

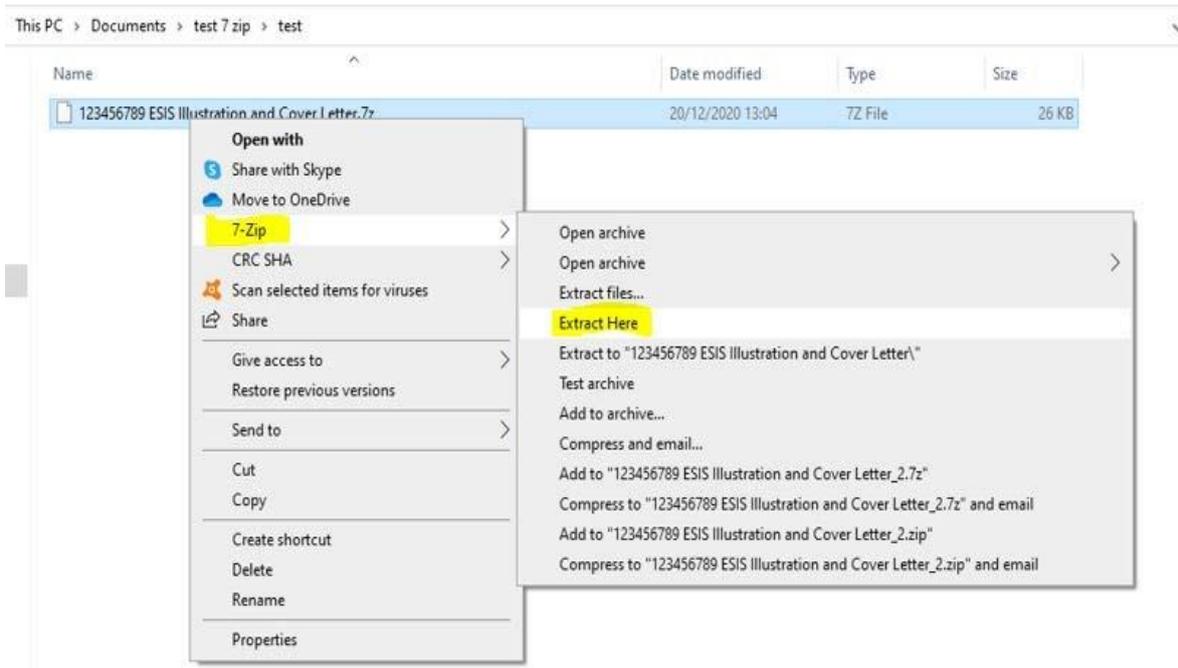
How to open a 7-Zip – Encrypted and Password Protected File

You will need 7-Zip software (free to download) installed on your machine.

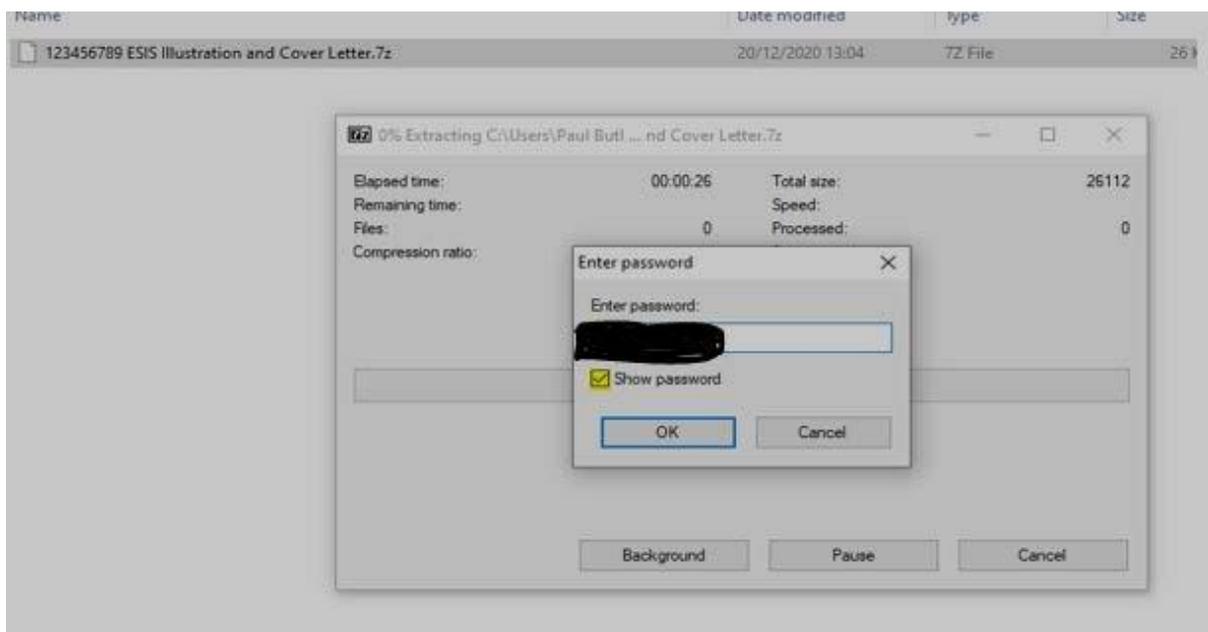
7-Zip files must be saved to a local drive before you can open them.

If received by email, save the 7-Zip email attachment to a folder drive location on your machine.

- Right click the 7-Zip File
- Hover the mouse pointer over 7-Zip • Select 'Extract Here'.



A 7-Zip extracting dialogue box will open:



- Enter the password
- Click OK
- The secured file(s) will be extracted into a new folder.