

Downloading “practice CD” files using Windows

These instructions are for downloading the BCCO “practice CD” files using a PC running Windows. The examples use Internet Explorer; however, the process is very similar using other browsers (*e.g.* Firefox).

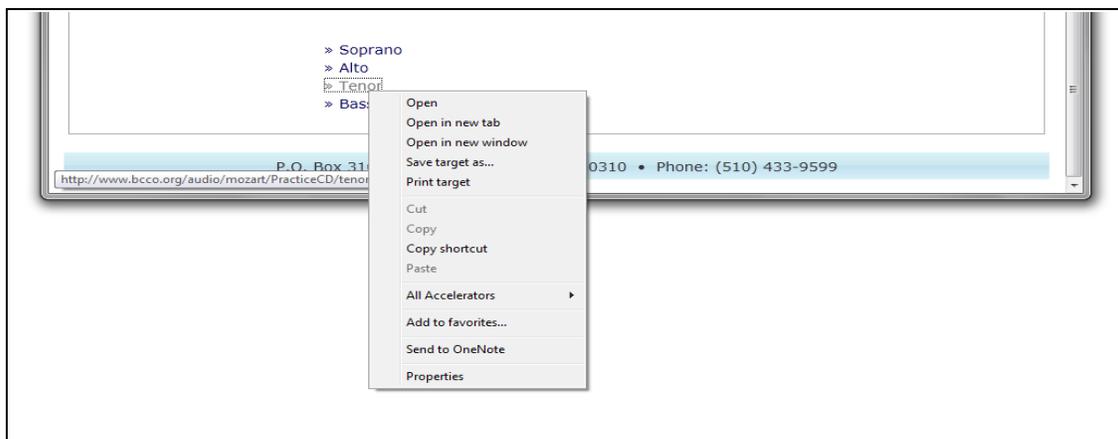
The files are in mp3 format, which can be played on your computer (using *e.g.* Windows Media Player) as well as on your portable mp3 player (*e.g.* Apple iPod). You can also burn the mp3 files to a blank recordable CD, making an audio CD that will play on your home and auto CD players.

There are multiple mp3 practice files – generally one for each movement in the piece – these are collected into a single “zip file” for downloading convenience. Thus, you will download a single zip file containing all the practice mp3s for your voice part, and then you will “extract” the individual mp3 files from the zip file.

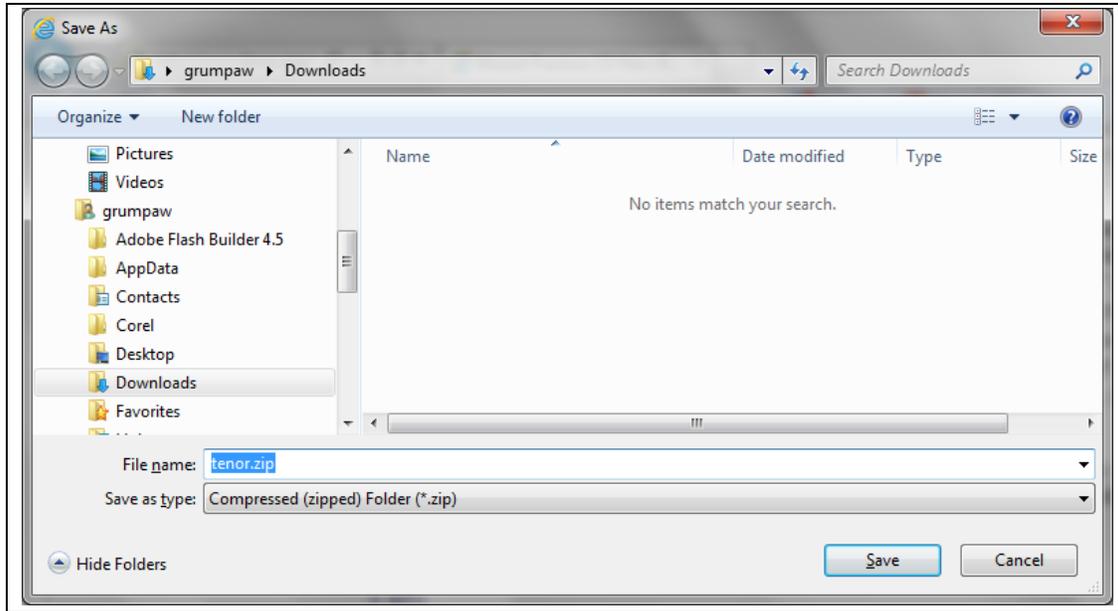
1.



