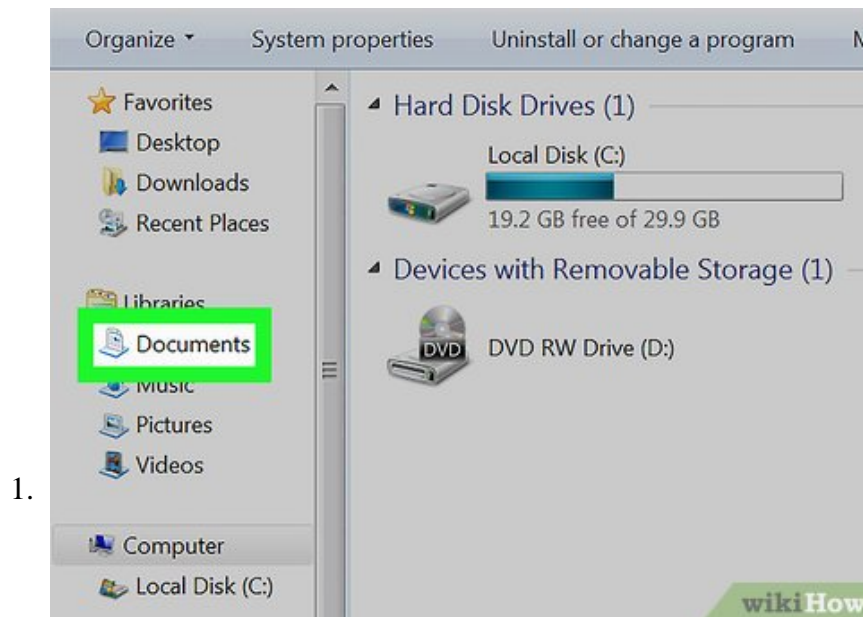


How to Make Windows 7 Search File Contents

This wikiHow teaches you how to search for files by their content instead of just their titles on a Windows computer. You can easily do this on a case-by-case basis by using a folder's search bar, or you can enable content searching for...

Method 1 of 3:

