

The University of Guelph Library actively acquires a wide range of geographic data. Data is available online from [Scholars GeoPortal](#), the [Geospatial Data Explorer](#), or directly from the [Data Resource Centre](#), dependent upon the licence agreements. Use of this geospatial data is restricted to members of the University of Guelph Community. Off campus users must login to the library first.

Geospatial data sets tend to be quite large, which requires them to be compressed or “zipped” prior to making them available online. In order to use them in GIS software they must be extracted or “unzipped”.

1. **Navigate** to the webpage that has the desired data and click onto the file to be downloaded.
2. When prompted, **Save** the file to your computer. *Note:* if you are working on a library computer be sure to save it to the S:drive or a USB Key.
3. **Navigate** to the drive that you saved your file.
  - a. For a **.zip** file: Right click on the file and select Extract All and follow the process.
  - b. For a **.exe** file: Double click on the file and chose Run. The file will automatically unzip and create its own folder.