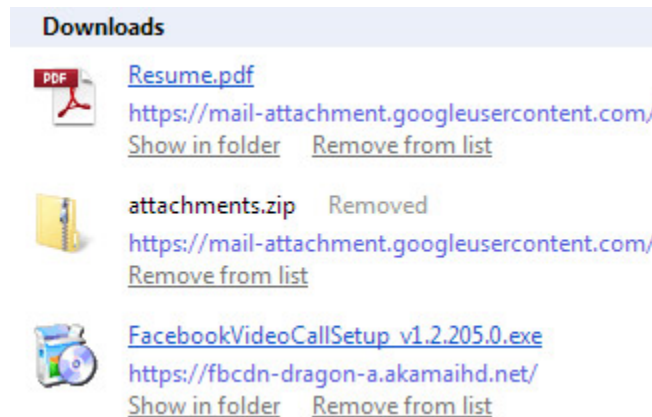


Finding Your Downloads



A list of recently downloaded files

While you may spend a lot of time browsing the web, you can also use the internet to download files to your computer. From email attachments, to photos, music, movies, applications and more, you've probably downloaded lots different of files from the web.

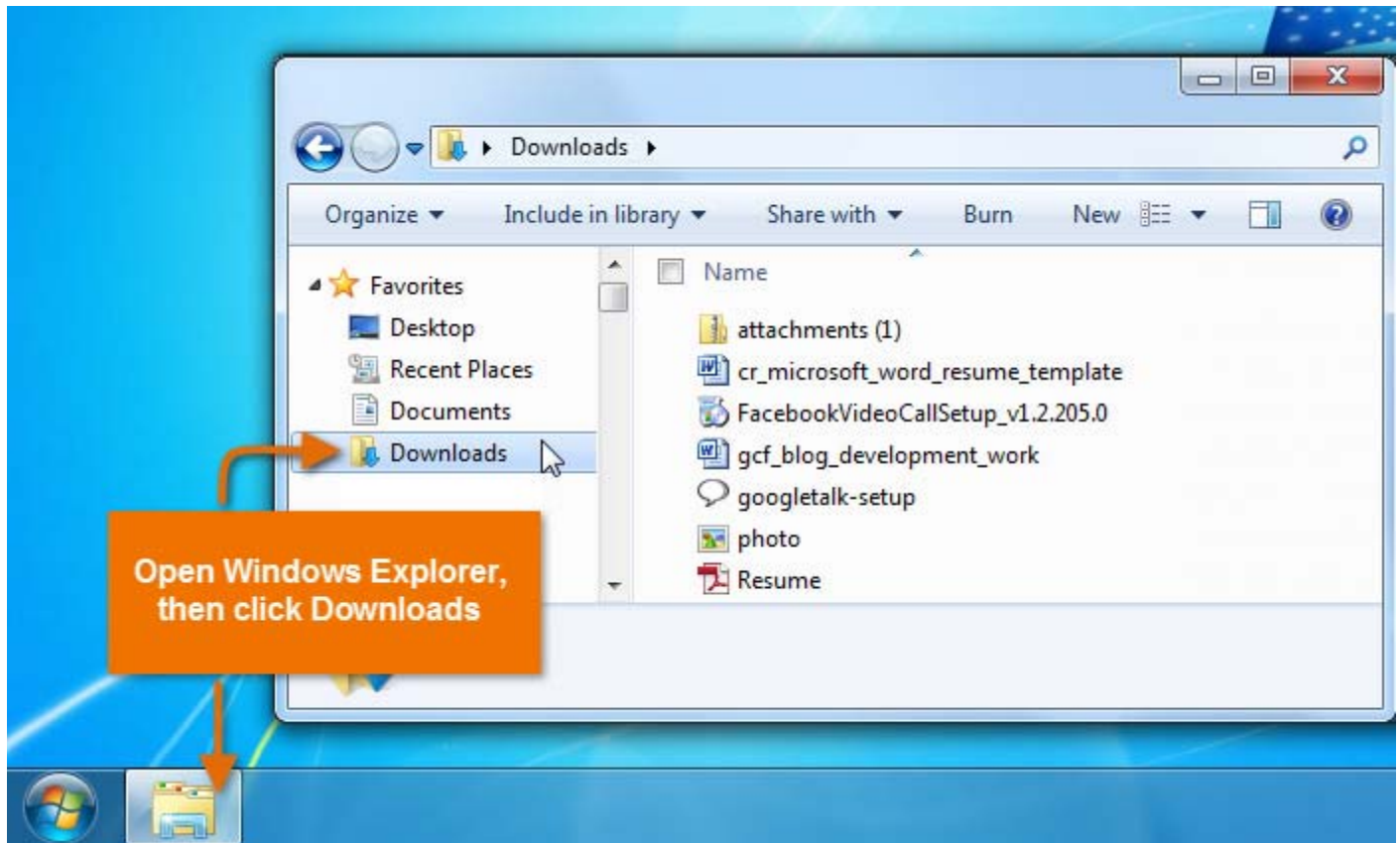
Sometimes, however, it can be difficult to locate those files after downloading. In this lesson, you'll learn how to find your downloads easily on both Windows and Mac OS X computers.

