



North Spencer County School Corporation Technology Tips

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Robert Moore, Webmaster, etc.

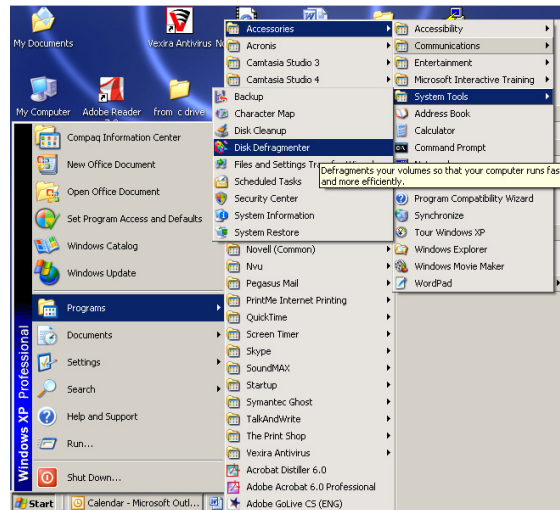
Speed Up Your Computer: Step 3, Defragment

If you recall, we went through two steps to speed up a sluggish computer. In Step 1, we deleted your temporary Internet files. In Step 2, we deleted your temporary computer files (if you were brave). Now, we're going to defragment your hard drive.

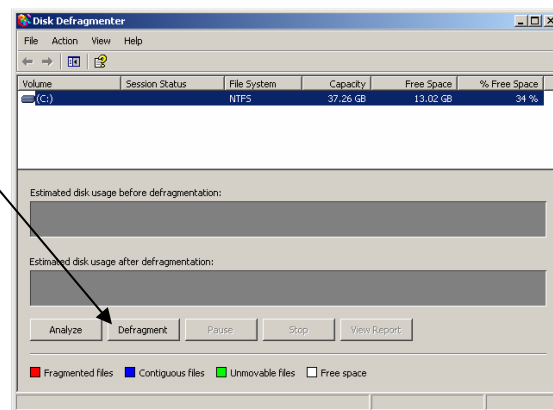
Basically, we're going to tell the computer to compact its files the best it can to eliminate some of the electronic "spaces" between them. Then, the computer won't have to take so long to look for any particular file or program you're trying to open.

Here's what you do:

1. On your Desktop, click on **Start**, then slide the cursor up to **Programs**, then over to **Accessories**, then **System Tools**, and then finally **Disk Defragmenter**.



2. The Disk Defragmenter window will appear. Click the **Defragment** button.
3. Then, you can either watch it defragment or go do something else for a while. I'd recommend doing something else for a while. 😊 (Grade some papers, clean the garage, or whatever.)



4. When it's done, you'll see a graph on the screen that will show you the "before and after." It wouldn't hurt to run the Defrag. once per month. If you haven't done it in a while, you might run it several times in a row to get things good and compacted.