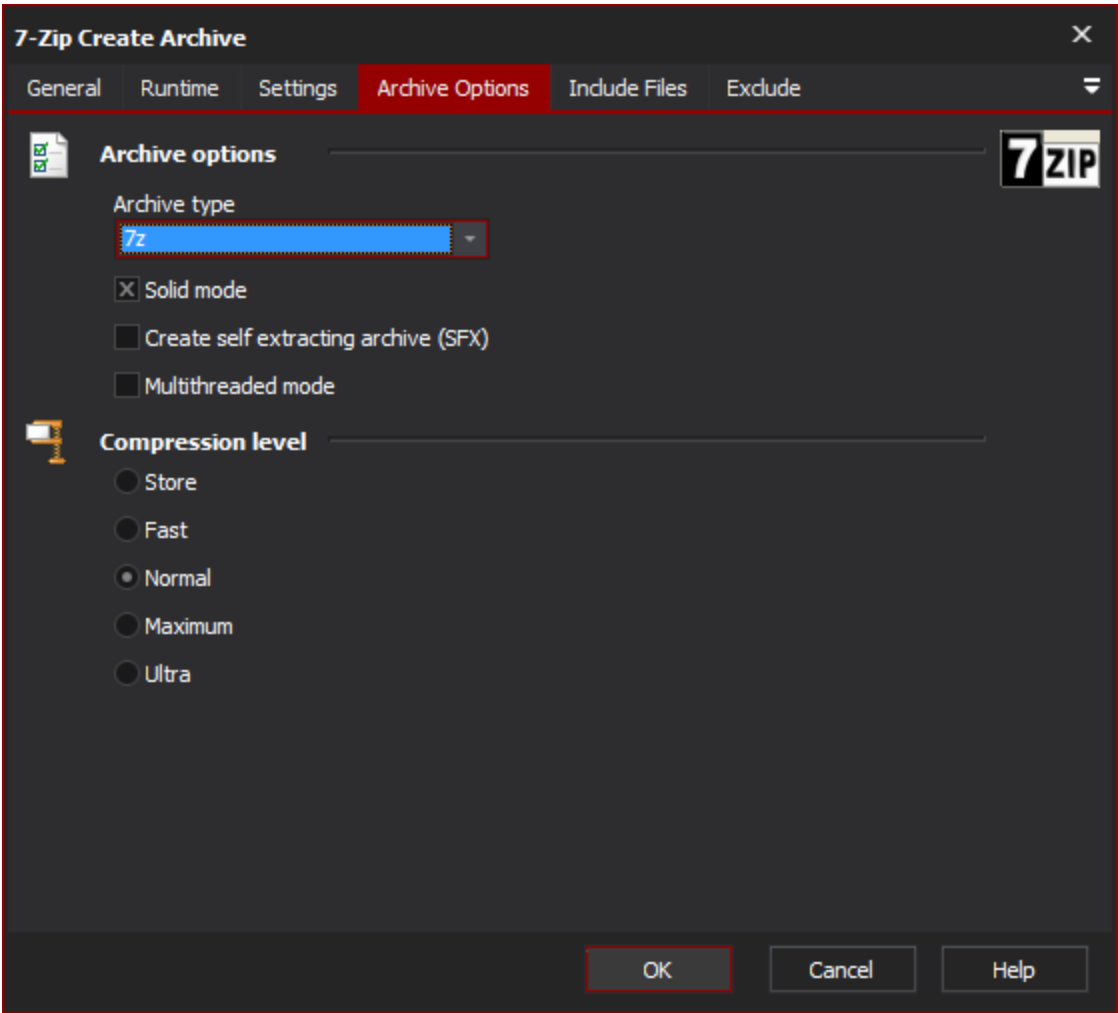# Create Archive Action

The Create Archive actions allows you to create archives using any of the following formats:

Zip, 7z, GZip, BZip2, TAR



**On this page:**

## Settings

### Files & Directories

### Archive Name

Specify the name of the new archive.  The file extension should match the type of archive you are creating (eg. ZIP)

### Root Directory

You can optionally set this to a directory so that the included files can be relative to this directory

