

BASIC PC "TUNE UP" PROCEDURES FOR WINDOWS XP

Here are some basic "tune up" procedures. If your computer continues to run slowly after performing the following actions, call Computer Resolution, your computer is in need of further technical support.

Below is a list of steps and software to use followed by instructions.

- Clear Temporary Folder
- Clear Temporary Internet Folder
- Make sure the computer is up to date on Microsoft Windows updates
- Make sure the computer is up to date on antivirus software
- Install Malware and Spyware software, update then run the program
- List of Malware/Spyware programs to use (in order) – all are free
 - Malwarebytes
 - Superantispyware
 - Spybot Search and Destroy
 - Lavasoft Ad-aware
- Defrag the computer

▶ **Clear out the Temporary folder directory:**

- ✓ Right click on the Start menu
- ✓ Select Explorer
- ✓ Select Documents and Settings
- ✓ Select your user name
- ✓ Select Local Settings
- ✓ Select the Temp folder
- ✓ Select All (Hold down the Ctrl key and un-highlight the VBE
- ✓ folder if you have one)
- ✓ Select Delete* key

* If you receive an error message that a specific file cannot be deleted – hold down the Ctrl key and select the file to un-highlight it, then continue on with the deleting process. You may have several files that you will need to remove from highlighting in order to clear the folder (these files are in use currently).

▶ **Clear out the Internet Temporary folder directory:**

(Procedures are done with Internet Explorer 7)

- ✓ Launch Internet Explorer
- ✓ Select Tools
- ✓ Select Internet Options
- ✓ Under the Internet Tab, select Browsing history, select Delete...



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- ✓ Delete the Temporary Internet files and Delete Cookies
- ✓ Close when done

- ▶ **Defrag the computer (this can take several hours):**
 - ✓ Right click on My Computer
 - ✓ Select Manage
 - ✓ Select Disk Defragmenter
 - ✓ Select Analysis
 - ✓ Select Defragmenter - if recommended

- ▶ **Apply all Microsoft service packs and critical updates:**
 - ✓ www.microsoft.com
 - ✓ Windows updates then follow the prompts

- ▶ **Make sure your anti-virus program pattern file is up-to-date**

- ▶ **Install, update and run the following Malware/Spyware removal programs:**
 - **Malwarebytes** – www.malwarebytes.com to stop malware
 - **Superantispyware** – www.superantispyware.com to remove spyware
 - **Ad-Aware Free** – www.lavasoft.com to stop adware.
 - **Spybot Search & Destroy** – www.safer-networking.com to stop spyware.

Note: (If you are running 2007 or newer of TrendMicro PC-cillin or Norton Anti-virus you do not need this software as a spyware removal tool is built into the software.)

If you still have pop up's, spyware, tracking cookies and adware after running the software listed above you will need to purchase Spy Doctor at www.downloads.com the cost of the software is \$29.99. This will remove any remaining unwanted crap from your computer that the free software's are unable to remove.

- If your system is running below 1 GB of free disk drive space Windows will not run properly. Remove old programs by going to the Add/Remove Programs in the Control panel.
- Clean the inside of the computer with a can of forced air or vacuum (computer should be turned off and unplugged).
- If the date and time won't stay set on the computer it needs a new internal battery.

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