subtitle, date, chapters, chapter duration, and chapter time index. The term chapter refers to each photo or video on the disc.

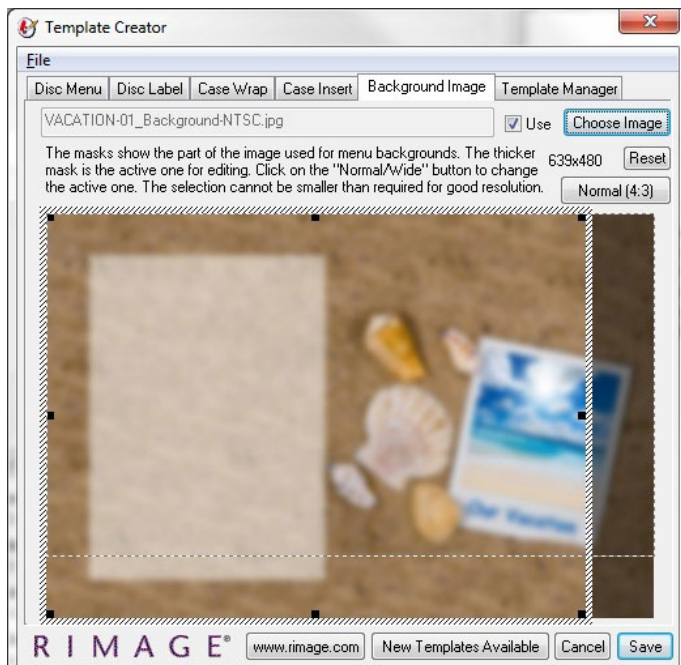
- Select a different font for the Chapter Insert from the dropdown.
- Select the **Use *.PRN file** checkbox to print a .PRN file at the same time you print the chapter insert.

Edit the Background Image

Select the Background Image tab to edit the image that displays on the disc menus.

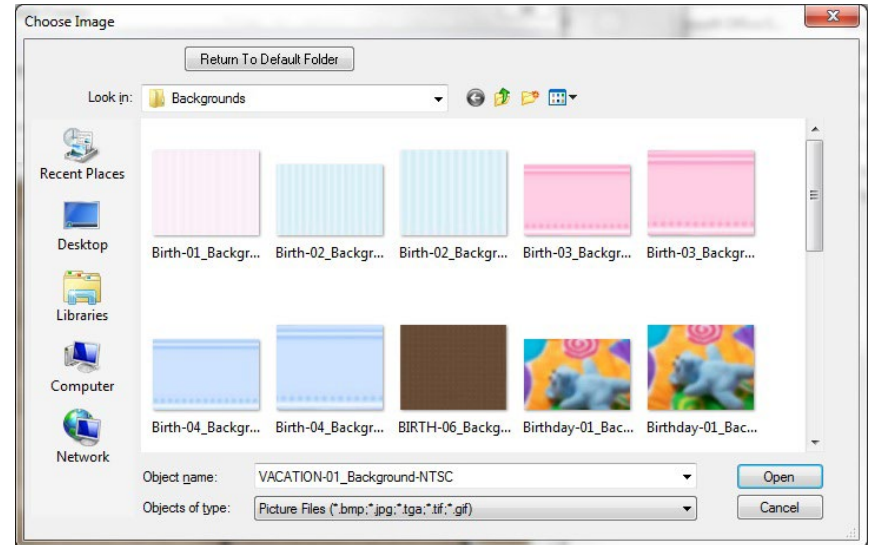
Tip: If you do not want a background image to display on your DVD, uncheck the **Use** checkbox next to the image path on the **Background Image** screen.

1. From Template Creator, select the **Background Image** tab.
The **Background Image** screen displays.



- Select the **Choose Image** button to choose a different background image.

The **Choose Image** window opens.



- Browse to the background you would like to add then select **Open**. Select **Cancel** to disregard any changes and close the **Backgrounds** window.

Tip: Select **Return to Default Menu Folder** to return to the default directory that displays when you first open the **Choose Image** screen.

- Resize the image frame.
 - Select **Normal** for a 4:3 aspect ratio (standard definition television) or **Wide** for a 16:9 aspect ratio (wide screen television) to change the size of the selection area.
 - Drag the selection mask to the desired size. The thicker line is the mask available for editing.
 - Select **Reset** to return to the default frame size. Select **Save** to save changes to the image frame size or **Cancel** to disregard changes.

Tip: Resizing will be limited depending on image resolution.

