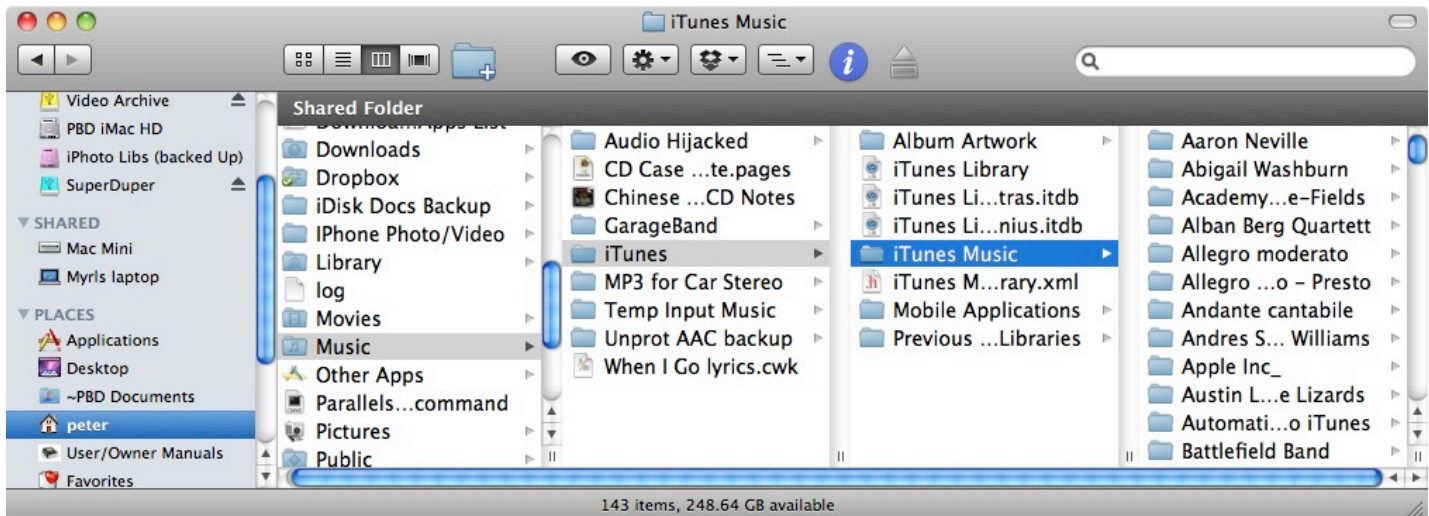# Moving your iTunes Library
(and backing it up - covered at the end)

One way to free up space on your computer's internal hard drive is to move iTunes to an external disk, but moving iTunes is not as simple as moving iPhoto or other kinds of data.

The first thing you need to know is where the iTunes Library is located. It is in *Home*/Music/iTunes

Now here is tricky part #1.

The actual music is in the folder iTunes Music, which is sometimes confusingly referred to as the iTunes Library. It's confusing because there is another file actually *named* "iTunes Library", but it doesn't contain any music, video, or other content. Is really just a database file that helps manage the contents of iTunes.

