

Chapter 2nd [Utilities]

Disk Cleanup:- Disk Cleanup is a Microsoft software utility first introduced with Windows 98 and included in all subsequent releases of Windows. It allows users to remove files that are no longer needed or that can be safely deleted. Removing unnecessary files, including temporary files, can help to speed up and improve the performance of the hard drive and computer.

Disk Cleanup can delete temporary Internet_files (associated with Internet Explorer), downloaded program files, and offline webpages. Disk Cleanup also allows you to empty the Recycle Bin, delete temporary files, and delete thumbnails.

Run Disk Cleanup in Windows XP

Click **Start**>>Go to All Programs>>Go to Accessories>>Go to System Tools>>Click Disk Cleanup.

Run Disk Cleanup in Windows 7

- Click Start>>Go to All Programs > Accessories > System Tools.
- Click Disk Cleanup.
- Choose what type of files and folders to delete at the Files to delete section
- Click OK.
- To delete system files that are no longer needed, click Clean up system files. We may be prompted by UAC (User Account Control) to confirm the action.
- Click Delete Files.

Run Disk Cleanup in Windows 10

- Type Disk Cleanup in the Search Bar>>Press **Enter**
- At the **Drives** list, select which drive we want to run Disk Cleanup on
- Select which files we want to delete
- Click **OK**
- Click **Delete files**
- To delete system files that are no longer needed on our computer, click **Clean up system files**.

Assignment:-

- 1-What is Disk Cleanup Explain?
- 2-Write steps of Disk Cleanup in Windows XP.