

Computer Maintenance.

Scandisk and Defrag:

Before using scandisk, **End Task** all TSR's except Explorer and Systray!
To do that,
hit the Ctrl, Alt and Delete buttons on your keyboard all at the same time!
Then highlight an item and push the **End Task** button.

Warning:

Some programs do not want to End Task the first time. Then, do it again!
Until the only tasks still running are Explorer and Systray.

However, the best Way to have no tsr's running, is to run Scandisk and Defrag in **Safe-Mode**! At Bootup, hit the F8 Key after the Beep.
Or, hold down the Ctrl. key while booting.
Select Safe-Mode and hit Enter, OK.

Also, **Turn off the screen saver Program!**

To do that: Click Start, Settings, Control Panel, double click Display. Click the Screen saver Tab. Click the down arrow in the screen saver section, scroll to NONE and click. Click the Apply and OK button.

Using Scandisk:

Go to Start, Programs, Accessories, System Tools, Scandisk.
Highlight the Drive you want to work on, then click the Start button.

The Defrag program:

The Defrag program should be run right after Scandisk is done!

To do that:

Click Start, Programs, Accessories, System Tools, Disk Defragmenter.

Select the Drive you are working on! Click OK

Now the process is started, get a cup of coffee and wait!!!!

Note: The time it takes to do that task, depends on the size of the Drive.