

DISC MAKERS[®] PICO
User's Guide
Rev.: 111005.1

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About Disc Makers, Inc.

Thank you for purchasing Disc Makers' Pico autoloading duplication system. Disc Makers offers a wide variety of CD & DVD production equipment, including manual and fully automatic CD and DVD duplicators and printers. We hope you will consider us for all of your CD and DVD needs.

What To Expect From Your Disc Makers Duplication System

Your Disc Makers' Pico duplication system is professionally designed and manufactured to give you years of trouble free operation. To avoid accidental damage to your new duplication system, please read and understand this manual thoroughly before operating the unit.

About This Manual

This manual is written for both novice and experienced users. Please read through this Operator's Guide from beginning to end before using the unit. Once having read the manual, follow along chapter by chapter. This will provide the necessary understanding of your new Pico duplication system.

Getting Started

Carefully remove the Pico duplication system from the shipping container. Inspect the contents and verify them against the packing slip. Report any errors in shipping as soon as possible.

What's In The Box

The package includes:

- Pico duplication system
- Power transformer
- Power cord
- USB 2 interface cable
- Disc Forge software / Pico Manual CD

What you will also need:

- Compatible host PC
- High quality CD or DVD media

Recommended PC requirements:

Client PCs should meet or exceed these minimum requirements:

- CPU: Pentium 4, Celeron > 1.5Ghz, AMD Athlon, Sempron, or better processor
- 512 MB of RAM
- Windows XP or Windows 2000
- Duplication: 10GB of free **NTFS** formatted hard disk space.
- USB 2.0 PC interface



***Note:** CD ripping speed is directly related to the speed of the PC the Pico is attached to. The faster the better...*

Packing Materials

Please retain the original box and packaging in the event that the unit requires future servicing. This will help to reduce the possibility of damage occurring in transit. In the event that the system is shipped back to Disc Makers without the original box and packaging, customers will be charged for new box and packaging.

The Best Place To Put The Pico

The best operating location for the Pico duplication system is in a climate controlled area, free of dirt, dust, humidity, excessive heat, and electronic or electromagnetic interference. Room temperature should be between 65 and 75 degrees Fahrenheit, or between 18 and 23 degrees Celsius. Place the Pico on a solid, steady work surface and allow sufficient room for all incidental work materials. Provide at least three inches of clearance on all sides of the unit for ventilation.

Safety Precautions

The system is shipped with a three-prong power connector and must be used with a properly grounded AC receptacle. **DO NOT** try to defeat the third “ground” prong. All computer peripherals must be properly grounded and the Pico is no exception. The use of a power conditioner such as an Uninterruptible Power Supply (UPS), or a surge protector is always a good idea.

Repairs or alterations should only be attempted by authorized factory trained technicians. Disc Makers reserves the right to void the warranty if unauthorized service is performed.

Removing Packing Restraints

Be sure to remove all packing restraints before operation or power-on. Save the foam block, as you will need to return it to its place when transporting the unit in the future.

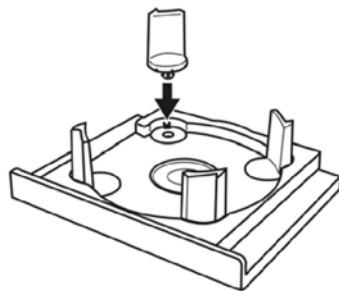
Setup

Before turning on your unit, please follow these steps:

Installing media adapters

The input media adapters allow you to set the input bin to accept standard 120mm discs, 80mm mini discs, or BizCDs.

Step 1: Install the four pillars on the Input bin



Note: The bottoms of the Pillars have 2 different size posts, large and small. Place the pillars with similar posts diagonally across from each other into the corresponding holes.

Installing input bin

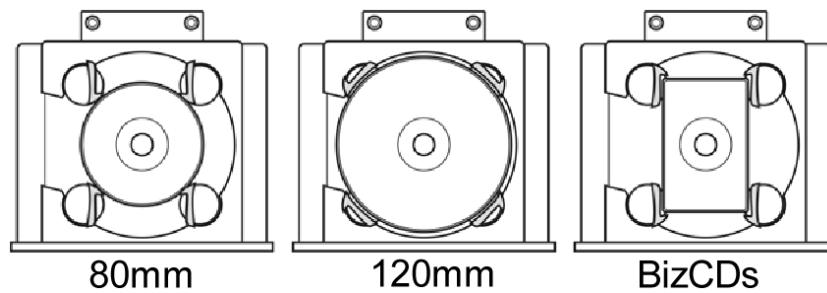
The input and output bins serve as the containers to store the blank and recorded discs. The input bin attaches to the front of the unit and the output is affixed to the top of the Pico. Input / output capacity is 25 discs. Rejects are discarded to the back left side of the unit.

Step 2: Attach the Input bin to Pico

- Locate the input bin and place it on the work surface.
- Lower the Pico onto the input bin such that the pins mate with the matching recesses on the bottom of the unit. Be sure nothing is under the input bin and the unit and output bin are sitting flat and level.

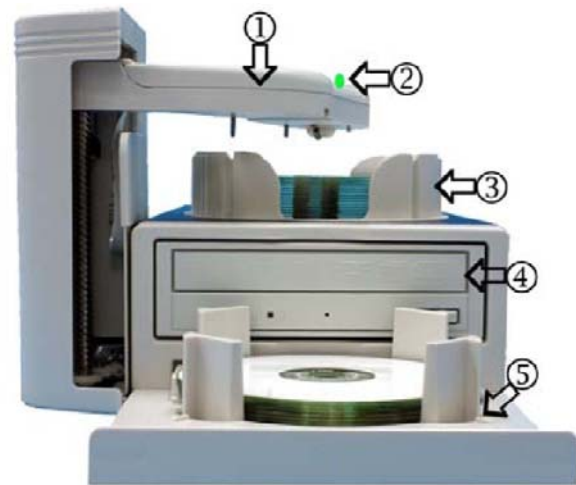


Step 3: Rotate the four pillars as shown below and set to desired media type.



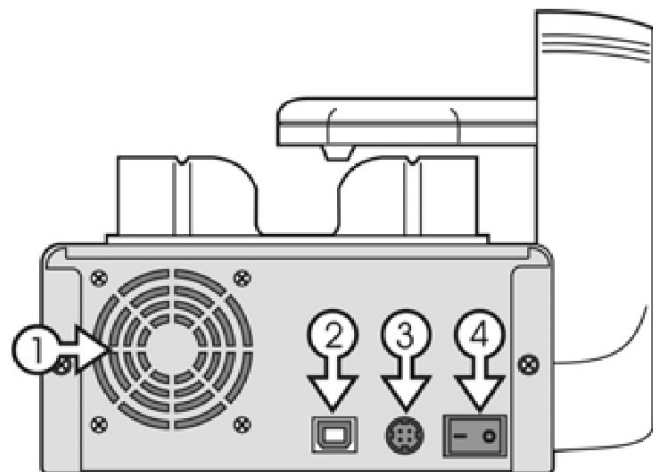
Front View

1. Robotic Arm
2. Status indicator: Green=Ready, Yellow=Burning, Red=Error
3. Output Bin
4. CD/DVD Burner
5. Input Bin
6. Rejects: Pico discards rejects over the top of (3) Output Bin.



Rear View

1. Fan
2. USB 2.0 Connector
3. DC IN – Power Input
4. Power Switch



Making the connection

The Pico requires a host PC to control it. Your PC should meet the requirement detailed earlier. Installation is simple, and only a single USB 2 connection need be made between your PC and the Pico.

- Make sure the Pico power switch is set to the off position (0=Off, 1=ON).
- Connect one end of the USB Cable to the USB port on the back of the unit. Connect the other to the USB 2.0 port on the back of your PC.
- Connect Power cable to the power supply. Then connect the power cord from the power supply to the wall outlet.



CAUTION

Always use properly grounded receptacles, or severe damage to your system may result. The use of a surge protector or Uninterruptible Power Supply (UPS) is highly recommended.

Starting Up / Driver Install

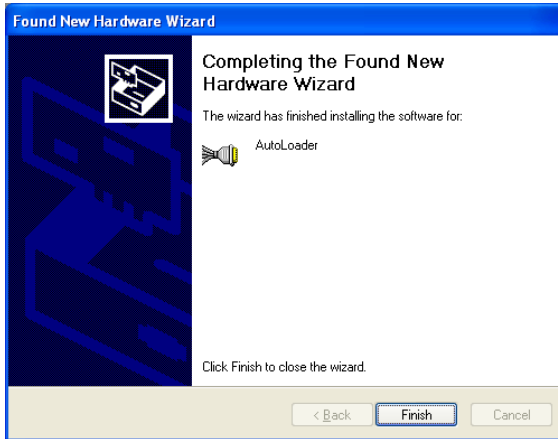


(Fig. 1)

- Insert the installation disc into your computer disc drive.



- Once you have connected the USB 2.0 cable and the power, turn the unit on by pressing rocker the to “1” or “ON”. Your PC should now prompt that it has “found new hardware”: *Click* “install software automatically” button (See Fig. 1).
- The driver will be installed. If the wizard does not find it



(Fig. 2)

automatically, you will be asked to point to the install file on the Pico Installation CD. Select the file “x:\Autoloader USB driver \AutoLoader.Inf” where “x” is the drive letter of the disc drive in which you have put the Install CD.

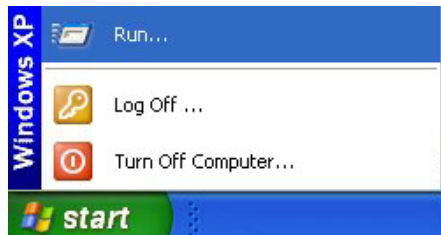
- After the driver installation is complete, you will be prompted to finish the installation. (See Fig. 1)
- Click on FINISH

Installing Pico's Software

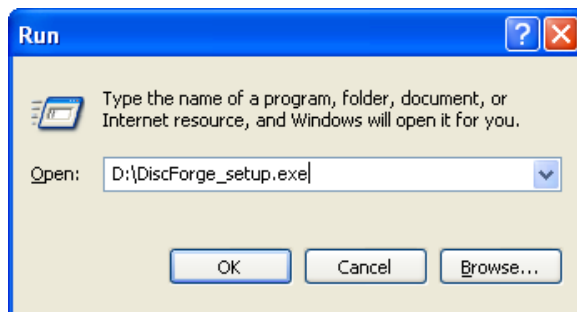
Pico's comes Disc Forge. If you are upgrading or reinstalling the software, it is recommended you remove the old version first.

To install Disc Forge software:

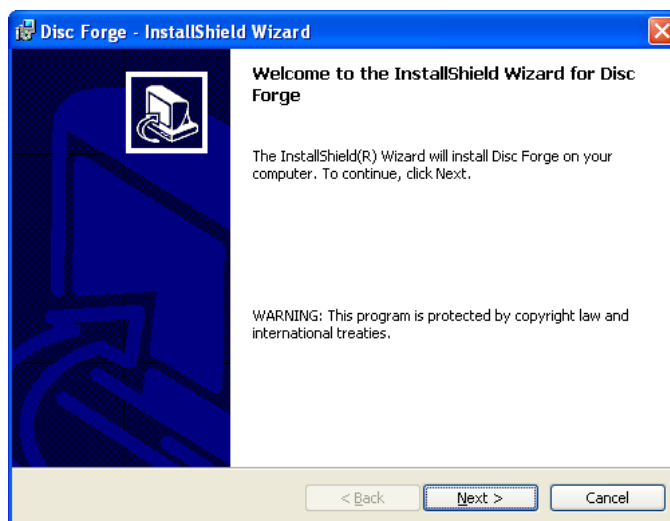
- Insert the Pico software CD into one of the drives on the Pico drive tower.
- *Click* on Start/Run.



