IMPORTANT: All media projects must be compliant with current Dartmouth College Policy and Federal Copyright laws. For more information refer to http://www.dartmouth.edu/copyright/

1. Insert the disc into the Mac DVD drive. If the DVD automatically begins playing, Quit the DVD Player or VLC Player program.

2. Open iSkysoft iMedia Converter Deluxe by clicking the icon in the dock. Close or cancel out of any pop-up windows that appear.

3. From the menu, select iSkysoft Converter Deluxe > Preferences and click on the Convert tab. Depending on your project, set the Load Contents in a DVD pull down menu to: Main Movie Only loads the largest video file only, e.g. the feature film only; All Title loads all video clips on the DVD, including previews, extras - use for discs containing multiple TV episodes.

4. Import video by dragging the files or DVD disk icon directly to the iMedia Converter window.

5. To select clips from the disc, click the pencil icon that corresponds to the film or episode you want. The Edit window appears.

6. Click the Trim button. Navigate the playhead to a particular scene and click the Add trim marker button. To adjust in/out points of your selection, drag the markers in the timeline or set the Start and End time in the TRIM sidebar. To view your selection, click the Preview button.

7. To capture multiple clips, repeat Step 6. Multiple clips from a single episode or video will export as one continuous clip. When you are finished, click Done.

8. Choose a video output format from the bottom toolbar. If you plan to use the clip in an iMovie project, select the iMovie preset under the Editing tab. For clips that you can embed in a presentation or web page, choose the MP4 option under Video.

9. From the Output pull-down menu, select a destination for your clips. Click the Convert button to start the process. Converting video may take several minutes. To quickly access your converted files, click the Open Output Folder button.