

## Downloading a Tour and Burning to CD

With the RealBiz360 Virtual Tour Marketing System, you can create a CD that will display your virtual tours offline from any desktop computer.

You must publish your tour before you can download to CD or save it to your desktop.

### **Log-in to your RealBiz360 account**

1. Go to the **“Marketing Tools”** tab
2. Select **“Download to CD”** button
3. Find the tour listing you would like to save to your computer and/or Burn to a CD
4. Click on [>>Click Here To Show / Hide The Published Tours For This Listing>>](#)
5. Click on the recommended **“Self-extracting Compressed File (".exe")”**
6. Click on the **“Build CD File”** button
7. The system will let you know when the CD file is ready
8. Right mouse click on the **“RealBiz360VTourXXXXX.exe”** file
9. Select **“Save Target As”**
10. Choose a location on your computer to save your tour file
11. Click **“Save”**
12. Click **“Open Folder”**
13. Double click on the **“RealBiz360VTourXXXXX.exe”** file
14. Click **“RUN”**
15. This will build a yellow file folder in the current directory called **“RealBiz360VTourXXXXX”**
16. Open the **“RealBiz360VTourXXXXX” Folder** – All the files and folders that apply to that single tour now appear on your screen. You will need all of these files/folders transferred to the root directory of the CD by following the burning guide below.

**Note:** You MUST burn all the sub files/folders to the CD's root directory. If you just burn the parent folder **“RealBiz360VTourXXXXX”** to the CD root the tour will not autoplay.

- **To preview the tour before burning – Double click the “Index.html” File.**  
This launches the tour on your desktop so that you can preview the tour prior to burning. (Note: This viewer has some High Definition features – Zooming capabilities are limited to a couple of levels.)

**You are now ready to Burn the CD using your preferred burning application.** Most modern computers come with burning software pre-installed. It is recommended that you burn your tour with your installed burning software. Use the guide below for **“Burning using optional software”**. If you don't have burning software then follow the steps below to **“Burning a tour to CD-Using Windows XP and Vista”**.

## **Burning a Tour to CD-Using Windows XP and Vista**

1. Insert a blank, writable CD/DVD into the CD/DVD Drive
2. Open the “**RealBiz360VTourXXXXX**” Folder
3. Press the “**Edit**” button and choose “**select all**” (or press **Ctrl-A**)
4. Right click on one of the selected files and choose “**Send To**” then “**CD or DVD**”

**Note:** *If you are using Windows Vista your CD will be created now (the session will close when you eject the CD/DVD). If you are using XP continue to step 5.*

5. You should see a popup that says “**You have files waiting to be written to the CD.**” Click on this balloon popup.
  6. Select “**Write these files to CD**” under the “**File Menu**”
  7. **Name the CD** if desired choose “**Next**”
  8. Select “**Finish**” or Select the “**Yes**” box and put in another CD
- **Reminder:** *Use a Sharpie Permanent Marker to mark the name of the Tour on the CD or attach CD Label with your Company information (You can find the labels at any Office Supply Store.)*
  - **Note:** *The files usually consist of the following: **images; photos; xml; auto play; auto run; index; runme1st; viewer-help; vtjpeg.** If you do not have all these files copied over to the CD’s root directory the tour will not auto-play.*

## **Burning using optional software**

*Many computers already have burning software installed from the manufacturer. You can also purchase burning software for under \$100. Open the “**Start**” menu and look for a burning application. Popular ones are: Nero and Roxio however there are many more.*

This is a general guide to using burning software. This guide is based from Roxio but should work for many other burning applications.

1. Open the burning application. (**Start menu>Programs>X**) (**X=Roxio, Nero etc.**)
2. Choose “**Data**” to burn a data disc.
3. Choose “**Add**” to add files to the disc you want to burn.
4. Browse for the location of the “**RealBiz360VTourXXXXX**” Folder and **open it.**
5. Add the **contents** of the “**RealBiz360VTourXXXXX**” Folder to the disc.
6. Press the “**Burn**” or “**Continue**” button to burn the CD.

## **View the Tour from the CD**

- Insert the CD back into your computer
- The tour will now launch on the screen using an iseemedia standard viewer with a limited # of levels of ZOOM.

(Vista users will need to choose “**Run**” unless autorun is setup in the control panel for the applications.)

**Error Message - CD Drive Will Not Launch** \* (Follow these steps below when you see this msg.)

- Select “**Start**”
- Select “**My Computer**”
- Right Click on the CD/DVD drive
- Select “**Properties**”
- Select “**Recording**” Tab
- Check the Box that says “**Enable CD Recording on this Drive**”
- The **C Drive** will now be highlighted as a mirror drive – this is correct
- **Select the Speed**; Fastest, 8x, etc. (Your CD’s will indicate the # on the face of the CD if it is higher than 8x, Fastest is acceptable.)
- Select - **Ok**