



Burgess Computer Services

32 Mereside, Soham, Ely, Cambs, CB7 5XE
Tel: 01353 722217 Mob: 07986 281818 Fax: 08714 331468
neil@burgesscomputers.co.uk www.burgesscomputers.co.uk

Speeding up your computer

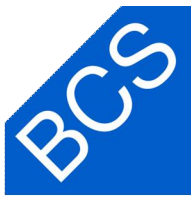
BEFORE STARTING ANY WORK ON YOUR COMPUTER, MAKE SURE YOU HAVE AN UP TO DATE BACKUP OF ALL YOUR DATA, MAKE SURE YOU ARE HAPPY DOING THESE TECHNIQUES, IF NOT CALL AN EXPERT.

Couple of things that can be done by computer engineers

- 1) **Add more memory** – Most computers don't have enough memory to run, and spend more time swapping programmes in and out of memory than actually processing your requests, the minimum amount of memory for any computer is 512mb, and ideally 1gb, adding more memory will make the biggest difference to a computer. And costs very little, must upgrades and under £25.00
- 2) **Wipe PC and reinstall it** – If you have been installing lots of programmes, got viruses, and had your PC a couple of years, a wipe and reinstall back to how it was purchased will remove all the clutter from it, and restore it to it's original speed and glory.

Things that can be carried out by users.

- 1) **Defragmentation of disk** – Makes all files all together on the disk instead of bits of files all over the disk.
 - Double click on "My Computer"
 - Right click on disk, and then select properties from drop down menu.
 - Click on the tools tab, and select defrag disk, and follow prompts
- 2) **Error Checking disk** – Makes sure there are no errors on your disk
 - Double click on "My Computer"
 - Right click on disk, and then select properties from drop down menu.
 - Click on the tools tab, and select error checking disk, and follow prompts
- 3) **Disable indexing** – Disable the search indexing service, only useful if spending all day searching your PC
 - Double click on "My Computer"
 - Right click on disk, and then select properties from drop down menu.
 - Click on the General tab, untick indexing this drive for faster searching, ignore any errors about unable to access files)
- 4) **Disk Cleanup** – Remove all unwanted junk and files from your computer
 - Double click on "My Computer"
 - Right click on disk, and then select properties from drop down menu.
 - Click on the General tab, and select disk cleanup button, follow prompts (DO NOT TICK COMPRESS UNUSED PROGRAMS & FILES on Windows XP)
- 5) **Remove unused software** – A lot of programmes use resources even when not is use, so remove any you will not need or use again
 - Click on "Control Panel"
 - Click on Add remove programme (Windows XP) or programmes and features (Windows vista).



Burgess Computer Services

32 Mereside, Soham, Ely, Cambs, CB7 5XE
Tel: 01353 722217 Mob: 07986 281818 Fax: 08714 331468
neil@burgesscomputers.co.uk www.burgesscomputers.co.uk

- 6) **Removal of temp internet files** – Internet Explorer saves all allsorts of info
 - From within Internet Explorer click on tools menu
 - From the dropdown select “Internet Options”
 - From the “general tab” press the delete button in the section “Browser history”
 - Then Select the options to delete or select the delete all button
- 7) **Scan disk for virus, spyware, adware** – Make sure you system is free from nasty’s, by making sure your anti virus software is up to date, and running correctly
- 8) **Don’t run multiple virus scan/spyware programmes** – Running multiple anti virus programmes from different suppliers just wastes resources, and causes more problem then it fixes, have one good multi function suite “Internet security package”
- 9) **Avoid loading extra tools and gadgets, such as Google desktop, or index** – Again these use lots of resources and most users don’t really use them, so don’t load them, watch they don’t get loaded with other programmes, IE uptick the box to install them
- 10) **Don’t install unnecessary software from magazines to try stuff, unless you really want to use it** – If you don’t want it don’t load it, every time you load a new piece of software your system will get slower.