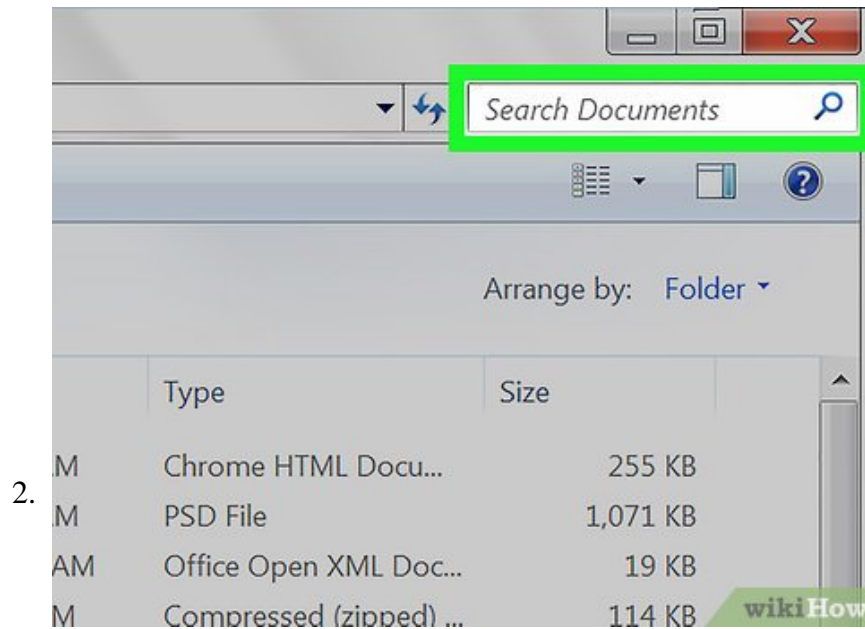
Using a Folder's Search Bar



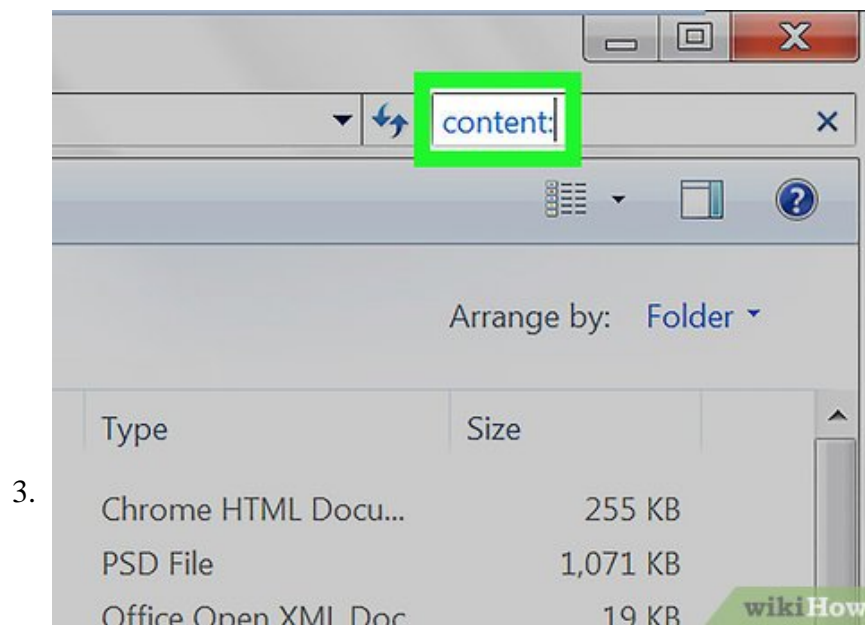
1.

Open the folder that you want to search. In order to search a specific folder for a file's contents, you'll first need to open that folder.

1. For example, if you wanted to search for a file inside of the "Documents" folder, you'd open **Documents**.

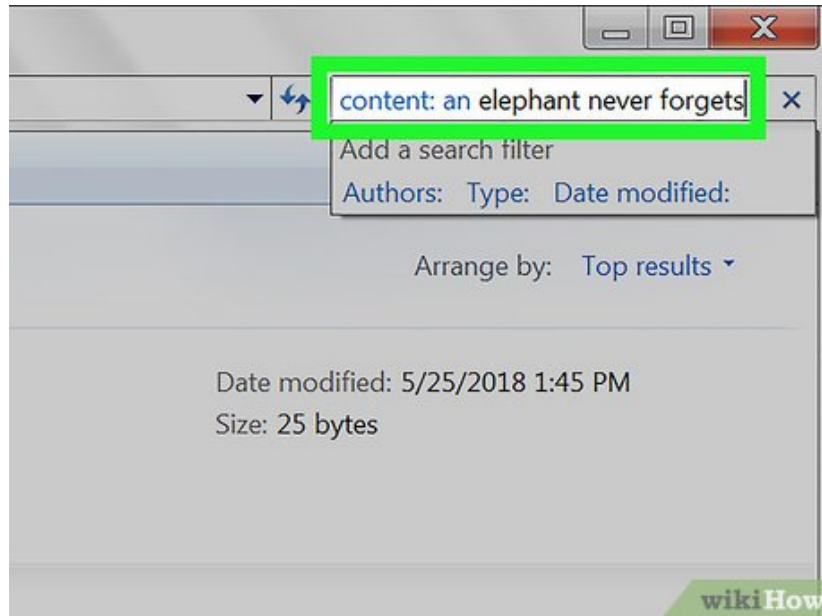


Click the search bar. It's in the upper-right corner of the folder's window.



Enter the "content search" prompt. Type in `content:` into the search bar. Anything that you type after this prompt will be used as a content search term.

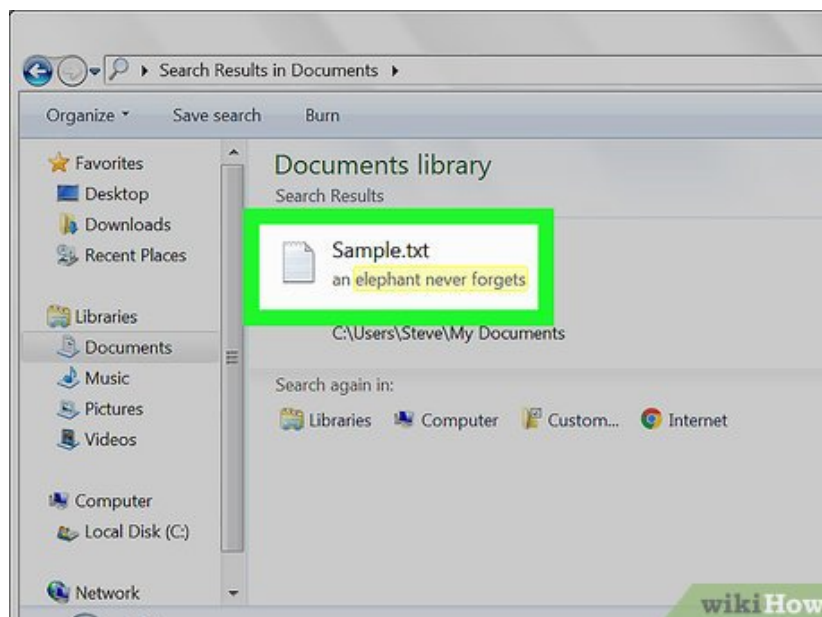
4.



