

## Burning DVDs For National Board Certification Candidate Submission

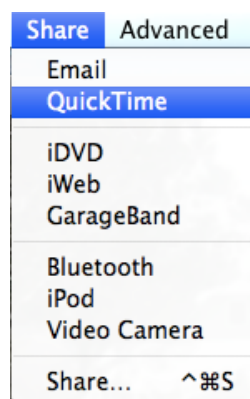
These instructions are written for staff to prepare video and burn DVDs for submission for National Board Certification. While students also have a superdrive on their MacBooks, their drives are disabled to prevent copyright infringement and they must make arrangements to burn DVDs for projects in the tech office of their respective high schools.

There are two sets of directions in this document. One is written for using iMovie '08 and the other is for iMovie '06. iMovie will be required to edit your video to the requirements before you send it to iDVD for burning. If you haven't imported your video from classroom filming and are wondering which version of iMovie to use, we recommend iMovie '06 over the newer version. Based on experience with both applications, iMovie '06 is more intuitive, stable and has more support documents for editing your video to the exact requirements for submission. iMovie '06 is in your Applications folder in a folder called iMovie (Previous Version). The icon looks like a scene cutter vs. the star that is the icon for iMovie '08.

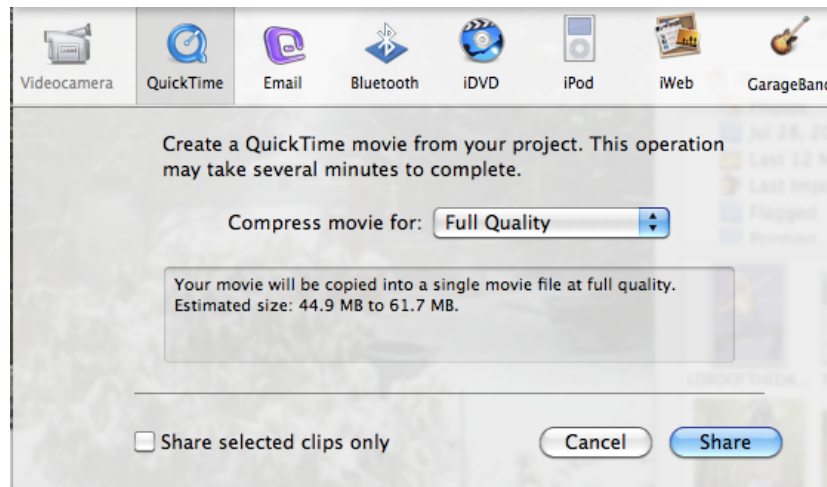
Burning a DVD takes time and patience. Do not wait until the last minute. Always make two copies of your DVD. Always test them on a cheap DVD player (there is bound to be one in your school) to verify the DVD plays properly before submitting your portfolio.

Instructions for burning a DVD with iMovie '06.

1. Finish all of your editing of your video prior to sending to iDVD. No transitions, splitting a scene, titles, effects or credits should be included in your video. **SAVE YOUR iMOVIE FILE!**
2. First, you'll need to make a Quicktime version of your iMovie project. In the iMovie toolbar, click on Share>Quicktime.



