
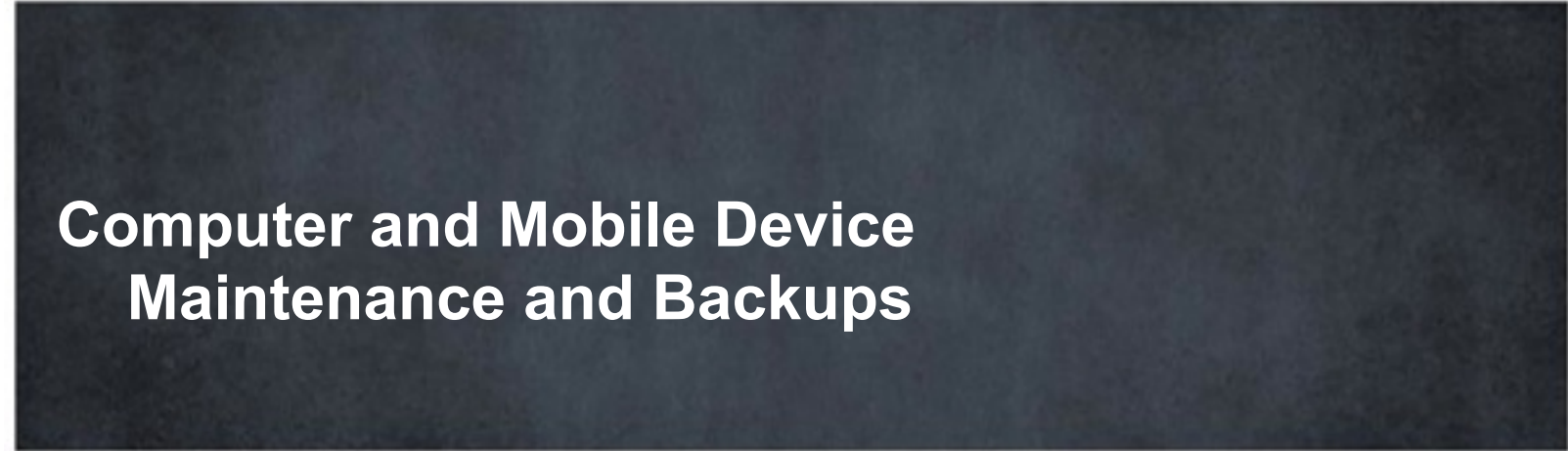




Southeast Coastal Computer Club 



**Computer and Mobile Device
Maintenance and Backups**



Presenter: Charles Murphy

Overview



Additional Questions and Points of Reference





Computer Maintenance

Cleaning, Hardware, and Software

Cleaning the Hardware



- Clean about every 2 months
- Never spray any liquid onto the computer.
- Turn off before cleaning
- Canned air or vacuum with nozzle

Cleaning Frequency



Every Two Months

Just a guideline if you have kids, smoke or eat around your computer or keep it on the floor you may have to clean more frequently.

Computers + Liquids = ☹️



Avoid Liquids

Use moist towels or wipes (avoid treated cloths on screens).

Computers Need Downtime Too



Turn Off & Clean

A good practice when using your computer is to reboot the system on a routine basis. Plus cleaning with the machine off means nothing is moving.

Update Software



Best Practices

- Check for unused software
- Check for updates
- Remove unneeded startup programs
- Update drivers

Update Software



Just like dust....

We have a tendency to collect software. Sometimes for specific one-time uses or without our knowledge. Do a software inventory every few months.

Update Software

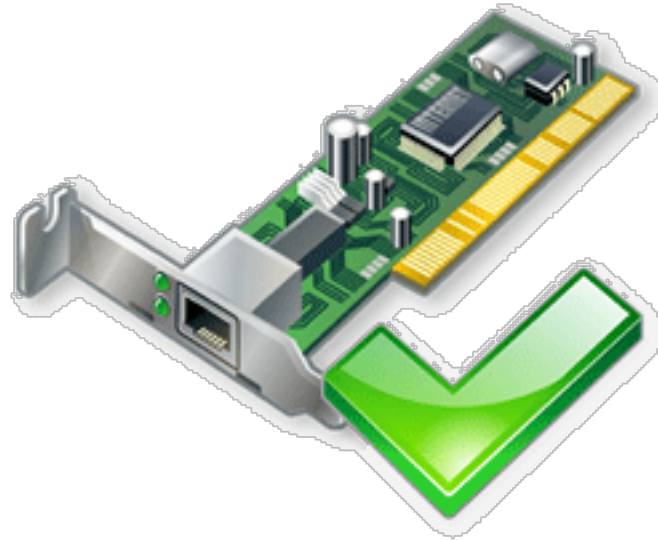


Programs have updates too

Just like windows, program authors are often updating their software to fix bugs or address performance issues. You could check every software, but consider using an update checker.

<http://www.filehippo.com/updatechecker>

Update Drivers



Don't Take Drivers for Granted

Drivers are important software that tell your operating system how to interact with the hardware. Ignoring the important driver updates can lead to problems down the road.

<http://www.driverupdate.net/download.php>

Malware and Viruses



Safety and Protection

- Install an effective virus/malware scanner
- Schedule regular checks or scans
- When in doubt scan it!
- Use alternative web browsers and Adblock Plus

Malware and Viruses



Schedule Regular Checkups

Protection does no good if you don't use it and nothing is more tedious than waiting for a scan to finish. Set your scanner to scan your computer at least once a week when you are asleep or away.

Malware and Viruses



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Safe Web Surfing



Internet Explorer Alternatives

Due to its popularity, IE can be slow, easy for spyware installs, and a number of security flaws. Consider alternative web browsers such as Mozilla Firefox and Google Chrome.



Smartphone and Tablet Maintenance

Apple, Android, and Kindle



Backup Solutions

Local vs Cloud Backup

Manage Risk of Data Loss



- Configure automatic backups
- Leverage the cloud
- Use Previous Versions

BACKUP SOLUTIONS

- » Windows Backup
- » Apple Time Capsule
- » CARBONITE





QUESTIONS AND COMMENTS

COMPUTER MAINTENANCE AND BACKUPS



THE END