Enter the content search term. Immediately after the "content:" prompt, type in the word or phrase that you want to use to search the folders' files' contents.

1. For example, if you're looking for a file that has the phrase "An elephant never forgets" in its body, you would have `content:an elephant never forgets` in the search bar.

5.

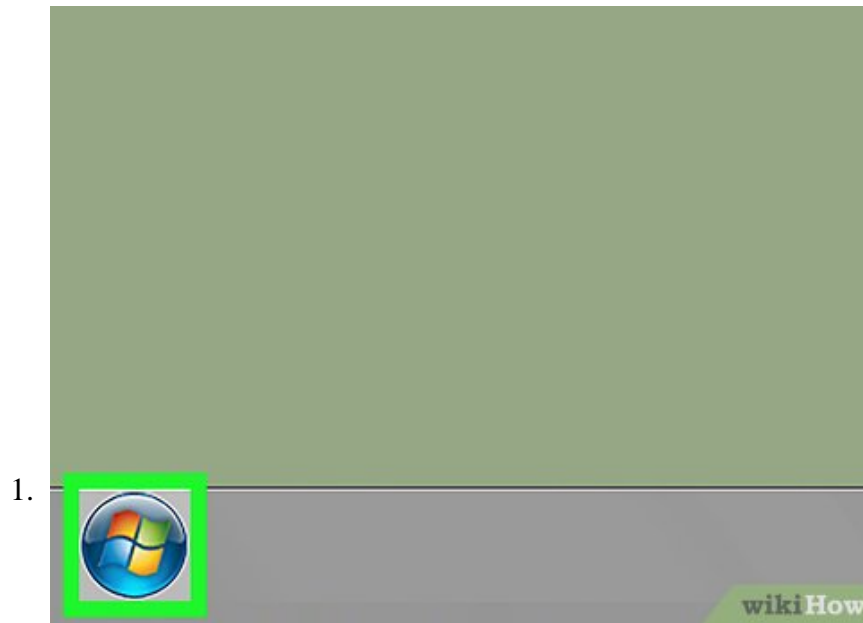


Review the results. Each of the files in the search results will be indexed by content, meaning that you should see your preferred file somewhere near the top of the window if you entered correctly the word or phrase.

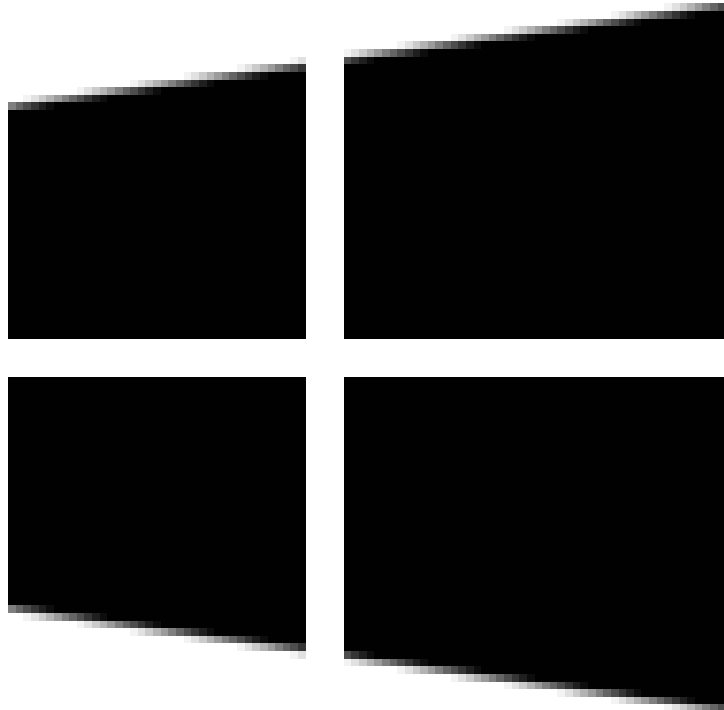
1. You can narrow your search results by typing in a longer or more distinct phrase from the file that you want to find.