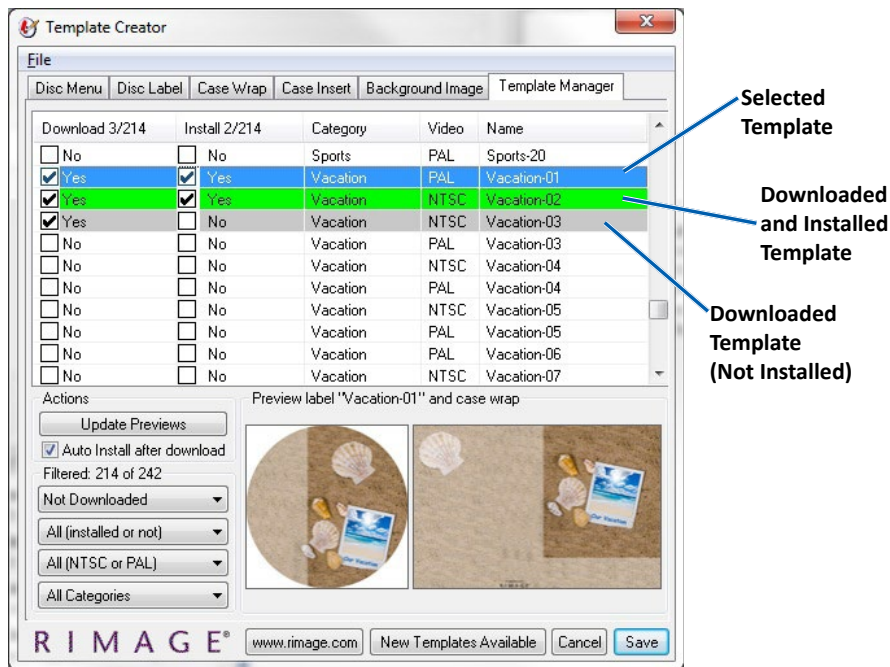
Customize the Selected Template

View, Download, and Install Additional Templates

Select the **Additional Templates** tab to view available templates, download and install templates, and check for new templates available from Rimage.

Tip: The template line changes color based on the status of the template. A blue line indicates a selected template. A gray line indicates a downloaded template. A green line indicates a downloaded and installed template.

- Download templates:



Tip: Templates that are not downloaded have a blank checkbox under the download column with the word No next to the box.

- Select the checkbox under the Download column to download a template. The template will begin downloading immediately and will install automatically if the **Auto Install after download** box is checked. When you click away from the downloaded template line, the download counter changes to reflect the recent number of downloaded templates.

Tips:

- When the download is complete, the word No changes to Yes under the Download column and a checkmark displays in the checkbox.
- You can download multiple templates at one time. You do not have to wait until the download process is complete before you download another template.

- Install templates:

- Templates that have been selected for download will automatically install. When you click away from the installed template line, the install counter changes to reflect the recent number of installed templates.

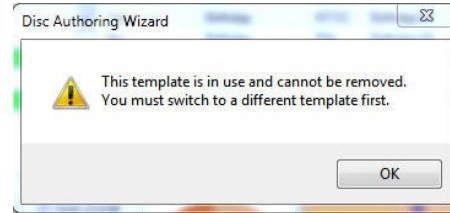
Tips:

- When the download is complete, the word No changes to Yes under the Download column and a checkmark displays in the checkbox.
- If you do not want templates to install automatically, uncheck the **Auto Install after download** box. If you uncheck this box you must manually install templates by selecting the checkbox under the install column.

Customize the Selected Template

- Uninstall templates:
 - Deselect the checkbox under the Installed column to uninstall a template.

Important! You cannot uninstall a template that is currently in use. If you try to uninstall a template that is being used, an error message will display and you will not be allowed to uninstall at that time.



- Select **Update Previews** to check for new template styles that are available.

Tips:

- You can choose to reload all of the available templates. Hold the shift key until the **Update Previews** button changes to **Reload All Previews**. Select the **Reload All Previews** button to begin the reload process. The reload process may take a few minutes. Press ESC to cancel the reload process.
 - You can choose to download all templates. Hold the shift key until the **Update Previews** button changes to **Download All Templates**. Select the **Download All Templates** button to begin the download process. The download process may take a few minutes. Press ESC to cancel the reload process.
-

- Filter templates:
 - There are three dropdown menus at the bottom left hand side of the window. You can use these menus to filter the available templates. Filter templates by **Downloaded** or **Not Downloaded**, **Installed** or **Not Installed**, by television standard (**NTSC** or **PAL**), or by category.

Tip: Once you select a filter, the template counter will change to reflect the filter you chose.





Customize the Selected Template

Move or Resize Graphics or Text Boxes





You can move or resize graphics, or text boxes that you added to the case wrap or disc label.

- Resize an object proportionally using your mouse.
 1. Select the **object** you would like to resize.
 2. Drag any of the **selection handles** until the graphic is the desired size.
- Resize an object proportionally using your keyboard.
 1. Select the object you would like to resize.

To resize the objects in small increments:

- a. Hold down the **Shift key** and press  or  to increase the size of the graphic by one pixel.
- b. Hold down the **Shift key** and press  or  to decrease the size of the graphic by one pixel.