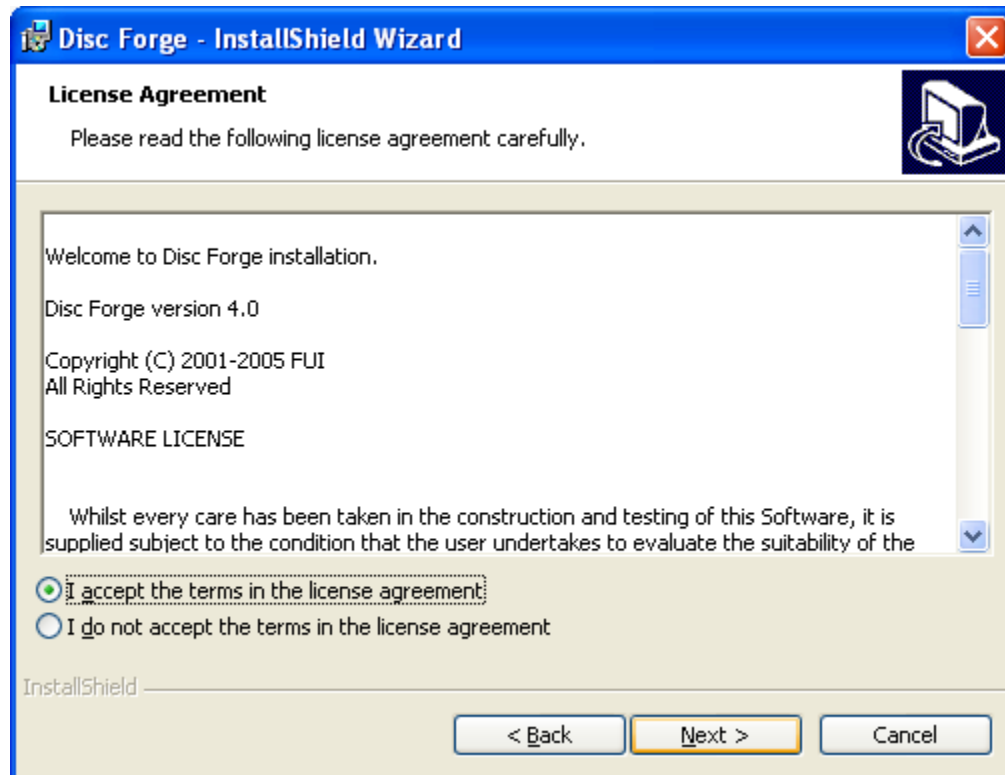
- In the “Open” text box, type “D:\DiscForge_setup.exe” (D=Disc Drive) where “D” represents the letter of the drive you have placed the disc in.



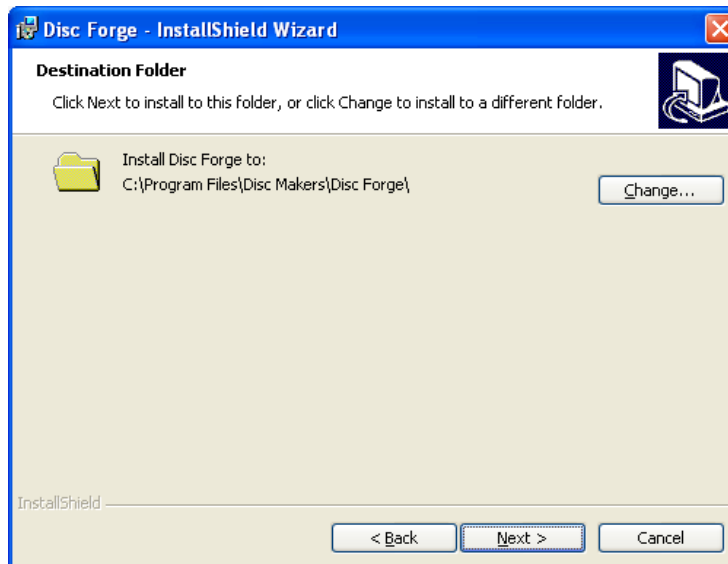
- Then, *click* on OK and the installer screen will appear:



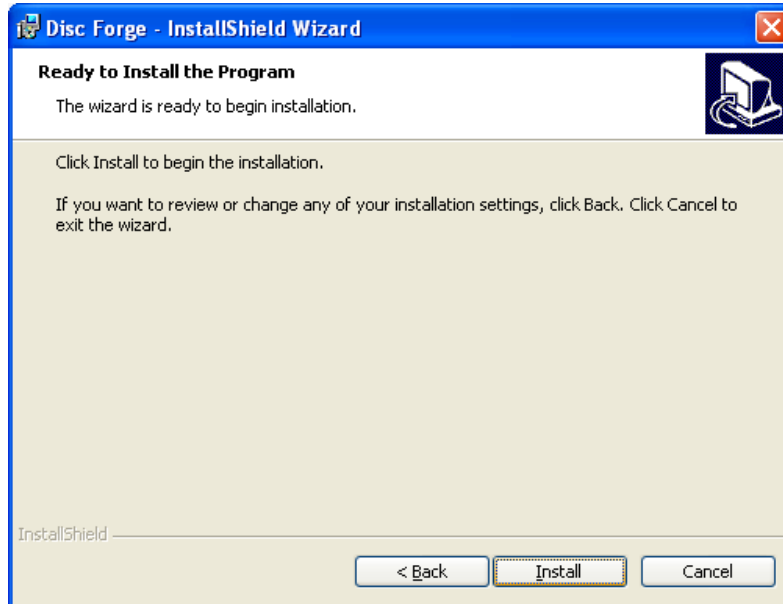
- *Click* NEXT to continue



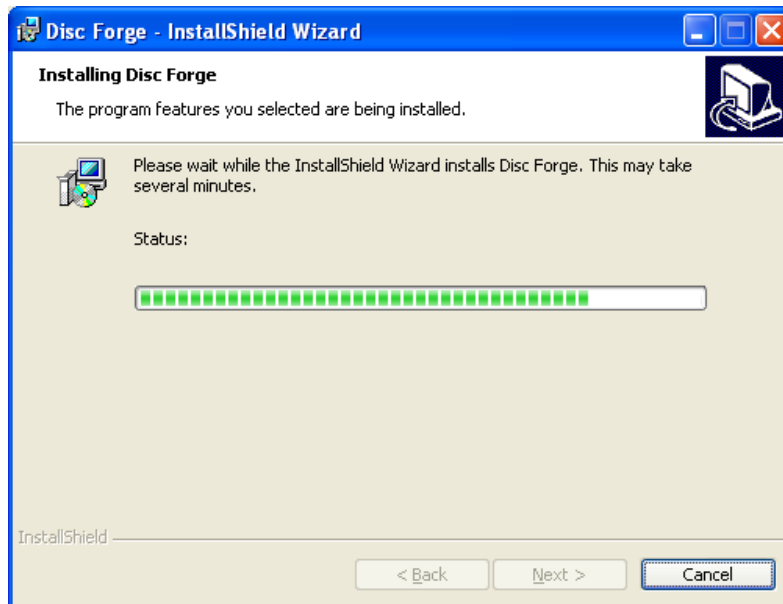
- If you accept the terms of the license agreement, select “I accept...” then *click* NEXT to continue.



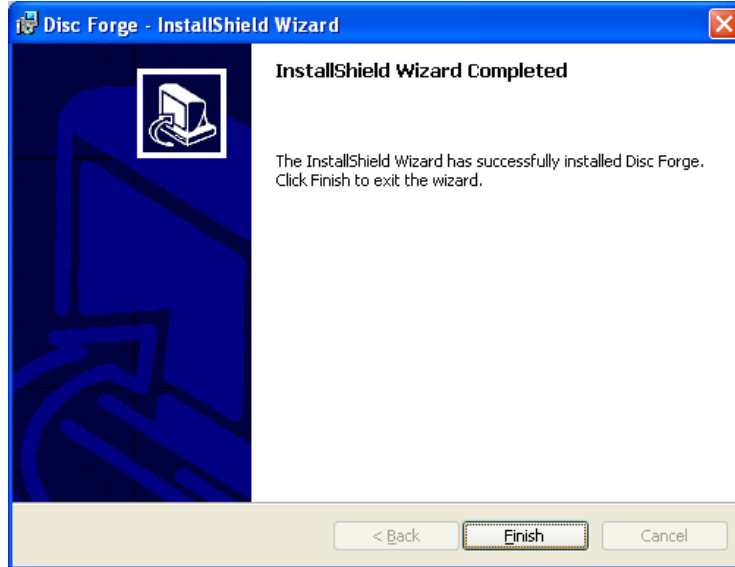
- *Click* NEXT to continue, or CHANGE to install to a location other than the default.



- *Click INSTALL to continue.*



- Please wait while the Pico software is copied to your hard drive.



- Installation is complete. *Click* FINISH.

Quick Start, Making Copies

Starting the Disc Forge application

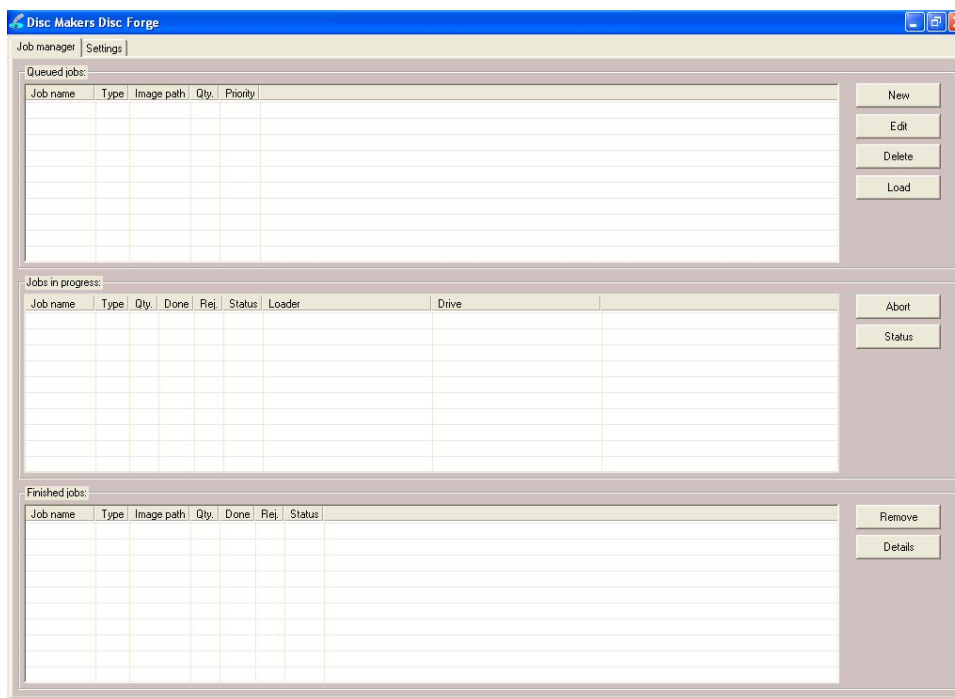
To start the Disc Forge application the steps are as follows:

- From the desktop of the computer, *click* the Disc Forge Icon

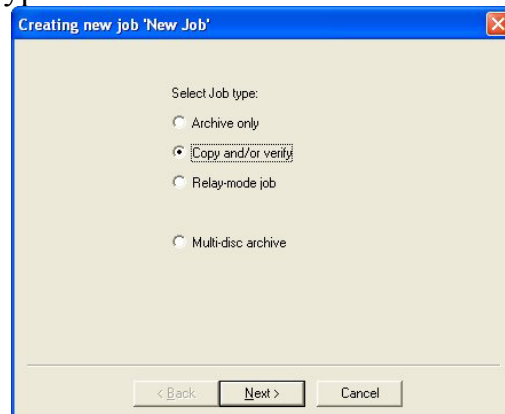


Disc Forge

- The Disc Forge application screen will now be displayed:



- Place some blank CDs or DVDs into the input bin followed by the master CD or DVD you wish to copy. If the master is a DVD you must use DVD blanks. If the master is a CD, you must use CD-R/RW blanks. The Pico will not convert between types.
- *Click* the NEW button to start a new job. The following dialog box to the right will be displayed:



- Select “Copy and/or verify” and then *click* NEXT. You will now be prompted:

Creating new job 'New Job'

Image source:

- Master disc
- Existing CD Image:
- Created in the Editor

Operations and options:

Copy Verify Writing speed: CD DVD

Test Print

Quantity:

discs.