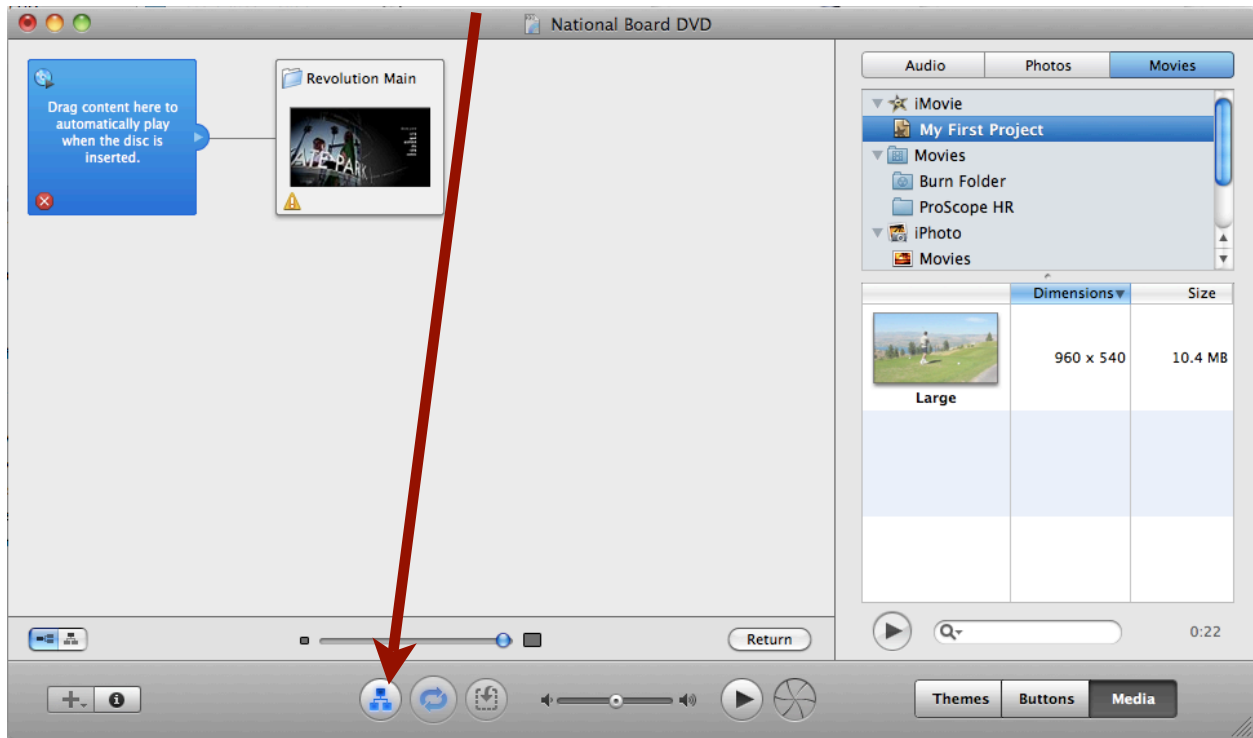
3. In the pop-up menu, Quicktime will be selected. Change Compress movie for: from CD-ROM to Full Quality. Click Share. The compression process will begin and your Quicktime movie will be saved in your Movies folder on your hard drive. This can take several minutes depending on the length of the video you're compressing due to the Full Quality setting. Full quality will produce the best result for DVD.