To resize the objects in large increments:





- a. Hold down the **Shift** and **Ctrl** keys and press  or  to increase the size of the object by ten pixels.
- b. Hold down the **Shift** and **Ctrl** keys and press  or  to decrease the size of the object by ten pixels.

- Move an object using your mouse.
 1. Select the object you would like to move.
 2. Click on the object and hold while dragging it to the desired location.





- Move an object using the keyboard.

1. Select the object you would like to move.

To move the object in small increments (one pixel at a time):

- a. Press  to move the object up one pixel at a time.
- b. Press  to move the object to the right one pixel at a time.
- c. Press  to move the object down one pixel at a time.
- d. Press  to move the object to the left one pixel at a time.

To move the object in large increments (10 pixels at a time):

- a. Hold down the **Ctrl key** and press  to move the object up ten pixels.
- b. Hold down the **Ctrl key** and press  to move the object right ten pixels.
- c. Hold down the **Ctrl key** and press  to move the object left ten pixels.
- d. Hold down the **Ctrl key** and press  to move the object down ten pixels.

Tip: The aspect ratio will be maintained when resizing objects.

Customize the Selected Template

Set the Order of Objects

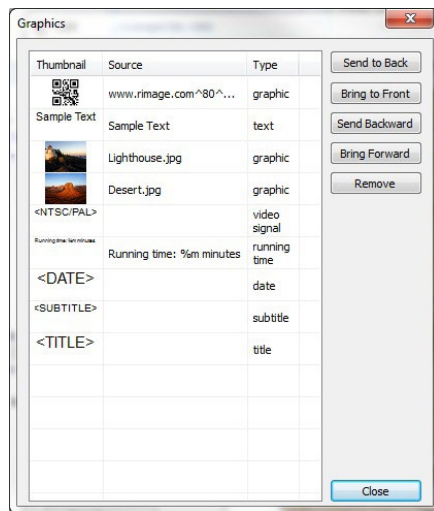
Template Creator puts objects in a stacking order as you add them to the page. You can arrange the order of objects added to your Disc Label or Case Wrap.

- Change the order of objects you added.

You can rearrange objects in Template Creator by using **Send to Back**, **Bring to Front**, **Send Backward**, **Bring Forward**, or **Remove**.

- a. Select **Show List**.

A *Graphics* window opens.



- b. Select an object you would like to move or remove.
 - Select **Send to Back** to move an object to the back of the stack.
 - Select **Bring to Front** to move an object to the front of the stack.
 - Select **Send Backward** to move an object back one layer.
 - Select **Send Forward** to move an object forward one layer.
 - Select **Remove** to remove the object.

Tip: You can also move objects via the dropdown menu. Right-click on the object you would like to move and select the option you want from the dropdown list.

- Select an object.

As objects are added, they can stack on top of each other and become difficult to select. In this case, use the following procedure to select an object:

- a. Left-click on an object to select that object.
- b. Right-click on the selected object. A dropdown menu displays.
- c. Use **Select First**, **Select Last**, **Select Next**, or **Select Previous** to highlight the desired object. The object can then be modified, moved to the desired location, or removed.

- Select multiple objects.

You can select multiple objects at once in order to move or customize the objects at the same time. There are two ways to select multiple objects:


- **Shift key:** Hold down the shift key while selecting the desired objects. All selected objects will have selection handles around them.
- **Lasso:** Position your cursor to the side of the first object you would like to select. Press and hold the left button on your mouse and drag the selection box over each object you would like to move or customize. When all the desired objects are selected, release the button on the mouse. All selected objects will have selection handles around them.

Tip: The first object you select is your reference object and this object will have solid color selection handles. All other objects will have open selection handles.

Edit the Software Settings


Edit the Rimage Disc Authoring Wizard Settings

1. Open the **Rimage DVD Wizard**.

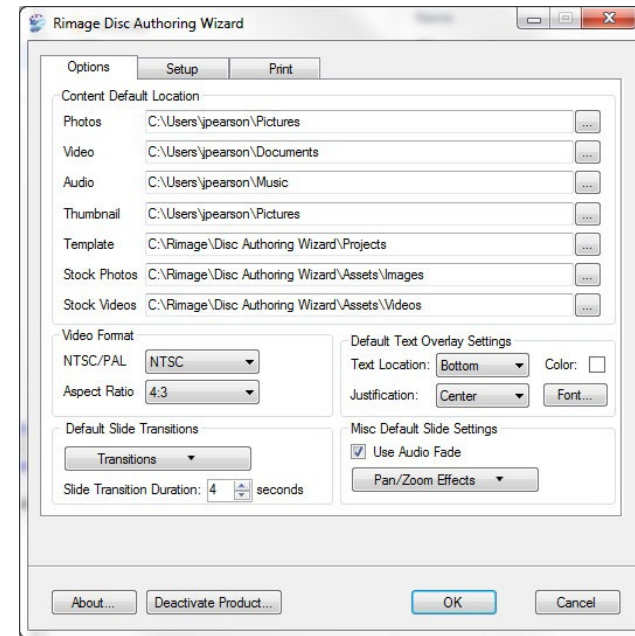
- a. Select  on your desktop to open the Disc Authoring Wizard.