< Back Next > Cancel

Enter the desired number of copies in the “Quantity” box. When you are satisfied with your selections, *click* NEXT.

Creating new job 'New Job'

Job parameters:

Job type: COPY/VERIFY
Image source: MASTER DISC
Copy: YES
Writing speed:
CD: max
DVD: max
Test (simulation): NO
Copy protection: NO
Verify: NO
Print: NO
Quantity: 10

Job name:

Priority:

< Back Finish Cancel

- Use the default “Job Name” or enter your own such as a work order number. *Click* FINISH when you are ready.

The Disc Forge Application

Pico with Disc Forge software is a state-of-the-art CD / DVD duplicating system. It is designed to create, duplicate and verify most standard disc formats. This startup section will guide you through starting and configuring the Disc Forge application.

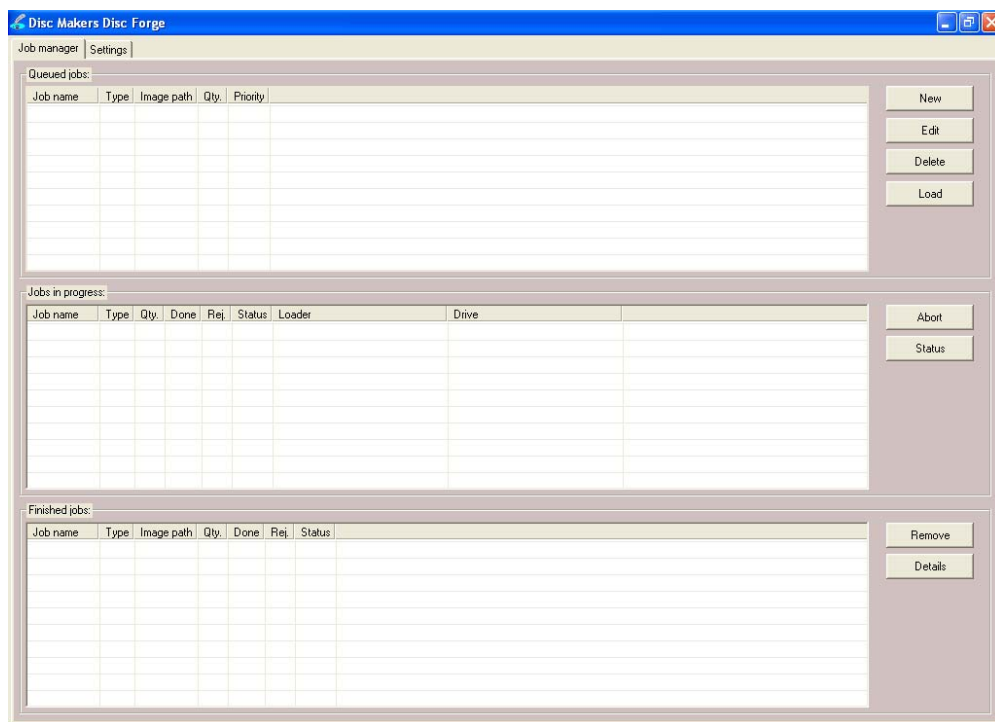
Starting the Disc Forge Application

To start the Disc Forge application the steps are as follows:

- From the desktop of the computer, *click* the Disc Forge icon



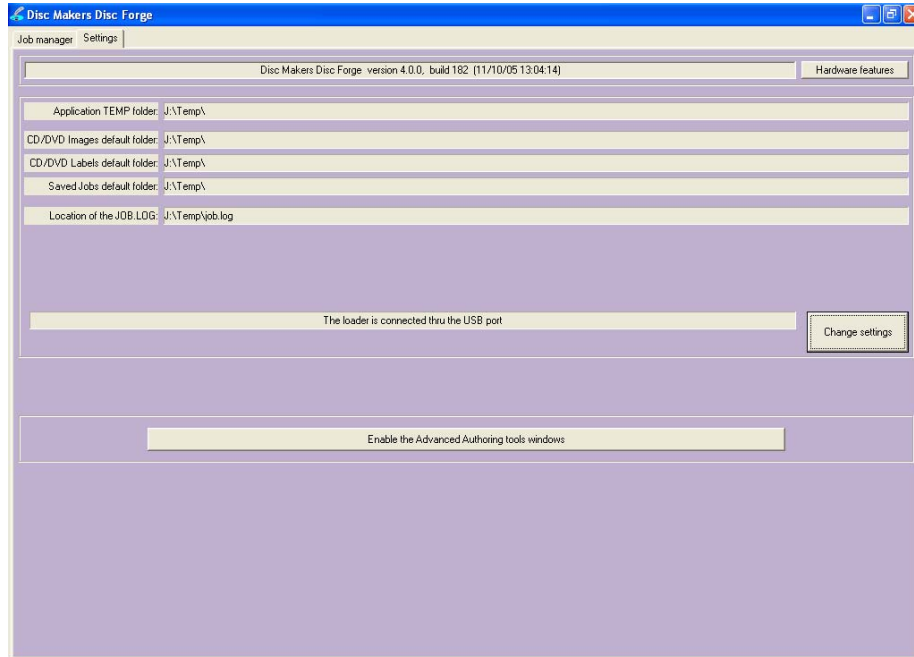
- The Disc Forge application screen will now be displayed:



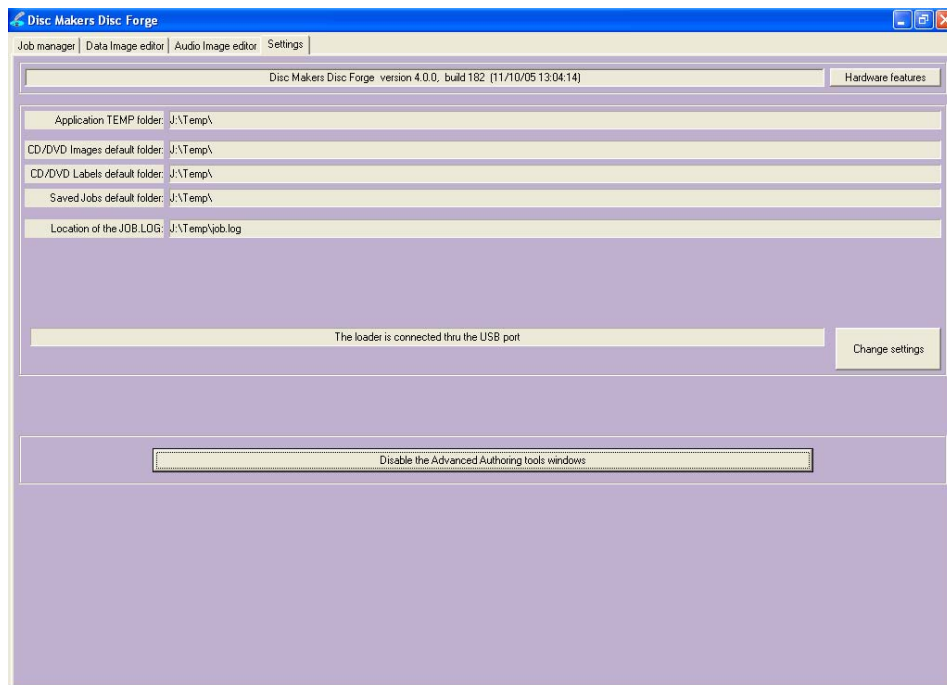
When first started, you are in “standard”. “Standard” mode is best suited for those who do duplication only and are not pre-mastering from files.

The Pico can pre-master audio CDs from WAV, or MP3, data DVDs and CDs from local files and network files, as well as DVD Video discs from previously authored VIDEO_TS folders. If you wish to pre-master any of these types of discs, you will need to enable Pico’s “Advanced Authoring Tools”. To do so:

- *Click* on the “Settings” TAB now:



- Click on  and three new TABs will be revealed:



- You may toggle between these modes, simply by enabling and disabling the Advanced Authoring Tools.

Disc Forge Application Layout

The Disc Forge application is organized into either two or five cards, depending on if Advance Authoring Tools enabled. These cards, referred to as TABs, are accessible by clicking on the desired TAB on the top of the screen. Tabs include **Job Manager**, **Data Image Editor**, **Audio Image Editor**, and **Settings**. By completing the information on these cards, you control the actions of the Pico to create, duplicate and verify various discs.

Tabs:

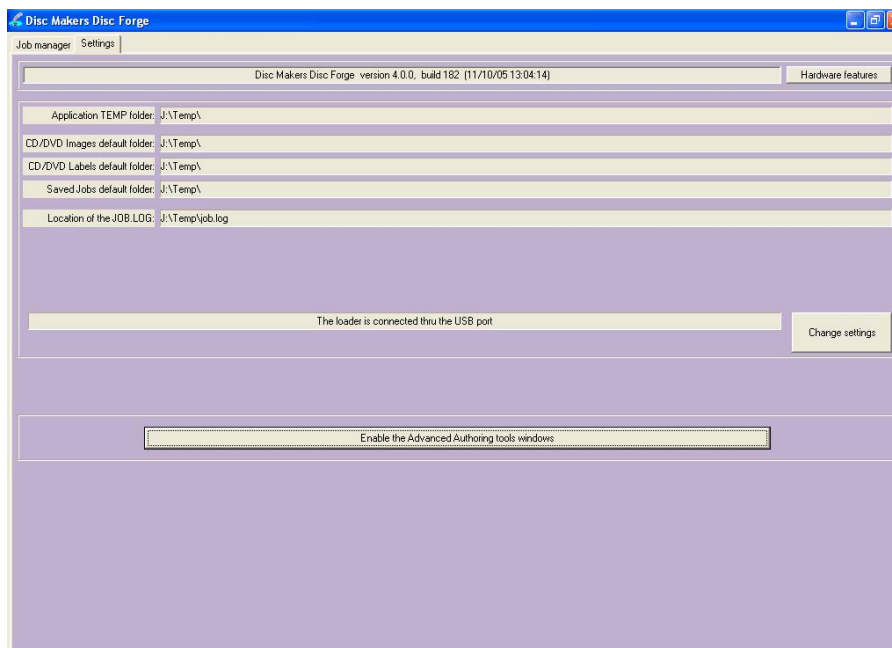
Job Manager	This is where jobs are started. The status of all jobs pending, in progress, and completed are displayed here.
Data Image Editor*	On this TAB you can pre-master a data CD or DVD as well as a DVD Video disc from a pre-existing VIDEO TS folder.
Audio Image Editor*	This TAB allows you to pre-master an audio CD from WAV or MP3 files.
Settings	Defines settings and default file locations.

**Accessible only when Advanced Authoring Tools are enabled on the “Settings” TAB.*

Reviewing and changing the settings

Before we get started, it is best to visit the “Settings” TAB to ensure your system is setup correctly. The “Settings” TAB allows you to do this.

