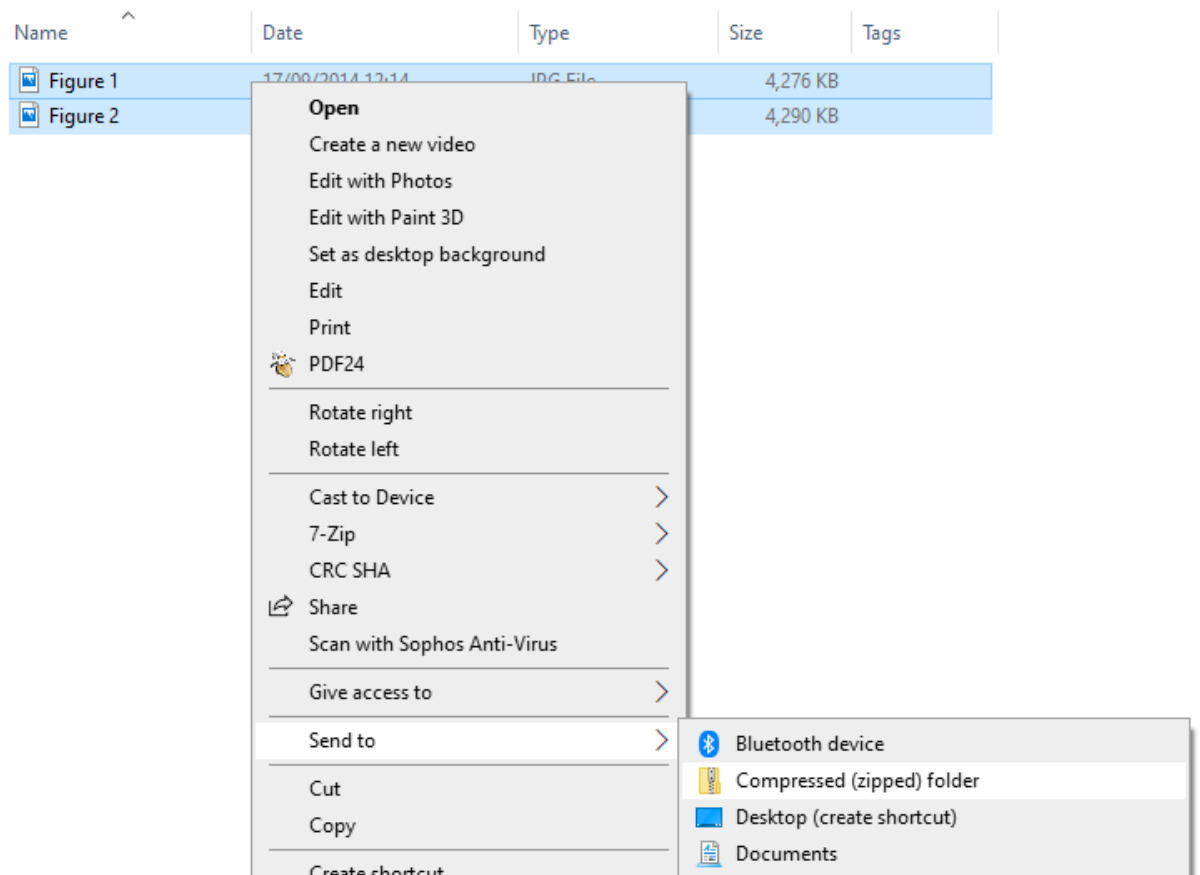


How to create a ZIP-file in Windows

1. To create an archive, first select all of the figures/files you want to zip (Strg+C) in the Explorer
2. Right-click on one of the figures/files you want to zip
3. Select **Send to – Compressed (zipped) folder**



4. The compression process starts
5. When the process is finished, the current folder contains the desired ZIP file, which is temporarily named after the first file used
6. Windows offers you to rename the file directly
7. If you double-click on the file you just created, you will see its contents

How to create a Zip-file in Mac OS X

1. To create an archive, first select all of the figures/files you want to zip (Strg+C) in the Mac Finder (file system)
2. Right-click on one of the figures/files you want to zip
3. Select **Compress Items**
4. Continue with 4. see above