The initial *Rimage Disc Authoring Wizard* screen displays.



2. Select  to open the settings window.

The *Rimage Disc Authoring Wizard* settings window opens. From here you can edit the default system settings.



Tip: There are four buttons at the bottom of the screen.

- Select **About** for information on the Disc Authoring Wizard such as the software version, license information, and your product key.
- Select **Deactivate Product** to deactivate the software. This option should only be used if you need to remove the software from your computer.
- Select **OK** to save changes to your settings and exit the settings screen.
- Select **Cancel** to disregard changes to your settings and exit the settings screen.

Edit the Software Settings

3. Select the **Options** tab to edit the Content Default Locations, Video Format, Default Text Overlay Settings, Default Slide Transitions, and Misc Default Slide Settings.

- **Content Default Location**

- When you browse to select **Photos, Video, Audio, Thumbnail,** or **Template** files for your projects, the system automatically opens to the locations specified in these fields.

Important! Do not change the default location for template files.

- **Video Format**

- **NTSC/PAL:** Select the default video format you want to use for your projects.
- **Aspect Ratio:** Select the default aspect ratio you want to use for your projects. This setting will determine how your DVD will display on the screen. Select 4:3 if the disc will be viewed on a standard television. Select 16:9 if the disc will be viewed on a wide screen television.

- **Default Text Overlay Settings:** Select the default settings for overlay text you add to your project.

- **Default Slide Transitions**

- Select default slide transitions from the **Transitions** menu.
- Select the default **Slide Transition Duration**. The **Slide Transition Duration** is the amount of time you would like each transition to display.

- **Misc Default Slide Settings:**

- Select the **Use Audio Fade** checkbox to fade between audio files on your DVD. Deselect the checkbox if you do not want your audio files to fade as they transition.
- Select default **Pan/Zoom Effects**.

4. Select the **Setup** tab to edit the Directories, Rimage Connection, Company Information, and Media.

Tip: Refer to the [Software Installation and Configuration](#) section of this user guide for definitions of terms under Directories or Rimage Connection.

- **Directories**

- **Work Directory**
- **Transcode Directory**
- **Authoring Directory**

- **Rimage Connection**

- **Volume Name**
- **Server Name/IP**
- **Rimage System**
- **Port Number**
- **Connect**
- **Disconnect**

- **Company Information**

- **Media**

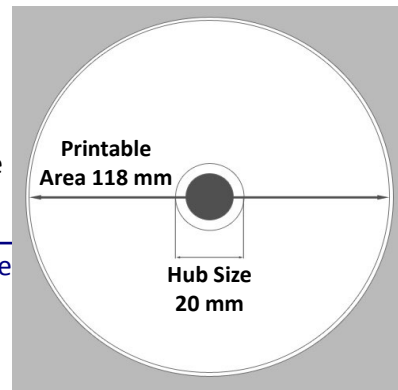
- **Media Type:** Select the default media type you want to use for your projects.
- **Capacity:** Displays the capacity of the media you have selected.

Edit the Software Settings

5. Select the **Print** tab to edit the Printer Setup and the Disc Label Parameters:

Tip: Refer to the *Software Installation and Configuration* section of this user guide for definitions of terms under Printer Setup.

- **Printer Setup**
 - **Case Wrap Printer**
 - **Chapter Insert Printer**
- **Disc Label Parameters**
 - **Inner Diameter:** The hub or hole in the center of the disc.
 - **Outer Diameter:** The printable area on the disc.




Tip: The default settings for Rimage Media is 118mm for the printable area of the disc and 20mm for the hub size. The printable area and hub size vary depending on the disc manufacturer. If you see a white ring around your disc label, adjust the disc label parameters.

6. When you have finished editing the settings, select **OK** to save your changes.

Uninstall the Software

Uninstall the Software

 **Before you uninstall the software, make sure you deactivate your software activation key.**

1. From the Windows **Start** menu, select **Control Panel**.
2. Under *Programs*, select **Uninstall a program**. The *Uninstall or change a program* window opens.
3. Browse to and select **Disc Authoring Wizard** from the list of current programs.
4. Select **Uninstall/Change**.
5. Follow the prompts to uninstall the software.

Tip: You may be prompted to restart your Rimage system before the uninstall is complete.

QR Code Options

A QR code is a type of barcode that can store different kinds of data. Application readers on smartphones are then able to read this data and perform an action based on the data. Think of QR codes as an alternative way to access data from your phone.

You can add any of the following types of QR codes to your DVD.

Tip: QR code readers vary. Some QR codes may not work with every reader.

Add a URL

Add a URL to your QR code. When the code is scanned the designated website will launch on the user's phone.

- Enter the web address. An example web address would be <http://www.qumu.com>.

