

OPEN COMPRESSED FILE

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Sometimes you'll receive a compressed (zipped) file in an email or you will have compressed files.

A compressed file is a file that contains one or more files reduced in size using the ZIP file format. In the 1980s, Phil Katz developed algorithms for compressing files into smaller amounts of space. His compression and decompression programs became PKZIP and PKUNZIP from PKWARE, Inc. The format became so popular that other companies such as Nico Mac and Netzip developed ZIP and UNZIP utilities, and ZIP and UNZIP code has been written and placed in the public domain. The Java JAR file format is really a ZIP file.”

Here is how to uncompress a file in Windows XP.

1. Extract file (Figure 1):

❶ RIGHT-click on the compressed (zipped) file which will end in “.zip” extension.

❷ Left-click on “Extract All...”

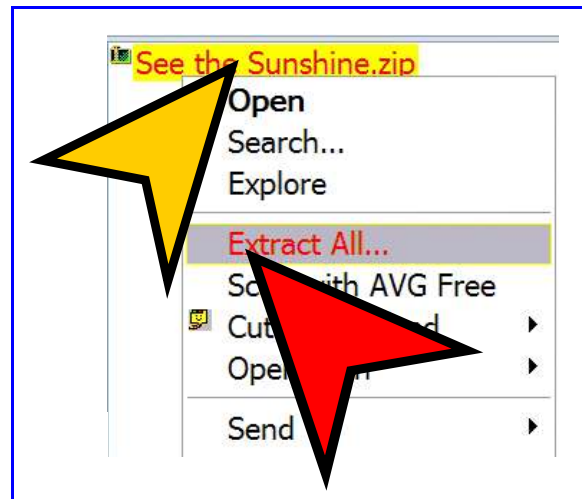


Figure 1

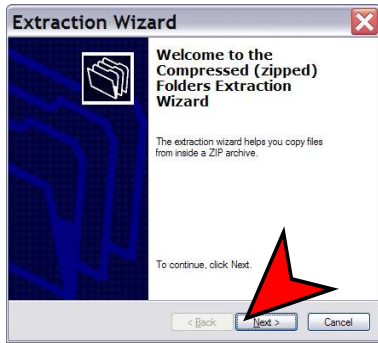


Figure 2

2. Follow the instructions in “Extraction Wizard” by clicking on “Next” button first.

3. Unless you make a change, the unzipped files will be stored in the same folder that the compressed files are stored (green arrow in Figure 3). Click on “Next” button.



Figure 3

4. Unless you click to remove the check, when you click on the “Finish” button (Figure 4), you will view the unzipped files (Figure 5).



Figure 4

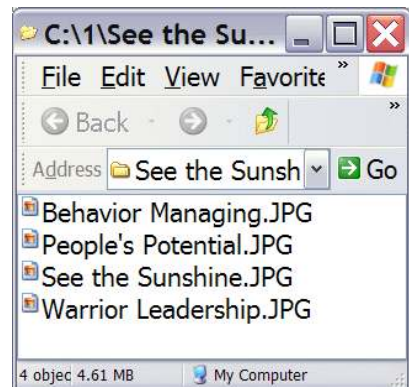


Figure 5