Method 2 of 3:

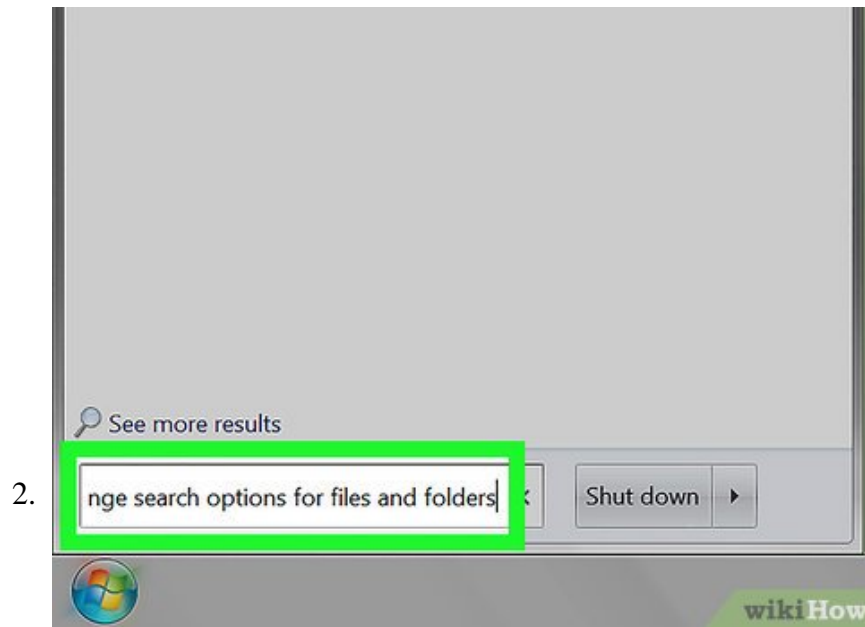
Enabling Content Searching for All Files



