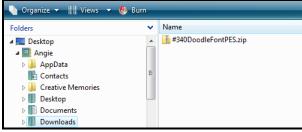


# How To Unzip Design Files

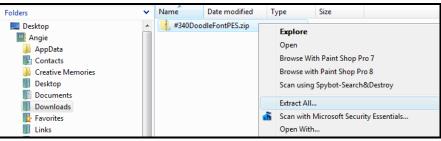
1. Open Windows Explorer [press and hold the "flying windows" key on your keyboard, then also press the "E" key at the same like pictured below]



 Browse to find the zipped file that you downloaded. Downloaded files are often saved to your "Downloads" folder like pictured below or to your "Desktop". See <u>How to Change Download Preferences</u> at the end of the document to change your download preferences or to help determine where your files were saved.



- 3. Right click on the file that you want to unzip
- 4. A dialog box will pop-up [pictured below]
- 5. Click "Extract All"



- 6. Another dialog box will pop-up
- 7. Click "Browse" to choose the destination to save the unzipped files
- 8. Select the destination, then click "OK"
- 9. Click "Extract"
- 10. A new folder with the same name as the zipped file [unless you changed it] is now located in the destination you selected in step #8 with the designs in it
- 11. Now you can open the designs in your software or send them to your machine! **ENJOY!**

## <u>Contact Us</u>

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# **How to Change Download Preferences**

1. Choose the browser you use below, then follow the directions

#### a. Internet Explorer

i. With Internet Explorer, you are able to choose where you want to save the file during the download process

#### **b.** Firefox

- i. Open Firefox
- ii. Click "Tools", then "Options"
- iii. Make sure the "General" tab is highlighted at the top of the dialog box
- iv. About halfway down, there's a section called Downloads, you'll want to select your preferences here, and then click "OK" to save

Downloads	
Show the <u>D</u> ownloads window when downloading a file	
$\boxed{V}$ Close it when all downloads are finished	
Save files to Downloads	Br <u>o</u> wse
○ <u>A</u> lways ask me where to save files	

### c. Safari

- i. Open Safari
- ii. Click "Settings" 🔄, then "Preferences"
- iii. Make sure the "General" tab is highlighted at the top of the dialog box
- iv. Almost at the bottom of the dialog box, there's a section called Downloads, you'll want to select your preferences here, and then click the X to save and exit

