How to download a ZIP file

Extract and view the contents of your compressed or "zipped" files.

ON WINDOWS

- Navigate to the folder that contains the .zip file you want to unzip
- Select the .zip file
- Click the Extract tab at the top of the window. Doing so opens the Extract toolbar
- Click Extract All. A new window will open
- If you want to place the unzipped folder in a location other than the current folder in which the ZIP folder is stored, do the following:
- Click Browse... on the right side of the window.
- Click the name of the folder in which you want to store the unzipped folder.
- Click Select Folder.
- Click Extract at the bottom of the window. Your ZIP folder's contents will begin extracting to an unzipped folder in your selected location.

If the "Show extracted files when complete" box isn't checked, check it before you click Extract to ensure that the extracted folder will open upon completion.

Wait for the unzipped folder to open. Once the extraction completes, the unzipped folder will open to reveal the ZIP folder's extracted contents.

If the extraction completes and the unzipped folder doesn't open, go to the location in which the unzipped folder is stored and double-click the unzipped folder to open it.

ON MAC

- Navigate to the folder that contains the .zip file you want to unzip
- Double-click the ZIP folder. Doing so prompts the ZIP folder to begin extracting immediately.

Wait for the unzipped folder to open. Once the ZIP folder is done extracting, the unzipped version of the folder will open to display the extracted contents.