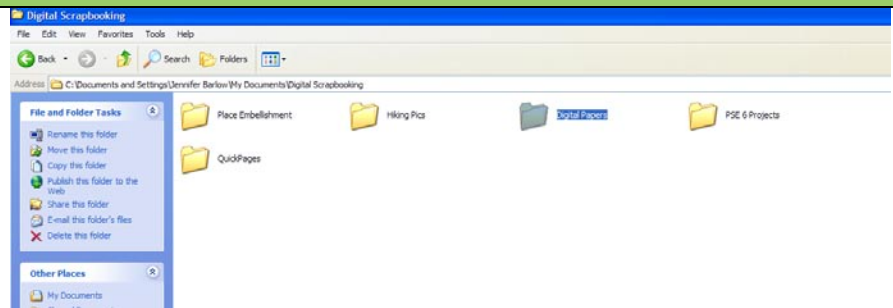


Once we have downloaded a zipped folder filled with Tutorials, Digital Kits, Papers, or Supplies, we now need to open the folder, “unzip” it, and re-save it to our computer as an unzipped folder. Follow the steps below to learn how!

Step 1: Navigate Back to Your Folder

Navigate back to the folder that you saved the recent (zipped) download in

In this example, I downloaded some free digital scrapbooking papers, and saved them to a folder I previously created called “Digital Papers”



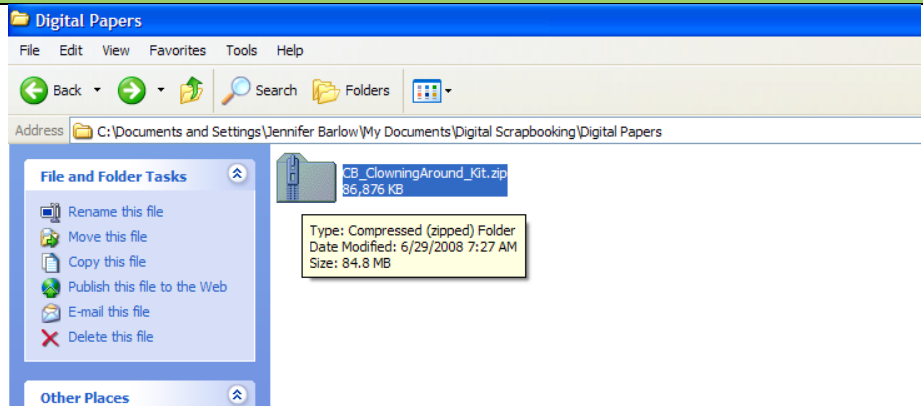
Step 2: Locate your Zipped File

Here you can see my zipped download was successfully saved in this folder to my computer

You can tell that the file is a zipped file because of the zipper icon over the folder



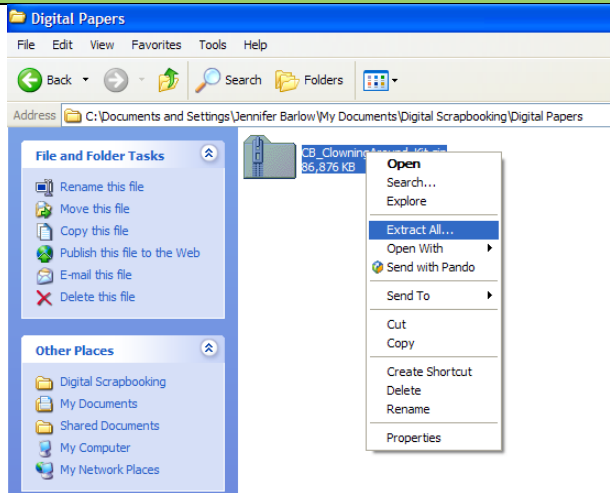
You can also tell that it is a zipped file because of the file extension at the end of the file name which says: **.zip**



