

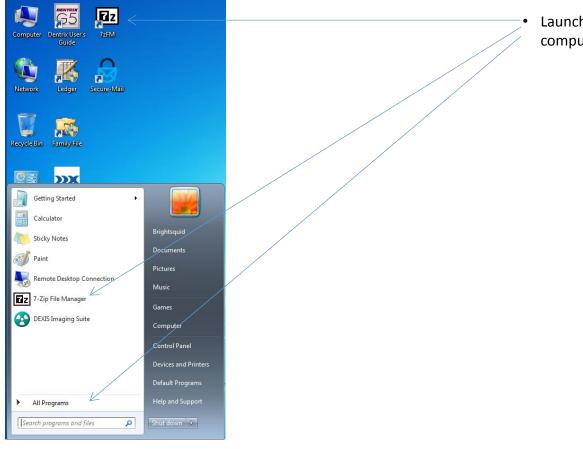
# 7Zip Archiver

# Using 7Zip to compress files for Secure-Mail attachment

All images are stock photos used in our demo environment



## Step 1:



Launch 7Zip from one of the locations on your computer.



## Step 2:

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<b>₽</b> < <b>■</b> ∨ <b>•</b>	→ ×	<u>i</u>					
Add Extract Test Copy	Move Delete	Info					
C:\Users\Brightsquid\Desktop\AdamAble\							
Name	Size	Modified	Created	Comment	Folders	Files	
🔜 0.јрд	384 802	2013-10-16 20:50	2015-02-23 13:10				
📕 3D_Model.stl	11 819 984	2013-10-16 20:59	2015-02-23 13:10				
🔄 3_Left_Molar_Bitewing.j	33 600	2013-10-16 20:50	2015-02-23 13:10				
6_11_Fitting.ppt	128 000	2014-01-24 16:09	2015-02-23 13:10				
8_6_2012Implant_Sur	299 685	2014-01-24 16:10	2015-02-23 13:10				
Feb28WhiteningInvoice	15 208	2014-05-13 10:01	2015-02-23 13:10				
lower_jaw_with_ditch	7 277 284	2014-01-24 16:10	2015-02-23 13:10				
S Thumbs.db	15 872	2015-02-23 12:38	2015-02-23 13:10				
📮 upper_jaw_with_ditch	5 104 484	2014-01-24 16:10	2015-02-23 13:10				
upper_jaw_with_ditch	6 229 689	2014-01-24 16:10	2015-02-23 13:10				
MG_0693.JPG	504 544	2014-01-24 16:10	2015-02-23 13:10				
MG_0695.JPG	475 692	2014-01-24 16:09	2015-02-23 13:10				
MG_06957.png	2 757 806	2014-08-12 13:52	2 2015-02-23 13:10				
MG_0696.JPG	414 599	2014-01-24 16:09	2015-02-23 13:10				
object(s) selected	2 112 922 4	14 599	2014-01-24 16:09				

- Navigate to the location on your computer where the files are located
- Holding down CTRL key plus left mouse clicking select all of the files to add to the zip folder. Alternatively, if you want to select all of the files press and hold the CTRL key and the 'A' key.
- Click on the 'Add' button to add the selected files to a zip folder.



## Step 3:

Add to Archive			X	
Archive: C:\Users\Brightsqu AdamAbleX-rays.zi	iid\Desktop\Adam Able\ p		• <	
Archive <u>f</u> ormat:	zip 🔹	Update mode:	Add and replace files 🔹 🔻	
Compression <u>l</u> evel:	Nomal	Path mode:	Relative pathnames	
Compression <u>m</u> ethod: Dictionary size:	Deflate	Options Create SFX archive Compress shared file		
<u>W</u> ord size:	32 👻	Delete files after cor	mpression	
<u>S</u> olid Block size: <u>N</u> umber of CPU threads:	 2∕2	Encryption Enter password:		
Memory usage for Compressing: Memory usage for Decompressi		Reenter password:		
Split to <u>v</u> olumes, bytes:	•	Show Password	ZipCrypto	
Parameters:				
		ОК Сап	icel Help	

- Give the file an appropriate name
- Click on the browse button to select a different location to save the zip folder
- Select the archive type which should be zip
- Click 'OK' to create the zip folder. Attach the zip folder to your Secure-Mail message