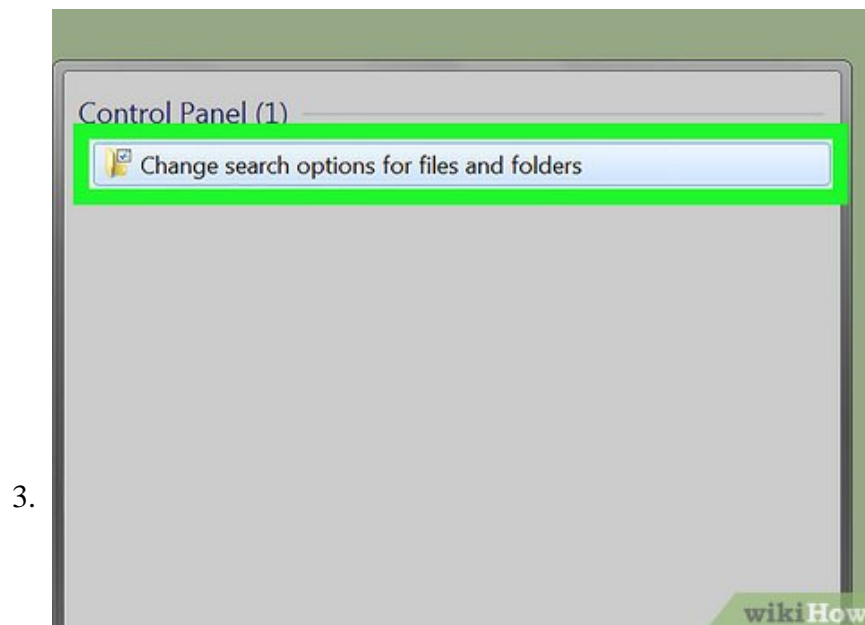
Open Start



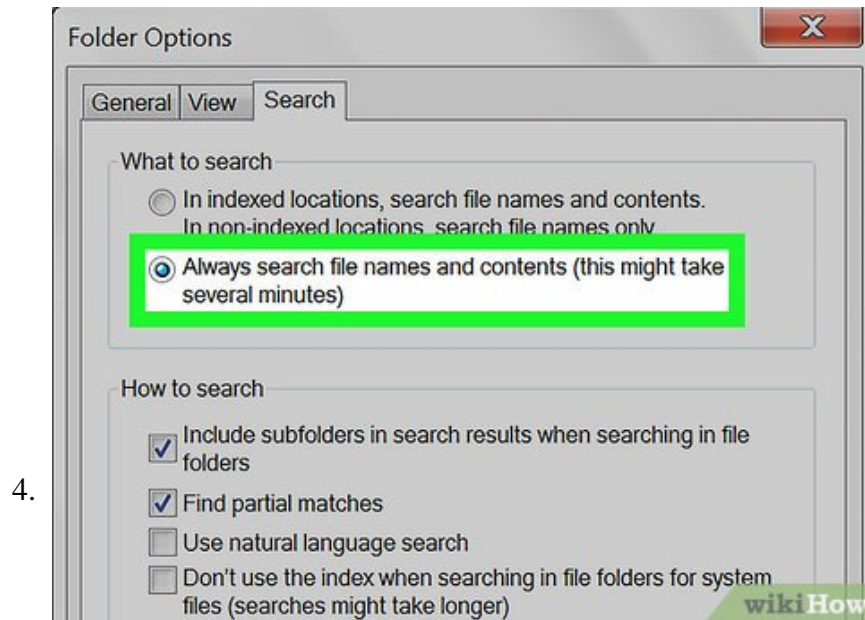
. Click the Windows logo in the bottom-left corner of the screen. The Start menu will open.



Type **change search options for files and folders** into **Start**. The search bar is at the bottom of the Start window. Doing this will search your computer for the option you'll need to change in order to search by contents.

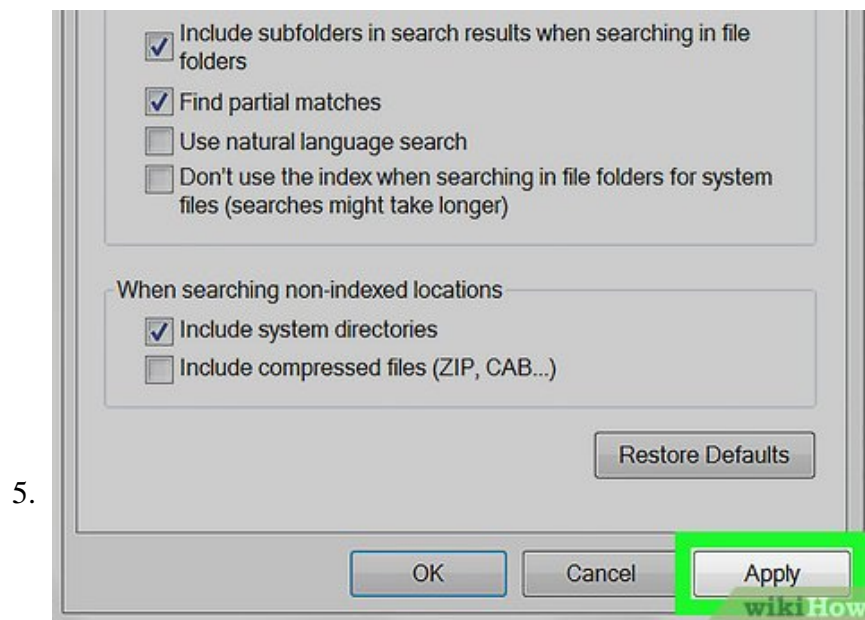


Click **Change search options for files and folders**. You'll find this near the top of the Start window.
1. You might instead see **Files and folders** here instead. If so, click that option.



Check the "Always search file names and contents" box. It's in the "When searching non-indexed locations" section of the window.

1. If this box is already checked, file contents searching for Windows is currently enabled.
2. You may first have to click the **Search** tab at the top of the window.



Click **Apply**, then click **OK**. Both options are at the bottom of the window. Doing so will save your settings and close the window; from this point on, Windows will search both for titles and for file contents.

Method 3 of 3:

Enabling Content Searching for Specific Files

1.