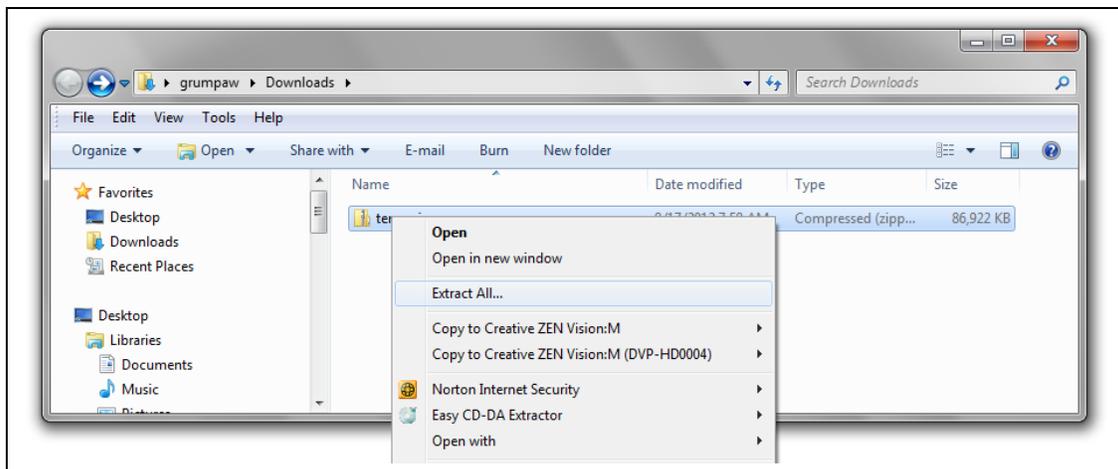
2. Right-click the link for your voice part and, in the dropdown menu, select “Save target as...”



3. In the “Save As” window that pops up, be sure to take note of the folder where you are saving the zip file. In the example shown below, the file is being saved in the “Downloads” folder. Click the “Save” button. (If you want to choose a different folder in which to save the file, you may do so before clicking “Save.”)

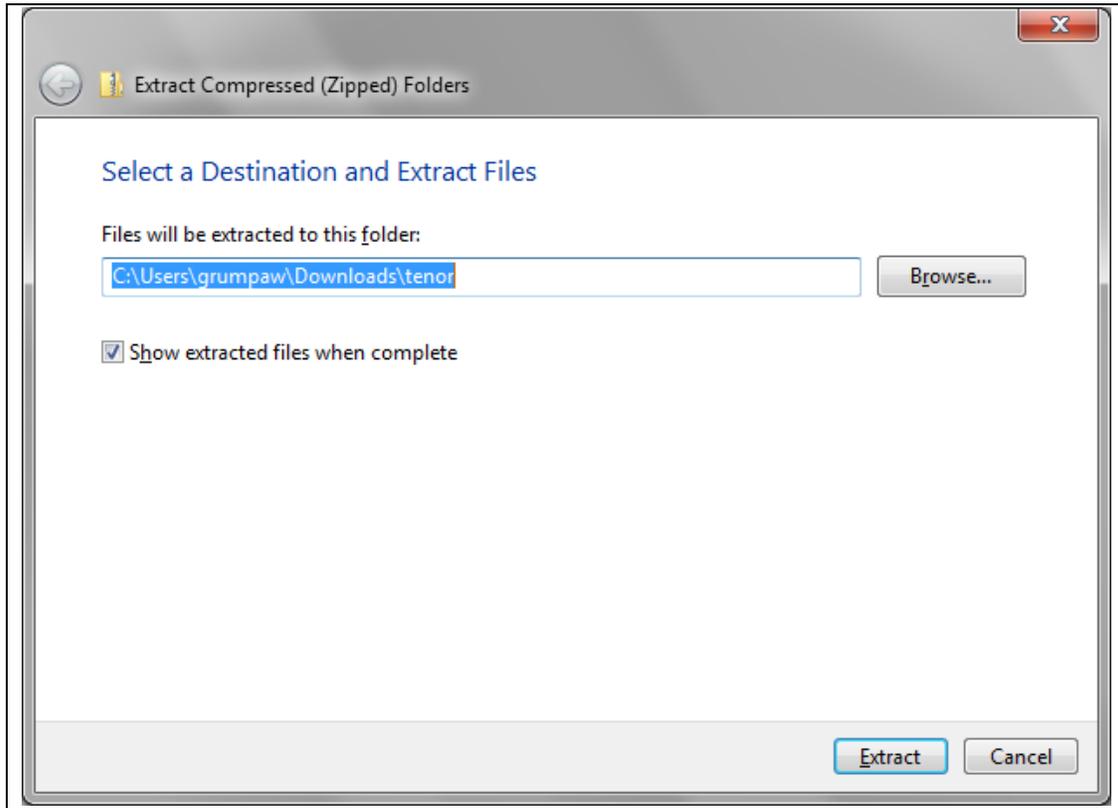


4. The zip file has been downloaded to your computer, now you need to extract the individual mp3 files. Open the folder in which you saved the zip file. Right click on the zip file, then select “Extract all” in the drop down menu.



5. Then choose the destination folder where the extracted files will be stored. In the example shown below, the default destination is shown: a new folder named “tenor.” Click the “Extract” button. (If

you want to choose a different folder in which to save the extracted mp3 files, you may do so before clicking “Extract.”)



6. Finally, open the folder where the mp3 files were stored. These files can be played on your computer, copied to your MP3 player, or burned to an audio CD.