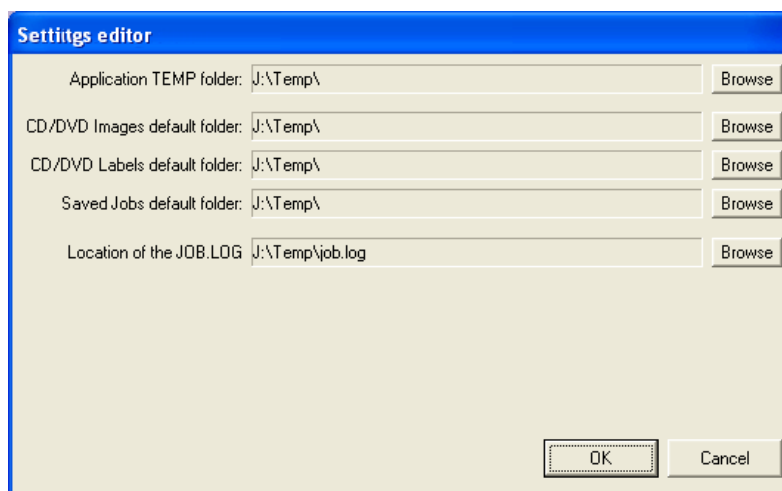
- Click the **Settings** tab



The **Settings** tab is divided into four areas: *Version Information*, *Default folders*, *Communication Port*, and the *toggle button to enable and disable advanced authoring tools*. The field closest to the top of the tab is the Pico's version information. This lets you know what version of Pico you are currently running. The settings below the version information may be customized. The following section illustrates this procedure.

Settings Editor

- From the Settings tab, *click* the **Change Settings** button and the following screen will be displayed.



Application Temp Folder

- To choose an application temp folder, *click* the **Browse** button to the right of the **Application TEMP folder** field. This folder is a temporary location for your disc images to reside before and during duplication. After job completion, the image is removed.



Note: You should have 10GB of free space on your hard drive specifically for this folder. The folder should always reside on a drive formatted NTFS and NEVER FAT32 or FAT16.

CD / DVD Images Default Folder

- To choose a default folder for your CD and DVD images, *click* the **Browse** button to the right. When creating a new job, this will be the default folder that the Pico opens to browse for an image file path.

CD Labels Default Folder

- The Disc Forge software is used by other products which can also print in-line. This does not apply to the Pico as it is a “duplication only” model.

Saved Jobs Default Folder

- Think of a job as a work order. It saves the quantity, the image and image file so that past jobs may be quickly recalled and resubmitted. To choose a default folder for your jobs, *click* the *Browse* button to the right of the ***Saved Jobs default folder*** field. A job is simply When creating a new job, this will be the default folder that the Pico opens to browse for a label file path.

Location of the JOB.LOG

- The job log is simply a text file that serves as record of the jobs you have performed on the unit. To choose a default folder for where the JOB.LOG text file is stored, *click* the *Browse* button to the right of the ***Location of the JOB.LOG*** field. Use Word, WordPad, or Notepad to view the file.

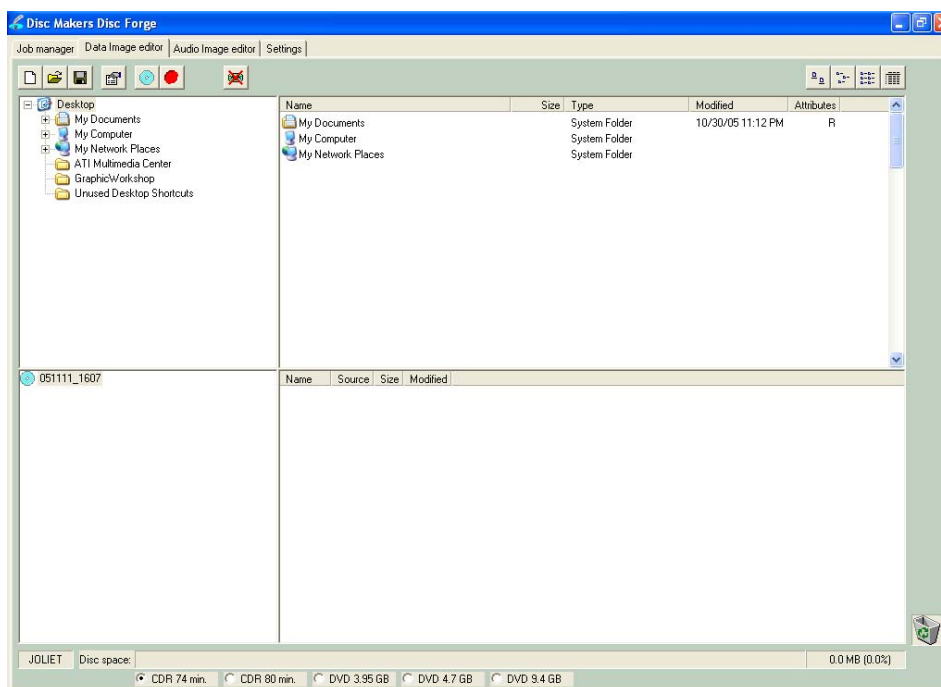
Data image editor

The first step in constructing a CD or DVD is to create an image file. Image files may be made by reading in a physical master, or by pre-mastering the disc in the Data or Audio Imager Editors. The Pico creates industry standard data (Mode 1 ISO 9660 level 2 with Joliet extensions) and audio (Red Book) CDs from scratch as well as duplicates of existing discs authored in most formats.

Creating a data disc image

To create a data disc image:

- Click the **Data Image Editor** tab. The screen will now read:











The Data Image Editor tab is divided into four panes. The top left pane lists all of the names and icons of the resources (drives, files and folders) available to the computer. The top right pane displays the contents of any item you click on in the top left pane along with its icon. The bottom left pane lists all the names and icons of files and folders on the disc that is being created. The bottom right pane displays the contents of any item you click on in the bottom left pane, along with its icon.

Image Toolbar

Horizontally along the top of the screen is an area which contains ten buttons, from left to right the buttons are: *New CD layout*, *Load CD layout [*].ISC*, *Save CD layout [*].ISC*, *CD Image properties*, *Create CD image [*].ISO*, *Record CD*, *Enable inserting entire contents of folder [*].**, *Large Icons*, *Small Icons*, *List*, and *Details*.

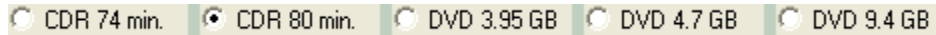


Image Toolbar:

<p>New CD layout</p> 	<p>Starts a new CD or DVD Project. Any current layout is abandoned.</p>
<p>Load CD layout</p> 	<p>Loads an existing CD or DVD disc image script file (*.ISC).</p>
<p>Save CD layout</p> 	<p>Saves CD or DVD layout to a disc image script file (*.ISC). ISC files are virtual images containing only a list of the contents to be written to the disc. As such, these files are very small but are not self contained like the .ISO, .UDF, and .IMG real image files.</p>
<p>CD Image properties</p> 	<p>Allows you change some of the disc properties such as volume label, publisher, data preparer, as well as the desired file system.</p>
<p>Create CD image [*].ISO]</p> 	<p>Creates a real disc image file (.ISO for DISC or .UDF for DVD). Real image files are self contained and the original source files are not needed once made. These files are large, about the size of the CD or DVD.</p>
<p>Record CD</p> 	<p>Click here to burn a disc of this content right away. It is a good idea to save your image file first. Jobs may also be launched at any time from any image file from the STATUS TAB's "NEW" job button.</p>
<p>Enable inserting entire contents of folder</p> 	<p>Specifies the folder as having static or dynamic content. A Dynamic folder's content can change without having to edit the .ISC file. Static content must exist when the image file is used or the job will fail.</p>
<p>Views</p> 	<p>Allows you change view displayed in the top right pane to small or large icons, list, or detail view.</p>

Selecting Disc Capacity

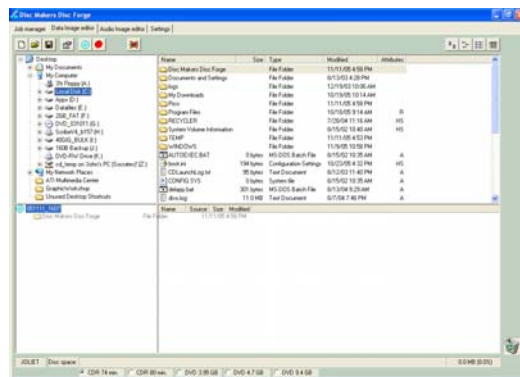
Along the bottom of the lower panes is a series of radio button options that are used to select the capacity of the disc you are creating



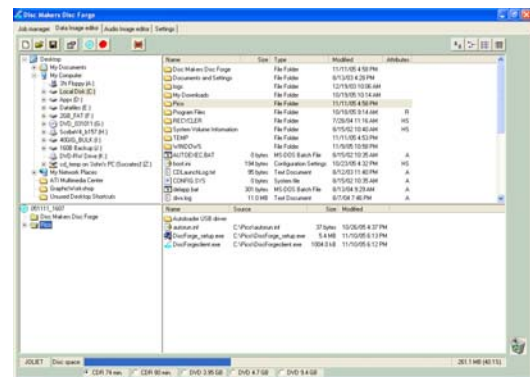
- Click the radio button corresponding to the capacity of the discs loaded into the Pico.

Adding Files and Folders

- Click the desired file or folder in the top left or right pane (source) and hold down the mouse button.
- Drag the file or folder over the disc icon in the lower left pane (**fig. 1**) and release the mouse button.



(fig. 1)

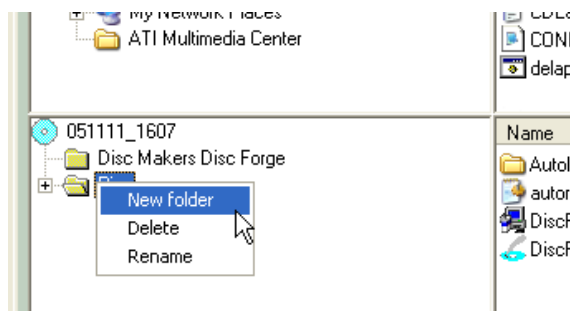


(fig. 2)

- The files in the lower right pane represent the contents of the disc being created (**fig. 2**).

Creating, renaming, and removing Folders

- In the bottom left pane, first *click* at the point you wish to insert a folder, or on the folder to be renamed or removed, then *Right-Click* on it and select the desired operation.



You can also delete content by:

- Click the desired file or folder in the bottom left or right pane and drag the item to the recycle bin in the lower right hand corner. This does not delete the actual file, but rather exclude it from the CD or DVD layout.

