



Opening Encrypted Files

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Opening Encrypted Files on a Windows Computer

To access encrypted zip files on a Windows Desktop Computer, you will need a file archive tool which can open encrypted files. If you require such an application, please follow this link:

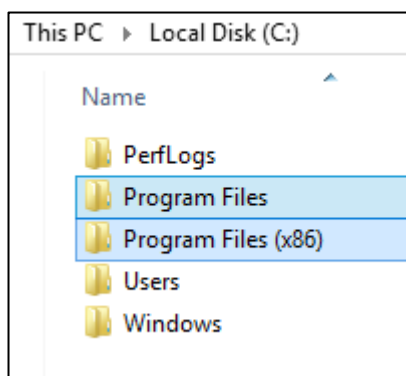
<https://www.7-zip.org/download.html> and download the relevant version for your Operating System. AFBI recommends using the most up to date version of the software, usually contained at the top of the download page.

If you are unsure whether you need the software for 32 bit or 64 bit Windows, open Windows Explorer by clicking start and typing “explorer.exe” then hitting return.

Double click on your c: drive.

If you see only one program files folder, you need the “7-Zip for 32 bit Windows” .exe application.

If you see two program files folders, the second marked with (x86), as pictured below, you need the “7-Zip for 64-bit Windows x64 (Intel 64 or AMD64)” .exe application.

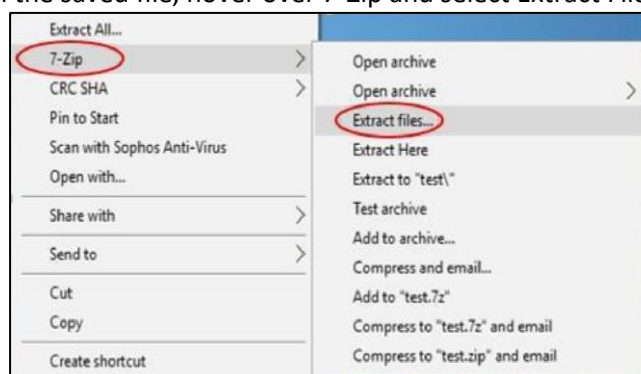


Once you have downloaded the correct file, install the application.

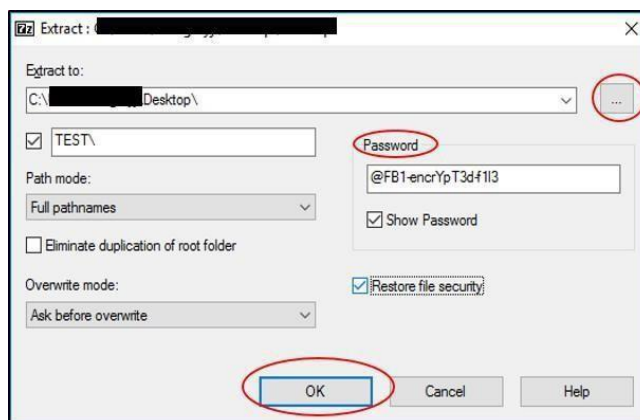
You will receive your report as an encrypted attachment from an AFBI email address.

To open the file:

1. Open the email and download the attachment, save to an easily accessible location.
2. Right click on the saved file, hover over 7-Zip and select Extract Files.



3. The 7-Zip Extraction screen will appear. By default, 7-Zip will extract the file to the same location you saved the original file to. If you wish to change this, click on the three dots and select a new location. Please input the current password you have been provided with.