Add Contact Information to your QR Code with a Me Card

QR codes can contain contact information so someone can easily scan a code, view your contact information, and add the information to their phone. You can input your name, phone number, email address, address, and website.

Add a Me Card to your QR code.

- Type in your information. Refer to the example below for formatting.
MECARD:N:Joe Morales;ADR:2920 Zoo Drive, San Diego, CA 92101;TEL:6191029501;EMAIL:first.last@email.com;URL:http://website.com;;

Add a Calendar Event

If you have an event you want to promote, you can create a QR code containing the event information. Calendar event QR codes can contain a title, start and end date/time, time zone, location, and description.

Enter the event information in the following format:

```
BEGIN:VEVENT
SUMMARY:Event Title
DTSTART: 20120502T132300Z
DTENT:20120502T142300Z
END:VEVENT
```

```
BEGIN:VCALENDAR
VERSION:1.0
BEGIN:VEVENT
STATUS:TENTATIVE
DTSTART:19960601T03300Z
DTENT:19960401T043000Z
SUMMARY:Your Proposal Review
END:VEVENT
```

Tip: Date and time format are `yyyymmddTHHMMSSZ`. "Z" represents the end of the time frame and is not time zone specific.

Add an Email Address

A QR code can contain your email address so someone can scan the code, see your email, then open the email on their phone.

Add an email to your QR code.

- Type in your information. Refer to the example below for formatting:
`mailto:Name@Company.com`

QR Code Options

Add a Phone Number

- Type in your information. Refer to the example below for formatting:

tel:8005551212

Add a Geo Location

You can add a QR code that links to a Google Maps location. This will allow someone to scan your code and get directions to an event or a facility. To add this type of code to your DVD you need to enter the latitude and longitude of the location.

To look up the geographic coordinates (latitude and longitude) of a spot on a map, follow the steps below:

1. Search for the location on Google Maps.
2. Right-click on the desired spot on the map to bring up a menu with options.
3. Select **What's here** on the menu dropdown.
4. Select the green arrow to display the latitude and longitude coordinates.

Once you have your coordinates, you can add them to the QR code. Refer to the example below for formatting:

geo:45.000708,-93.482870

Add a SMS

Add a SMS to your QR code. When the code is scanned a text message is generated with your contact number. A person can then reply to the message.

- Enter the message and number in the following format:

smsto:8885551212:Message to send

Troubleshooting Errors and FAQs

Troubleshooting Errors

Common errors are listed below. For further assistance, contact Rimage Support.

- Invalid File Format
 - Exact error that displays: **You have chosen an invalid file format! Please select one of the supported file types.**
 - Cause: Incompatible media
 - Solution: Make sure you are using a supported file format. For a list of supported formats, refer to the [Supported File Formats](#) section of this user guide.
 - Polling Error
 - Exact error that displays: **The DiscWizard polling file location could not be found in the registry! Please make sure DiscWizard is properly installed and configured for polling.**
 - Cause: The client machine is not communicating with the Rimage system.
 - Solution:
 - Verify that your Ethernet connection on the client machine and the Rimage system are connected.
 - Verify that the Server Name/IP address is set to your Rimage system.
 1. Under **Settings**, select the **Setup** tab.
 2. Verify the Server Name/IP address.
 3. Test to see if the wizard can connect to the Rimage system by selecting the **Connect** button. If the **Disconnect** button is highlighted, you are connected.
 4. Verify that the Work Directory is set correctly.
- Refer to the [Advanced Network Guide](#) for more information on verifying the above settings.

Frequently Asked Questions

Q: Why am I unable to activate my software?

A: Check your make sure you are connected to the internet. Make sure your wizard software key was entered correctly.

Q: Why isn't the case wrap printing?

A: Check to make sure you have legal paper loaded in the printer. Check to make sure the printer is setup in the Disc Authoring Wizard software.

Q: How do I enable Rimage Video Protect?

A: Refer to the [Rimage Video Protect Setup and Installation Guide](#).

Q: How do I access my Rimage unit from a Client PC using Remote Desktop?

A: From Windows XP:

1. Select **Start**.
2. Select **Run**.
3. In the **Open** field type **mstsc**.
4. Select **Enter** on your keyboard or **OK** on your computer screen.
5. Enter your computer name or IP address of your machine in the **Computer** field.
 - If you do not know your Rimage computer name refer to the [Advanced Network Guide](#) or ask your network administrator.

From Windows 7:

1. Select **Start**.
2. Type **mstsc** in the Search bar.
3. Repeat steps 4 and 5 from above.

Troubleshooting Errors and FAQs

Q: How do I clean files from my Work Directory?

A: From a remote computer:

1. View the **files** via the UNC path (example: \\Computer\).
2. Select **Start**.
3. Select **Run**.
4. Enter the Rimage system name.
5. Review your work files and remove any unnecessary jobs you created.

