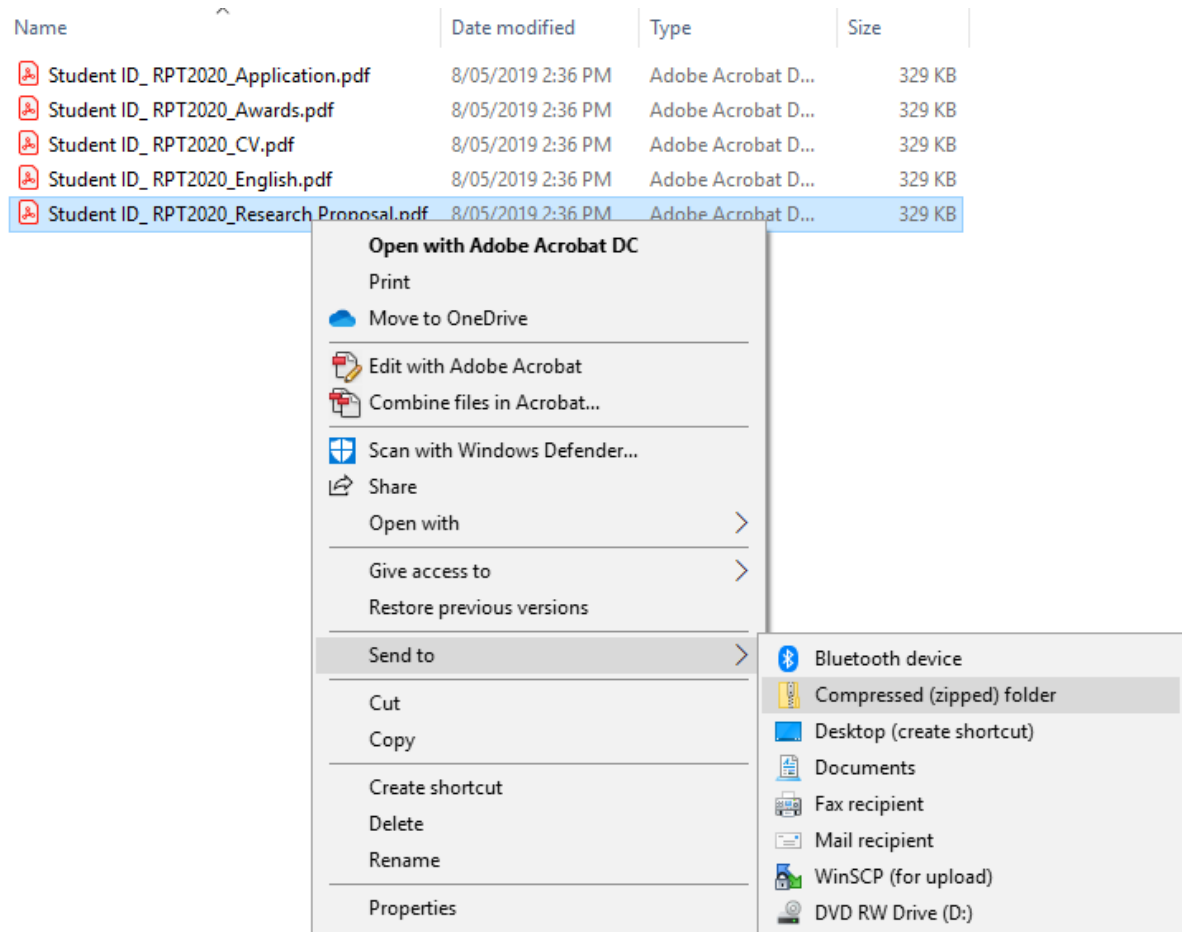


1. Locate the file or folder that you want to zip.
2. Press and hold (or right-click) the file or folder, select (or point to) Send to, and then select Compressed (zipped) folder.



3. A new zipped folder with the same name is created in the same location. To rename it, press and hold (or right-click) the folder, select Rename, and then type the new name (**Student ID\_RTP2020 Scholarship Application**).

Name	Date modified	Type	Size
Student ID_RPT2020_Application.pdf	8/05/2019 2:36 PM	Adobe Acrobat D...	329 KB
Student ID_RPT2020_Awards.pdf	8/05/2019 2:36 PM	Adobe Acrobat D...	329 KB
Student ID_RPT2020_CV.pdf	8/05/2019 2:36 PM	Adobe Acrobat D...	329 KB
Student ID_RPT2020_English.pdf	8/05/2019 2:36 PM	Adobe Acrobat D...	329 KB
Student ID_RPT2020_Research Proposal.pdf	8/05/2019 2:36 PM	Adobe Acrobat D...	329 KB
Student ID_RTP2020 Scholarship Applicati...	18/06/2019 2:40 PM	Compressed (zipp...	1,346 KB