The only item you want to move to another location such as an external disk, is the iTunes Music Folder. That's just fine, because this is the folder that takes up 98% of the space that iTunes requires on your computer. iTunes expects to find all of the other files and folders in the iTunes folder in *Home*/Music. In fact, if you move them or move the whole iTunes folder off the startup disk, iTunes will not find it and will create new copies that don't link to any data. It will look like you lost all of your iTunes music, podcasts, etc.
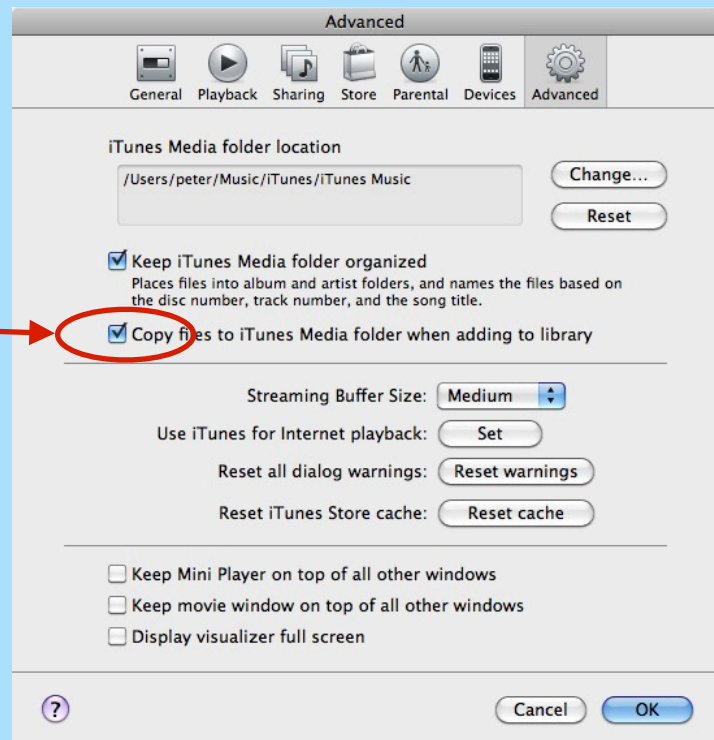
Bottom Line: only move the iTunes Music folder. **But don't move it yet**.

<u>Tricky part #2.</u>

It is possible that some of the music in your iTunes is not in the iTunes Music Folder. It is unlikely for most of you, because the iTunes Music folder is the default. However, that can be changed in iTunes/Preferences/Advanced.
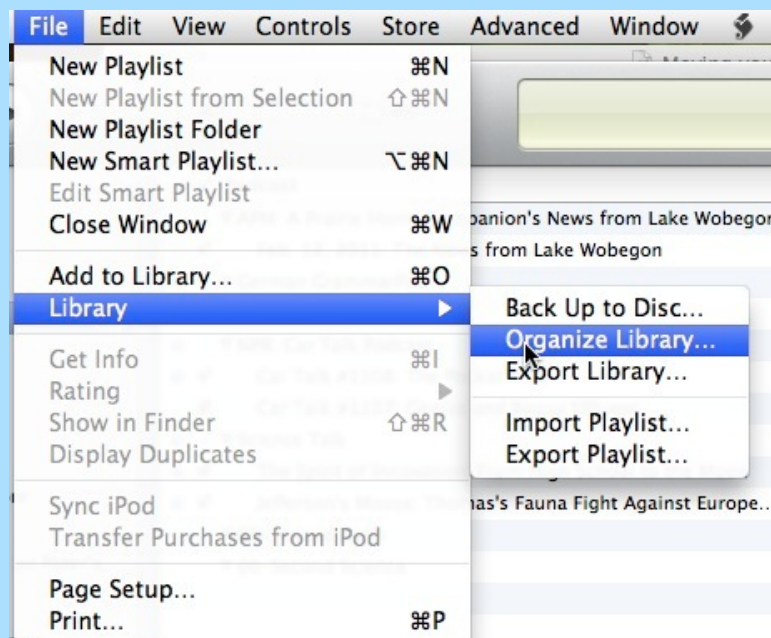
If this box was unchecked at any time that you imported music, then that music will be *played* by iTunes, but it will *reside* in whatever location you imported it from.

For most of you, you want to keep this checked, as well as the box above it.

Just to be safe we are going to *Consolidate* our library before moving it so everything is in the iTunes Music folder.

