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How To Keep Your Computers Working

Basic Computer Maintenance

Basic Steps

1. Check your **backup**
2. Check for **updates to security** software
3. Check for **Virus and Malware activity**
4. Check **hard drive health** (run programs like Check Disk or the OEM Hardware diagnostics)
5. Check/remove **junkware programs & toolbars**
6. Clean **junk files** (temporary files, recycle bin, etc…)
7. Maintain your **hard drive** (run disk defrag on traditional hard drives, Trim on SSD drives)
8. Check for and install **Windows updates**
9. Check for and install **3rd party software updates** (Get the update from the manufacturer's website, not from a pop-up message)

These things are pretty straight forward, but the trick is:

- Remembering to actually do the maintenance
- Performing the maintenance in the right order
- Knowing which updates are OK to install
- Knowing what to do when something bad shows up in the results
- Don't go download the latest thing that claims to do all of this for you. Most of these so called "cleaners" actually do more harm than good and some can even load viruses and malware on to your computer.
- Use reputable Anti-Virus such as Bit Defender, Kaspersky or Norton (No Free Stuff)
- Use a real backup program & test it periodically. Don't use freebie programs or USB drives.

Recommended Do It Yourself Tools

CCleaner - https://www.piriform.com/ccleaner/download
Smart Defrag - http://www.iobit.com/iobitsmartdefrag.html