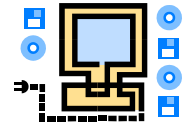


Software Cleanup to Make Your Computer Run Faster



Computer users often find that after they have used their computer for some time it runs slower than when they bought it. There are several actions that can be done, short of erasing everything and reinstalling, to fix this problem.

1. Perform regular hard drive maintenance tools

- a. Disk cleanup, defrag and periodically scandisk
- b. You should also shut down to cold and then boot for “housekeeping” reasons

2. Remove ALL Temporary Files

- a. Remove temporary files from the Windows Folder as well as the user files
- b. Delete internet History, cookies, temporary files & forms

3. Remove old versions of programs, unused programs and duplicate programs

- a. If you are using Acrobat 7 there is not reason to have version5 & 6 on your computer!
- b. Most computers come loaded with “time bombed” trial versions and limited edition programs that probably should be removed
- c. Often people have several programs that do the same thing – pick an industry standard one and remove the others

4. Do updates:

- a. Operating System
 - i. Patches and service packs general make the computer run better
 - ii. Windows updates include security fixes
- b. Virus Definitions
 - i. run a full scan as viruses can slow down your computer
 - ii. also, different virus programs slow down the computer more than others
- c. Anti-adware/spyware
 - i. Adware & spyware slow down your computer so test to see if you have any and remove them
 - ii. You may run multiple anti-adware/spyware programs
- d. Program updates & service packs
 - i. Service packs, such as those to Microsoft Office, not only fix bugs they generally make the programs run better
 - ii. Many programs turn on automatic updates which may slow down your computer
- e. BIOS & driver updates
 - i. Only update the BIOS if you have a problem or need a new feature not in your present BIOS
 - ii. Driver updates are most often a good thing to do

5. Remove un-needed Startup programs

- a. Startup program group
- b. Registry startup (run) –
HKEY_CURRENT_USER\Software\Microsoft\Windows\CurrentVersion\Run
- c. Turn off automatic startup for Processes that are not needed

Note: that if you are worried about updates you should lend to the side of caution:

1. Backup all important data before updating, and
2. Create a restore point