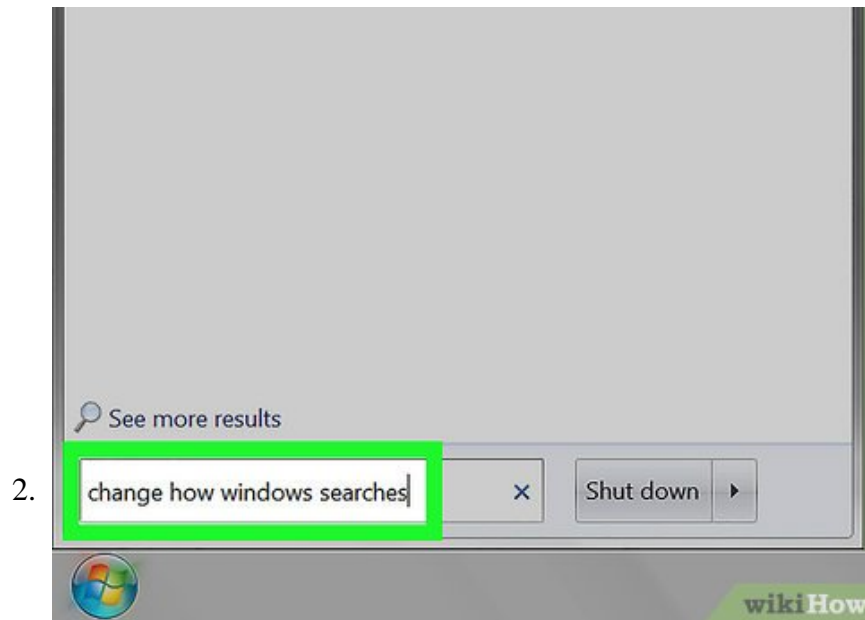


wikiHow

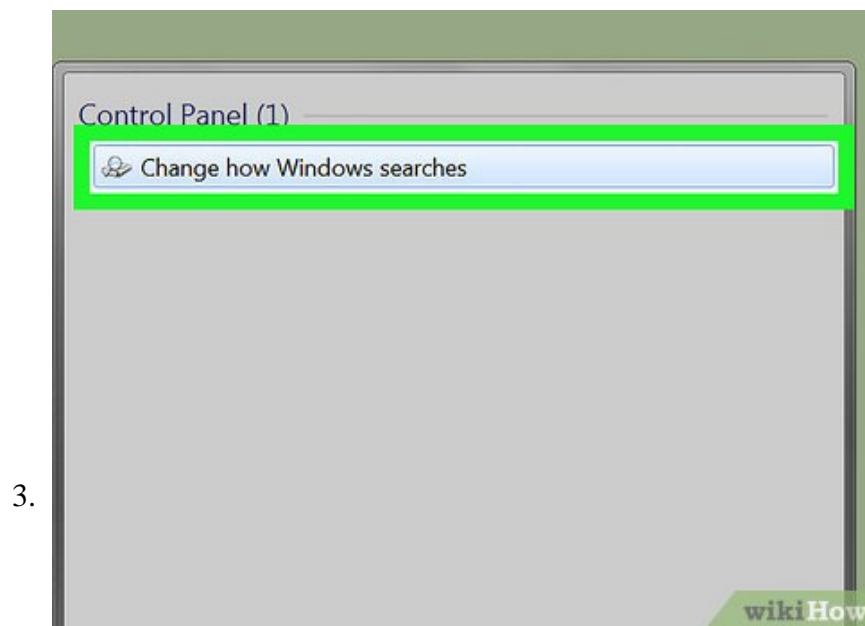
Open Start



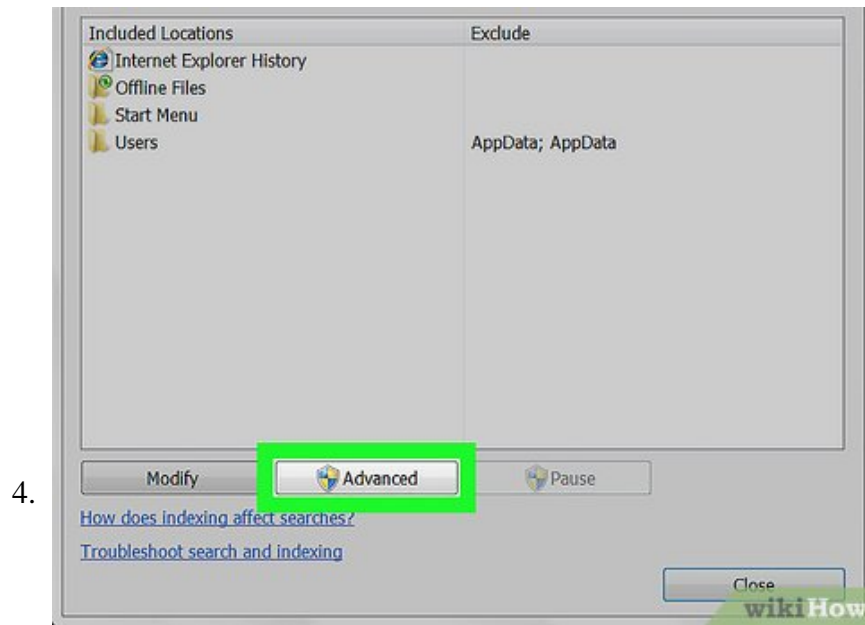
. Click the Windows logo in the bottom-left corner of the screen.