### Working Directory

Any temporary files will be placed in this directory

## Options

### Recurse

Specify how it should deal with sub-folders

### Password

Specify a password to protect the archive.  This password is required to decrypt the archive

### If archive exists

Fail, Overwrite, or Update

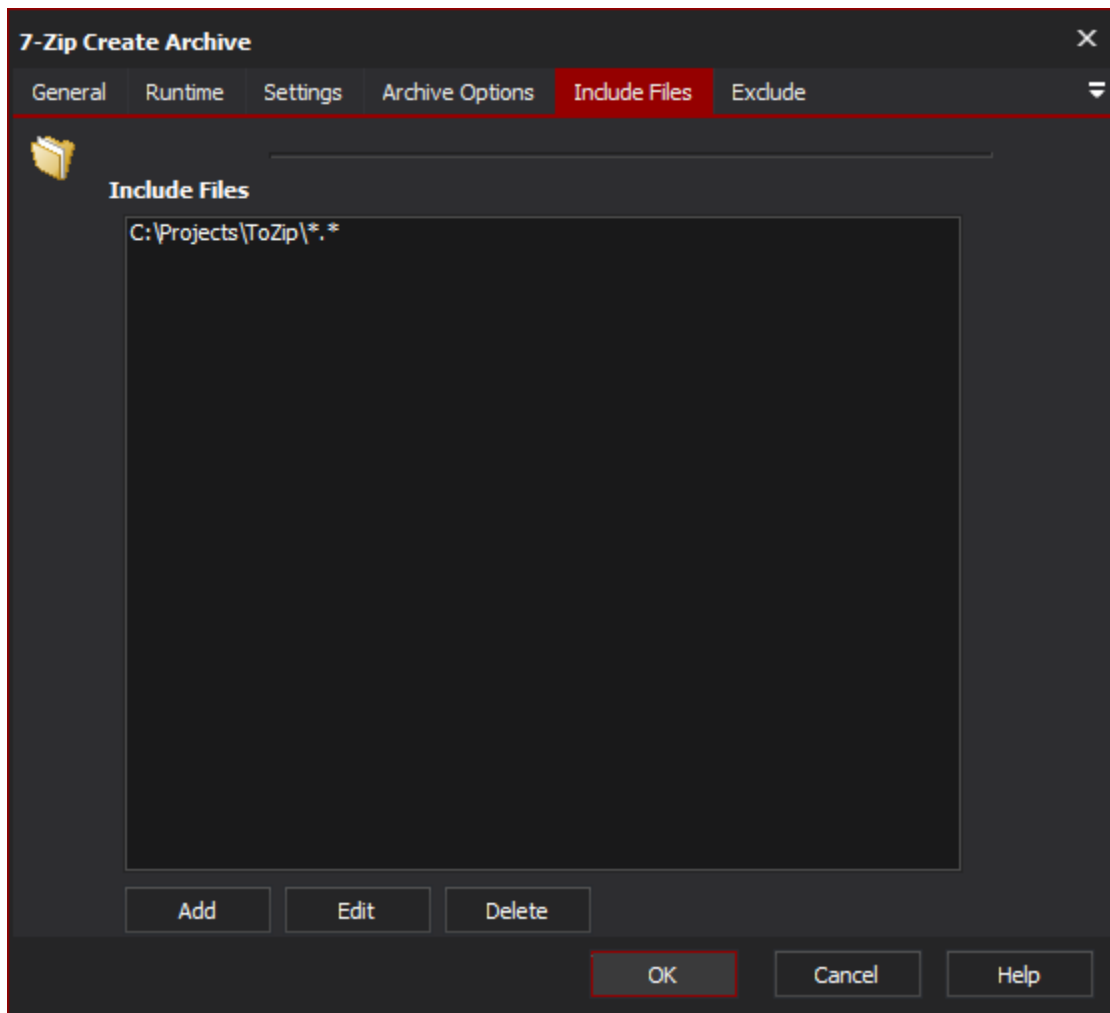# Archive Options



## Archive Options

### Archive Type

Specify the archive type you want to create.  It should match the file extension of the archive name.