4. When compressing is finished, launch iDVD.

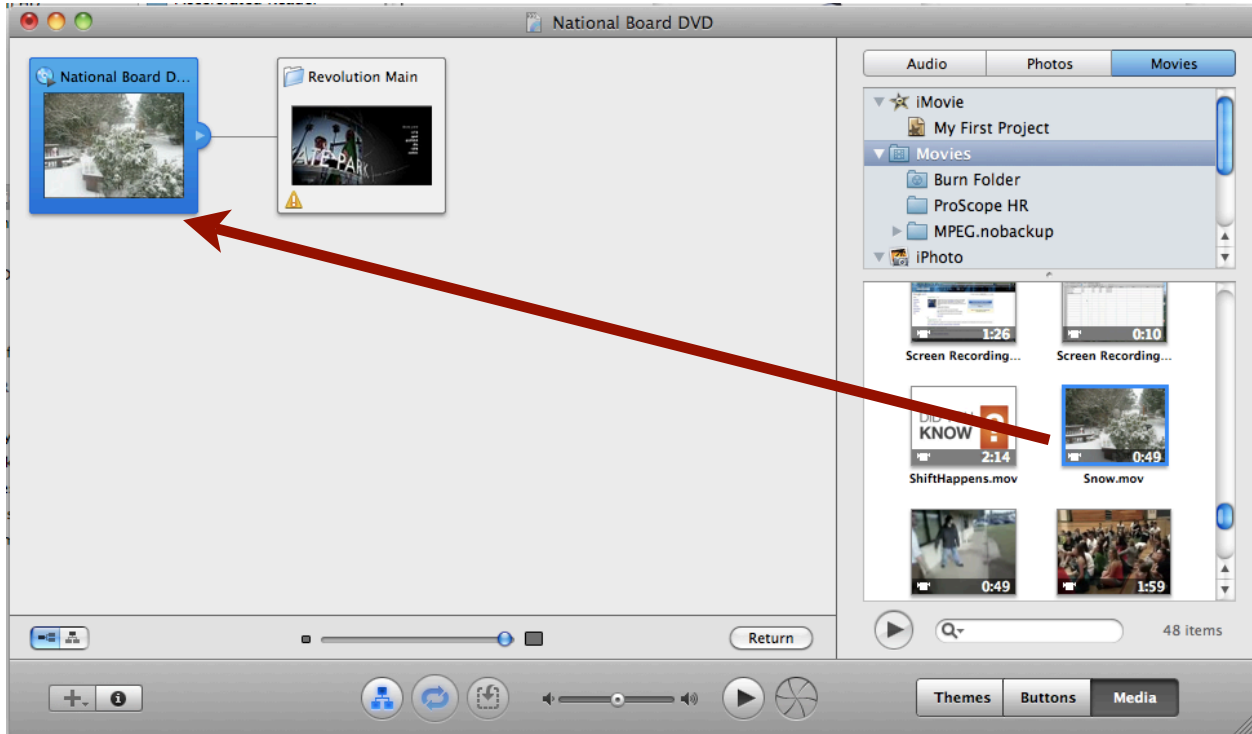


- When iDVD first launches, it will be on the Themes view and a sample Theme (think the menu of a commercial DVD which includes scenes and special features when you put it into a DVD player). You need to change from the Themes view to the DVD map view by clicking on the tree icon at the bottom of the iDVD window.



- Click on the box that says "Drag content here to automatically play when the disc is inserted" so that it's highlighted in blue. You are now ready to locate your National Board video in your Movies directory and import it into the iDVD project.

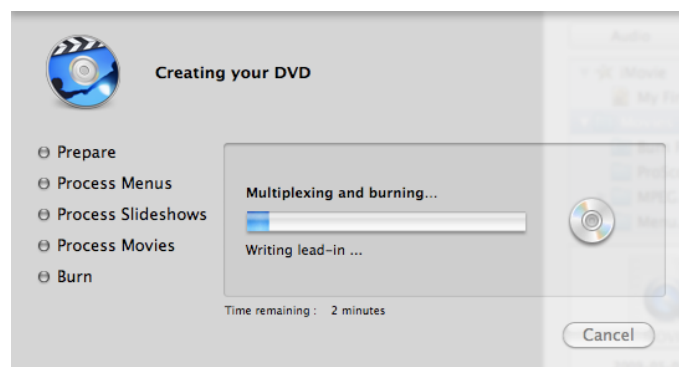
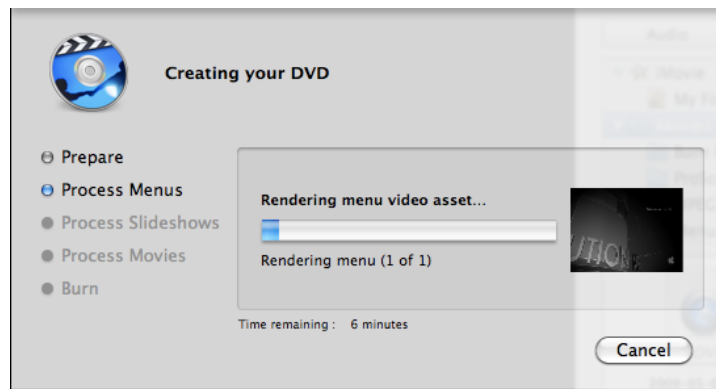
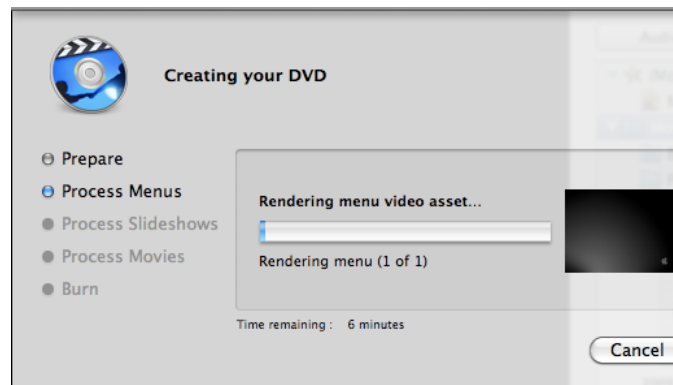
7. Click on the Media button at the bottom right of the iDVD window. Select Movies from the three choices for media to add to the project. Click on the Movies folder to locate the Quicktime movie you compressed in iMovie. When you locate the video, drag and drop it into the first window you've highlighted.