From the Rimage System (installed locally):

1. Select **Start**.
2. Select **Computer**.
3. Browse to the D: drive.
4. Locate the Rimage Folder.
5. Review your work files and remove any unnecessary jobs you created.

Tip: The wizard creates these folders. All folders start with RimageWiz.

Q: What if I need an alternative video player to work with my Rimage Disc Authoring Wizard software?

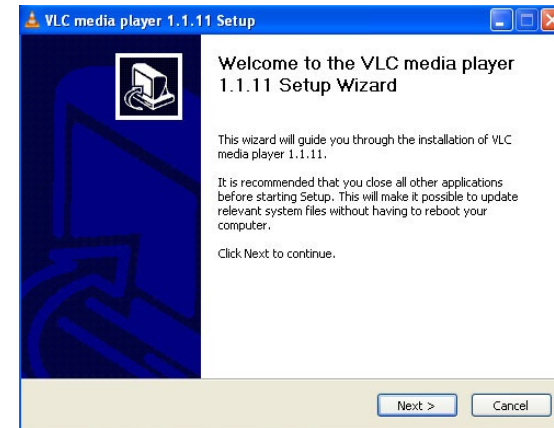
A: Install the VLC media player.

1. Navigate to <http://www.videolan.org/vlc/>. Select **Download VLC**.

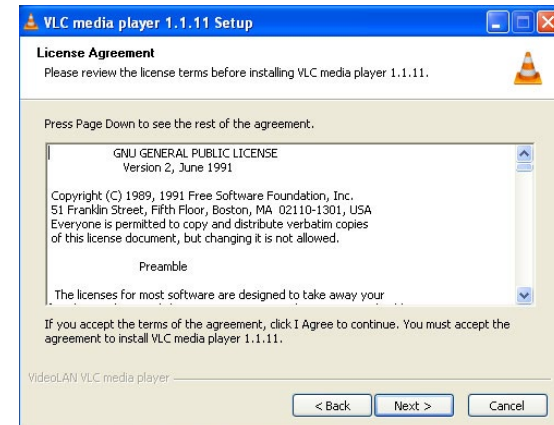
2. Select the **Installer Language**.



3. The *Welcome* screen displays.



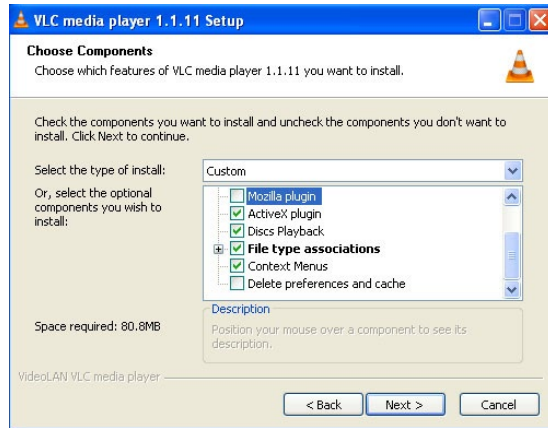
4. Select **Next**. The *License Agreement* screen displays.



Read and accept the license agreement.

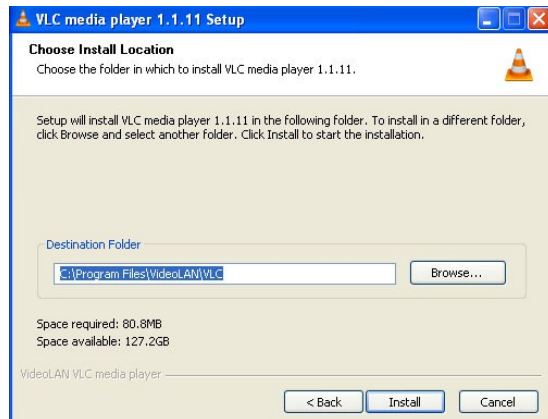
Troubleshooting Errors and FAQs

5. Select **Next**. The *Choose Components* screen displays.



Choose type of install or the components you would like on the media player.

6. Select **Next**. The *Choose Install Location* screen displays.



Retain the default location or browse to and select another install location.

7. Select **Install**. The final screen in the VLC media player setup displays.



8. Select **Finish**. The VLC media player is installed.

Q: My work directory was not recognized using the configuration method provided. Is there another way to configure my work directory?

Important! This process may vary depending on which version on Windows you are running.