Solid Mode, SFX, and Multithreaded are modes available if you choose the 7zip format

### Compression Level

Specify which compression level you require.  Higher compression levels require more CPU and memory. Some compression formats only support a subset of the available compression levels.
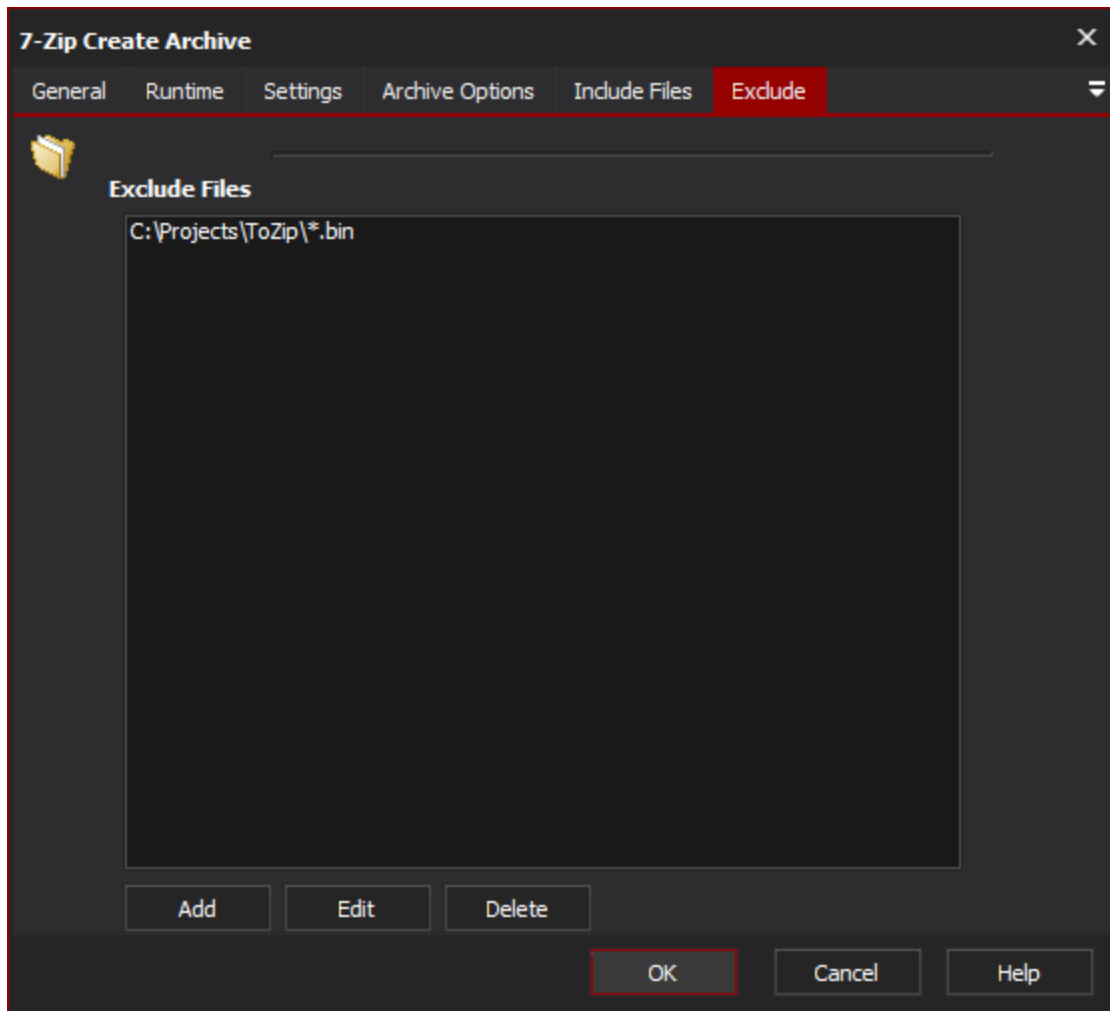
# Include Files

**Include Files**

Specify the files to include in the new archive.

If you don't specify a fully qualified filename, then the working directory must be set on the Settings tab.

The add button allows you to add a file, folder, or Other.  Other is typically used to enter a wildcard filespec, such as *.txt

## Exclude

**Exclude Files**

Specify any files or filespecs to exclude from the archive.