In iTunes choose
File/Library/Organize Library

Click Consolidate files, then click OK. Wait until the process is finished. (If you don't have any files elsewhere, nothing will appear to happen.)
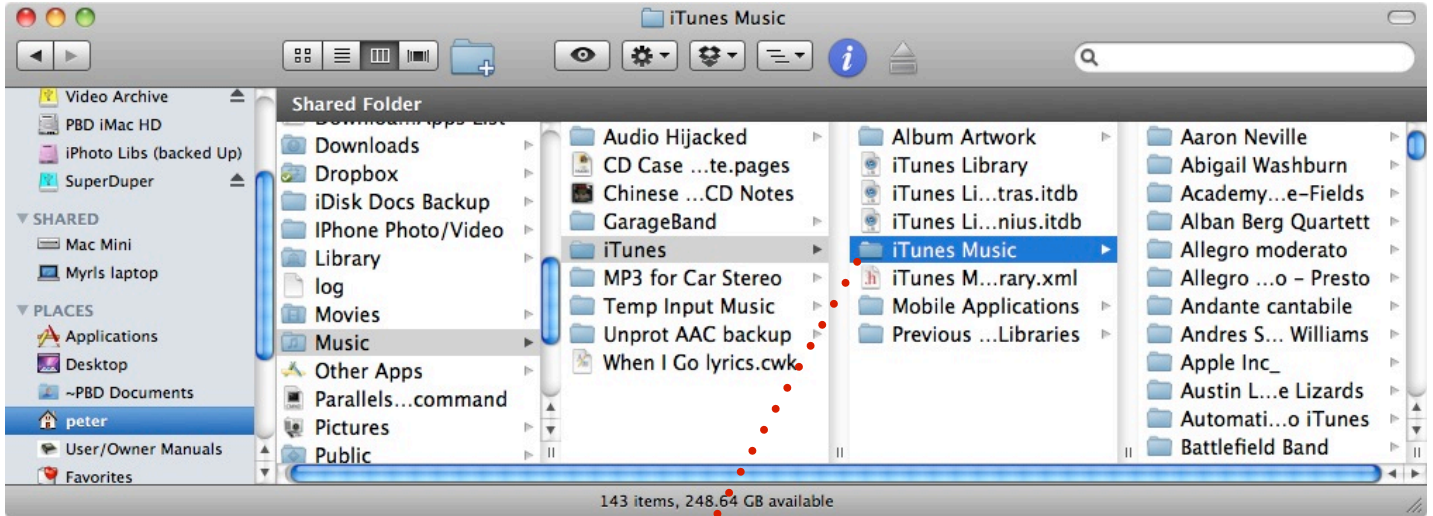
☑ **Consolidate files**
Puts copies of all media files used by iTunes in the iTunes Music folder, and leaves the original files in their current locations.

☐ **Reorganize files in the folder "iTunes Music"**
Creates subfolders (Music, Movies, TV Shows, Podcasts, Audiobooks, and so on) within the iTunes media folder specified in iTunes Advanced preferences. All media files imported into iTunes are placed in the appropriate subfolders. Files and folders not imported into iTunes remain in their current locations.

(Cancel)   (**OK**)

Go back to File/Library/ Organize Library and click Reorganize files, then cllck OK. Wait until the process is finished.

Organize Library

☐ **Consolidate files**
Puts copies of all media files used by iTunes in the iTunes Music folder, and leaves the original files in their current locations.

☑ **Reorganize files in the folder "iTunes Music"**
Creates subfolders (Music, Movies, TV Shows, Podcasts, Audiobooks, and so on) within the iTunes media folder specified in iTunes Advanced preferences. All media files imported into iTunes are placed in the appropriate subfolders. Files and folders not imported into iTunes remain in their current locations.
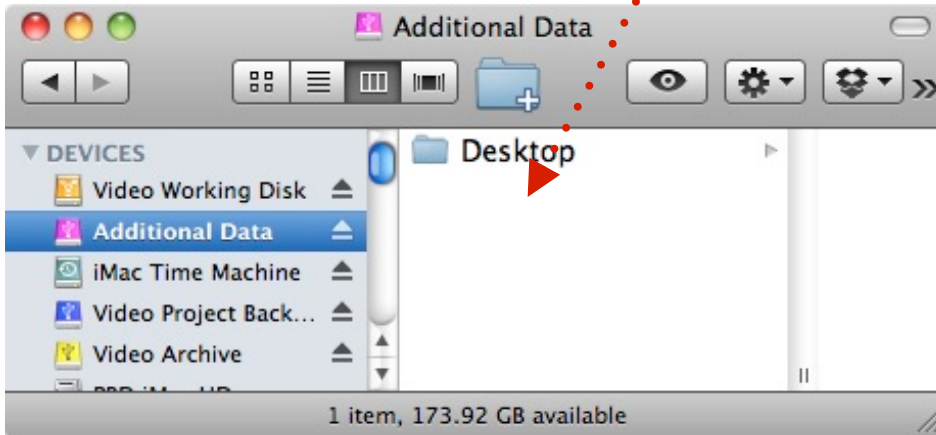
(Cancel)   (**OK**)