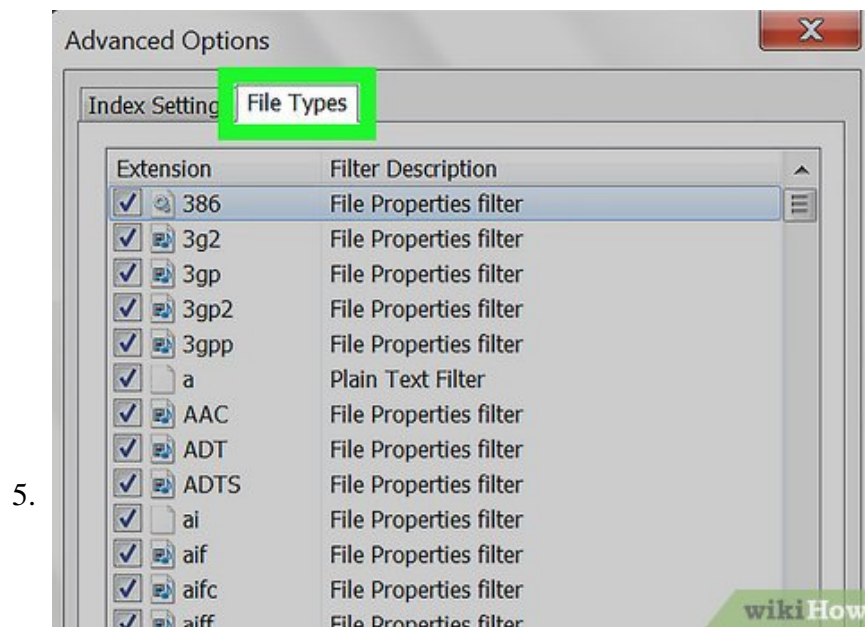
Type in **change how windows searches**. You'll do this in the search bar at the bottom of the Start window.



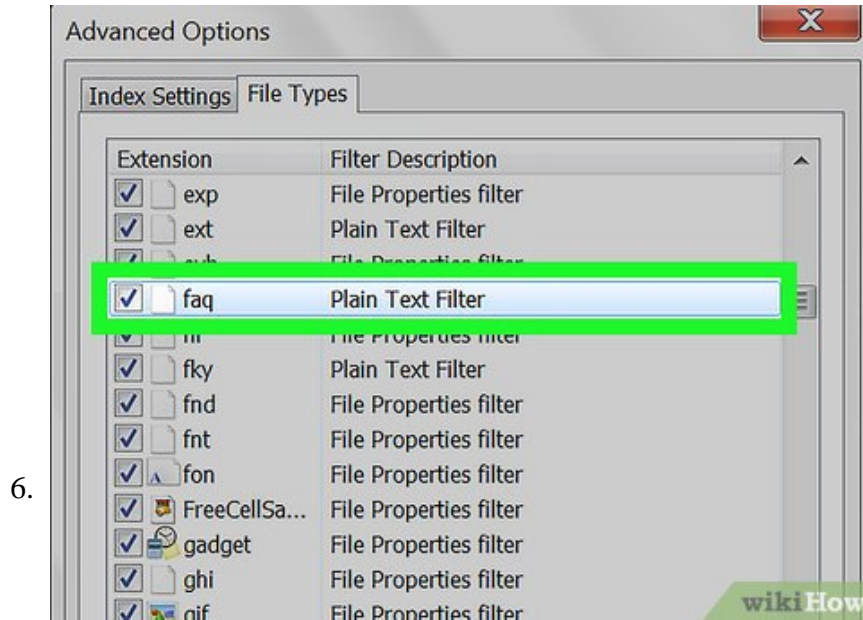
Click **Change how Windows searches**. It should be near the top of the Start window. Doing so opens the Indexing Options window.



