

# COMPUTER UPDATES & MAINTENANCE

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## 1. General

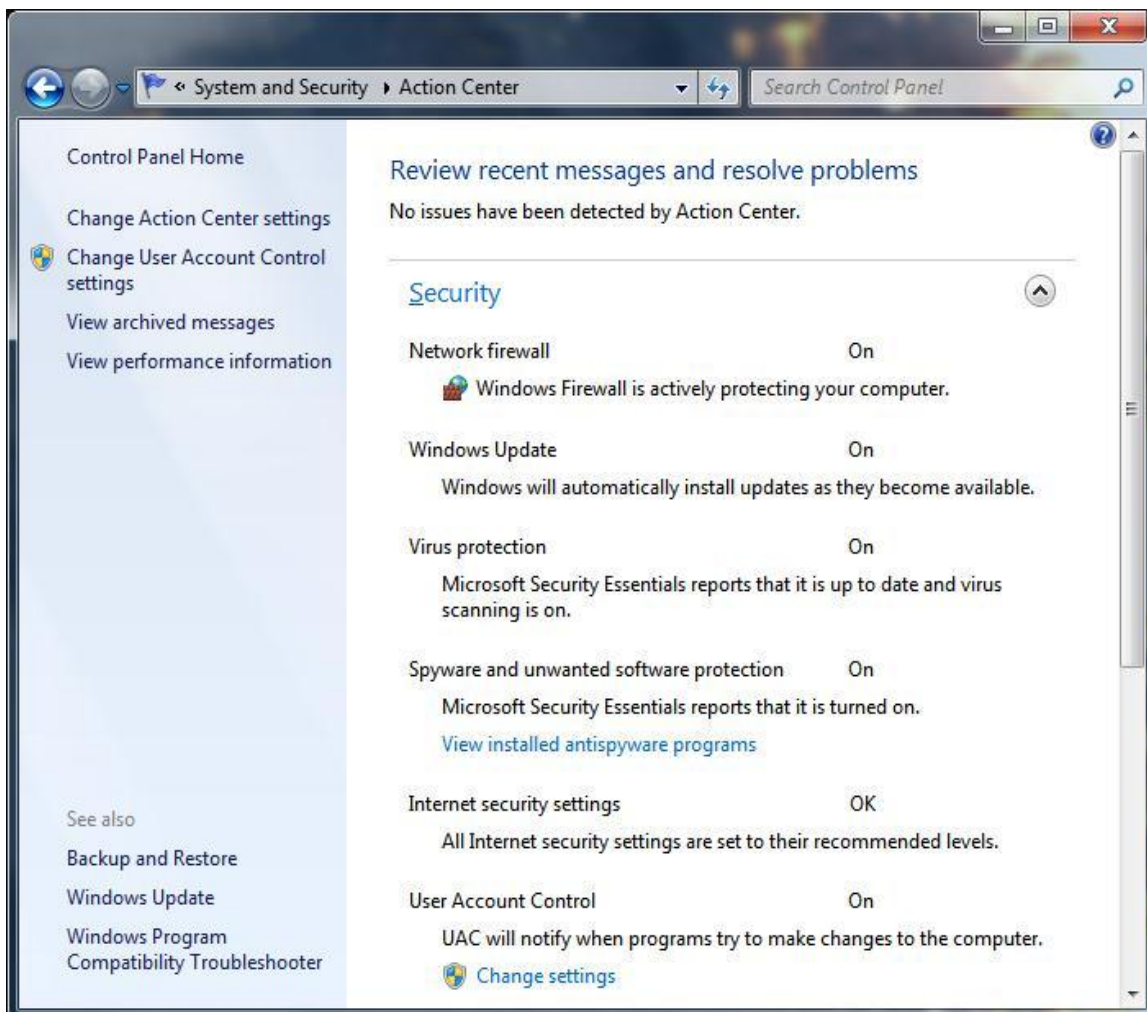
Have you noticed your computer alerting you to install Windows updates? Why did that icon in the system tray appear asking for an update? Your Windows operating system, third-party applications and security software all require updates from time-to-time to stay safe and functional. Updates are downloaded from the Internet and installed on your computer on a routine basis.

## 2. Types of Microsoft Windows Updates and proper Computer Setup.

Follow the figures below and be sure all tools are turned on. In the case of XP, there should be no YELLOW or RED categories.

Windows 7 -----

HOW: Control Panel, Category View, System & Security, Review your computers status.



Windows XP -----

HOW: Control Panel, Security Center.



### 3. Third Party Updates

The usefulness of the computer depends on many software programs from other vendors. For example: Adobe Flash and PDF reader, Sun Java, Anti-Virus programs, Music players, HP and other vendor updates, etc. Many programs announce themselves by popping up update notices in system tray. You may also open a particular application and check for updates in the HELP menu.

### 4. Built-In Utilities

- a) Disk clean-up ----- Windows system file “Disk Cleanup”. XP: Programs, Accessories, System Tools. Windows7: Start, Disk Cleanup.
- b) File check ----- (My)Computer, C: properties, Tools, Error Checking.
- c) Defragmentation ----- (My)Computer, C: properties, Tools, Defragmentation.
- d) File Back-up ----- (My)Computer, C: properties, Tools, Backup.

5. Commercial Utilities for advanced users. (Note: improper use of these utilities can damage your computer.)
- a) CCleaner – [www.piriform.com/ccleaner](http://www.piriform.com/ccleaner) - removes unwanted files.
  - b) Uninstall – [www.revouninstaller.com](http://www.revouninstaller.com) - More complete uninstall of programs than is possible with the Windows tools.
  - c) Defragmenters – [ultrafrag.sourceforge.net](http://ultrafrag.sourceforge.net) – deluxe defragmentation of hard drive.
  - d) Update Watchdog – [http://secunia.com/vulnerability\\_scanning/personal](http://secunia.com/vulnerability_scanning/personal) - The Secunia Personal Software Inspector (PSI) is a FREE security tool designed to detect vulnerable and out-dated programs and plug-ins which expose your PC to attacks..