

Computer Maintenance

Maintaining your computer properly is one of the most important things that needs to be done to insure a computers long and error free life. Yet, computer maintenance is often the most neglected activity when it comes to owning a computer. There are a few simple things that can be done to insure your computer has a long and healthy life. The first thing that can be done takes no computer knowledge at all. The computer needs to be kept clean on the inside. At least once a month you should remove the side panel and blow out the dust with dry low-pressure air or canned air. The computer should also be placed where it can receive sufficient airflow and can avoid extreme temperatures. If it can't then auxiliary fans should be added. Those are the physical things that need to be done. Next is the software maintenance program. To insure that the computer will run normally we have to make sure that Spyware, Adware and other parasites don't infiltrate your PC. Backing up your data to a CD, DVD or other hard drive should also be done on a regular periodic basis. You can back up your data using Windows or other third-party utilities such as Backup E-mail, Norton Ghost and many others. Below are a few programs, that when used on a regular basis, will keep the computer clean and free of annoying parasites that will tap your computers resources. The Internet is a vast place and there is a lot of bad stuff out there that you don't want in your computer. Regular maintenance is the key to keeping your computer healthy. **Most importantly, keep your virus scan updated and run it once a week.**

Before running either of these, please be sure to do the following first:

1. Disable Anti-Virus Software
2. Turn off any screen savers
3. Close all programs

Backup E-mail - Done when needed.

If your PC suddenly stopped working today, what information would you be most desperate to recover?

If you're most people, it will be email messages and contact information. We could just about get by without most of the information currently lurking on my hard drive but without an email and address book, you could be effectively out of business!

Of course, you can use Windows to schedule backups of all your files, but email applications often store messages and address books as multiple files in several different locations, making it very difficult to piece together afterwards.

That's why were delighted to offer Backup E-mail to our customers.

Backup Email does what it says on the box -- it's a dedicated utility for backing up your email messages and contact information all to a single file and then restoring it again afterwards.

It's incredibly easy to use -- even for a technophobe like me -- and makes moving from one PC to another (whether by choice or by unfortunate circumstance!) a snap.

Try out a free demo version here: <http://www.backup-email.com>

Webroot Spysweeper Trial Version - Needs to be done every other week.

1. Double Click on Spysweeper Icon on Desktop.
2. Click on Check for Updates, download all if available.
3. Click on Check for Problems.
4. When Scan is Finished Click Fix Selected Problems.
5. It is all right to delete the Problems.
6. When Problems are Fixed Close the Program.

Spybot Search & Destroy - Needs to be done every other week or when pop ups occur.

1. Double Click on Spybot Icon on Desktop.
2. Click on Check for Updates, download all if available.
3. Click on Check for Problems.
4. When Scan is Finished Click Fix Selected Problems.
5. It is all right to Delete the Problems.
6. When Problems are Fixed Close the Program.

Ad-Aware 6.0 - Needs to be done every other week or when pop ups occur. Can be run while running Spybot.

1. Double Click on Ad-Aware Icon on Desktop.
2. Click check for updates and download them if there are any.
3. Click Next and Next again.
4. The Scan Will Start.
5. When Scan is Finished Click Next.
6. Select all Problems Found - Right click in the problem field and choose "Select all Items" from the menu if they are not all checked.
7. Click Next.
8. Click OK and Close Program when Ad-Aware is finished.

Scandisk – Needs to be done once a month.

1. Open My Computer.
2. Right-click the local disk volume that you want to defragment, and then click **Properties**.
3. Click the **Tools** tab; in the Error Checking pane click **Check Now**.
4. Click **Start**.

If box comes up saying the program has restarted 10 times click no and then enter.

Defragment – Needs to be done once a month after scandisk

Same as Scandisk above

1. Open My Computer.
2. Right-click the local disk volume that you want to defragment, and then click **Properties**.
3. Click the **Tools** tab, click **Defragment Now**.
4. Click **Defragment**.

MSI Cleanup Utility - You can use the Windows Installer Clean Up Utility to remove Windows Installer

settings from your computer if a problem occurs. Although Windows Installer is designed to be very robust, Windows Installer can become damaged if any of the following issues occurs:

- Your computer's registry becomes corrupted.
- You or someone else inadvertently changes a registry setting that is used by Windows Installer and that causes a problem.
- The installation of a program that uses Windows Installer (for example, Microsoft Office 2000) is interrupted.
- There are multiple instances of Setup running at the same time, or an instance of Setup is "blocked."

For more info [click here](#).

Winsock XP Fix – This utility offers a last resort if your Internet connectivity has been corrupted due to invalid or removed registry entries. It can often solve the problem of lost connections after the removal of Adware or Spyware components or improper uninstalls of firewall applications or other tools that modify the XP network and Winsock settings. If you encounter connection problems after removing network related software, Adware or after registry clean-up; and all other ways fail, then give WinSock XP Fix a try. It can create a registry backup of your current settings, so it is fairly safe to use. We actually tested it on a test machine that was having a connectivity problem due to Adware removal. After running the utility and rebooting, we we're able to connect to the Internet.