1. Download HandBrake software. It is compatible with both Mac OS and Windows operating systems. HandBrake software can be found at: http://handbrake.fr/downloads.php

2. Install and open the HandBrake application.

3. Once opened, click on the Source button in the top-left corner of the application.

4. Navigate to the video file you want to convert and select it. After selecting the desired file to be converted, click Open.
   a. *NOTE* - Handbrake should convert DVD, DVD image, DVD VOB files, MPEG-TS, Matroska, AVI, and MPEG-4 files as input files. However, Handbrake will NOT convert copyright-protected files.

5. Handbrake will then scan the source file that you have selected. You should see a progress bar near the top of the window indicating status.
6. If your source file is valid, your screen should appear similar to the image below. Next, under the destination heading, click on browse and navigate to the folder you wish to save the converted file into.

7. Under the Output Settings, select the format you wish to convert to.

8. Click on the green Start button in the top-left corner.

![HandBrake Interface]

9. The progress of your converting process can be seen at the bottom of the application.

![Encoding Progress]

10. Once finished, HandBrake should alert you that the converting process is complete.

11. You should be able to locate your newly converted file in the folder you selected for the destination!