

How to find and open files with Command Prompt

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Once you've learned how to navigate folders on Windows 10, the next step is to learn how to find and open files with Command Prompt. This is as easy as navigating and opening a file in File Explorer. Here is how to do this.

First, open Command Prompt on the PC by typing **cmd** in the Windows search bar and then selecting **Command Prompt** from the search results.

Once the Command Prompt is open, you're ready to find and open your file.

Find the file using the Command Prompt

Perhaps you already know the file path to the item you want to open or not. If not, you don't need to search through File Explorer and return to the Command Prompt later. You can use this command instead:

```
dir "search term*" /s
```

Of course, just replace the '**search term**' with the actual **search term** . So, if you want to locate the file named **Example File** , then you need to use this command:

```
dir "example file*" /s
```

The Command Prompt will now search and display all instances of the search term you have entered. It will show you the file path and provide you with the name and file extension.

```
Command Prompt - dir "\example file*" /s
Microsoft Windows [Version 10.0.18363.836]
(c) 2019 Microsoft Corporation. All rights reserved.
C:\Users\marsh>dir "\example file*" /s
Volume in drive C is OS
Volume Serial Number is 381B-E700

Directory of C:\ProgramData\Adobe\Adobe PDF\Distiller
03/07/2020  11:22 AM    <DIR>          Example Files
              0 File(s)          0 bytes

Directory of C:\Users\All Users\Adobe\Adobe PDF\Distiller
03/07/2020  11:22 AM    <DIR>          Example Files
              0 File(s)          0 bytes

Directory of C:\Users\marsh\AppData\Roaming\Microsoft\Office\Recent
05/22/2020  09:22 PM              1,210 Example File.LNK
              1 File(s)          1,210 bytes

Directory of C:\Users\marsh\AppData\Roaming\Microsoft\Windows\Recent
05/22/2020  09:22 PM              792 Example File.lnk
              1 File(s)          792 bytes

Directory of C:\Users\marsh\Documents\Example 1
05/21/2020  07:15 PM            13,911 Example File.docx 2
              1 File(s)          13,911 bytes
```

Find the file using the Command Prompt
Now that you have found the file, open it.

Open the file using the Command Prompt

To open the file, you need to navigate to the folder in the Command Prompt that contains the file you want to open. In this example, the article has created an **Example** folder in **Documents** , so we'll go there.

In the Command Prompt, use the **Change Directories** (**cd**) command to navigate through the directories. Because we are currently at the top level of the file system on a computer, we will need to go to **Documents** first and then **Example** . So this command will be used:

```
cd DocumentsExample
```

Note that you must navigate to the file structure immediately. In this case, you can't skip **Documents** and jump straight into **Example**.

```
Command Prompt
Microsoft Windows [Version 10.0.18363.836]
(c) 2019 Microsoft Corporation. All rights reserved.
C:\Users\marsh>cd Documents\Example
```

Documents can't be skipped and jump straight to Example
When you have entered the command, press the key Enter. You will now be in that directory.

```
Command Prompt
Microsoft Windows [Version 10.0.18363.836]
(c) 2019 Microsoft Corporation. All rights reserved.
C:\Users\marsh>cd Documents\Example
C:\Users\marsh\Documents\Example>
```

You are in the Example directory
Now it's time to open the file in that directory. The file opened in this example is the **Example File** .

To open a file, enter the file name and extension in quotation marks as follows:

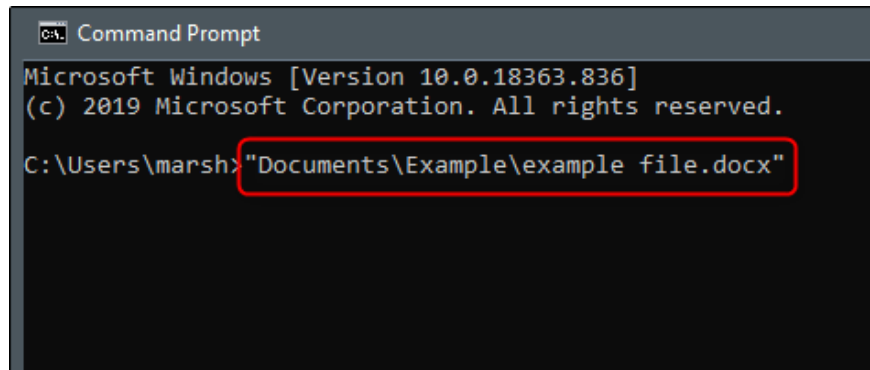
```
'example file.docx'
```

```
Command Prompt
Microsoft Windows [Version 10.0.18363.836]
(c) 2019 Microsoft Corporation. All rights reserved.
C:\Users\marsh>cd Documents\Example
C:\Users\marsh\Documents\Example>"example file.docx"
```

Enter the file name and extension in quotation marks
The file will open.

To make things a little faster, you can navigate to the correct directory and open the file with a single command.
Assuming you have returned to the top level of the file system, run this command:

```
'DocumentsExampleexample file.docx'
```

A screenshot of a Windows Command Prompt window. The title bar reads "Command Prompt". The text inside the window shows the Microsoft Windows version (10.0.18363.836) and copyright information (© 2019 Microsoft Corporation). The current directory is C:\Users\marsh>. A file path "Documents\Example\example file.docx" is entered and highlighted with a red rectangular box.

```
Microsoft Windows [Version 10.0.18363.836]
(c) 2019 Microsoft Corporation. All rights reserved.

C:\Users\marsh>"Documents\Example\example file.docx"
```

Can navigate to the correct directory and open the file with a single command
The only difference is that you don't have to add the **cd** command and the entire path in quotes.

You finished reading the article "**How to find and open files with Command Prompt**" edited by the [TipsMake](#) team. We hope this article has provided you with many useful tech tips and tricks. You can search for similar articles on tips and guides. Thank you for reading and for following us regularly.