

# Computer Maintenance & Problem Prevention



Prevention

# BACKUP!

- ◆ Always always always backup your data.
- ◆ Always
- ◆ Strategy?
  - ◆ One backup of important files right on your computer
    - ◆ In a different location
  - ◆ One backup of on a different medium
  - ◆ One backup of on yet another different medium OFFSITE

Prevention

# Your power

- ◆ An Uninterrupted Power Supply (UPS)!
- ◆ Or at the very least, a good surge protector

# Antivirus

- ◆ Always make sure you have some kind of antivirus running
  - ◆ (if you are using a Windows machine)
- ◆ There are several free versions of good quality software that automatically update themselves
  - ◆ AVG Free
  - ◆ Avast

# Firewalls

- ◆ If your computer is connected to the internet, make sure there is a firewall somewhere between it and you.
- ◆ Most home routers (Linksys, etc) have built-in firewalls, but if you are connected directly, make sure the firewall is turned on.
  - ◆ This is actually turned off by default on many versions of both Windows and MacOS

# Keep some room free on C:

- ◆ Some of you have only this drive, others have many.
- ◆ Either way, your computer needs room to 'wiggle'
  - ◆ Needs some room to do things temporarily
- ◆ Lack of room can make things very slow
- ◆ Try to keep at least 1GB free.
- ◆ Maybe remove that game you haven't played in 6 months?

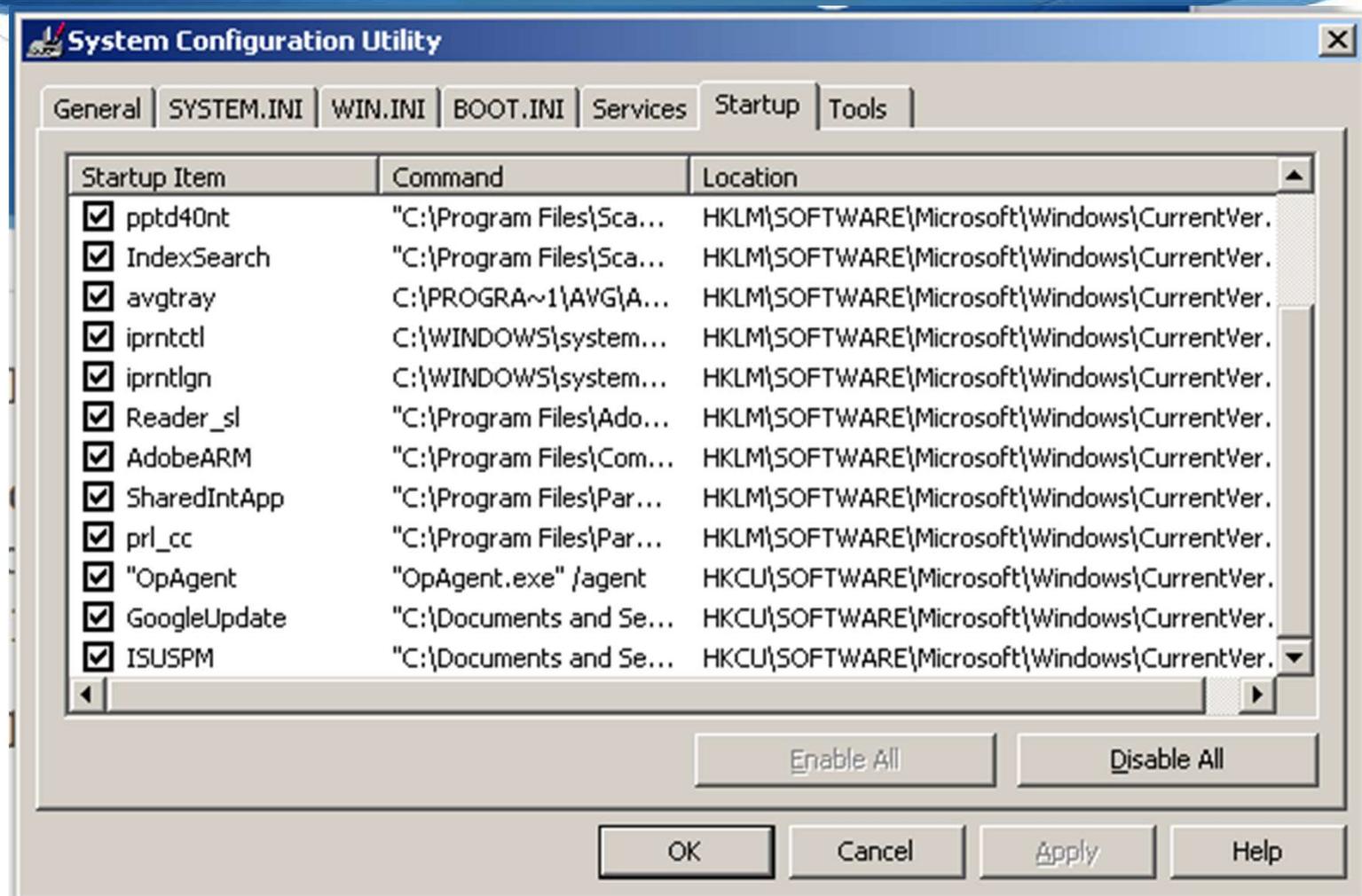
# Scandisk

- ◆ Running scandisk helps make sure all your files are complete and pointing to the right things.
- ◆ Sometimes data gets corrupted, or shortcuts get broken and a file no longer points where it is supposed to.
- ◆ Scandisk scans all your files and checks their integrity.

# Fragmentation

- ◆ Sometimes it just gets clogged up!
- ◆ Defragmenting helps put all the parts of files together sequentially, making loading much faster.
- ◆ So when loading a big program feels like it is taking much longer than it used to, try defragmenting your hard drive.

# Watch out for running applications



# Remember:

- ◆ Backup your data!
- ◆ Good power
- ◆ Antivirus
- ◆ Firewalls
- ◆ Keep some space free
- ◆ Scandisk
- ◆ Watch your processes (programs running)

Which one(s) do you think are most important?