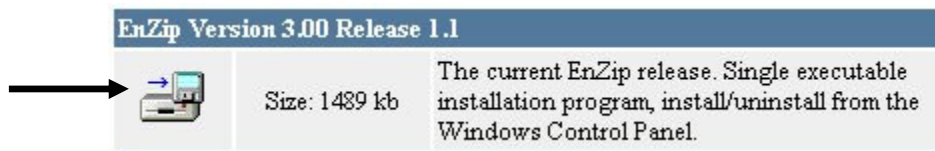# Unzip Utilities and Blackboard Assignments

If you use Blackboard's "Assignment" feature to collect student papers (or other documents) -- and if you want to be able to "batch download" these documents to your hard drive -- then you will need to have an "unzip utility" installed on your computer.

Why? Because when you download multiple student documents at once, they will be placed on your hard drive in a single file with a .zip ending. You need an unzip utility in order to extract the individual student documents from the .zip file.

There are many zip/unzip programs available out there--some are free, some not. (WinZip is one popular one.) If you don't already have a zip/unzip utility on your computer, follow the instructions below to download and install the free EnZip program.

How to download and install EnZip (a free zip/unzip utility program)

1. Go to   http://website.lineone.net/~chris_m/

2. Click on "Downloads"

3. On the next screen, click on the download icon for the current release of EnZip:

4. If you see a dialog box asking if you want to "open" or "save" the file, choose SAVE.

5. A dialog box appears for you to choose where to save the downloaded file on your computer's hard drive. I recommend creating a folder called "downloads" on your C drive (if you don't already have one) and save any files you download in it.

    Be sure to notice and remember the NAME of the file you are downloading (for example, "enzip300") and WHERE you are downloading it.

6. Wait while the file is downloaded.

7. When the download has finished, close your browser and any other open programs.

8. Install the enzip program onto your computer. To do this, you must RUN the program you just downloaded. For example, for the file listed in step 5 above, you could open My Computer, then open drive C, then open the **downloads** folder, then double-click on **enzip300** to run the file and begin the install.

9. Follow on screen instructions to install enzip (just keep clicking Next to accept all of the defaults).

    Now, whenever you need to "unzip" a file, you can right-click on the file and choose one of the extract options.