

16 June 2016

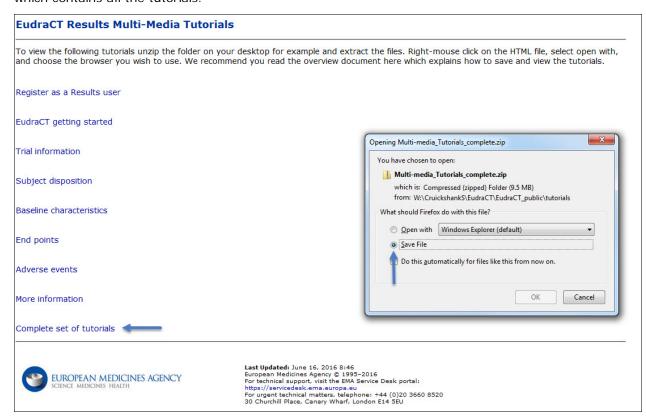
Information Management Division

Multi-media tutorials

Overview

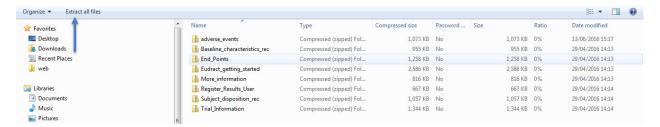
To download the tutorials, do the following:

- 1. Create a new folder on your drive, or desktop.
- 2. Click on the tutorial you wish to download. We suggest you download the entire zip package which contains all the tutorials.

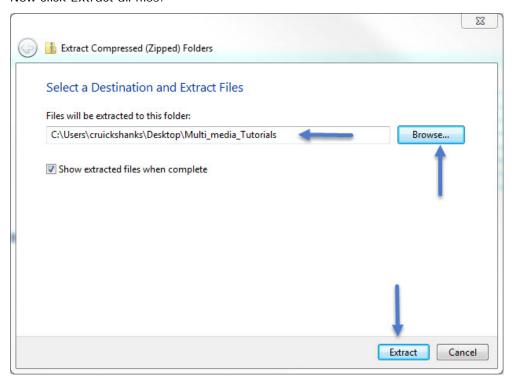


3. Once you have selected the file to download, click Save File and then click OK.

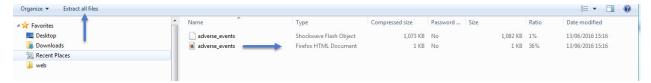




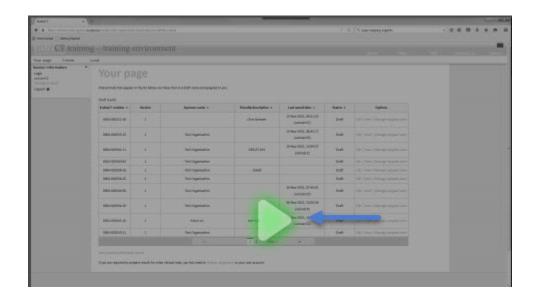
4. Now click Extract all files:



5. Browse to the folder you created and click Extract. The files have are extracted. However you will now need to extract the zip files one by one. To do this double-click on one of the folders and click Extract all files:



- 6. Highlight the html file and with the a right mouse click, select Open with and choose your preferred browser.
- 7. Finally, click the green button to start the tutorial:



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