

## How to extract zip-files with WinZip

Files, especially with huge amount of memory space, can be compressed to reduce the memory space, so they will be zipped. If you want to use such a file, you have to unzip it via zip programmes. That's how to unzip it with WinZip:

- Copy the zip file into a directory you want (a single right mouse click on this file, select *copy*, go to to the directory, click anywhere on an empty space, do a single right mouse click and select *insert*)
- Go with the mouse pointer to the zip file, do a single right mouse click and select *extract* or *unzip*
- Immediately the file will be extracted