

## How to save (download) a file from a web site.

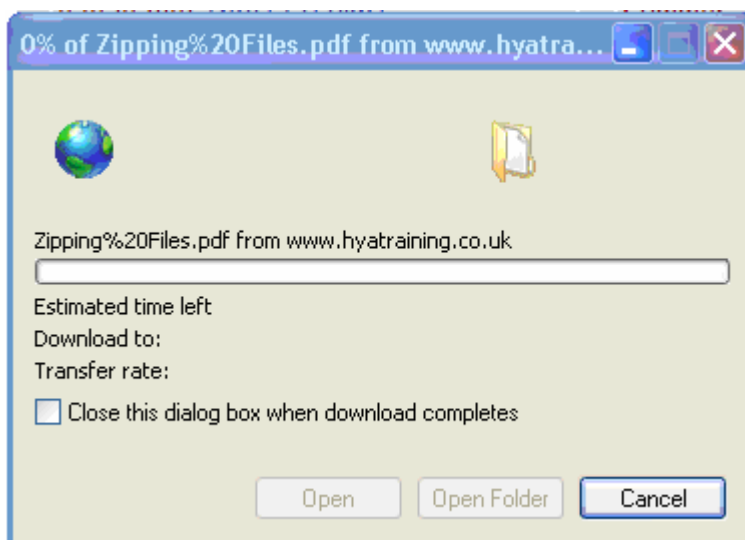
We are going to **save (download)** a file called '**Ziping Files**' from the site below.

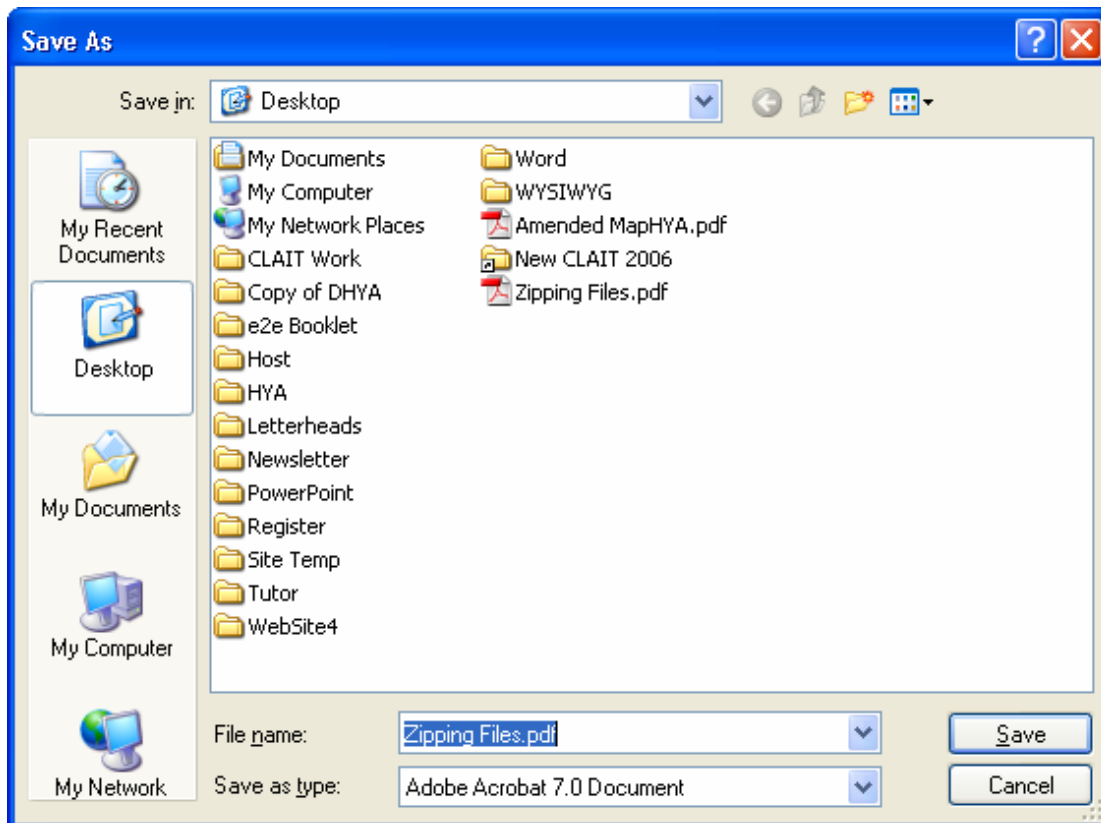
**Right click** the file called '**Ziping Files**' and choose '**Save Target As**' in the menu options.



The screenshot shows the HYA Training website. The header includes the logo "HYA Training" with the tagline "helping you to achieve your goal". A navigation menu contains links for Home, Courses, Employer, Learner, Parent/Carer, Talk Box, Contact Us, and Links. A "Downloads" sidebar is visible on the left. The main content area has several sections: "Media" with a link for "e2e leaflet (pdf) (150kb)", "Newsletters" with a link for "Summer 2006 (pdf) (641kb)", "Information" with a link for "Directions (pdf) (265kb)", and "Help". A right-click context menu is open over the "e2e leaflet" link, with "Save Target As..." selected. Other menu options include Open, Open in New Tab, Open in New Window, Print Target, Cut, Copy, Copy Shortcut, Paste, Add to Favorites..., Convert link target to Adobe PDF, Convert link target to existing PDF, and Properties. Below the menu, there is a section for "Adobe Acrobat Reader@" and contact information for HYA Training Ltd.

A connection will be made and you'll be asked where to save the file too.





The default location is usually the '*My Documents*' folder or in this case the '*Desktop*' - **Click Save**

Once the file has been saved (downloaded) you can open the file or the folder where it was saved (downloaded) to.