Using the Downloads Folder

By default, most computers will save downloaded files in a specific folder, known as the Downloads folder. If you're having trouble finding a downloaded file, this is the first place you should look.

Using the Downloads Folder in Windows:

Open Windows Explorer (also known as File Explorer) and then locate and select Downloads in the Navigation pane. A list of your downloaded files will appear.




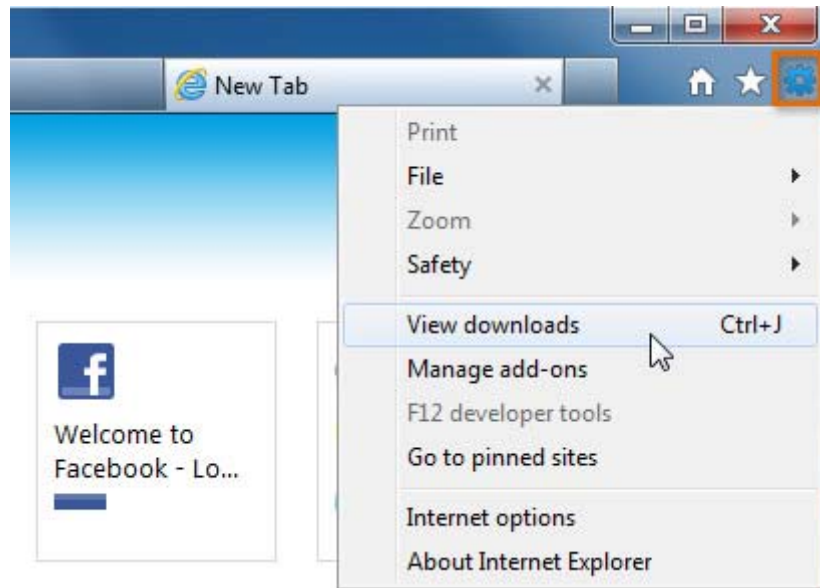
Locating the Downloads folder in Windows Explorer

Viewing Recent Downloads in Your Browser

You can also view downloads directly from your web browser. This is especially helpful for finding files that you've downloaded recently, but it may not display every file in your Downloads folder.

We'll use Internet Explorer in the example below, but other web browsers will have similar options for viewing recently downloaded files.

In Internet Explorer, click the Gear icon  and then select View downloads from the drop-down menu.



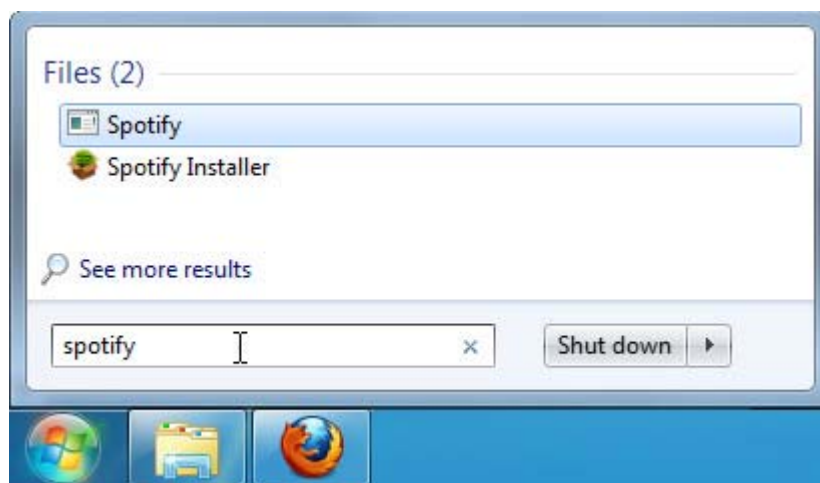
Viewing downloaded files in Internet Explorer

Searching for Files

Sometimes, you may not be able to find the file you need in the Downloads folder. If you think the file is still on your computer, you can always search for the file.

Searching for Files in Windows:

Click the Start button, type the file name or keywords, then press Enter.



Searching for a file with the Start menu

If you're using Windows 8, simply navigate to the Start screen and then start typing the file name.