

Computers Confuse Me

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How to email large files for free

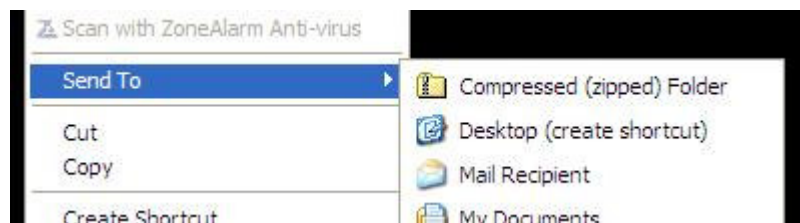
by **SCOTT GAWNE**

Due to size restrictions in place with most email service providers you can't email large files. So how do you send 25 photos from this past weekend, a video or a large PowerPoint presentation to your friends or coworkers without overloading their inbox or having the email bounce back?

Combine Multiple Files into one

If you are trying to send multiple files the first thing you should do is combine them into one single file. This will make the process much simpler for you and for the person receiving the email.

The best way to combine the files is to use a zipped (.zip) file. If you're running Windows XP you should start by placing all of the files you would like to send into one folder. Now, right click on the folder and choose "Compressed (zipped) Folder" from the "Send To" menu.



Now you should see a file in the same directory as your folder and with the same name, but with a .zip extension and probably an icon that looks like a folder with a zipper on it. This will be the zip file that contains all of the other files from within the original folder.

To learn more about zipping and unzipping files read "[How to zip and unzip files and folders](#)".

Send the file(s)

Since most email services restrict the size of attachments you'll need another method. One of the easiest ways to do this is through a service (most are free) that allows you to upload your file(s) to their servers and then provides a hyperlink where your friends or co-workers can download the file. Most of this process is automated and all you have to do is use the services website to browse for the file on your computer and then fill out your friends email address with any specific message you would like them to see. The website will send an email with instructions and a hyperlink where the file can be downloaded.

With multiple free services available, the hardest part is just choosing which one you'd like to use. If you only plan to send files a few times then it probably doesn't matter which service you choose, the free versions of each should work fine. This is the case for most casual home users. If you plan to send files frequently or send very large files then you'll need to read the websites and decide which will suit your needs best. Some sites restrict the maximum file size of each upload to 100MB while others restrict the number of files you can send or the maximum MB allowed total each month. If the free versions won't work for you, you can always choose to upgrade to a monthly pay plan.

A few popular sites that offer this service are:

YouSendIt.com

SendThisFile

DropLoad.com

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