

# Routine Maintenance - *Run once a month*

## 1) Restart your computer

## 2) Run Ninite to update all programs.

Double click on the Ninite icon on your desktop.

This will update all the maintenance programs.

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

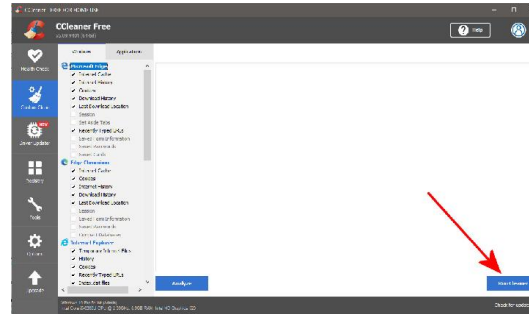
## 3) Run CCleaner - run this to get rid of all of the pesky temporary files

a) Close all programs

b) Start CCleaner

c) Click on Run Cleaner in the lower right corner of the program (see image).

When it's complete, click on Run Cleaner a 2<sup>nd</sup> time.



## 4) Run Malwarebytes - run this next to get rid of anything BAD left over, IMPORTANT PROGRAM

Start the program from the shortcut on the Desktop (patience...it takes a while to open)

NOTE: If you are shown a dialog box about a 'trial expired', then do the following first.

Open Malwarebytes, and X out of the dialog box (if you see it)

Click on the gear icon at the top (between the bell icon and the ? icon), Click on Account.

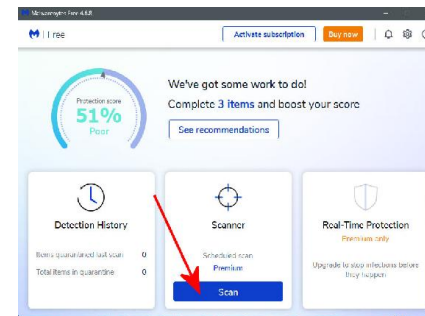
Click on Deactivate in the column for License Key

All done. Close and reopen the program and you'll be all set.

Click on the blue SCAN button.

A) Click on the button for “Quarantine” to get rid of any infections if the scan found issues. Then run Malwarebytes a second time.

B) If nothing is found, click **Done**. Then close the program

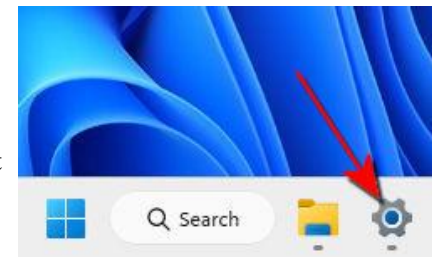


## 5) Computer Updates - check for computer updates

Click on the Settings icon (the cog wheel on the taskbar)

Scroll to the bottom and click on Windows Updates, then Click on Check For Updates.

Do NOT turn off computer until all updates are completed. Restart computer if instructed to do so in the list



For TeamViewer Assistance, look for this icon on your desktop →



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