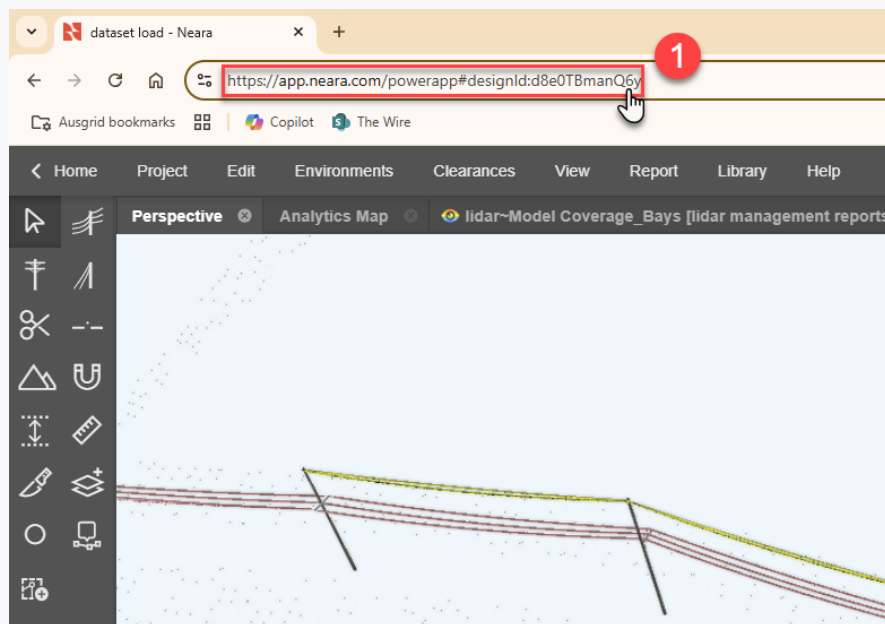


To easily access your Neara Project from your project folder in Windows Explorer:

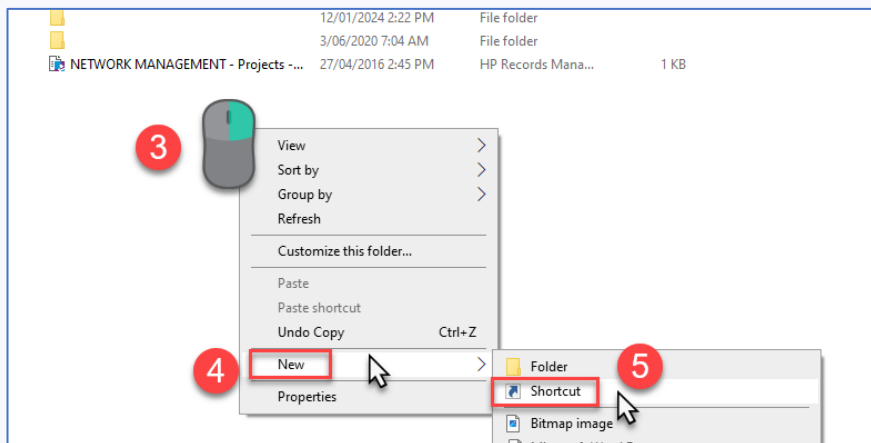
1. In the browser address bar, click and copy (CTRL+C) the full address



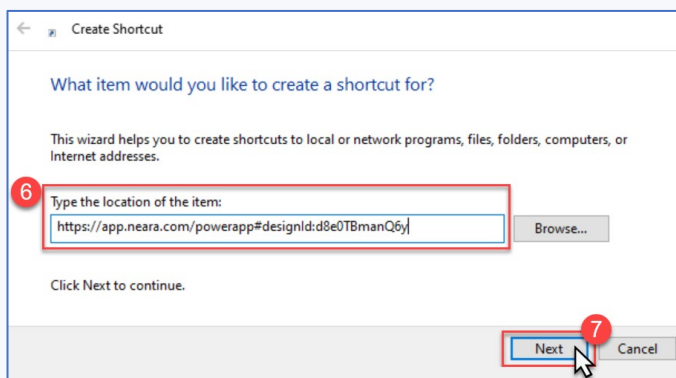
2. Open your Project Folder with Windows **File Explorer**



3. **Right-click** (on whitespace) within the Project folder
4. Mouse over the **New** option
5. Left-click on **Shortcut**

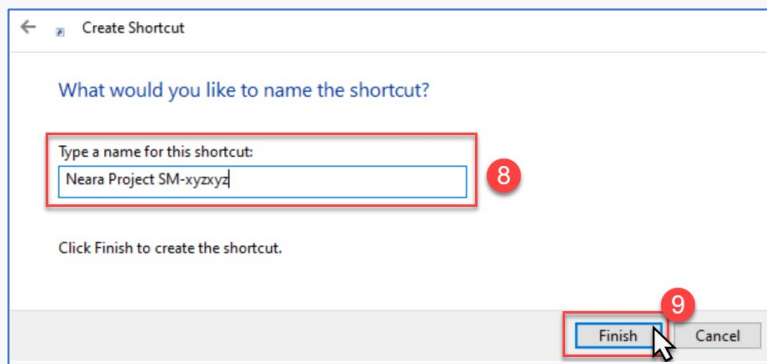


6. Paste (CTRL+V) the **full browser address** into the blue box
7. Click **Next**



8. Type the **name** for the Shortcut.
The project name might be useful here.

9. Click the **Finish** button



10. You can open your Neara project by double-clicking the shortcut icon.