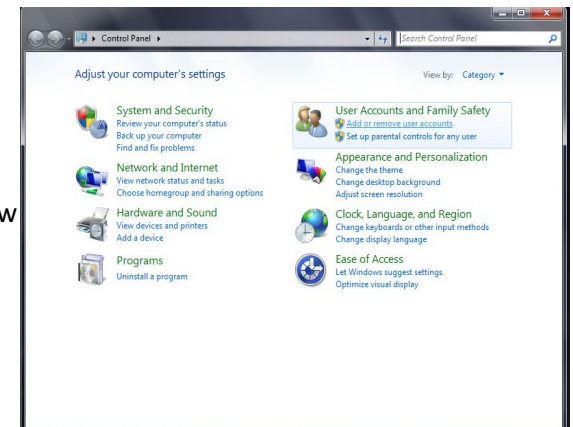
A: If your computer is in a workgroup:

1. Select the **Start** button.

2. Select **Control Panel**.

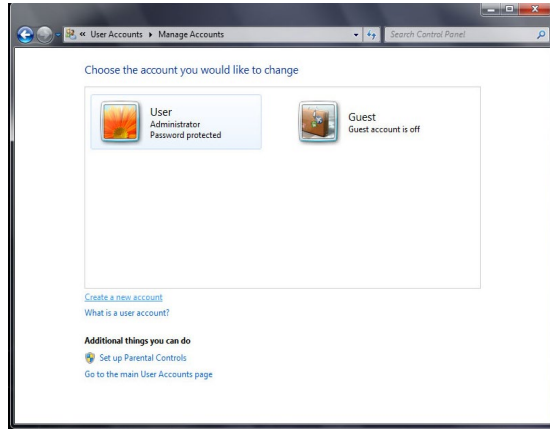
The *Control Panel* window opens.

3. From the *Control Panel* window select **Add or remove user accounts**.

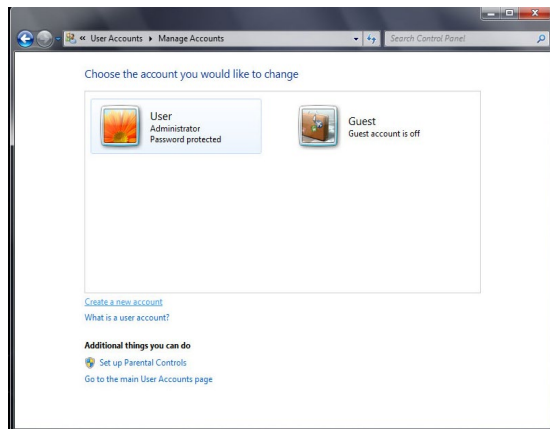


Troubleshooting Errors and FAQs

4. The *Manage Accounts* window opens. Select **Create a new account**.

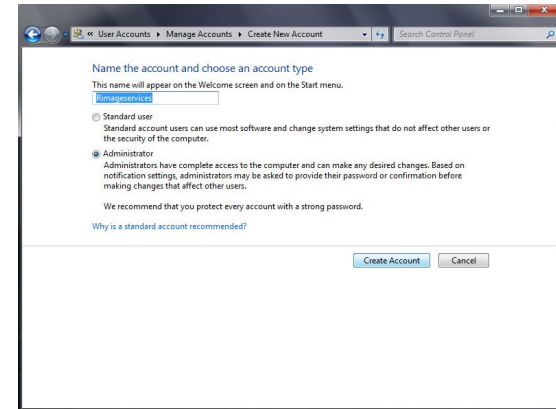


5. The *Create New Account* window opens.



6. Enter **Rimageservices** under the new account name field.

7. Select the **Administrator** radio button then select **Create Account**.



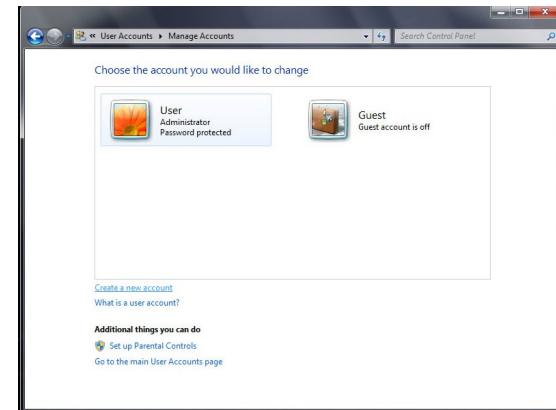
8. Create a password for your new user account.

a. Navigate to the *Manage Accounts* window.

b. From the *Manage Accounts* window select the **Rimageservices account**.

c. Select **Create a new account**.

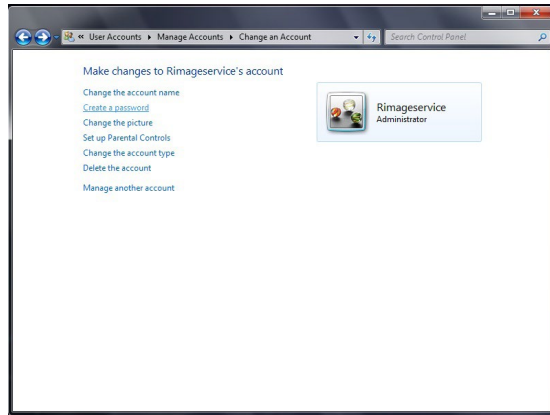
The *Change an Account* window displays.