8. You are now ready to burn your DVD. The recommended DVDs are DVD-R format. Jason Maher (our district a/v tech) recommends either the Memorex or Verbatim brands. Click on the small circle next to the play button at the bottom of the iDVD window. It will open to reveal an icon that looks like the old radiation symbol that used to indicate buildings that had a bomb shelter in the basement. When prompted, insert the blank DVD into your drive.



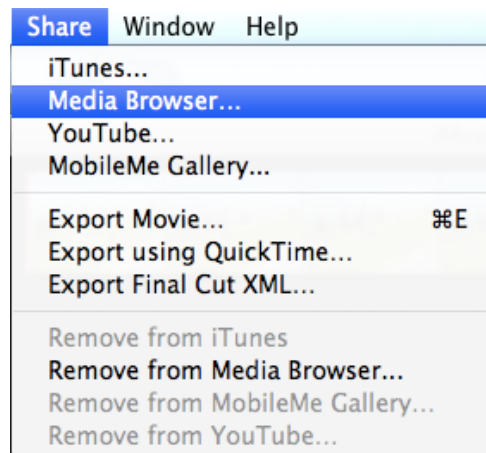
9. During the burning process, you'll see a variety of different windows. The initial encoding process can take quite a while (up to an hour for the first DVD is not out of the ordinary).



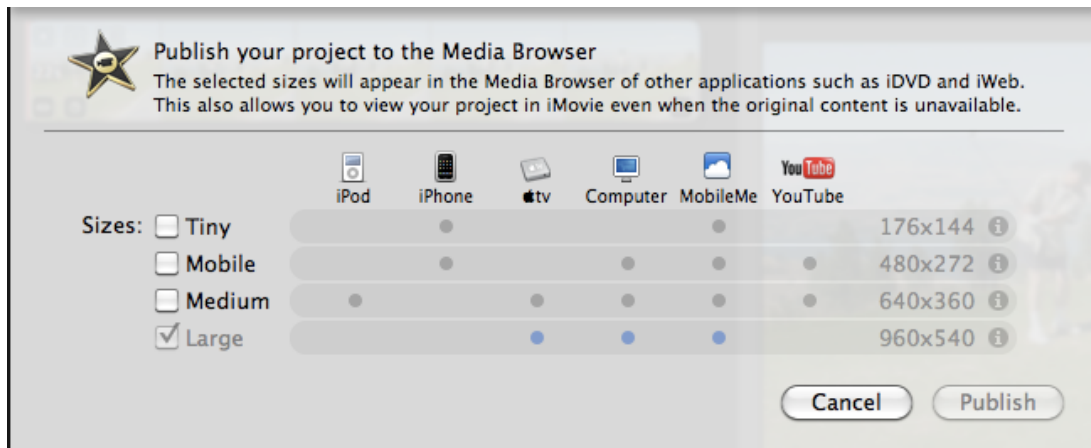
10. When the burning process is done, the laptop will eject your newly burned disk and prompt you for another disk if you wish to burn the same video again on a new blank DVD. Before doing so, it is advisable to test your DVD on a DVD player so you don't waste a DVD if the project didn't burn successfully.
11. If the instructions above have been followed, the National Board DVD should begin right away with your classroom instruction footage. This version of iDVD will put the theme menu at the very end of the footage on your video. I asked an official portfolio evaluator if this is all right and was told, yes, they just don't want anything at the beginning and they want the DVD to work. If they run into difficulties, they'll try 2-3 different machines/systems before giving up and disqualifying the applicant. Test your DVD before submitting!

