

Item	Procedure
1. Computer Profile	Belarc Advisor creates a detailed profile of your installed software and hardware, including Microsoft Hotfixes, and displays the results in the web browser. This is a free download at: www.belarc.com/free_download.html - generate a current system profile report using Belarc Advisor - save as a file or print the report for reference
2. Clean Up Files	CCleaner removes temporary and junk files that build-up on the computer hard drive. This is a free download at: www.piriform.com/ccleaner - click on Cleaner, click Run Cleaner
3. Check Hard Drive	** Warning: Do not run this if your computer uses a Solid State Drive (SSD) ** Check Disk (chkdsk) may take an hour to complete - click on This PC, right-click on C: drive > Properties > Tools > Error-checking > Check - checkmark both "Check disk options", then click "Start" - restart the computer to initiate Check Disk - do NOT cancel or interrupt the Check Disk process
4. Defrag Disk	** Warning: Do not run this if your computer uses a Solid State Drive (SSD) ** Defrag Disk may take an hour to complete - click Start > type defrag > click Disk Defragmenter in list
5.	

Month	Date				
Jan					
Feb					
Mar					
Apr					
May					
Jun					
Jul					
Aug					
Sep					
Oct					
Nov					
Dec					

*** record the date each time maintenance is performed*

PC Innovation will not accept any responsibility for loss of computer data or software, however caused, including any alleged loss sustained during the use of Computer Preventive Maintenance..