

## CLEANING YOUR COMPUTER

The following procedures can be used to clean unnecessary system files from your computer. Use these procedures when you experience problems with your computer, especially when you notice that it is becoming slower over time. It is a good idea to do regular maintenance on your computer and keep it in a good condition.

### Prefetch

Prefetching is a computer process that anticipates what data a user will need and loads it into memory before it's requested. This can speed up a user's experience by reducing the time it takes to launch applications and access data

- 🌿 Press the windows key [⊞] + [R] on the keyboard
- 🌿 In the "Run" window that pops up, type [prefetch] +[ENTER]
- 🌿 Click "continue" to access the folder with Administrator rights
- 🌿 Press [CTRL] + [A] to select all the files in the folder
- 🌿 Press [SHIFT] + [DEL] to permanently delete the files
- 🌿 If the "file in use" popup appears, click on "Skip"

### "Temp" and " %temp% "

The two Temp folders mentioned are not same. The first "Temp" folder is related to windows temporary data. The second "Temp" is a temporary folder which is used to store the application related data (Not operating system data). If you update any application (say Firefox) the application is downloaded to this temp folder and then installed and then the setup file is deleted. It is just used as a garbage space for some application related activities.

### Temp

- 🌿 Press the windows key [⊞] + [R] on the keyboard
- 🌿 In the "Run" window that pops up, type [temp] +[ENTER]
- 🌿 Click "continue" to access the folder with Administrator rights
- 🌿 Press [CTRL] + [A] to select all the files in the folder
- 🌿 Press [SHIFT] + [DEL] to permanently delete the files
- 🌿 If the "file in use" popup appears, click on "Skip"

### %temp%

The percentage sign (%) represents zero, one, or multiple characters before and after the name. It will search for temp names regardless of the characters present before and after the temp name. It's like regular expression in SQL.

- 🌱 Press the windows key [⊞] + [R] on the keyboard
- 🌱 In the "Run" window that pops up, type [%temp%] +[ENTER]
- 🌱 Click "continue" to access the folder with Administrator rights
- 🌱 Press [CTRL] + [A] to select all the files in the folder
- 🌱 Press [SHIFT] + [DEL] to permanently delete the files
- 🌱 If the "file in use" popup appears, click on "Skip"

### **Cleanmgr**

Its purpose is to free up disk space on your hard drive. "Cleanmgr" will search and analyze your hard drive for files that are no longer needed, then it automatically removes those files. cleanmgr.exe stands for cleanup manager.

- 🌱 Press the windows key [⊞] + [R] on the keyboard
- 🌱 In the "Run" window that pops up, type [cleanmgr] +[ENTER]
- 🌱 Select all the checkmarks on the pop-up screen and click OK
- 🌱 Click "delete file" at the prompt

### **Wsreset**

This action will clear the browser history

- 🌱 Press the windows key [⊞] + [R] on the keyboard
- 🌱 In the "Run" window that pops up, type [wsreset] +[ENTER]
- 🌱 Close browser when done

### **Mdsched**

The Memory Diagnostic Tool will check the RAM in your computer for errors. Windows Memory Diagnostics is a tool that can help you troubleshoot and fix memory problems. You may see the "Hardware problems were detected" error message when trying to run the tool.

- 🌱 Press the windows key [⊞] + [R] on the keyboard
- 🌱 In the "Run" window that pops up, type [mdsched] +[ENTER]
- 🌱 The Windows Memory Diagnostic pop-up window will appear
- 🌱 Click the "→Restart now and check for problems (recommended)" option
- 🌱 After restart the Windows Memory Diagnostic Tool will appear
- 🌱 Press [F1] for the option screen

- 🌱 The default selection is "Standard"
- 🌱 If your computer runs slower than usual, select "Extended"
- 🌱 Press [F10] to Apply and exit
- 🌱 The computer will restart automatically
- 🌱 Test results will display after logging in via a system pop-up window
- 🌱 If you see the "Hardware problems were detected" message, contact a qualified computer technician

### File manager

Open the file manager/explorer app on your computer and do the following:

#### Clear redundant system downloads files

In the Navigation Pane, follow the path:

- 🌱 This PC>Local Disk(C:) >Windows>SoftwareDistribution>Download
- 🌱 Press [CTRL] + [A] to select all the files in the folder
- 🌱 Press [SHIFT] + [DEL] to permanently delete the files
- 🌱 Select "Yes" to permanently delete the files
- 🌱 If prompted to access administrator rights, click "Yes"
- 🌱 If the "file in use" popup appears, click on "Skip"

### Clear DNS<sup>1</sup>

#### Ipconfig /flushdns

"Ipconfig /flushdns" is a command used in the Windows command prompt to clear (flush<sup>2</sup>) the DNS cache on your computer, essentially forcing it to refresh its stored website addresses and re-resolve them when you try to access a site; this can be helpful if you're experiencing issues with website access due to outdated DNS information.

- 🌱 Right-click on the Start menu and select "Search"
- 🌱 Search for "Command Prompt".
- 🌱 Open "Command prompt and choose the "Run as administrator" option
- 🌱 When prompted "Do you want to allow this app to make changes to your device", click on "Yes"
- 🌱 Type [ipconfig /flushdns] and press [Enter]
- 🌱 A message will appear to indicate if the flush was successfully completed
- 🌱 Close the Command Prompt window

<sup>1</sup> *DNS stands for Domain Name System. It's a system that translates domain names like "www.google.com" into IP addresses like "74.125". DNS is a vital part of the internet's infrastructure, and it's similar to a phone book.*

<sup>2</sup> *Flushing DNS does not change your actual DNS settings, only the cached information.*