#### Instructions for Burning a DVD with iMovie '08.

1. Finish all of your editing of your video prior to sending to iDVD. No transitions, splitting a scene, titles, effects or credits should be included in your video. **SAVE YOUR iMOVIE FILE!**
2. In the iMovie '08 toolbar, click Share>Media Browser.



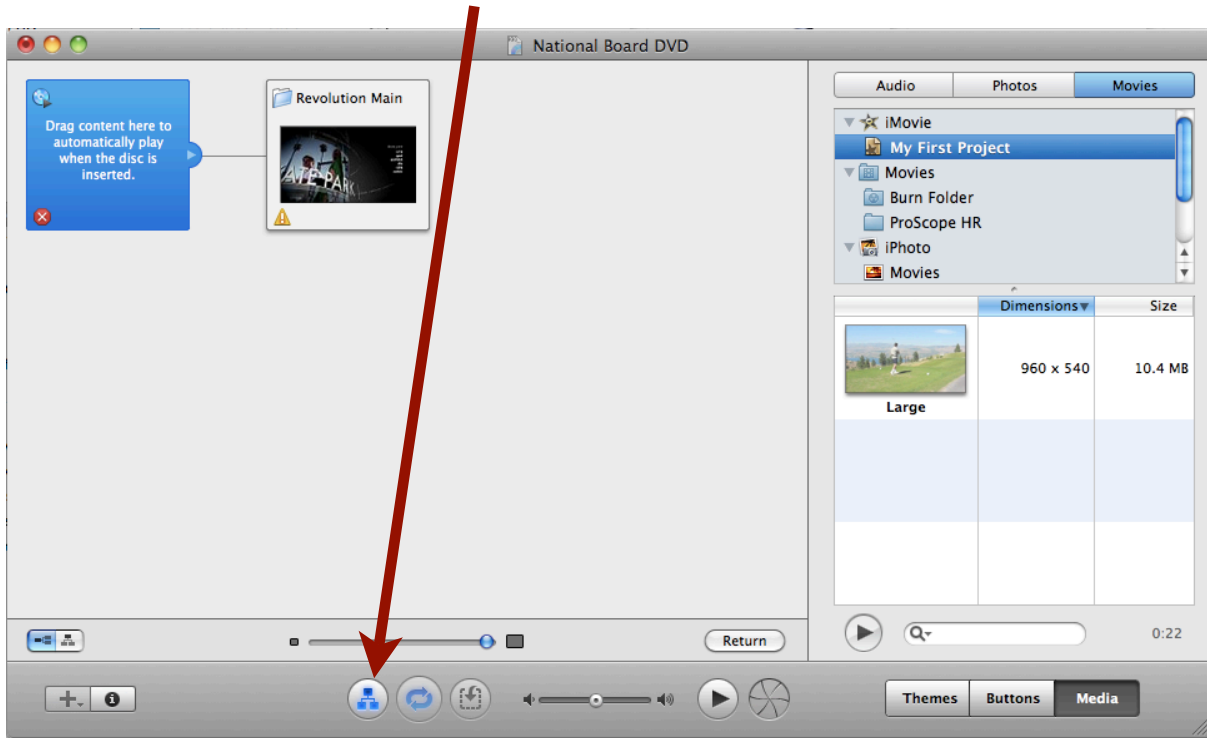
3. In the menu that pops up next, you'll be prompted to select the size you want your compressed movie to be. To get the best quality for your DVD, select Large and click Publish. The compression process will begin and compressed iMovie will save to the Media Browser that is located in iDVD. This can take several minutes depending on the length of the video you're compressing due to the Large setting.



