

## How do I download a compressed file?

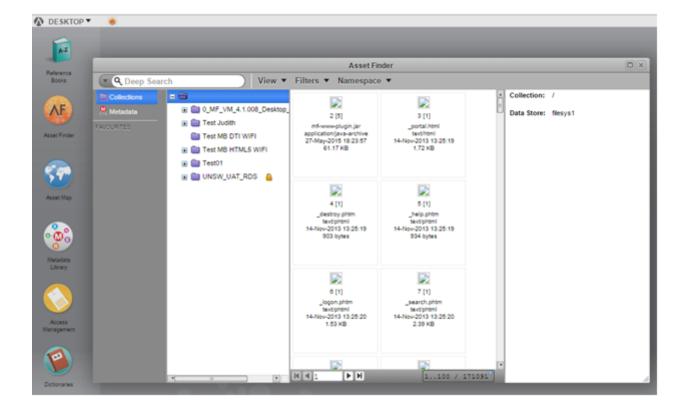
To download a compressed file from the Data Archive, undertake the following steps:

**1**. Access the Data Archive <u>Web application</u> by opening a <u>Chrome</u> browser and entering the following URL: <u>https://rds.unsw.edu.au</u>. At the Data Archive login page, enter your UNSW zID (for User:) and zPass (for Password:) and click 'Login'.

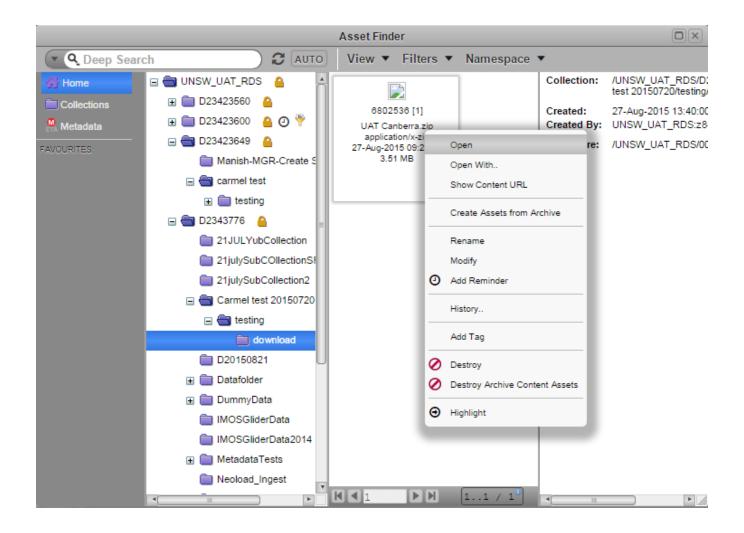
On the upper left side of the screen, you'll see the Asset Finder icon.



2. Double click on the Asset Finder icon to open.



- 3. In Asset Finder, navigate to the location of the compressed file you wish to download.
- **4**. Right click on the compressed file to be downloaded and **select** 'Open' from the list of options.



4. The 'Save as' function will open allowing you to download the compressed file.

## Help and further information:

- To learn more about the Data Archive:
  - go to the Start here page
  - o see all Help Topics
  - see all Frequently Asked Questions (FAQs)
  - browse through the carousel on the homepage to view all available videos
- To access the Data Archive Web application, use this <u>link</u>, or, go to the <u>Home</u> page for other access options
- To create, or update, a Research Data Management Plan go to the ResToolkit service
- **Note**: the Data Archive service is also available over SFTP, see the <u>SFTP client guide</u> for more information