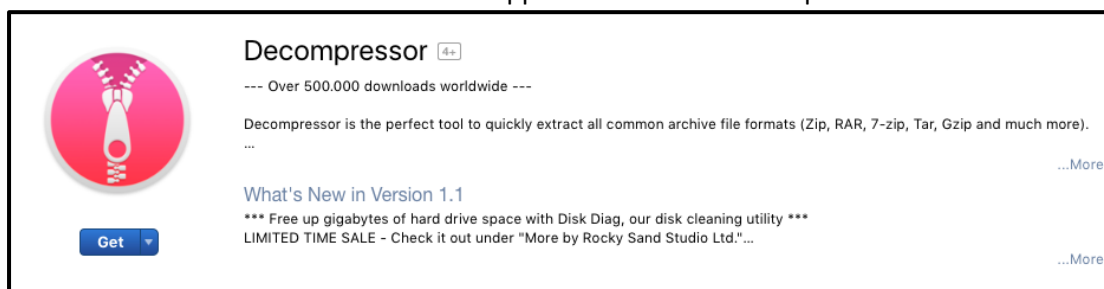


4. Click on ok, 7-Zip will decrypt and open the file for you.

Test	File	To
Demonstrate	Decrypting	

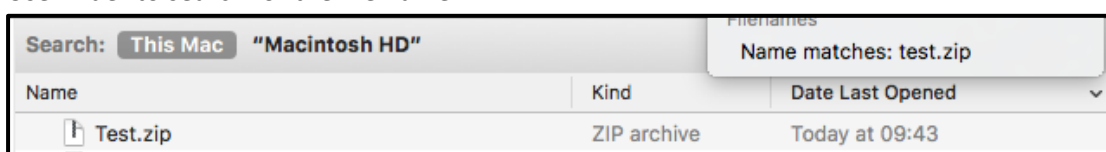
Opening Files on a Mac

Go to the iTunes store and download an application called “Decompressor”.

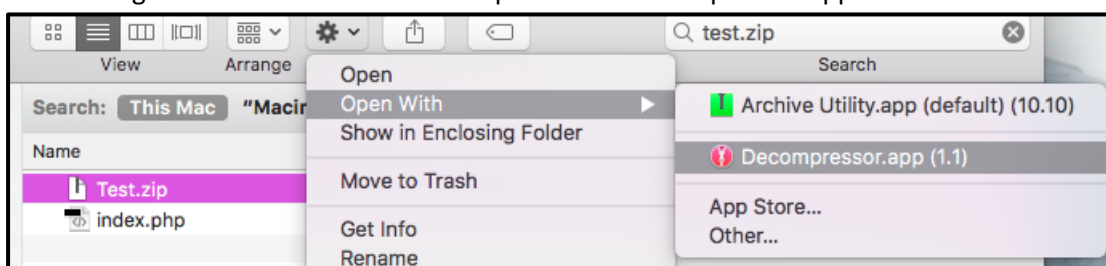


To Open the File:

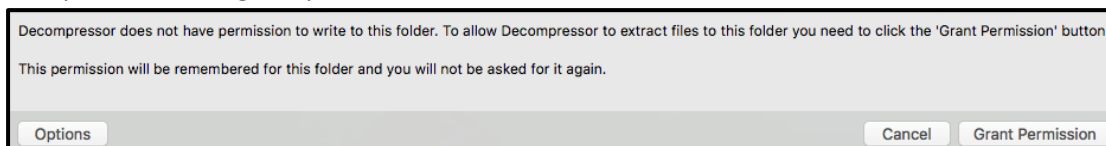
1. Open the email and download the attachment, save to an easily accessible location.
2. Use finder to search for the file name



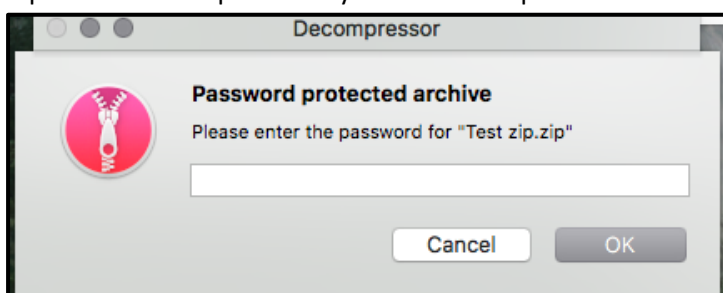
3. Use the cog button in finder and select Open With> Decompressor App.



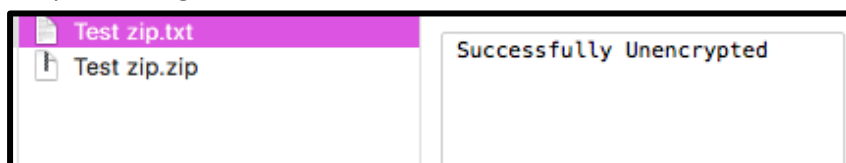
4. If required, click to grant permission to access the location.



