

## PC maintenance: Cleanup V3.0

The user is responsible for his computer back-up and maintenance. To make this a lot easier, install \* the free tools which are described below and include tips. Use the given order below to get the best results.

1. Free Lavasoft Ad-Aware v8.x
2. Free Internet Windows Washer (Eusing)
3. Free Register Cleaner (Eusing)
4. Cleaning up Windows system folders
5. Free Power Defragmenter (defragment harddisk)
6. Making a Back-up (introduction)

### 1. Lavasoft Ad-Aware v8.x

A lot of today's programs are containing so called "spies" or "ad- or malware", which have a goal to collect data from your system. These can be private things as passwords etc., which might be transferred over the Internet. They can also slow down your PC. Ad-Aware will recognize them and is able to remove them. Start Ad-Aware and **update** the definitions within the WebUpdate menu or Scan Menu. When the definitions update is ready, go to the Status main menu and click the "Scan" button. There are three types of Scans to choose from: **Smart Scan**, **Full Scan** etc. In normal cases, the **Smart Scan** mode is very suitable, but if critical items are found, it is wise to do a **Full scan** too. Click the "Scan" button. When ready, you are directed to the scan results page. When ready, click the "Finish" button and quit Ad-Aware.

### 2. Eusing Free Internet Window Washer:

Microsoft Windows is made in a way, that it saves a huge amount of data from what the user did and when a program or Windows hangs, some files are not deleted. All this 'crap' is saved somewhere on the system. This way the system will be filled with useless trash. This program is able to remove a lot of those files, without need to do complex things. The user needs to adjust the relevant items and programs to be cleaned

just ONCE by clicking the "Wash Settings" on each tabbed page. Check only the tools and programs which are installed (use your brains!). Click after start the button "Skip", when using the free version. After that select the button "Wash Now". When the scan is ready, you can Exit this program by clicking the Exit button (left-below).

### 3. Eusing Free Register Cleaner:

This program removes not existing, wrong and old Windows registry entries. Click after start the button "Skip", when using the free version. Start the scan, by selecting the button "Scan Registry issue". When the scan is ready, you can click on "Repair Registry issue" and Exit the program by clicking the top right red box with white X. The program has an option to save the registry through the menu Files and select "Backup full registry" before scanning and repairing. When strange things happen after restart of the system, you can restore the made registry backup and recheck or clean the registry on a more selective (manual) way by deselect some specific registry entries. Once in a while you may want to cleanup the backup files: Delete in the installation folder of 'Eusing Free Registry Cleaner' all the files which are in the Backup folder.

#### 4a. Removal of the Windows Update files.

**Only when your system works without problems**, You can also delete the Windows Update installation files which can take up a lot of space. Be sure that you are using an account with Administrator rights and when using Windows Vista or Windows 7, that you (temporary) lower or switch off the User Account Control. Start the Windows Explorer and go to the Windows Folder. Take care that all files and folders are (temporary) visible (Menu Tools, Folder options, View: Check the "Show hidden files and folders"). **Windows XP/2000:** Select all folders and files which have a preceding \$-sign and delete them with the key-combination Shift + Delete. Remove also all files starting with KB and ending with .log like KBxxxxx.log. **For all Windows:** Remove in de folder Windows \ Software Distribution \ Download, all files and folders. You may now eventually set back the folder options to your default setting again by un-checking the item (see above).

#### 4b. Removal of System Restore files:

**Only when your system works without problems**, you can also remove the System Restore files. This might cleanup a **huge** amount of space. Go to the (My) Computer icon on the desktop and select properties with a right mouse click. Select the tabbed page System Restore. In XP check the "Turn off System Restore on all drives" and click Apply. Wait till the harddisk activity is gone (led) and un-check than the "Turn off System Restore on all drives" and click Apply again. When preferred, you can now adjust each partition again for disabling Monitoring or to set the max. amount of restoring space. Put the monitoring always to on for the partition which contains Windows! Windows Vista and Windows 7 have a far more easy procedure. There you can easily set the Monitoring to on/off for each partition by just checking / un-checking them. **Do not forget to make a new System Recovery Point after cleaning up.**

#### 4c. Cleanup System files (Disk Cleanup):

The next cleanup action can be done by double clicking '(My) Computer' and select the System C: harddisk partition by using the left mouse button. In the 'General' tab, click the 'Disk Cleanup' button. Check all items in the list, but except the 'Office Setup files' and 'Compress old files' and click the button 'Cleanup System files' or 'OK', depending on the installed version.

#### 4d. If available, cleanup Symantec Anti Virus

Windows 2000/XP: in folder Program Files / Common Files / Symantec Shared / Virusdefs. If present, delete the xxxxx.tmp folders and files and the oldest folders which have a date as filename. But keep the most recent one! In Windows Vista / Windows 7, in folder ProgramData / Symantec / Definitions / Virusdefs. If present, delete the xxxxx.tmp folders and files and the oldest folders which have a date as filename and keep the most recent one!

