

## **FILE EXPLORER IS HIDDEN FROM VIEW. HERE ARE FIVE WAYS TO FIND IT**

One way: The keyboard shortcut is Windows + E.

A second way: From the Search box/icon, type *file explorer*. Then right-click on the icon that appears at the top of the column and select **pin to taskbar**.

A third way: Right-click on the Desktop >> Properties >> Themes >> Desktop icon settings >> select Computer, then OK. This action will place a **This PC** shortcut on the Desktop. (This shortcut cannot be pinned to the Taskbar.)

A fourth way: Right-click on the Desktop >> New >> shortcut >> type *explorer.exe* >> then Next >> Finish. (This shortcut can be pinned to the Taskbar.)

A fifth way: Right-click on the Windows key, then click on File Explorer.