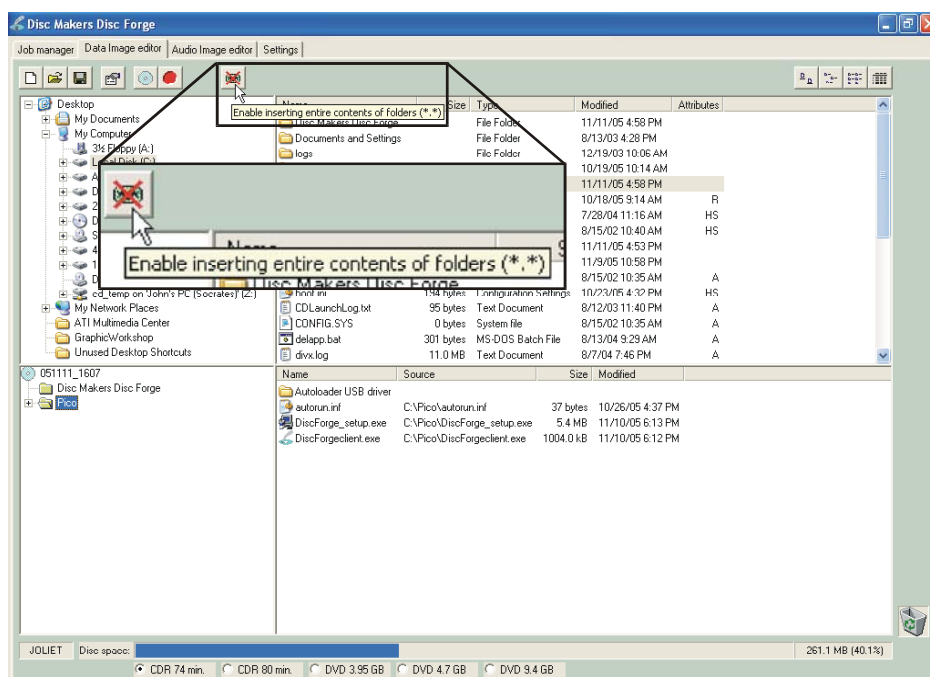
Static and Dynamic Content

Pico allows discs to be created from both *static* and *dynamic* content. A finished CD or DVD created from *static* content will contain the exact files and folders that are specified when the disc image is created. A finished disc created from *dynamic* content will contain the files and folders that exist in specified locations at the time the job is submitted for recording (rather than when the disc image is created).

For example, specifying *dynamic* content when creating a CD or DVD layout would allow a job to be run every week that records the contents of a specific folder onto a disc without having to create a new disc image every time. In this case the contents of the folder (not the folder itself) can change.

To specify a file or folder on a disc image as containing dynamic content:

- Click in the *.* check box so that the red “X” disappears.



Disabled



Enabled

Saving the Current Disc Image File

Once a data disc image has been created, it must be saved before it can be used by the Pico as a data source for recording. Disc images can either be saved as script files (with an “ISC” extension) or physical image files (with an “.ISO” extension for CD or a .UDF for DVD).

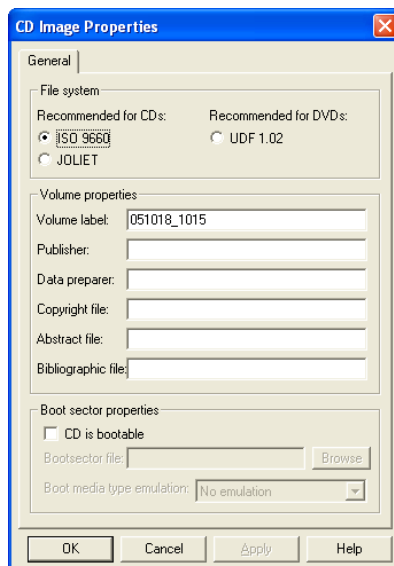
A script file (ISC) contains pointers to the source data files and is used as a guide at the time of recording the disc. Since a script file does not include the source data it is best used when producing unique or projects with dynamic content and when the source data will always be available to the Pico.

A physical image file (ISO for CD, UDF for DVD) is an exact replica of the final disc and contains all of the source data. It is therefore best used when producing static projects that are recorded on a regular basis and when source data will not always be available to the Pico. Please note that depending upon the amount of data to be recorded, a physical image file can occupy as much as 700 MB (DISC) or 4.7 to 9 GB (DVD) of hard disk space.

Before saving your image, you may wish to view the properties

Editing Image properties

- *Click the CD Image Properties button on the toolbar. The screen will now read:*




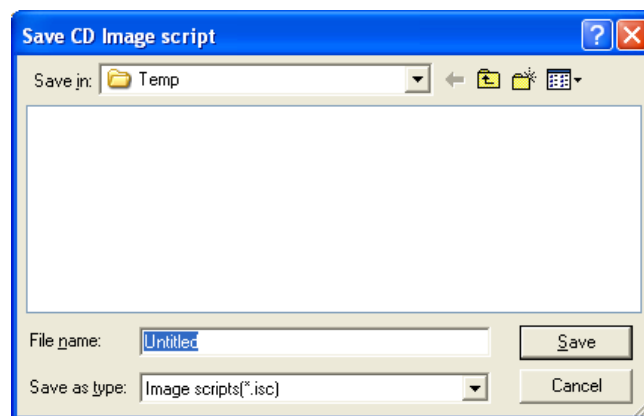
The CD IMAGE PROPERTIES dialog box contains a series of radio buttons as well as a number of information boxes.

- *Click* the radio button corresponding to the logical file system to be used on the disc (ISO 9660, Joliet, or *UDF 1.02 for DVD*).
- Optionally complete the volume properties information boxes:

Volume Properties

Volume Label	Optionally enter the name you want to call the CD / DVD.
Publisher	Optionally enter the name of the publisher.
Data Preparer	Optionally enter the name of the person who prepared the disc.
Copyright File	Optionally enter the file name that provides copyright information about the disc.
Abstract File	Optionally enter the file name that describes the contents of the disc.
Bibliographic File	Optionally enter the file name that provides bibliographic information about the disc.

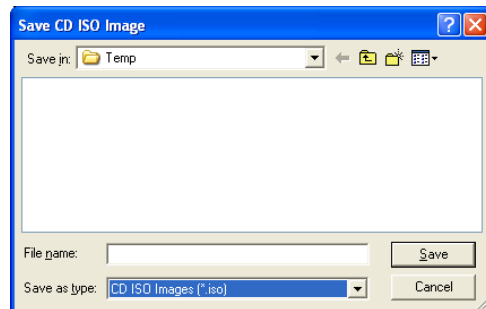
- *Click* the *OK* button.
- *Click* the  *Save CD layout* button on the toolbar. The screen will now read:



- Select the volume and directory where you want to save the script file.
- Enter the name for the script file and *click* the *Save* button.

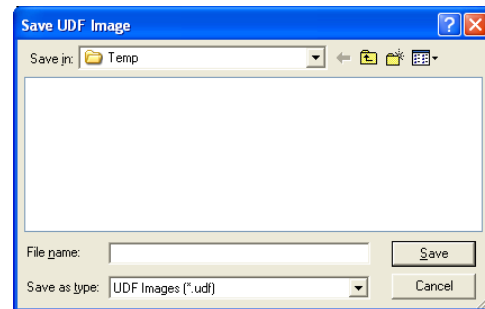
To create a physical disc image file:

- Click the  *Create CD Image* button on the toolbar. The screen will now read:



Disc Image File

Or...




DVD Image File

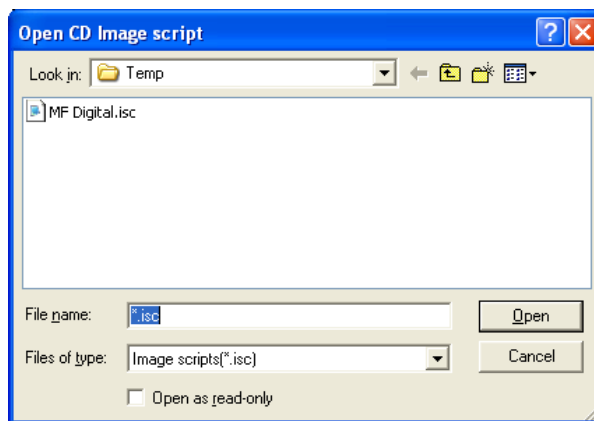
- Select the volume and directory where you want to save the physical image file.
- Enter the name for the physical image file and *click* the *Save* button.

Loading An Existing Script File

Once a data disc image script file has been saved it can be modified at a later date.

To load an existing script file:

- Click the  *Load CD layout [*].ISC* button on the toolbar. The screen will now read:



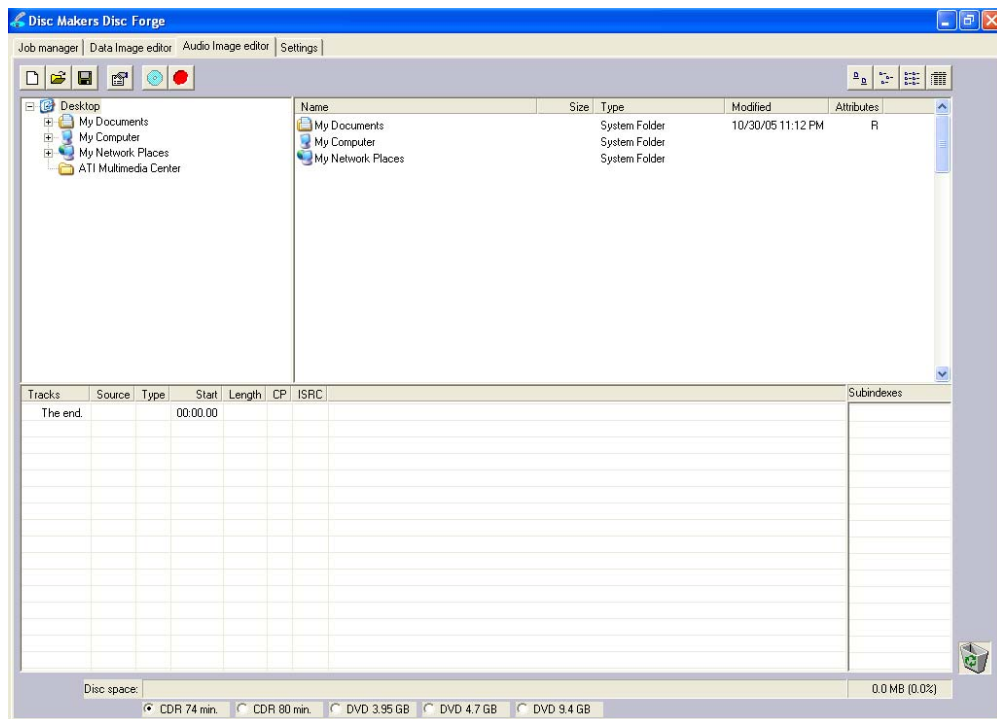
- Select the desired file and *click* the *Open* button.

Audio Image Editor

The Pico creates industry standard audio (Red Book) CDs from scratch that can be played on any home, car or portable compact disc audio player or computer CD or DVD-ROM drive. Audio tracks are created using any combination of 44.1 kHz, 16 bit stereo WAV or MP3 files.

To create an audio disc image:

- *Click the **Audio Image Editor** tab.* The screen will now read:










The *Audio Image Editor* tab is divided into four panes. The top left pane lists all the names and icons of the disk drives available to the Pico, as well as files and folders on the currently selected disk drive (source). The top right pane displays the contents of any item you *click* on in the top left pane along with its icon. The bottom left pane lists the names of audio files on the CD which is being created (disc image) as well as their type (WAV or MP3), start position and length, copy prohibit status and ISRC code. The bottom right pane displays the sub-indexes of any file you *click* on in the bottom left pane.

Audio Image Editor Toolbar

Horizontally along the top of the screen is an area which contains ten buttons, from left to right the buttons are: *New CD layout*, *Load CD layout [*].ISC*, *Save CD layout [*].ISC*, *CD Image properties*, *Create CD image [*].IMG*, *Record CD*, *Large Icons*, *Small Icons*, *List*, *Details*.

