

USING CCLEANER TO OPTIMIZE YOUR SYSTEM

CCleaner is a cleanup program that removes unnecessary files from your PC. This allows your PC to work more efficiently and also removes a potential privacy risk. These unnecessary files are created on your computer as temporary files or working files by Windows itself, or by other programs you use, such as your Internet browser. These files are not essential and can be safely removed.

CCleaner will also optionally remove files on your PC that contain private information that you may not want others to see. An example is your browser history file, which records all the websites you've visited. CCleaner gives you the option of erasing this historical information from your PC. And it's not just for your browser. CCleaner can remove private information that is stored in more than a dozen commonly used programs, including Firefox, Opera and other browsers.

Installation

1. Download the program to your Desktop using this download link.
<http://www.piriform.com/ccleaner/download>
2. Select the Free version.
3. When the gold band appears at the bottom of the screen, click Run.
4. Once a security scan has completed, click Run again if necessary.
5. Follow the steps of the program's installation wizard.

Usage

1. Double-click the CCleaner icon on your desktop. This will bring up the screen containing the cleaning options.
2. Just accept the default options, but if you are particularly concerned with the privacy issues, you may want to check some or all of the unchecked boxes as well. Before you do, however, just be aware that your browsing and program history will become irretrievable, and that may be inconvenient. If you consult your Internet browsing history often and find that your browser's web address auto-complete feature is handy, both of these features will be lost if you erase all stored browser information by checking all unchecked boxes.
3. Don't check any of the unchecked boxes in the *Advanced* section.
4. Once you've set your required Windows cleaning options, click on the *Applications* tab and select the cleaning options for the programs on your PC.
5. **Again, most of us can safely accept the default values.**

6. Once this is done, click on the *Analyze* button at the bottom of the CCleaner screen. This will show you which files will be deleted using the cleaning options you've selected. It will also show you the amount of disk space that will be freed when you delete these files.
7. If you're happy with this, press the *Run Cleaner* button at the bottom of the screen, and the listed files will be deleted.
8. In addition to cleaning out unneeded files, CCleaner will also clean up the **Windows Registry**.
9. CCleaner will sort out any major issues with your registry and do so safely.
10. To use CCleaner's registry cleaning function, click the *Registry* icon in the left hand toolbar. You will see a special registry screen.
11. Don't change the default cleaning options. Click the *Scan for Issues* button at the bottom of the screen. Once the scanning is complete, click the *Fix All Selected Issues* button.
12. CCleaner will give you the option of creating a **backup** and you should accept this option. Note the name and location of the backup file. (If your computer is not functioning correctly after the registry cleanup, you can restore the registry to its original condition by double-clicking the backup file.) Once you have saved the backup file, click the *Fix All Selected* button and you are finished cleaning your PC.

Most experts recommend that you clean your computers' hard drives at least once a month.