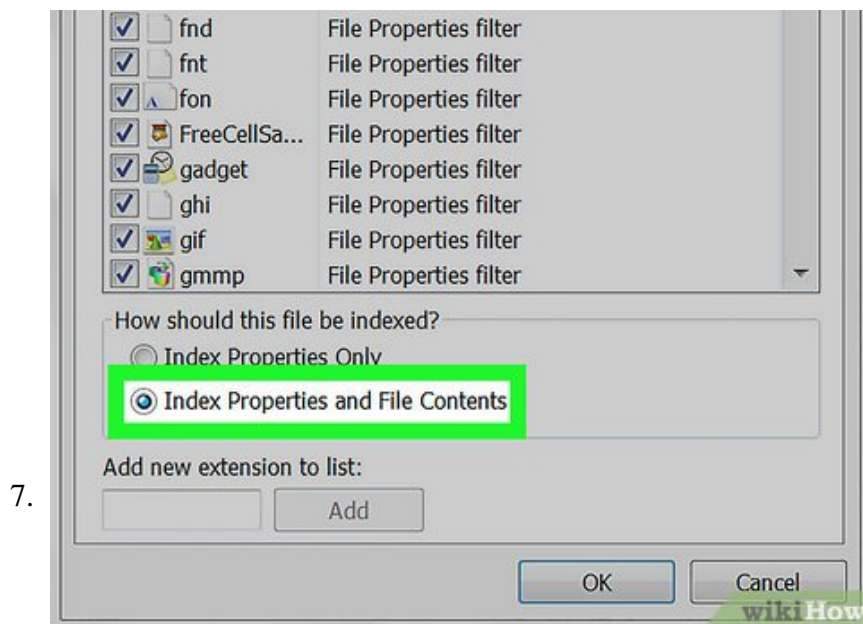
Click **Advanced**. This option is at the bottom of the window. A pop-up window will open.



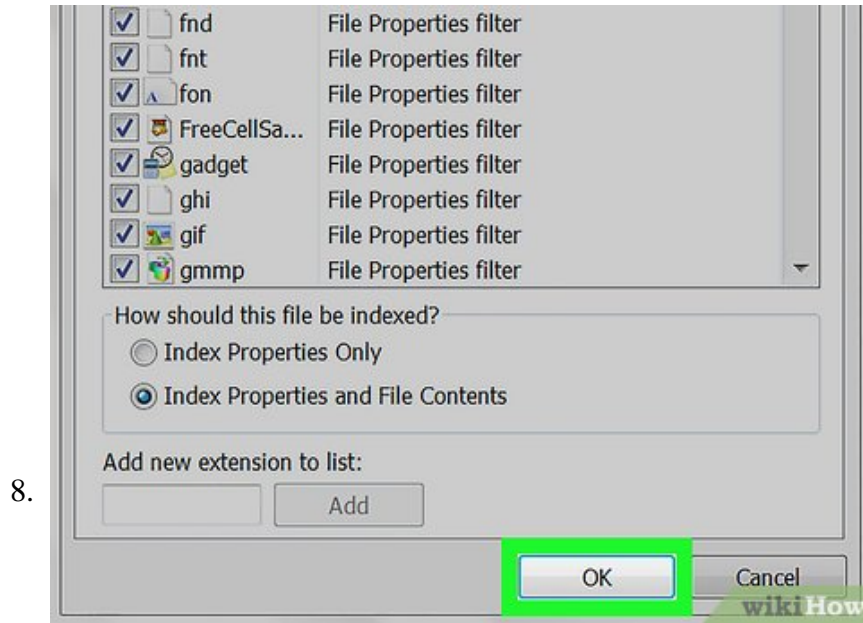
Click the **File Types** tab. You'll find this option near the top of the window.



Select your preferred file type. Scroll through the list of file types near the top of the window until you find the one that you want to use, then click the file type's name to select it.



Check the "Index Properties and File Contents" box. This option is below the "How should this file be indexed?" heading near the bottom of the window.



Click . It's at the bottom of the window. Doing so will save your changes and close the window. You should now be able to search for your selected file type both by title and by contents.

You finished reading the article "**How to Make Windows 7 Search File Contents**" 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.