



***“I hope you don’t mind, but the size of the file I just sent you was 198,753 gigs.”***

# How to Zip files and why

- **ZIP files are intended to be compressed and therefore smaller than the original files.** Yes this is a lossless process in that when you expand the ZIP file it restores copies of the original files which will be exactly the same quality/size as the original files
- Unfortunately, there isn't a simple method to make a ZIP file smaller. Once you squeeze the files to their minimum size, **you can't squeeze them again.** So zipping a zipped file won't do anything, and on some occasions, it can make the size even bigger.

# So why use a ZIP file?

- The best use I have found for creating a ZIP file is to collect different file types into one easy to send file by email etc.
- There is a small saving in a zip file size compared to the total size of the individual files.

*A short Video tutorial that can tell it better than me .. Turn your sound up*

- <https://www.youtube.com/watch?v=78dc2qX7GpQ>

# Questions please

