

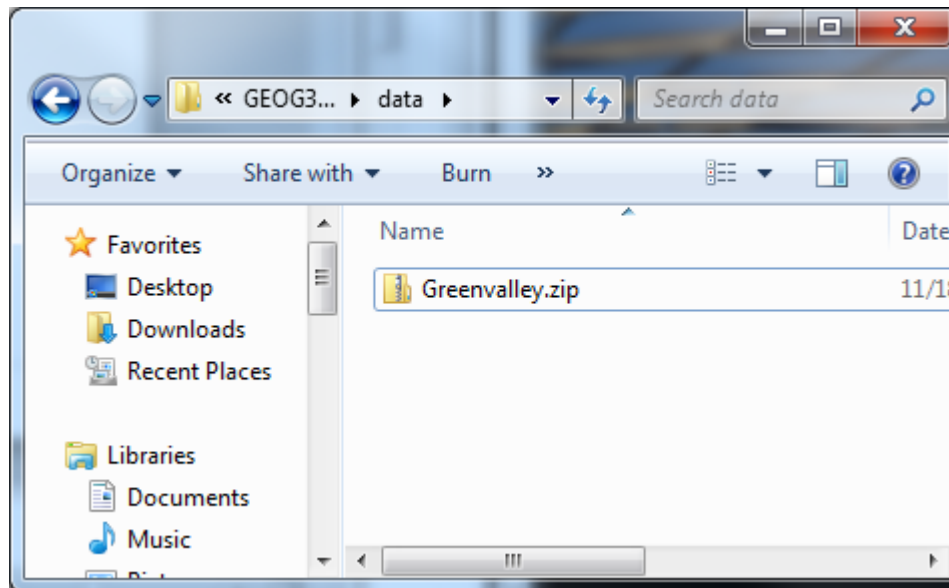
# How to deal with ZIP files

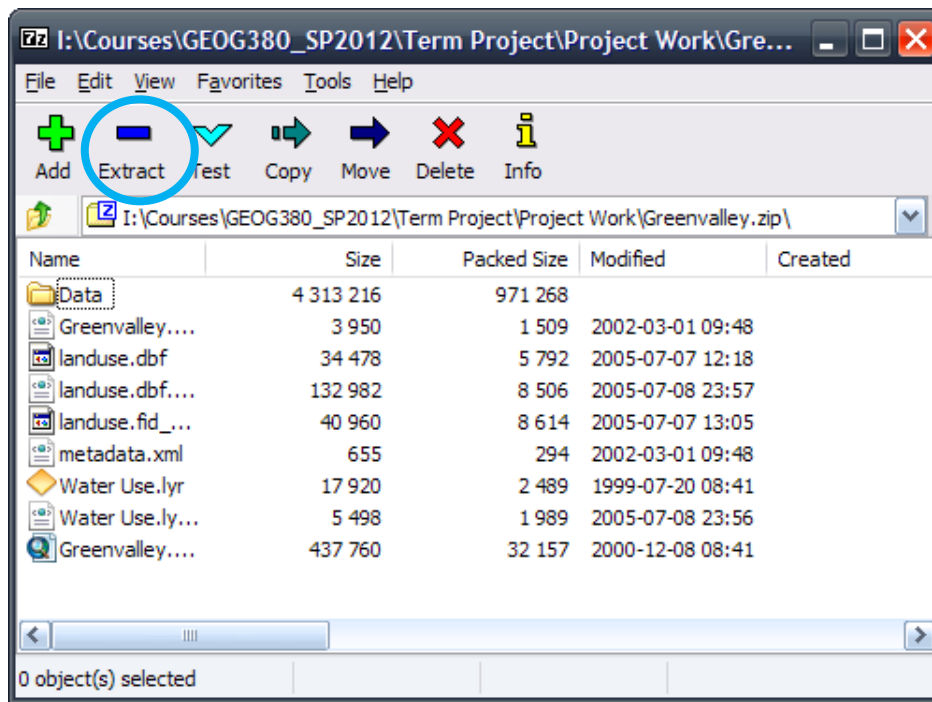
## How to manage GIS data

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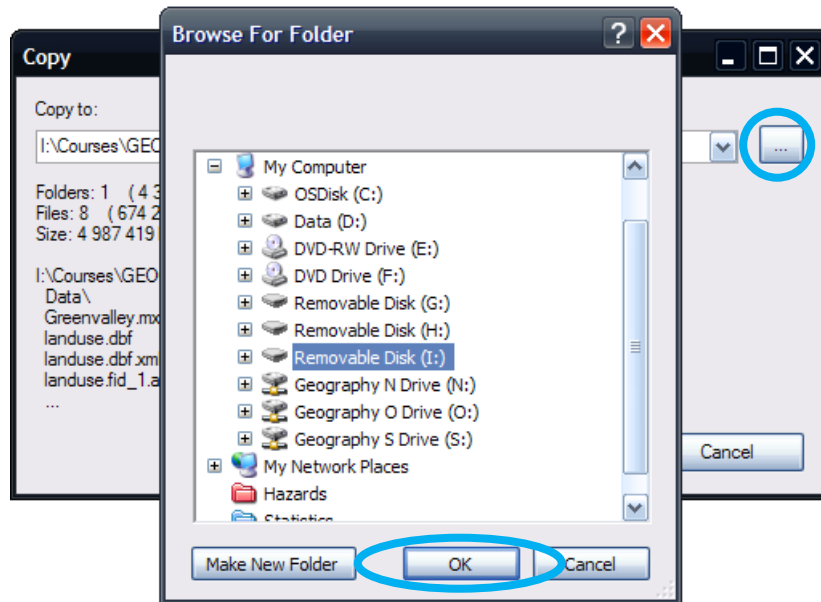
# How to extract course materials

- Certain GIS s/w such as ArcGIS cannot read/write compressed files (zip files)
  - Compressed data must be uncompressed to be used in ArcGIS
- File compression (zip) & file extraction (unzip)





- When you have a compressed file in ZIP format and want to uncompress or unzip, right click on the file name and see if any file compression/ extraction software—such as 7-Zip or Winzip—is installed in your PC.
- If you see 7-zip menu then select 7-Zip > Extract files... menu. If not, download an installation file of 7-Zip from <http://www.7-zip.org/> website and install software to the PC.
- Most of file compression/extraction s/w will show an “Extract” button—refer the figure—or a corresponding menu.
- Click on the Extract button.



- During the extraction process, create a new folder under somewhere in your USB drive and **extract all files** inside the folder.
- Refer the blue circles in the figure to locate your USB drive and create a new folder.

# How to manage GIS data

- Ordinary files and GIS data
  - GIS data must be managed—copy, paste, move, rename, delete—by GIS s/w such as ArcCatalog
  - Using ordinary Windows file management s/w such as Windows Explorer may be problematic