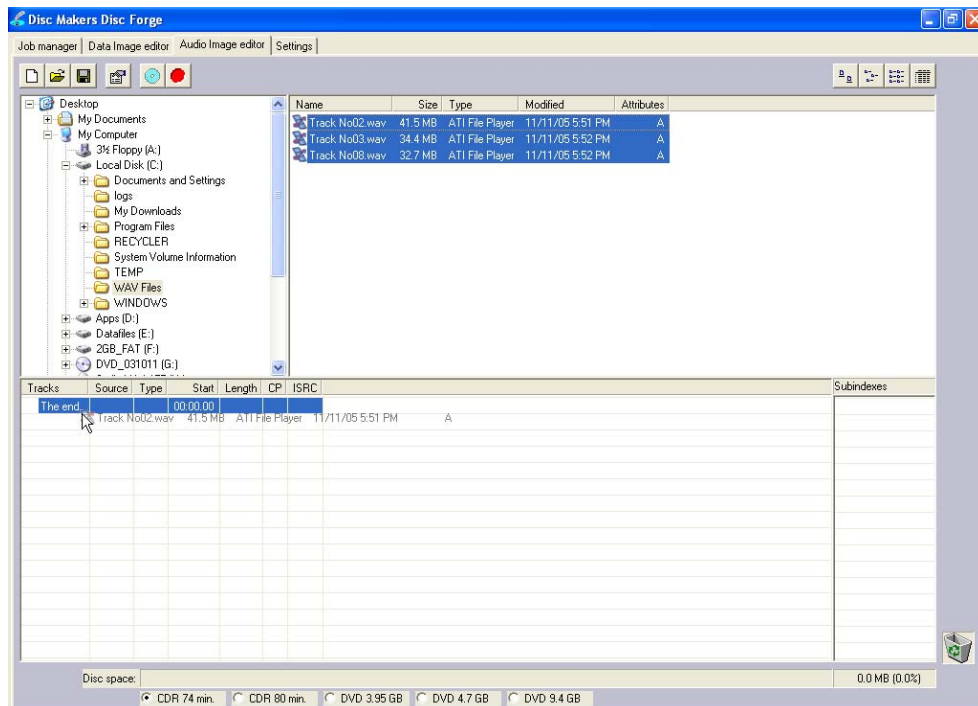


Image Toolbar:

<p>New CD layout</p> 	<p>Starts a new Audio CD project. Any current layout is abandoned.</p>
<p>Load CD layout</p> 	<p>Loads an existing Audio CD image script file (*.ISC).</p>
<p>Save CD layout</p> 	<p>Saves the current Audio CD layout to an image script file (*.ISC).</p>
<p>CD Image properties</p> 	<p>Unlike with data discs, the properties button audio discs allows you to optionally change only the disc's UPC code.</p>
<p>Create CD image</p> 	<p>Creates a real CD image file (.IMG). Real image files are self contained and the original source files are not needed once made. These files are large, about the size of the finished disc.</p>
<p>Record CD</p> 	<p>Click here to burn a CD of this content right away. It is a good idea to save your image file first. Jobs may also be launched at any time from any image file from the STATUS TAB's "NEW" job button.</p>
<p>Views</p> 	<p>Allows you change view displayed in the top right pane to small or large icons, list, or detail view.</p>

Adding Tracks

- As depicted below, drag one or more WAV / MP3 files onto the text "The end" as it appears in the top left corner of the bottom pane. Multiple files may be selected by pressing and holding down the SHIFT or CTRL key while *clicking* on the tracks. SHIFT allows you to select a range of contiguous tracks, while CTRL allows you to selectively pick multiple tracks. As additional tracks are added, drag and drop them in at the desired insertion point.



Removing Tracks

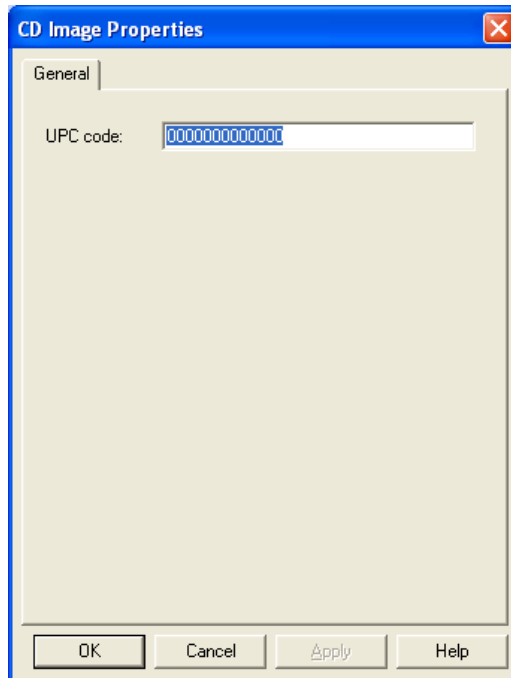
- *Click* the desired audio track in the bottom left pane and hold down the mouse button.
- Drag the audio track over the trashcan in the bottom right of the **Audio** tab and release the mouse button, or right *click* on the track and *click* delete.
- *Click* the *Yes* button.

Changing A UPC Code

The UNIFORM PRODUCT CODE (UPC) is an optional 13-digit descriptor that can be written into an audio CD.

To change the UPC code:

- *Click* the *CD Image Properties* button on the *Image* toolbar. The screen will now read:



- Enter the numeric code and *click* the *OK* button.

Changing ISRC Codes And Copy Prohibit Flags

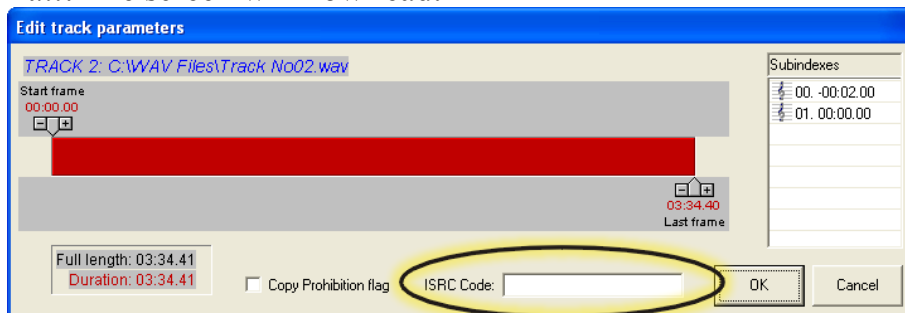
The INTERNATIONAL STANDARD RECORDING CODE (ISRC) is an optional 12-character descriptor that identifies a specific track on an audio CD. Each track can have its own unique ISRC consisting of 2 alphanumeric characters (country), 3 alphanumeric characters (owner), 2 digits (year of recording) and 5 digits (serial number). For more information on ISRC codes, you can visit:

http://www.riaa.com/issues/audio/isrc_faq.asp

The *Copy Prohibit* flag is a setting in each track on an audio CD, indicating whether or not that track can be copied by a digital recorder.

To change an ISRC code:

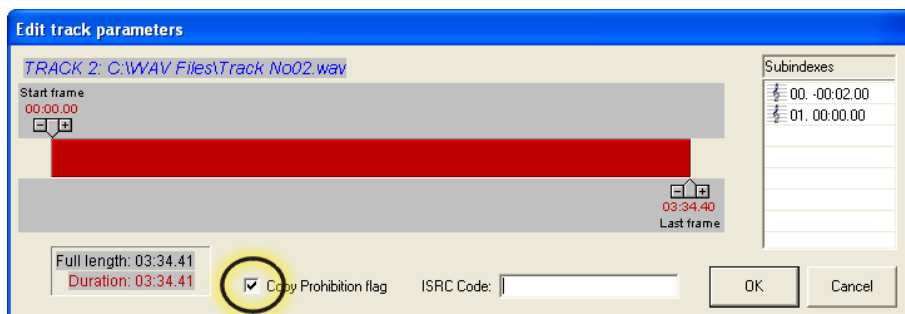
- Right *click* the desired audio track in the lower left pane, and select *Edit*. The screen will now read:



- Enter the code in the ISRC line and *click* the *OK* button. Valid codes start with two-letter country code, followed by ten digits.

To change a *Copy Prohibit* flag:

- Right *click* the desired audio track in the lower left pane, and select *Edit*. The screen will now read:



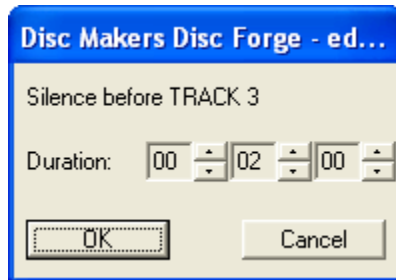
- To enable *Copy Prohibit bit* select the *Copy Prohibit* box so that it is checked, or uncheck the box to disable *Copy Prohibit bit*.

Inserting, Editing And Removing Silence

When assembling an audio CD disc image the Disc Forge application does not insert silences (gaps) between tracks.

To insert silence between tracks:

- Right *click* on an audio track.
- Select “Insert silence.”



To edit the amount of silence between tracks:

- Right *click* the silence indicator you wish to edit in the lower left pane, and select *Edit*.
- *Click* the up and down indicators to increase or decrease the duration of the silence (minutes, seconds, frames).
- *Click* the *OK* button.

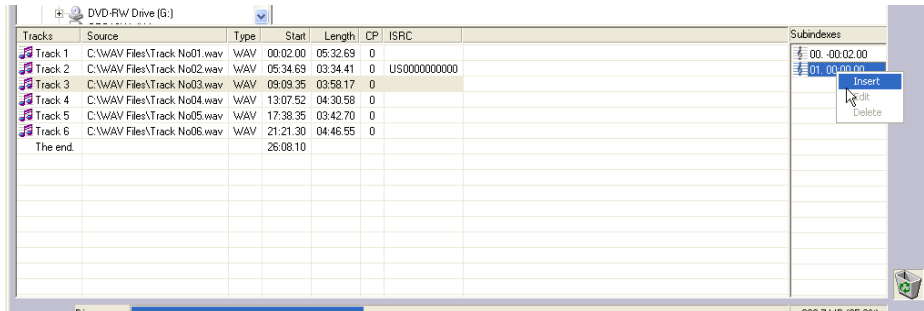
To remove silence between tracks:

- *Click* the silence indicator you wish to remove in the lower left pane and hold down the mouse button.
 - Drag the silence indicator over the trashcan in the bottom right of the ***Audio*** tab and release the mouse button.
 - *Click* the *Yes* button.
- or
- Right *click* the silence indicator, and select *Delete*.

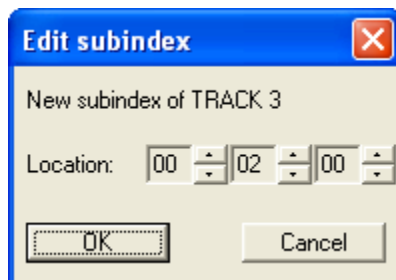
Inserting, Editing And Removing Subindexes

Subindexes are markers used by CD audio players to locate specific points inside an audio track. Subindex 0 indicates the start of any silence before the beginning of a track and subindex 1 indicates the beginning of a track's audio material. Other subindexes can also be assigned to allow some audio players to locate specified material within a track itself.

To insert subindexes in a track:



- Click on the desired track to highlight it, then right click subindex 01 in the subindex column and then click the *Insert* button. The screen will now read:



- Click the up and down indicators to specify the location of the subindex (minutes, seconds, frames).
- Click the *OK* button.

To edit subindexes:

- Right click the subindex you wish to edit in the lower right.
- Click the edit button.
- Click the up and down indicators to specify the new location of the subindex (minutes, seconds, frames).
- Click the *OK* button.

To remove subindexes:

- Right click the subindex you wish to remove in the lower right pane.
- Select *Delete*


or

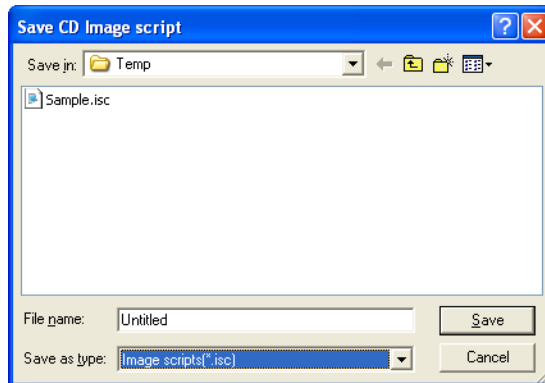
- Drag the subindex over the trashcan in the bottom right of the *Audio* tab and release the mouse button.
- *Click* the *Yes* button.