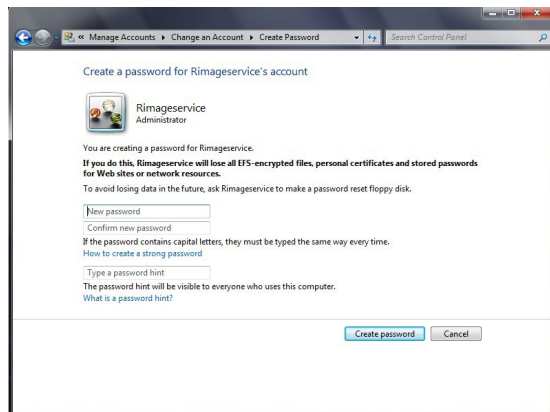
Troubleshooting Errors and FAQs

- d. Select **Create a password**.

The *Create Password* screen displays.



- e. Enter the **password** for your Rimageservices account.



This password should be the same password as your Rimage system.

Tip: The default password for Windows XP is **password**. The default password for Windows 7 is **password1!**.

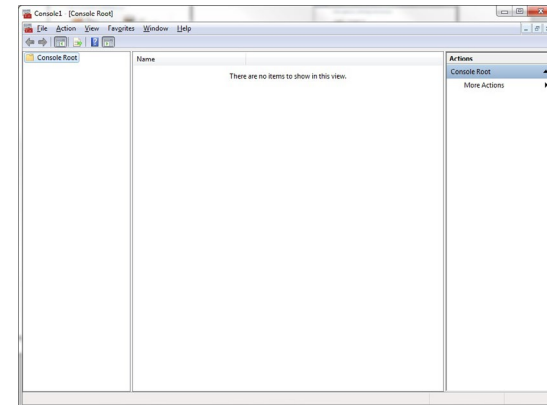
Important! If you changed the default password of your Rimage system, you must use the changed password as your Rimageservices account password.

You can now share your work directory location.

If your computer is on a domain:

1. Select the **Start** button.
2. Type **mmc** into the search box then press Enter.

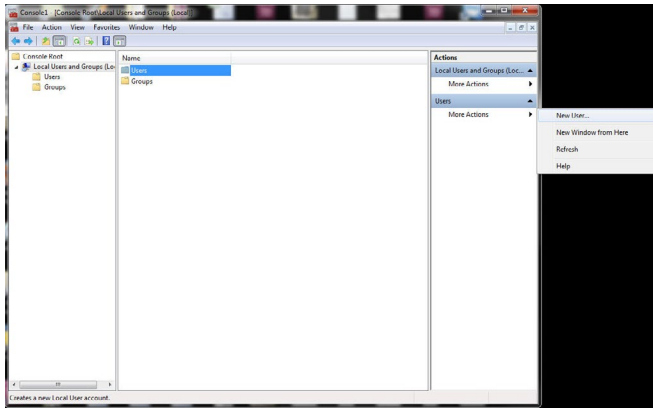
The *Microsoft Management Console* window opens.



3. Select **Local Users and Groups** from the left hand side of the window.
Tip: If you do not see **Local Users and Groups**, install the snap-in.
 - Select **File > Add/Remove Snap-in**.
 - Select **Local Users and Groups** from the menu then select **Add**.
 - Select **Local computer**, select **Finish**, then select **OK**.
4. Select the **Users** folder.
5. Select **More Actions** under the Users section of the Actions panel.

Troubleshooting Errors and FAQs

6. Select **New User**.



7. Enter the **New User information** then select Create.

- Enter **Rimageservices** as the user name.
- Use the password from your Rimage system as the New User password.

Tip: The default password for Windows XP is **password**. The default password for Windows 7 is **password1!**.


Important! If you changed the default password of your Rimage system, you must use the changed password as your Rimageservices account password.

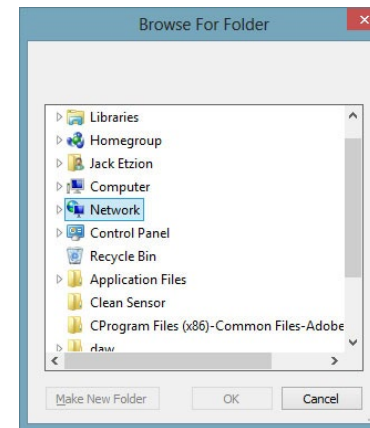
You can now share your work directory location.

Share the work directory location on your workstation to provide access to this location to the Rimageservices user.

Important! This procedure may vary depending on your network setup. Contact your network administrator for help with this procedure.

Once the directory is shared, set the path to the new network location in the **Setup** tab, located in the wizard settings.

- Open the Rimage Disc Authoring Wizard and select the Settings icon.
- From the Setup tab, select  next to the Work Directory field.
- Browse to the shared work directory.
 - Select **Network**.



- Locate your workstation.
- Select the plus (+) sign or arrow to expand the view of your workstation.

You should now see the work folder share displayed.
- Select the work directory and select **OK**.

Your new Work directory path is now selected.