## Guide to locating a Shared Network Folders path

1. Click on the Windows Start button and click on Computer



2. In the window double click on the shared drive whose path you are looking for



3. In the top of the window the drives path should be displayed, you can either screenshot this or type it and send the details onto your local service desk.

Computer + FolderNa	ame\$ (\\Pndcfprdfs000.HEALTHIRL.NET) (X:)				✓ 4y Search software\$ (\\Pndcfprdfs009.HE )
Organize 🔻 New folder					III 🔹 🔟 🔞
🔆 Favorites	Name	Date modified	Туре	Size	
🔜 Desktop	J	17/06/2016 00:10	File folder		
〕 Downloads	🚇 t	17/06/2016 00:10	File folder		
🖳 Recent Places	🔑 t	17/06/2016 00:28	File folder		
	🔉 t	01/12/2016 09:31	File folder		
🥽 Libraries	🚇 (	17/06/2016 01:18	File folder		
Documents	🔑 t	19/12/2016 14:02	File folder		
🚽 Music	🚇 ş	31/01/2017 14:54	File folder		
E Pictures	🚇 i	17/06/2016 01:18	File folder		
😸 Videos	🔑 s	09/05/2017 14:27	File folder		
	🚇 🗸	17/06/2016 08:55	File folder		
👰 Computer		17/06/2016 08:55	File folder		
	15 c	10/10/2013 12:27	Windows Installer	16,336 KB	
🗣 Network		09/05/2011 12:50	Text Document	3 KB	
	🗎 E	12/01/2017 10:02	Text Document	3 KB	
	<b>20</b> (	13/06/2013 12:57	Shortcut	2 KB	
		03/03/2017 16:43	Text Document	1 KB	
	🗎 I	14/06/2011 11:28	Text Document	2 KB	
		15/01/2017 03:53	Text Document	31 KB	
	E I	08/12/2016 16:48	Text Document	35 KB	
		15/01/2017 03:54	Text Document	31 KB	
	m I	04/03/2015 09:49	Text Document	1 KB	
	<b>a</b> s	13/07/2010 09:04	Shortcut	2 KB	
	E V	08/02/2015 06:37	Microsoft Update	338 KB	
23 items Offline status: Online					
Offline availability: Not available					