4. When compressing is finished, launch iDVD.

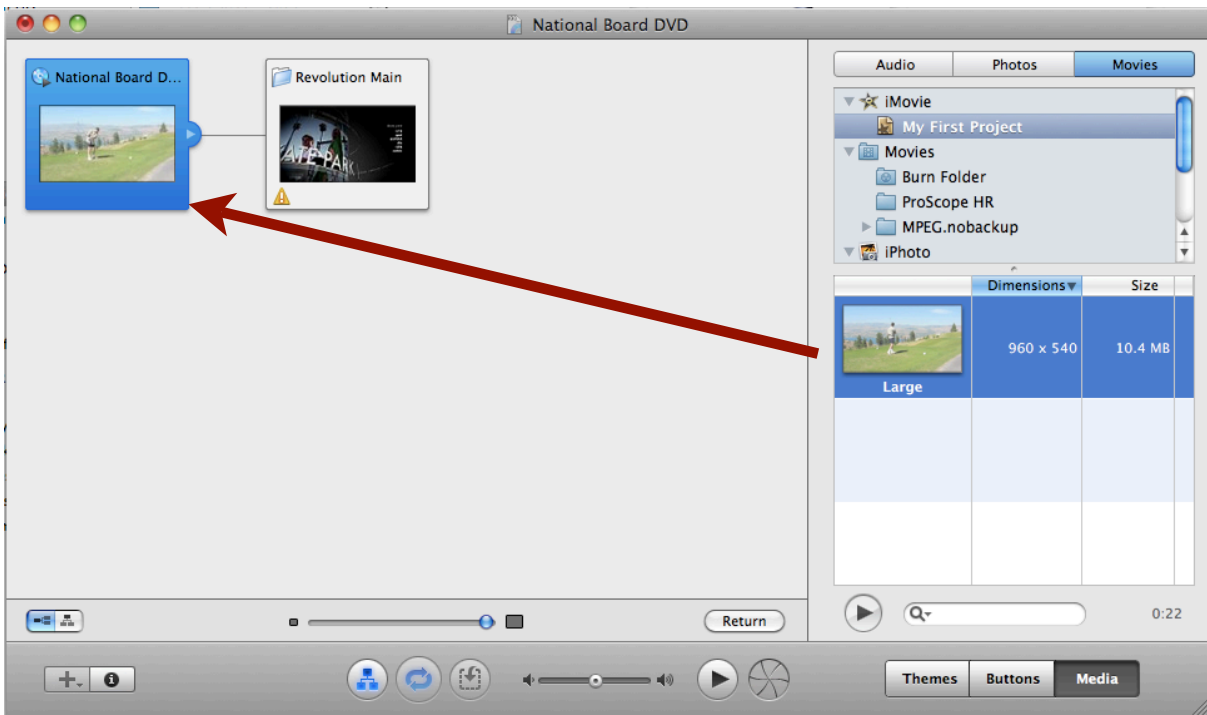


- When iDVD first launches, it will be on the Themes view and a sample Theme (think the menu of a commercial DVD which includes scenes and special features when you put it into a DVD player). You need to change from the Themes view to the DVD map view by clicking on the tree icon at the bottom of the iDVD window.



- Click on the box that says "Drag content here to automatically play when the disc is inserted" so that it's highlighted in blue. You are now ready to locate your National Board video in your Movies directory and import it into the iDVD project.

7. Click on the Media button at the bottom right of the iDVD window. Then click on Movies in the Media browser. Select iMovie in the media browser and you'll see the videos you created with iMovie '08 in the Media Browser. Select your National Board video and drag it onto the box that says "Drag content here to automatically play when the disc is inserted."



8. You are now ready to burn your DVD. At this point, there is no difference in burning a DVD between iMovie '06 and iMovie '08. Click [here](#) to navigate to those directions to complete the burning process.
9. In need of help? If you're at a high school or middle school, your in-building tech is your best and quickest resource: Crystal Mounsey - SC, Sue Mautz - SW, Ben Miles - FK and Robert Dong - AE. Other district experts include Jackie Hubbard - SLC x 4362, Jim Golubich - SLC x 4410 and Jason Maher - SLC x 4226. Marcia Garrett, NBCT coordinator, is another resource - AE x 4730.