NOW we are ready to move our iTunes data.

Open a finder window and navigate to *Home*/Music/iTunes/iTunes Music

Open a new finder window (Command-N) and navigate to where you want your iTunes data.
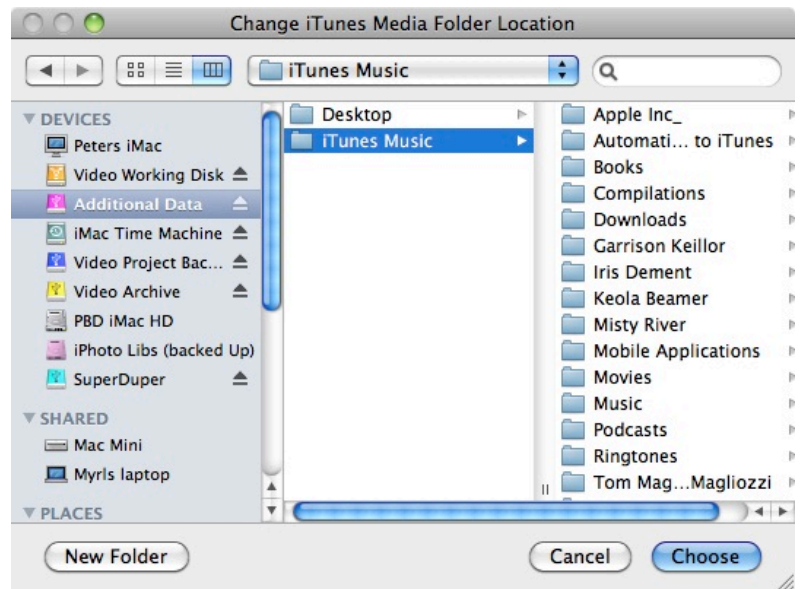

Now drag the iTunes Music folder to the new location. A copy will be created there. It may take some time to copy if your iTunes library is large.
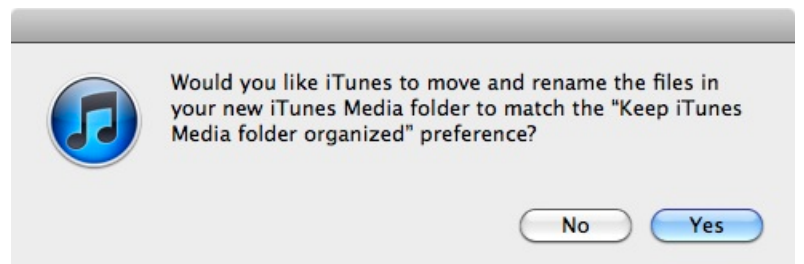

Next, go to iTunes/Preferences/Advanced and click on Change next to ITunes Media folder location.

In the window that pops up, navigate to the new location, then click Choose

There will be an "Updating the new library" window on the screen for several seconds,

then you will get this window. Click Yes.

Finally, click OK at the bottom of the Preferences/Advanced window.

