



How do I select multiple files?

To select more than one file, within the Data Archive application, Asset Finder, for download; press the **Shift key** (rather than the Ctrl key) and click on each file (Asset) you wish to include in the grouping.

Help and further information:

- To learn more about the Data Archive:
 - go to the Start here page
 - 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 link, or, go to the Home page for other access options
- To create, or update, a Research Data Management Plan go to the ResData service
- **Note:** the Data Archive service is also available over SFTP, see the SFTP client guide for more information