How to convert VHS tapes to DVD or Media File

Getting started

Sign onto the computer using your Waterloo Public Library card. Click on the **Honestech VHS icon**.

Please keep the sound on mute or exchange your card for a pair of headphones from the Information Desk, and let staff know if you need extra conversion time so they can override the 2-hour limit.

Select **Easy Wizard Mode** and follow the step-by-step guide to get started. The Easy Wizard Mode will make a single recording from one tape and does not save your recording for any future use. Easy Wizard Mode pre-selects your options so you can simply **>>** through the instructional screen images. With the Easy Wizard Mode you have the option of burning to DVD or saving as a Media File.

Burning to DVD

STEP 1: Select Disc or File

Select a recording option (DVD or Media File) and click on the arrow pointing to the right to proceed.

STEP 2: Insert a blank DVD disc

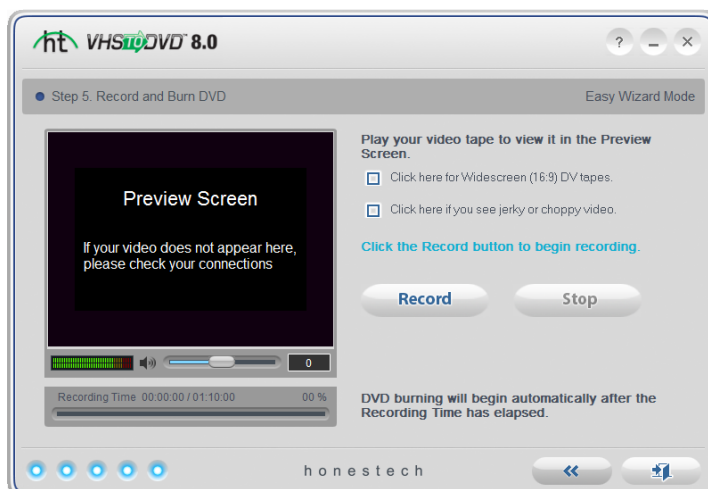Click the arrow pointing to the right to proceed.

STEP 3: Select your video device

This is the video player that will be playing your video while the Wizard is recording it. Click the arrow pointing to the right to proceed.

STEP 4: Record settings

Adjust the Recording Time slider to match the length of the video you will be recording. Note: Recording over 2 hours on a single layer DVD-R will result in lower quality video. A VHS tape that is 90 minutes long will take 90 minutes to record/burn on DVD - - please remain at the machine during this time. It is important to move the mouse every 5-10 minutes to prevent the computer from going into Sleep Mode.

STEP 5: Record

Begin playback of your video tape to view it in the Preview Screen. Double click inside the Preview Screen to enlarge. Use the Recording Volume slider at the bottom of the Preview Screen to adjust the recording volume. Click the Record button to begin recording. Click the Stop button to manually stop the recording at any time. DVD burning will begin automatically after the recording time displayed below the Preview Screen is complete and your tape will rewind.

Saving as a Media File

STEP 1: Select Disc or File

Select a recording option (DVD or Media File) and click on the arrow pointing to the right to proceed.

STEP 2: Select your video device

This is the video player that will be playing your video while the Wizard is recording it. Select your video connector type: RCA (Composite) or S-Video and click the arrow pointing to the right to proceed.

STEP 3: Record settings

Adjust the Recording Time slider to match the length of the video you will be recording. A VHS tape that is 90 minutes in length will take 90 minutes to record to Media File - - please remain at the machine during this time. It is important to move the mouse every 5-10 minutes to prevent the computer from going into Sleep Mode.

STEP 4: Record

Begin playback of your video tape to view it in the Preview Screen. Double click inside the Preview Screen to enlarge. Use the Recording Volume slider at the bottom of the Preview Screen to adjust the recording volume. Click the Record button to begin recording. Click the Stop button to manually stop the recording at any time. When the recording has stopped a new window will open to the location of your saved video. The Media File can be uploaded to Dropbox, Google Drive or FB or saved to a USB. Due to the size of the Media File, attaching it to an email is not an option. Once you have uploaded/saved the file you should delete it from the computer.

NOTE: The media file size is too large to attach to an email. Instead, media file could be uploaded to Youtube, Dropbox or similar filesharing site.

Other Conversion Options

Advanced Mode: Allows you to add titles/introductory clips, transitional effects between scenes, and trim unwanted scenes.

You can edit a file recorded in Easy Wizard Mode by saving the Media File to the computer desktop and then dragging and dropping into the right side panel beside the Preview Pane. Alternatively, you can play and record a VHS file and save directly in the Advanced Mode.

How to add title and transition frames:
1. Click on Edit tab
2. Click on the film icon in upper left of screen
3. Drag and drop clips to bottom panel of screen
4. Click on the icons located in the Edit panel to select Title frame style, transition styles, etc.
5. Once you have chosen the style, drag to the appropriate location in the bottom panel

Audio: Record Audio from cassettes, LP records and video tapes to create WMA files or audio CDs.
Photo: Turn photos into a wonderful slideshow.