Saving The Current Audio Disc Image

Once an audio disc image has been created it must be saved before it can be used by the Pico as an audio source for recording. Disc images are saved as script files (with an “ISC” extension). Image Scripts may be easily edited later while physical images cannot and must be regenerated..


To save an audio disc image script file:

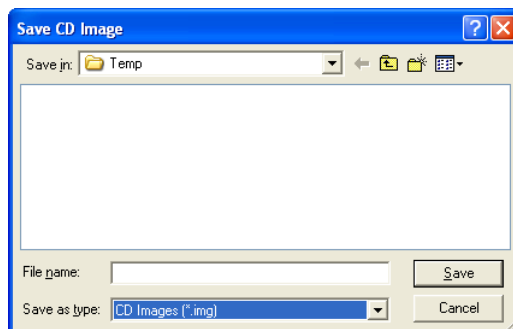
- *Click* the  *Save* button on the toolbar. The screen will now read:



- Select the volume and directory where you want to save the script file.
- Enter the name for the audio disc script file and *click* the *Save* button.

To create a physical audio disc image file (.IMG):

- *Click* the  *Create CD Image* button on the toolbar. The screen will now read:




- Select the volume and directory where you want to save the physical image file.

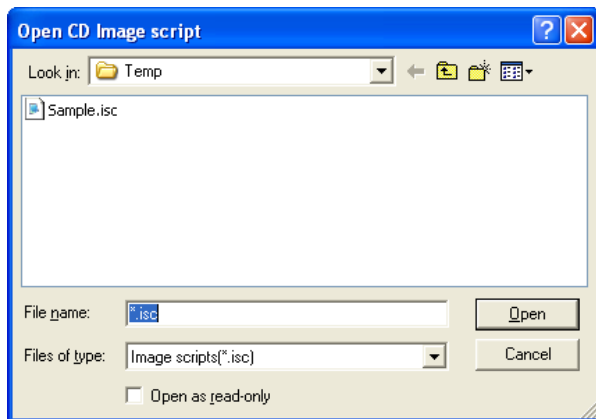
- Enter the name for the physical image file and *click* the *Save* button.

Loading An Existing Script File

Once a data disc image script file has been saved it can be modified at a later date.

To load an existing script file:

- *Click* the  *Load CD layout [* .ISC]* button on the toolbar. The screen will now read:

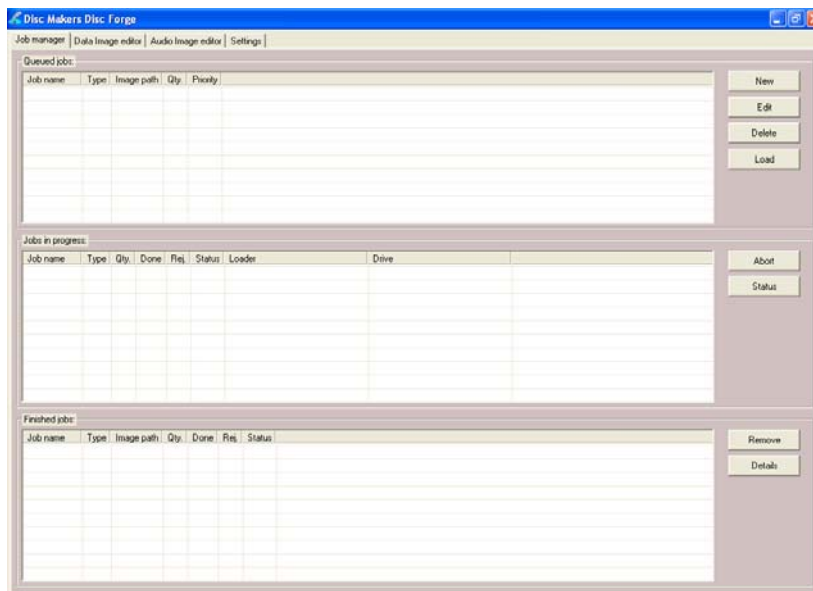


- Select the desired file and *click* the *Open* button.

Job Manager Tab

A job is any production run whether it be reading-in a master (archive), or copying an existing disc. In addition to showing you the status of jobs, the job manager is where you will go start new jobs.

- Click the *Job Manager* tab.



The screen will now show the *Job manager* tab where the progress of jobs submitted for production can be easily monitored. The *Status* tab is divided into three panes. The top pane is the JOB QUEUE window which lists all of the jobs waiting to be processed by displaying their assigned Job name, type of job, image path, total number of requested discs, their assigned priority, as well as the names of their associated disc image and label files.

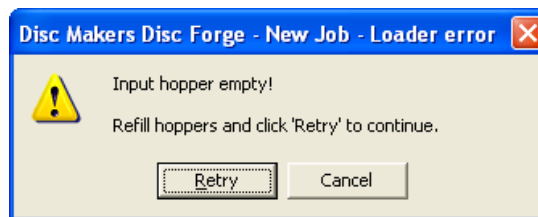
The middle pane is the ACTIVE JOBS window that lists all the jobs currently in process by Pico. Information displayed for each job includes its assigned Job name, type of job, total number of requested discs, the number of successful discs produced, the number of failed discs produced, the immediate status of the job (copying images, loading discs, copying discs, unloading discs, etc.) and the progress.

The lower pane is the *finished jobs* window that lists all the jobs completed by Pico. Information displayed for each job includes its assigned Job name, type of job, image path, the total number of requested discs, the number of successful discs produced, the number of failed discs produced, and the status.

The Production Process

During production, the blank discs will be loaded one at a time from the input bin, sometimes referred to as a spindle, into the recorder. Upon successful completion the discs will be unloaded onto the output. This process will continue until the job is complete and the Pico will then advance to the next job in the queue according to its priority.

However, if the input bin empties before the job is complete the screen will now read:



To continue producing the job, place additional blank discs onto the input bin and *click* the *Yes* button. To stop the job *click* the *No* button and the remainder of the job will be aborted. The Pico will then advance to the next job in the queue according to its priority.

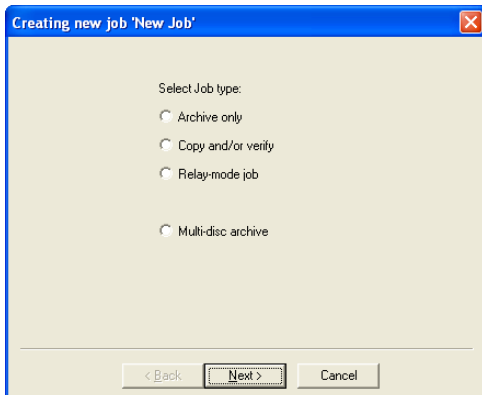


Note: Any rejected discs have failed to record properly and should not be used.

Creating a job

In order to produce copies you must create a job. Think of a job as your work-order. It tells the Pico what to do, and how many to do.

- *Click* the **New** button to the right of the Queued jobs area.
Clicking on New in the *Queued jobs* area of the *Job Manager* tab brings up the **Creating new job 'New Job'** wizard. The *Creating new job 'New Job'* wizard includes a series of four check boxes: **Archive only**, **Copy and/or Verify**, **Relay-mode job**, and **Multi-disc archive**. Also included in the wizard are the image path fields, quantity, priority, speed, and media type. The first step in creating a job is to set the general options so as to define which operations the Pico will perform when the job is submitted for production.



- Check the option box to enable the production option needed for your job and *click* “Next”:

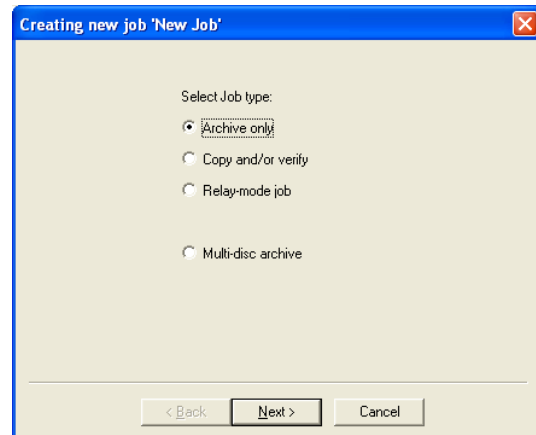
Operations and Options:

Copy	When checked, the discs in the submitted job will be recorded using the disc image file selected in the IMAGE field.
Verify	When checked the discs in the submitted job will automatically be compared against the source files after recording is completed.
Test	When checked the discs in the submitted job will not be recorded.
Archive <i>(Read-in)</i>	When checked, an existing disc is saved to the hard drive as a physical image file for later recording.
Relay Mode	When checked an image of the top most disc (master disc) is created on the hard drive and used to make copies.
Multi-disc archive <i>(Batch read-in)</i>	This is the same as ARCHIVE, but allows you to batch read in several discs in succession
Speed	The recording speed pull-down allows you to set the recording speed as determined by the capabilities of the recorders installed in the Pico.

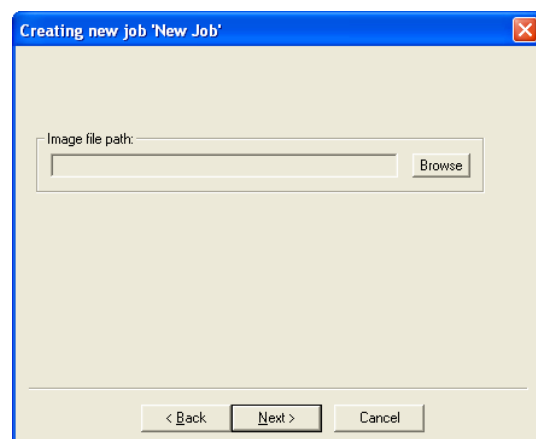
Archive only – reading in a master disc

An Archive job allows you to read-in an existing master to create a disc image file. DVDs will be saved as .UDF files and CDs to .IMG files. These files may be used later when starting a COPY job. If you will not need to copy this master again, you can read & copy in one step by starting a COPY job, and selecting MASTER DISC as described in the next section.

1. Select the “Archive only” button as seen in **(fig. 1)**.

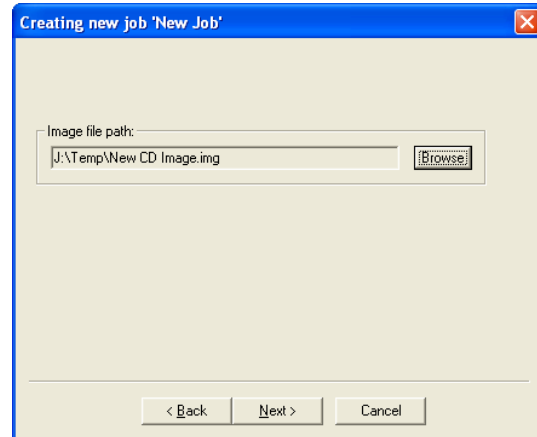
**(fig. 1)**

2. Click browse and select the “Image file path” for the file that you would like to archive. This lets the Pico know where to place your file and what name to give your file.

**(fig. 2)**

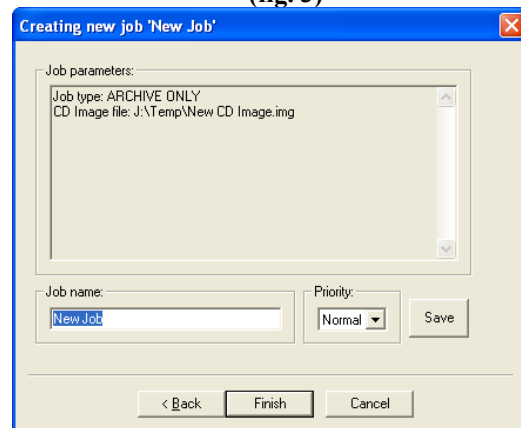
3. The file path that you choose will show in the window as seen in **(fig. 3)**. Click

“Next”.