Now test your new library by quitting iTunes and launching it again. If everything seems OK, you can delete the old iTunes Music folder to free up some space. But you may not want to do that before you make a backup. See the next page.
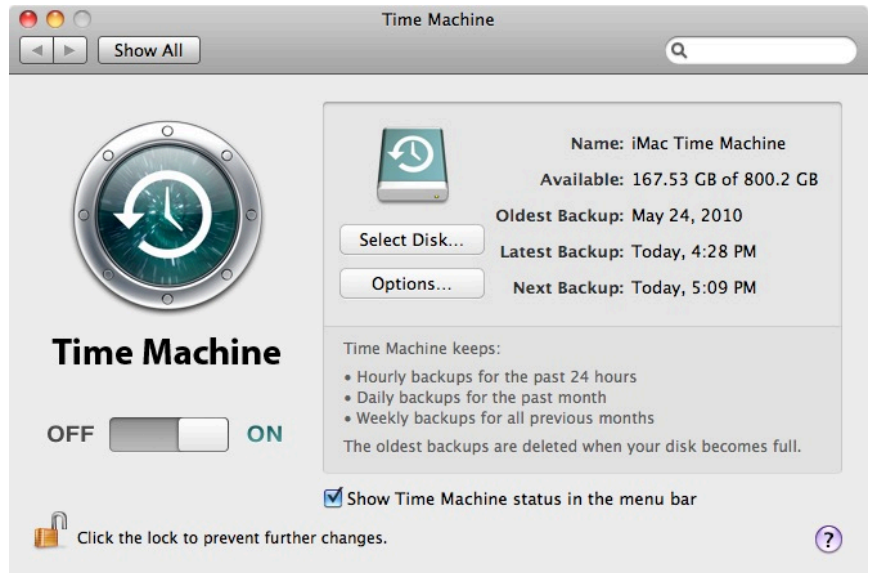
Backing up the iTunes Library

After you move the iTunes Music folder to an external drive it is normally no longer backed up by Time Machine because by default, external hard drives are excluded from Time Machine backups.

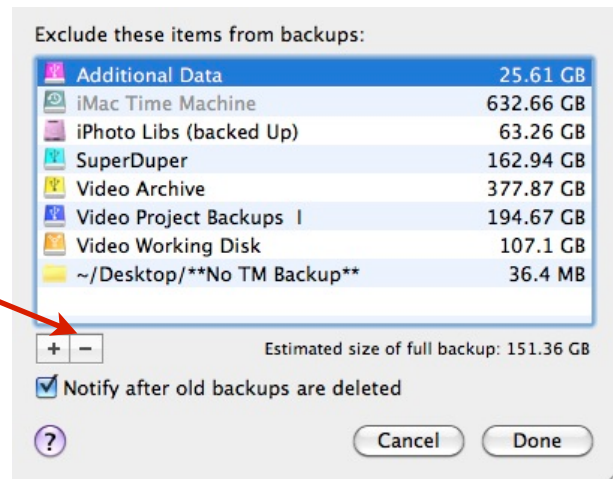**One alternative** is to set Time Machine so it does back up the new location.

Right-click (control-click) on Time Machine in the dock and choose Open Time Machine Preferences...
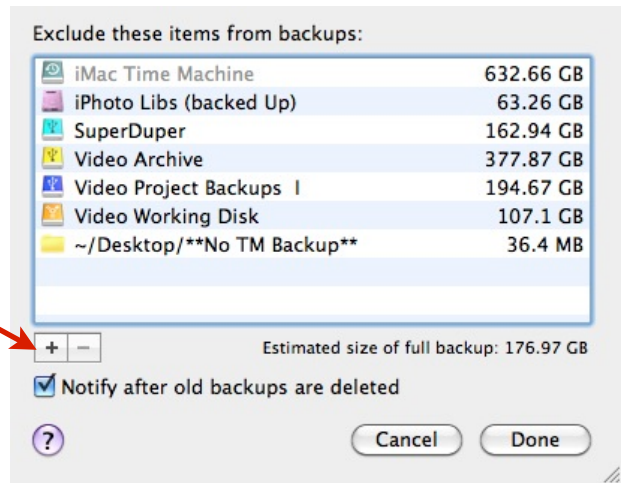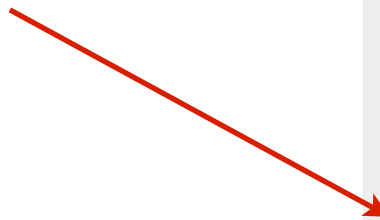
Then click on Options...

