

# **WHAT ARE TEMPORARY FILES? HOW DO YOU DELETE THEM? WHY SHOULD YOU CARE?**

Temporary files (also called "temp files") usually have filenames that end with the extension .TMP. Though they share the same file extension, temporary files can be created by many different programs. This can make it difficult to figure out what program created a specific temp file, or even where the file came from.

## **WHY ARE TEMP FILES CREATED?**

Programs create temporary files primarily for backup purposes. Many programs, such as those included with Microsoft Office, will save a temporary version of a file every few minutes while the original file is open. Then if you have not saved the file and the program unexpectedly crashes or the computer shuts down, there will be a temporary file that was recently saved. Temp files are typically deleted automatically when the program is closed normally, but if the program quits unexpectedly, the temp files are not deleted.

However, some temp files are left behind even when a program is closed correctly. This may be due to programming errors that cause temporary files to not be correctly disposed of when an application is terminated. These files can accumulate on your hard drive without you even noticing.

Finally, Web browsers, such as Microsoft Edge, Internet Explorer, or Google Chrome, create "Temporary Internet Files" to store user data, including cookies, images from visited Web pages, and the user's browsing history.

These methods used in combination will locate and remove most temporary files.

### **Method 1:**

1. Go to Settings (Windows + I)
2. Click on System
3. Click on Storage
4. Click on This PC
5. Click on Temporary Files

### **Method 2:**

1. Go to Settings (Windows + I)
2. Type "Disk Cleanup" in the search box at top of Settings.
3. Select the disk drive that you want to clean (usually Drive C).
4. Disk Cleanup utility will appear as a dialogue box.

5. Place checkmarks to clean up both temporary files and temporary internet files.
6. You can right-click on any of the other options in order to open its description at the bottom of the dialogue box.
7. Now click on *Cleanup System Files* and follow the same procedure.

Method 3:

1. Press Windows key + R (for run).
2. Type %temp% in the run box.
3. This action will take you to PC>Drive C>Users>”owner”>AppData>Temp folder.
4. Delete all files in the Temp folder.

Method 4:

1. Type Windows + R
2. Type *Prefetch* in the Search box.
3. This action will take you to PC>Drive C>Windows>Prefetch.
4. Delete all the files in the Prefetch folder.