

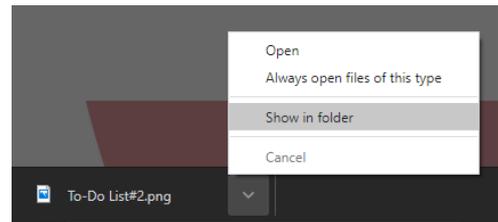


## HOW TO DOWNLOAD A FILE FROM A FILE VAULT?

Instructions on how to download a file from our [File Vault](#) section powered by **Google Drive** application.

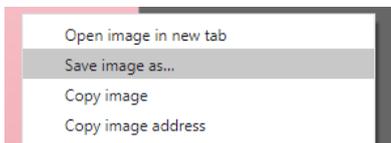
To download a [text document](#), please, follow steps below:

1. **Left-button mouse click** on the file.
2. In the top right corner press arrow symbol  to open it in a new tab.
3. Press **Download** icon  in the top right corner. A window will appear where you can choose location to save that file and its name, then press **Save**.
4. Once file has been downloaded you can check left bottom corner of your browser window.
5. Left-button mouse click on the tick icon of the downloaded file and then press **Open in Folder** to see that file on your PC.



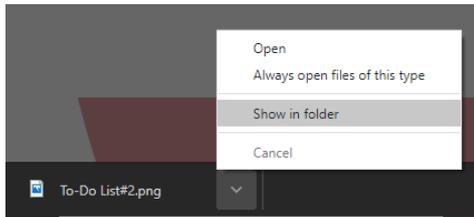
To download a [picture](#), please, follow steps below:

1. **Left-button mouse click** on the file.
2. The picture will pop up on your screen.
3. **Right-button mouse click** on the picture and choose **Save image as...** option.



4. A window will appear where you can choose location to save that file and its name, then press **Save**.
5. Once file has been downloaded you can check left bottom corner of your browser window.

6. **Left-button mouse click** on the tick icon of the downloaded file and then press **Open in Folder** to see that file on your PC.



To download an **audio file**, please, follow steps below:

1. **Left-button mouse click** on the file and it will open a small audio playback panel. You can play that file directly from the browser by pressing Play button.
2. To download that file press **Pop Out** symbol  when hovering over top right corner of the audio playback panel to open it in a new tab.
3. Press **Download** icon  in the top right corner.
4. There might be provided an option which account you want to use with **Google Drive**.



Choose an account to use with Google Drive:

5. Choose the correct account and press **Continue**. Otherwise, press **Sign in to another account** to use other option.
6. A window will appear where you can choose location to save that file and its name, then press **Save**.
7. Once file has been downloaded you can check left bottom corner of your browser window.
8. **Left-button mouse click** on the tick icon of the downloaded file and then press **Open in Folder** to see that file on your PC.

Hope it works for you! 😊