In the exclusion list that pops up, select the external disk on which the new iTunes Music folder resides and click the - sign at the bottom.

If your Time Machine backup disk is big enough to handle backing up the entire external disk on which the new iTunes Music folder resides, you are finished and can click Done at the bottom of the window.
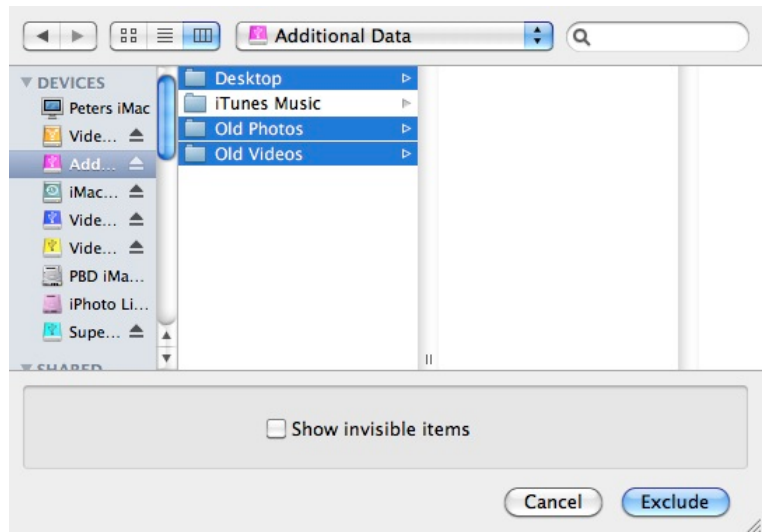
Most people will want to back up only the new iTunes Music folder. To do this, don't click Done, but continue on the next page.

Next click on the + sign

Exclude these items from backups:	
iMac Time Machine	632.66 GB
iPhoto Libs (backed Up)	63.26 GB
SuperDuper	162.94 GB
Video Archive	377.87 GB
Video Project Backups I	194.67 GB
Video Working Disk	107.1 GB
~/Desktop/**No TM Backup**	36.4 MB