## 5. Free Power Defragmenter

Power Defragmenter defragments the harddrive much better and is easy to use. It will speed up the harddisk access. This program combines several file defragmentation aspects: Files will be placed in one piece and not parted in sections all over the harddisk. Use version 3 for Windows Vista en 7. Windows 2000 or XP can use version 2. The version 3 works in 3 steps and version 2 works in 2 steps. When using this program, it is not needed to use the Windows defragmentation program, **and do NOT use any defragmentation program on a SSD (Flash) type harddrive.**

Start Power Defragmenter, click 'Next', choose the TriplePass™ mode (version 3) or PowerMode™ (version 2) and click 'Next' again. Select the harddisk (partition) you want to defragment and click 'Defragment'. The harddisk will now be defragmented. When using this program for the first time or when there has been a lot of changes on that harddisk (partition), it can just take a while. When using this program regularly, it will be much faster! Use this program for each harddisk (partition).



- **Updating:** Ad-Aware and Antivirus programs have the important ability to update the definitions via the internet. Please, update these regularly.

Tips:	Register Cleaner:	Use min. once a week/month *** recommended.
	Free Internet Washer:	Use min. once a week/month *** recommended.
	Ad-Aware / Anti Virus:	<u>Minimal</u> once a week updating and scanning.
	Defragmentation:	Once a week/month *** recommended.

\*\*\* Minimum recommendation: Daily users, once a week and others once a month.

## 6. Making back-up's (Introduction).

Besides cleaning up the PC, making a System Back-up is also important. There are several suitable packages to make Back-up's: Norton Ghost, Acronis True Image Home or Windows Back-up. Windows Back-up can be available in the Windows installation of Windows Vista and Windows 7. They can make compressed harddrive partition backups to another harddisk partition or directly on DVD's. To restore a back-up, you need to have a suitable bootable CD with the backup software. A back-up can be made in Windows and from a specific bootable CD.

Norton Ghost 2003 can be used for older IDE only systems for harddisk and CD/DVD. For systems with an SATA type harddisk, use Norton Ghost 8.x or Ghost 11. Ghost 11 and 11.5 are suitable for Windows Vista. Norton Ghost 15 and Acronis True Image Home 2010 and the build-in Windows Backup are suitable for Windows 7 too. Although the Windows backup tool images are 1.5 x the size of the Ghost 15 images!

When you want to backup or restore a backup from CD / DVD, some PC systems (mostly the recent Windows Vista and Windows 7 installed ones) can give problems when the used CD / DVD player/burner is of an SATA type, because there are no DOS SATA drivers available. Because of this, you might need to change some settings in the BIOS to take care of the SATA emulation only during the image restore from CD / DVD's. When the restore is ready, the BIOS settings must be set to their normal values before rebooting Windows. Even this is mostly not possible on

modern systems with an EFI compatible BIOS: We better use a BootCD which is using a form of the Windows PE (Pre-installed Environment Vista/W7) with the needed Backup and Restore programs: Like Norton Ghost 15 and Acronis do. [More info is available in the Making Backup pdf.](#)

### **Addressbook and documents**

It is recommended to make a copy of your addressbook from time to time, by exporting it and do not forget also to make a backup of your most important documents and pictures. It is much better to change the path of your documents folder to another harddisk partition (e.g. by moving the (My) Documents folder). USB-Flash memory and DVD / CD's are quite cheap these days and because of this, there is no good reason NOT making backups at a regular basis. Better more often than never!

### **Is the Windows startup slow and is Microsoft Office installed?**

When the Windows startup is very slow, to the moment that it is fully ready: Check if the WebClient service status is still "Starting ...". Go to Start menu, Settings, Control Panel and double click the icon of the Administrative Tools. Run Services and search the WebClient service. Select it, right click the mouse and choose properties. Set the Startup type to Manual. Reboot the system and check if it is faster in booting.

### **Windows starts with 'Preparing desktop' ? (Windows XP, Vista, 7)**

Did the system start with a temporary profile? When getting this message, log-off and log-in again. If this does not help, restart your system and if this is of no help either, restore an older 'System Recovery point'. If this still does not work, restore a System back-up.

### **Windows has sudden problems or hangs or restarts regularly?**

First think when this problem started! Was there any change? > New hardware drivers, connected devices... If so, put the older drivers back or disconnect devices. When this does not help, restore an older System Recovery point from a time when everything worked fine. If that does not solve the problem, restore a System back-up.

## Making a copy of Email en Browser settings and data

To make a copy of the settings and data of the Mozilla Thunderbird (email) en Firefox (browser), we recommend the program MozBackup. Although the program is quite easy to understand, there is a simple manual for this program available on my server.

**Disclaimer:** The user is fully responsible for all the described actions taken. The writer of this document can not be held responsible in any way for (wrong) actions taken by the user.

General note Windows 64bit:

\* Using a 64bit Windows version, the 32bit programs will be installed in the 'Program Files (x86)' folder. The 64bit programs are installed in the 'Program Files' folder. 32bit programs are emulated with SysWow64.

Links to the used tools and programs:

Eusing Free Registry Cleaner:

[http://www.eusing.com/free\\_registry\\_cleaner/registry\\_cleaner.htm](http://www.eusing.com/free_registry_cleaner/registry_cleaner.htm)

See also the links to other (translated) language files.

Free Internet Window Washer:

[http://www.eusing.com/Window\\_Washer/Window\\_Washer.htm](http://www.eusing.com/Window_Washer/Window_Washer.htm)

See also the links to other (translated) language files.

Free version Lavasoft Ad-Aware:

<http://www.lavasoft.com/single/trialpay.php>

Power Defragmenter and needed contig.exe:

<http://www.softpedia.com/get/System/Hard-Disk-Utils/Power-Defragmenter.shtml>

<http://www.softpedia.com/progDownload/Contig-Download-40913.html>

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