5. Input the current password you have been provided with.



6. Click on ok, decompressor will unencrypt the file in the same location. You will now be able to open it using finder.



Opening Encrypted Files on Mobiles devices

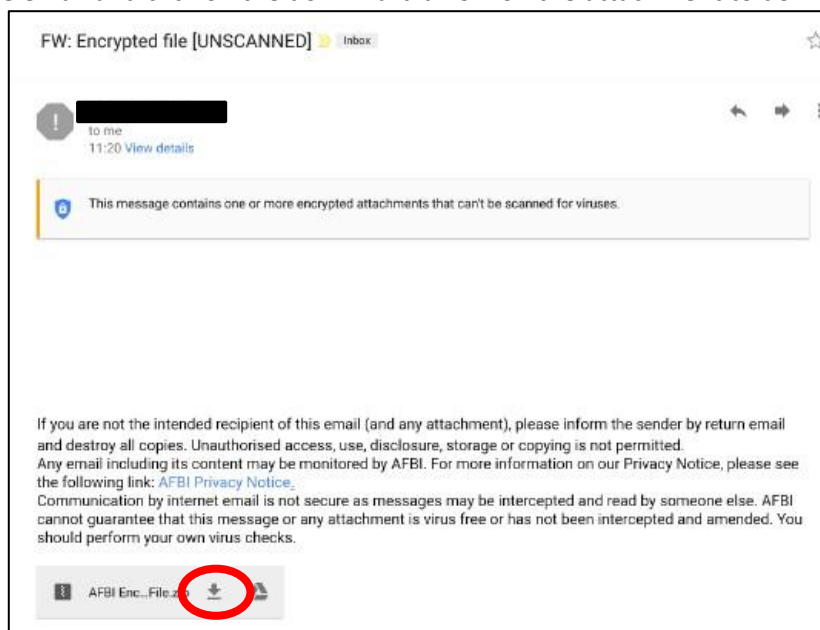
To access encrypted zip files on a mobile device, you will need a file archive tool which can open encrypted files. If you require such an app, please follow this link:

<https://www.winzip.com/mobile/index.html> and download the relevant app for your device.

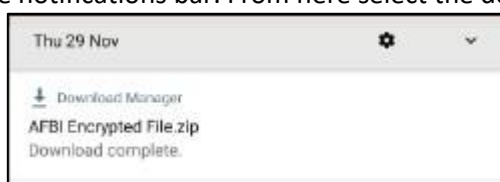
You will receive your report as an encrypted attachment from an AFBI email address.

To open on an Android Device:

1. Open the email and click on the downward arrow on the attachment to download.



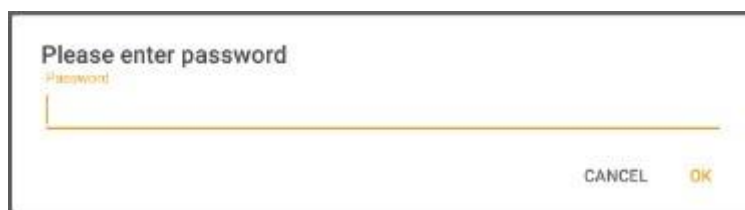
2. This will then save the encrypted attachment. You can access this from the device downloads folder, or alternatively it will appear in your notifications bar. Pull down the top of your screen and display the notifications bar. From here select the downloaded encrypted file.



3. The first time you do this, you will be asked what application you wish to open the file with. Select WinZip, as installed earlier. Select always and this step will not be required in the future.



- The WinZip app will now load and ask you for the password to decrypt.