Estimated size of full backup: 176.97 GB

☑ Notify after old backups are deleted

Cancel   Done

In the window that pops up select the appropriate disk, then the item(s) you DO NOT want Time Machine to back up. (Use Command-click to select multiple items.) Then click Exclude.
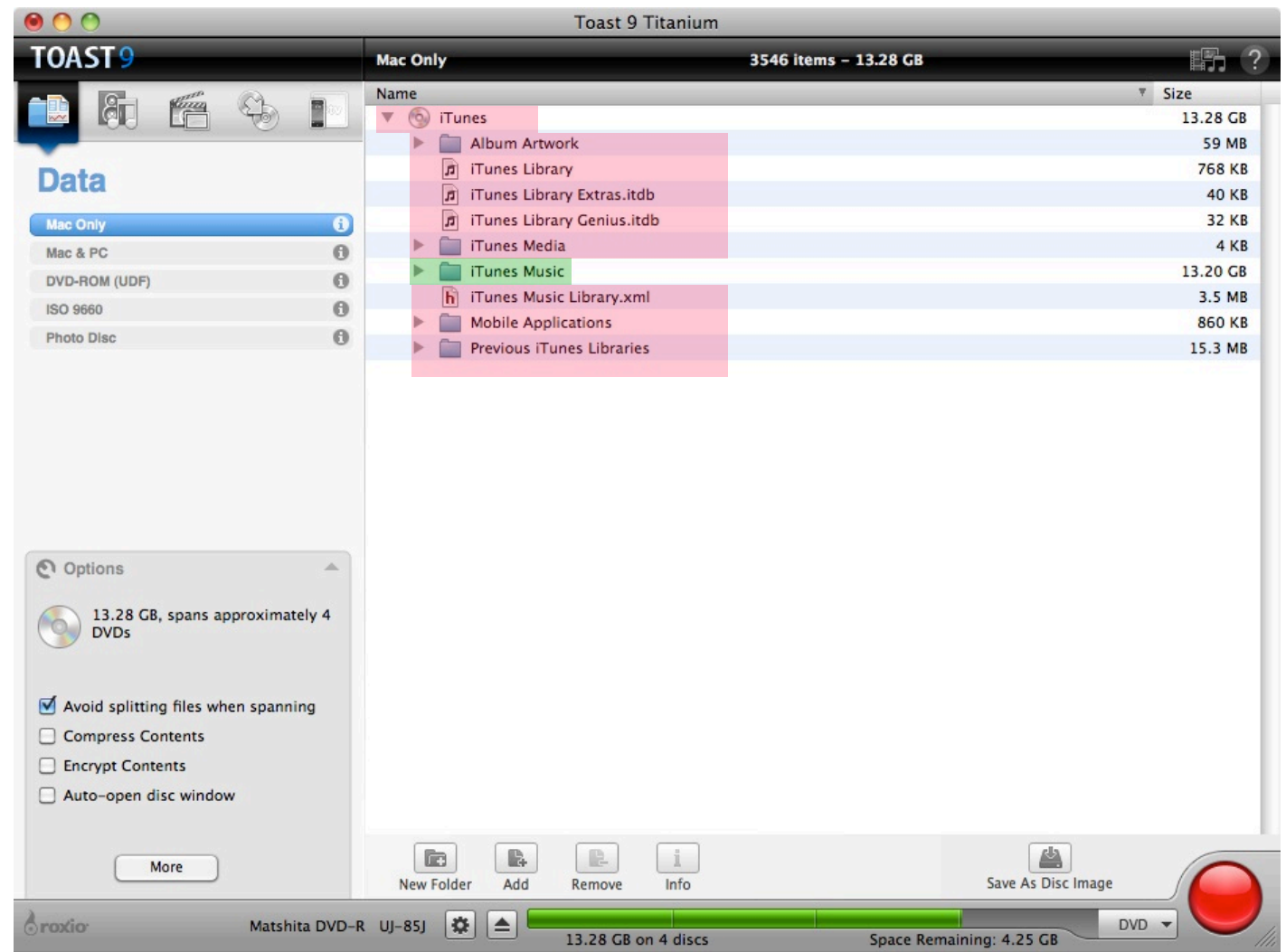
Additional Data

DEVICES
Peters iMac
Vide...
Add...
iMac...
Vide...
Vide...
PBD iMa...
iPhoto Li...
Supe...
SHARED

Desktop
iTunes Music
Old Photos
Old Videos

☐ Show invisible items

Cancel   Exclude

Finally, click Done at the bottom of the exclusion list window.

Another way to make an iTunes Backup is to a set of DVDs. Unless your iTunes folder is smaller than about 4.2 GB, you will need an application like Toast that can make backups that span several DVDs.

Remember you need to back up both the iTunes Music folder, and the iTunes folder with all the rest of the stuff in it. (If you haven't moved the iTunes Music folder you only need to back up the whole iTunes folder.)

On the next page is an example of the Toast setup for creating a backup of my itunes library.

Dragging my iTunes folder from *Home*/Music to this window created the iTunes folder (with the disk icon) and all of the files and folders within it except the iTunes Music folder. The iTunes Music folder was then dragged separately from the external hard drive on which it resides to the iTunes folder in the window above. This backup will take 4 single-layer DVDs.