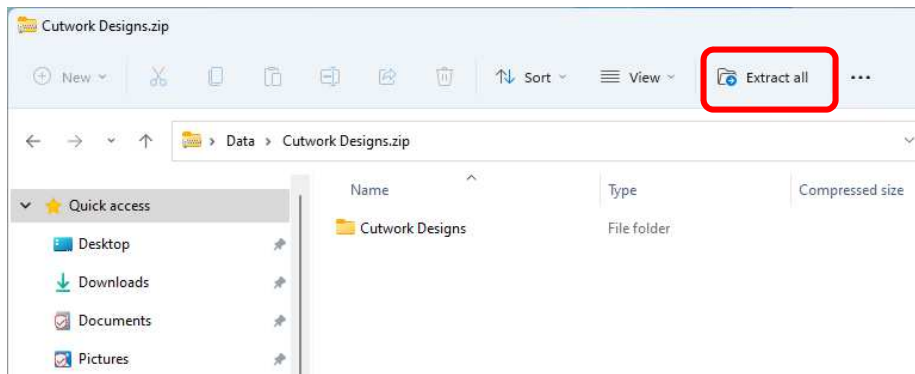# How to Unpack a Zip File

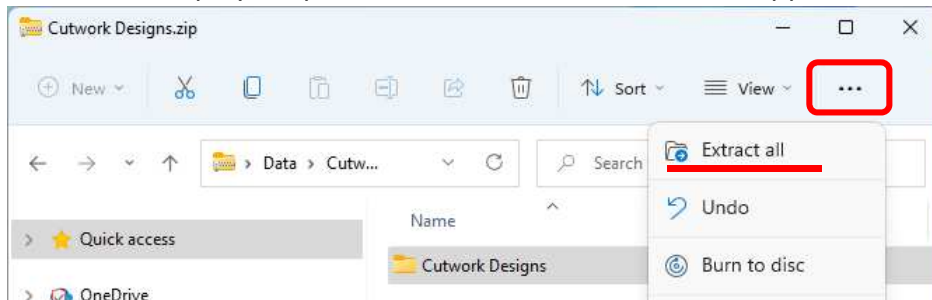(For Windows 11 users)

1. Right click on the zip file icon and click **Open** to open the file with Explore.
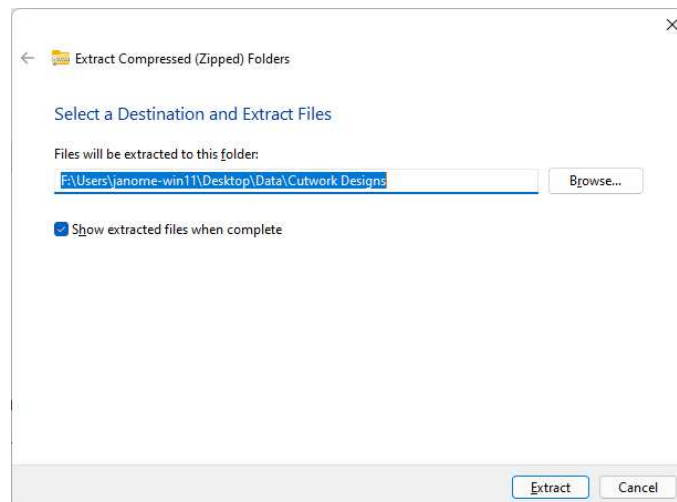

2. Click on the **Extract all** button in the window that opens.

    *If **Extract all** is not displayed, press "...". The hidden menu will appear.

3. Select the location where you want the folder to be placed, for example, the Desktop.
    Select **Show extracted files when complete**. Then click on the **Extract** button.
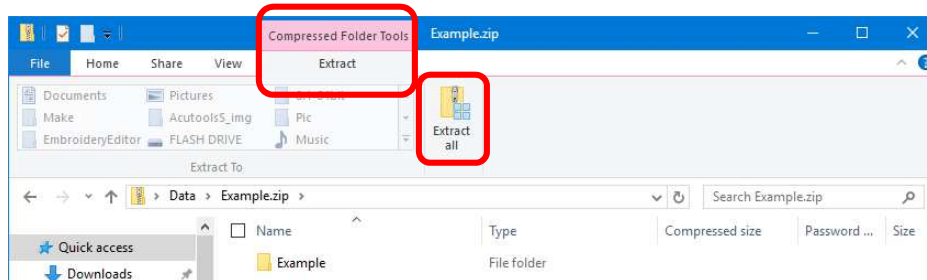   The transferred file will be displayed in a window.

(For Windows 10 / 8.1 users)

1. Right click on the zip file icon and click **Open** to open the file with Explore.

2. Select **Extract** from the **Compressed Folder Tools** tab, and then click **Extract all**.

3. Select the location where you want the folder to be placed, for example, the Desktop.
    Select **Show extracted files when complete**. Then click on the **Extract** button.
    The transferred file will be displayed in a window.