

Convert Media

1. In the right pane, click the audio or video file.
2. At the top of the right pane, click the Convert button.
3. The Convert Media dialog box appears. If necessary, click Download to download and install FFmpeg.
4. In the Available Conversions box, select the desired conversion.
5. Click Begin Conversion.
6. Conversion Finished Successfully appears in the dialog box. A Show Details button also appears.
7. The converted or extracted copy of the file appears in the list of files, with an appropriate file name change.