(fig. 3)

4. The “Job parameters” will then be displayed. Give your job a name and select a priority.
5. Click “Finish” and the Pico will run the job.

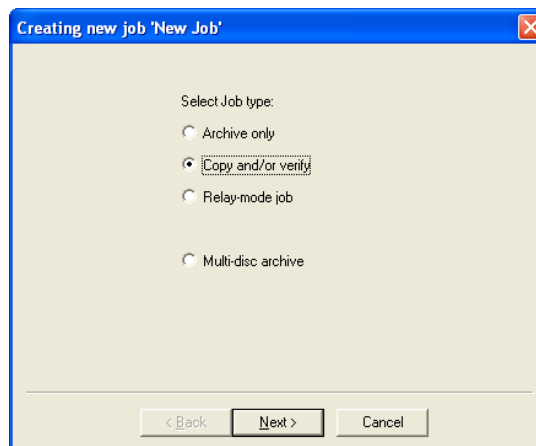


(fig. 4)

Copy and / or Verify

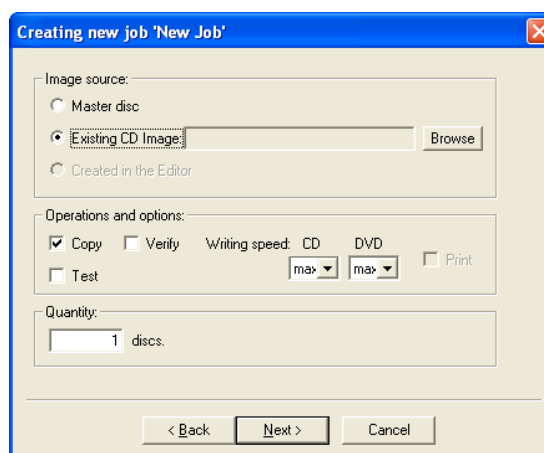
This allows you to start copying or verifying from an image file, or a new master disc.

1. On the Job Manager TAB *click* new and select the “Copy and/or Verify” button as seen in **(fig. 1)**.
2. *Click* “Next”.

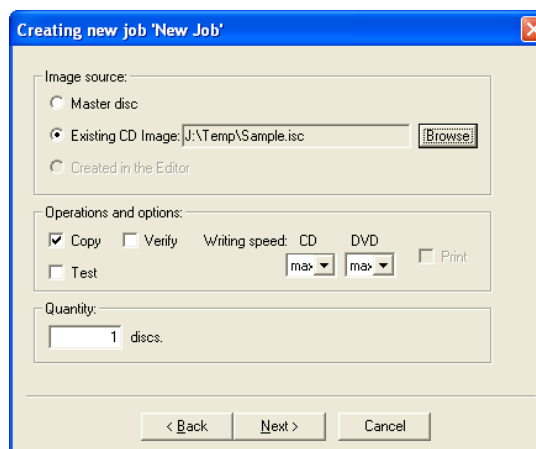


(fig. 1)

3. Select the *Image source* for your job. This can be an ISC, IMG, or UDF or a master disc that you place on top of the blank discs. The Pico will archive (read-in) the contents of the master and copy the contents to as many discs as are indicated in the quantity box. If the Pico detects another master during the copy process, the Pico will reject the additional master. You may also select browse and choose an existing DISC image.
4. You will then want to choose the *Operations and Options* for your job: Copy, Test, Writing speed, and Verify. You will then enter the quantity of discs toward the bottom of the screen.
5. If you choose “Existing DISC Image” the file will show in the window, as seen in **(fig. 3)**.
6. *Click* “Next”.



(fig. 2)

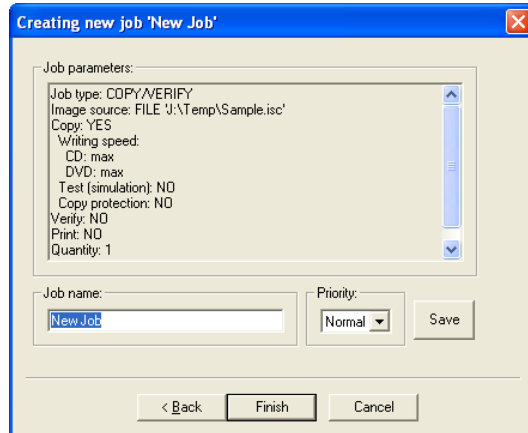


(fig. 3)

7. The *Job parameters* will then be displayed. Give your job a name and

select a priority.

8. Click *Finish* and the Pico will run the job.

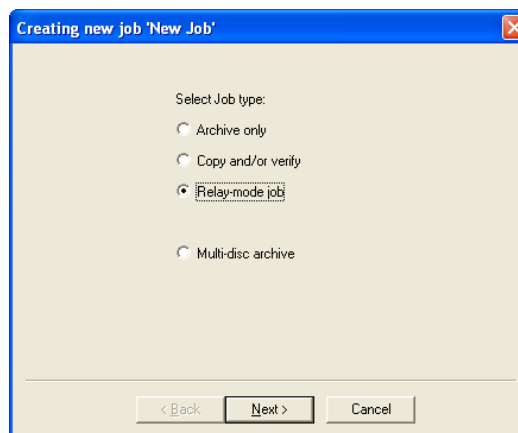


(fig. 4)

Relay mode job

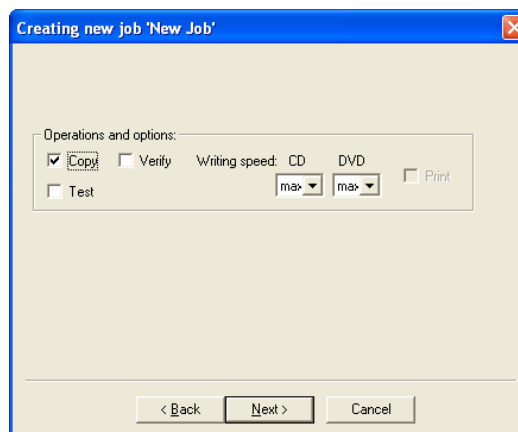
Relay mode allows you to make multiple copies of multiple masters. Simply load the unit with the desired number of blank discs, then the master such that the master sits on top of the blanks. Then load in more blanks followed by the next master and so on. The end result will be copies of each master placed in to the input bin(s).

1. Select the *Relay-mode job* button as seen in **(fig. 1)**.
2. Click *Next*.



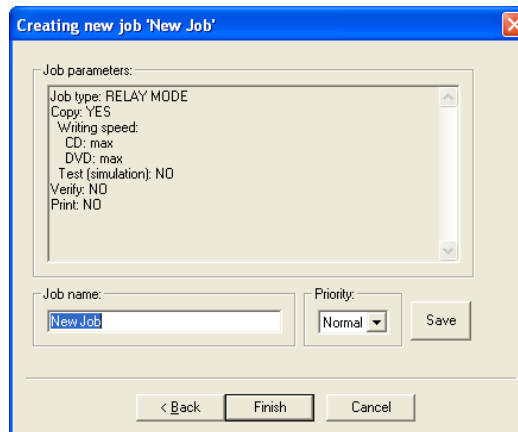
(fig. 1)

3. Select the *Operations and options* for the relay mode job.
4. Click *Next*.



(fig. 2)

5. If needed, you can move files up and down in the list until the order of PRN files matches the order in which your masters were loaded (fig.4).
6. The *Job parameters* will then be displayed. Give your job a name and select a priority.
7. Click *Finish* and the Pico will run the job.



(fig. 3)

7. The *Job parameters* will then be displayed.
Give your job a name and select a priority.
8. Click *Finish* and the Pico will run the job.

Network Client Software

Pico comes with a Network client. This allows you to connect the Pico as you would any Microsoft Windows XP PC on your network. In doing so, you can share the Pico with other users on your network allowing them to submit jobs remotely.

Client PC minimum requirements:


Client PCs should meet or exceed these minimum requirements:

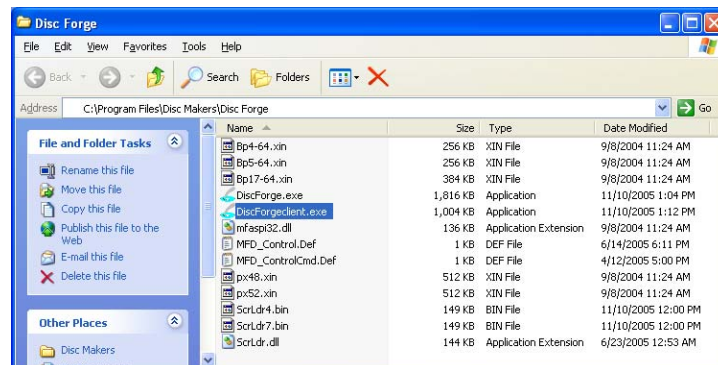
- Pentium 4 or better processor
- 512 MB of RAM
- Windows XP or Windows 2000
- 10GB of free NTFS formatted hard disk space and meet the same.
- If you use firewall software, be sure not to block the port(s) used by the Pico client software (virtual port 12345)
- 100 Base-T network supporting Microsoft TCP/IP protocol.

Installing the client software

The Disc Forge network client, a file named **DiscForgeclient.exe**, was copied to your hard drive during installation. The client software is a single .EXE file and simply needs to be copied to the desired location. You can do so either by copying the file to a server, a share on the PC you wish to give client privileges too, or use the Pico and write the file to disc.

Here we will show you how to install and run from the desktop of the Windows 2000 / XP client PC.

- On your PC, right *click* on  **Start** and select **Explore**.
- Use Windows Explorer to browse your PC's hard drive. If you have the default factory installation, locate the "C:\Program Files\Program Files\Disc Makers\Disc Forge" folder.
- Right *click* on **DiscForgeclient.exe** and select **COPY**.



- Again using Windows Explorer, browse to the location where you would like to place the client software, right click and select PASTE. I suggest copying to your remote's PC's desktop, or to a network a share from which you can copy ScribeClient.exe file to each client PC's desktop.

Using the client software

Pico's network client is virtually identical to the Pico Disc Forge software itself. It allows you to remotely do almost most everything you can on the Pico copier itself.

Before running the DiscForgeclient.exe client application, be sure the Pico copier and host PC is powered on and available on the network. The client software will NOT work unless the Pico is running as it functions as job server.

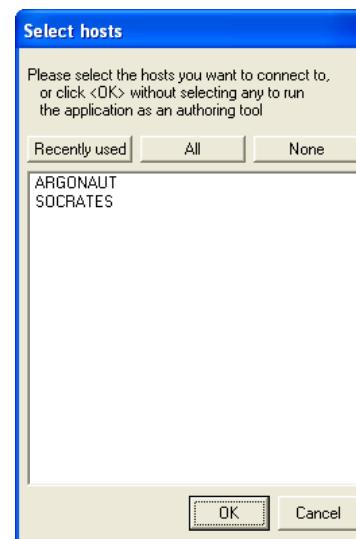
- If you copied the client software to your desktop, click on the DiscForgeclient.exe icon:



- You will be prompted for a User Id (**fig. 1**)
- Enter a unique name in the User ID. User IDs are for the sole purpose of distinguishing one user from another when shared amongst multiple users. It does not serve the purpose of granting or not granting access to the device.
- *Click* on Connect. Select Hosts will be displayed (**fig. 2**)
- Left *click* on the appropriate PC connected to the Pico. This list displays computers by their network name. Then *click* OK.
- The familiar Disc Forge application will open up. Its use is the same as the Pico, so please refer to previous pages on how to use the software.



(fig 1.)



(Fig.2)