Step 3: Extract the Zipped Folder

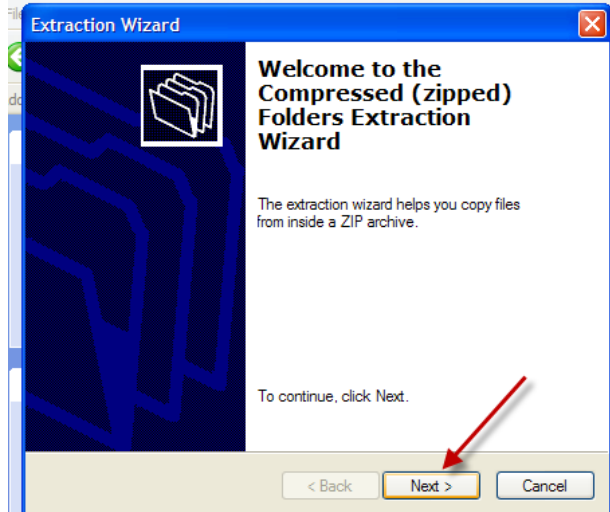
Right click once with your mouse and a pop up will appear

Choose **Extract All**



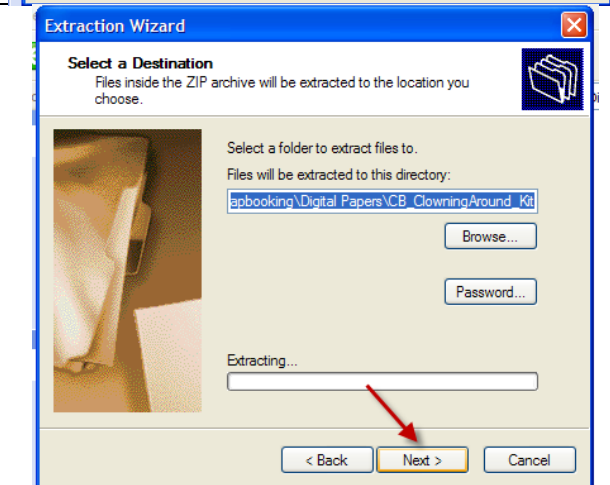
A pop up will appear

Choose **Next**

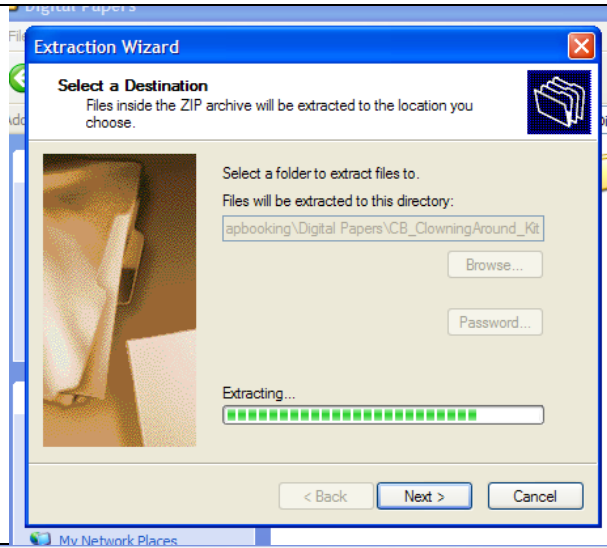


It brings up the folder that you would like to save your unzipped file in

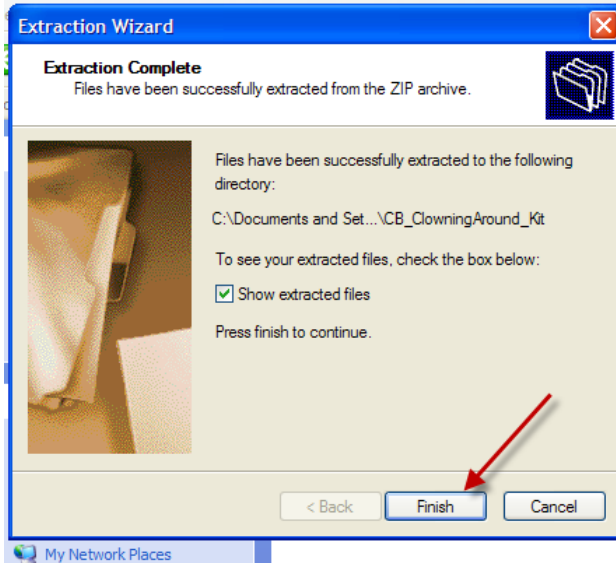
Then choose **Next**



Be patient as the extracting may take a minute or two



Once it has finished extracting, choose **Finish**



Step 4: Open the Extracted Zipped Folder

You have now successfully extracted the folder into an uncompressed, unzipped folder! You can now open it and use the tutorials, or digital supplies.

