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1. Click or tap on the link to the manual provided in your email.
2. Note: Dropbox would like you to open an account and so you may encounter a welcome screen that asks for your email address and a password or for you to log in.

Depending on your system (Mac/Windows & version) you can bypass this screen by selecting "No thanks" in small print at the bottom of the box, or selecting the "x" in the upper right hand corner of the box to close it.

3. Once on the page with seminar files, you should be able to locate the "Download" button at the top, right of the screen. Select "Download" and then, depending on whether you have a Dropbox account or not, select "Download as a Zip file" or download it to your own Dropbox account.
4. If you download as a zip file on a PC, follow the normal steps to extract the documents to a file folder that you will reference during the course.

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