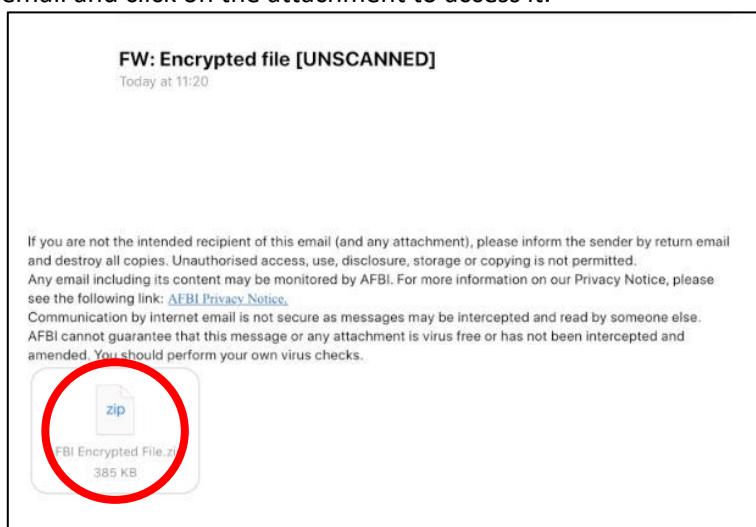
A screenshot of a dialog box titled "Please enter password". Below the title is a text input field with a yellow border and a yellow cursor. The word "Password" is written in small text above the input field. At the bottom right of the dialog box are two buttons: "CANCEL" and "OK".

- Please input the current password you have been provided with. This will decrypt and open the file for you.

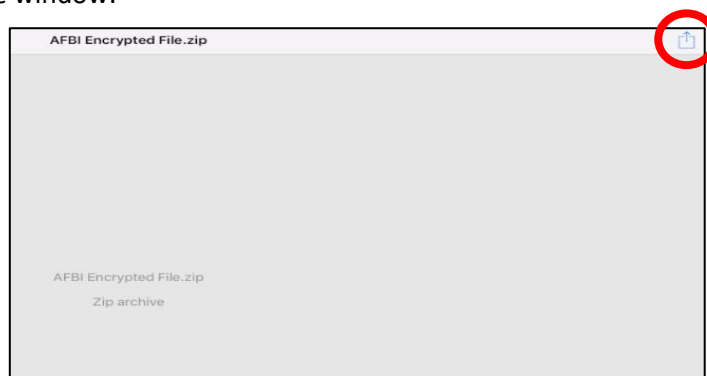
Test	File	To
Demonstrate	Decrypting	

To Open on an Apple Device

1. Open the email and click on the attachment to access it.



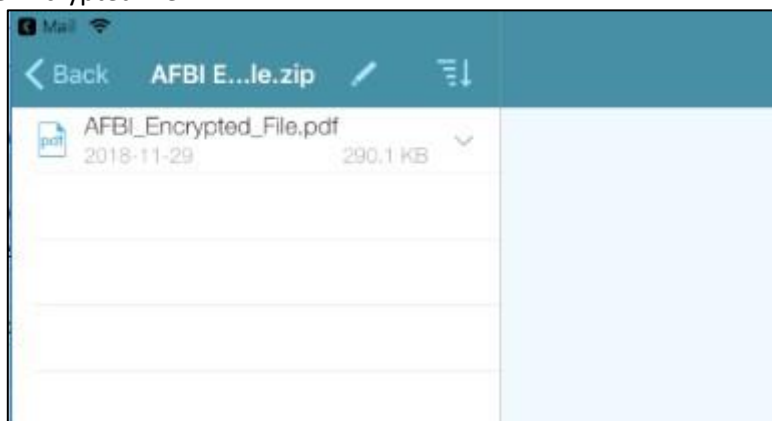
2. Once the attachment is in the live window, click on the upward arrow in the top right hand corner of the window.



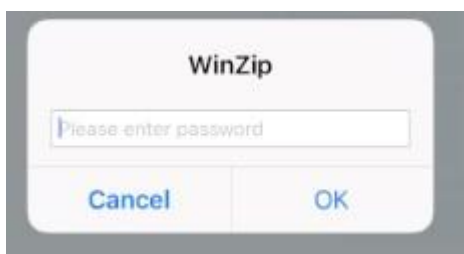
3. Click on "copy to WinZip".



4. Select the Encrypted file.



5. The WinZip app will now load and ask you for the password to decrypt.



6. Please input the current password you have been provided with. This will decrypt and open the file for you.

