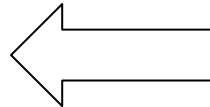


## How To Search For A File

Click on **Start** at the bottom left of your computer screen.

Click on **Search**



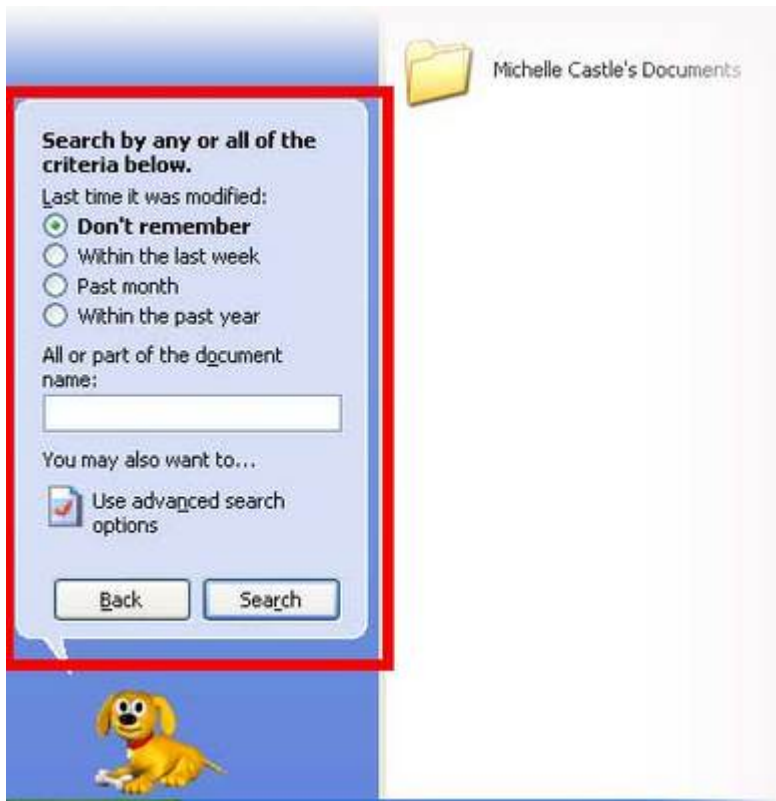
### Search for the File

A dialog box will appear on the left. Select what type of file you want to search for by clicking on it.



## Enter Your Search Criteria

Enter the required information and click on **Search**.



## View Your Search Results

Windows will search for your files and display the results on your screen. Double-click on any file to open it.

