Computer Maintenance Procedures

1. Check how your system is doing: Ctrl-Alt-Delete – Task Manager
    a. Sort by Name
        i. Apps Running
        ii. Background Processes
    b. Right-click to select End Task
2. Check the installed apps: Search for Apps
    a. This morning, my desktop found 205 apps
    b. Right-click an app to Uninstall
3. Find out how bad your system is "Hoarding" by doing a "Cleanup".
    a. Run the apps below
    b. These apps are favorites of other computer clubs,
    c. But there are several other good ones.
    d. I run them before I do a backup

Click link to the site, download the **FREE** version.
There are often ads! Do Not download from them.

Install it to the default location, giving permissions

1. **Disk Cleanup**
    a. Search for "Disk Cleanup"
    b. Select the app
    c. Select the "C" drive
    d. All check boxes should be checked
    e. Delete All Files

2. **CCleaner** – https://www.ccleaner.com/ccleaner/download
    a. Custom Clean: Analyze and Run Cleaner

3. **Glary Utilities** – http://www.glarysoft.com
    a. Cleanup and Repair:
        i. Run Disk Cleanup.
        ii. Run Registry Repair
    b. Optimize & Improve:
        i. Disk Defrag (HDD ONLY)
        ii. Software Update (very useful)
            1. Download
            2. Manual
            3. "Open when done"
            4. Complete the install process

4. **SUPERAntiSpyware** - https://www.superantispyware.com/download.html
    a. **"Scan this Computer"**
    b. **"Quick Scan"**. (It may need to close browsers)
    c. If it finds anything other than Adware Tracking Cookies, run it again as a "**Complete Scan**".

5. **Malwarebytes** - https://www.malwarebytes.com/mwb-download
    a. Scanner: Scan (This may take some time)
    b. If threats are found, you will have the option of removing, repairing or quarantining them.
    c. When complete, Finish and Close.

6. **If** either SUPERAntiSpyware or Malwarebytes find any abnormal files (other than adware tracking cookies found by SUPERAntiSpyware), both apps should be run again until both find no abnormal files.