CREC IT TRAINING

HOW TO MAINTENANCE YOUR DEVICES

IT TRAINING

- How to check your internet speed
- Clearing your browser history on chrome
- Deleting Windows temp files for Windows
 10
- General disk clean up
- **Scanning your hard drive**
- Optimizing your device
- Creating a Vipre scan
- How to check if your device is running Windows 11
- Rolling Back to Windows 10

- Windows Updates
- Dell Drivers & Downloads





HOW TO TEST YOUR INTERNET

SPEED

* IN YOUR BROWSER TYPE "INTERNET SPEED TEST"

INTERNET SPEED TEST

- CHECK YOUR INTERNET SPEED IN UNDER 30 SECONDS. THE SPEED TEST USUALLY
 TRANSFERS LESS THAN 40 MB OF DATA, MAY TRANSFER MORE DATA ON FAST
 CONNECTIONS.
- TO RUN THE TEST, YOU'LL BE CONNECTED TO <u>MEASUREMENT LAB</u> (M-LAB) AND YOUR IP ADDRESS WILL BE SHARED WITH THEM AND PROCESSED BY THEM IN ACCORDANCE WITH THEIR <u>PRIVACY POLICY</u>. M-LAB CONDUCTS THE TEST AND PUBLICLY PUBLISHES ALL TEST RESULTS TO PROMOTE INTERNET RESEARCH. PUBLISHED INFORMATION INCLUDES YOUR IP ADDRESS AND TEST RESULTS, BUT DOESN'T INCLUDE ANY OTHER INFORMATION ABOUT YOU AS AN INTERNET USER.
- YOU WILL THEN CLICK ON THE LITTLE BUTTON THAT READS (RUN SPEED TEST)
- AFTER YOUR SCAN IS COMPLETE YOU WILL RECEIVE THE RESULTS OF YOUR MBPS DOWNLOADS & MBPS UPLOADS.
- THE PROGRAM WILL THEN COMMUNICATE WHETHER YOUR INTERNET SPEED IS FAST, SLOW OR UNABLE TO CALCULATE

CLEARING YOUR BROWSER HISTORY(COOKIES & CACHE)

GOOGLE HUB BUTTON:FIREFOX HUB BUTTON \equiv

- Click on which ever Hub button you are wanting to clear history from.
- Then click on more tools.
- Next clear browser history.
- Select time range.
- Clear data.



DELETING TEMP FILES



	Windows
Į	- Temp

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- Click on this PC
- **Then click on your hard drive.**
- Scroll down to your Windows File then click on it.
- Scroll all the way down to your Temp File.
- Delete all files in your Temp File. (Some you may not be able to delete)
- Then empty your recycle bin.

→ · · ↑ 📕 > This PC > Windows (C	:) > Users > roblef	> AppData > Local	> Temp	νÖ	Search	Temp		,p
				· ×	Ph	rin .	×	
ame	Date modified	Туре	Size	00				-
(B3BA7D03-5709-4ECF-B0FA-89D1FD00	9/20/2018 10:39 A	File folder						
7zSCAB1FBCC	9/24/2018 2:53 PM	File folder						
6738BA0A-19B9-4AA7-8260-C578CC5FE	9/28/2018 3:21 PM	File folder						
chrome_BITS_8688_20010	9/28/2018 2:54 PM	File folder						
iobit-db-license-tmp	10/1/2018 &37 AM	File folder						
MessagingPlugin	10/1/2018 8:43 AM	File folder						
3ab00632-2697-4e62-bd5a-0a71c2dfb2	9/28/2018 3:03 PM	lcon	111 KB					
5cee742f-d7c8-4f5e-9424-0453dd9069f8	9/28/2018 2:54 PM	lcon	111 KB					
346233ad-914a-49f2-ae77-d1bc2075e69	10/1/2018 &40 AM	lcon	111 KB					
AdobeARM	10/1/2018 &38 AM	Text Document	1 KB					
aria-debug-596	10/1/2018 8:38 AM	Text Document	0 KB					
aria-debug-4524	10/1/2018 &38 AM	Text Document	1 KB					
aria-debug-13920	10/1/2018 8:43 AM	Text Document	0 KB					
BurnAware Free	9/24/2018 2:53 PM	Text Document	19 KB					
BurnAware Free-OfferInstaller	9/24/2018 2:53 PM	Text Document	3 KB					
driver	9/28/2018 3:07 PM	XML Document	1,044 KB					
StructuredQuery	9/28/2018 3:07 PM	Text Document	10 KB					

DISC CLEANUP



- CLICK ON MY PC
- RIGHT CLICK, THEN SELECT
 PROPERTIES
- THEN CLICK ON DISK CLEAN UP
- NEXT CLICK ON EVERY BOX
- LAST CLICK ON DELETE FILES

Security		Prev	ious Versions	Quota	
General T		Tools	Hardware	Sharing	
	OS				
ype:	Local	Disk			
le system:	NTFS	5			
Used spa	ace:	123,40	6,237,696 bytes	114 GB	
Free space:		373,66	7,016,704 bytes	348 GB	
Capacity:		497,07	73,254,400 bytes	462 GB	
			0		
		r	Drive C:	Disk Cleanup	

You can use Disk Cleanup to free up	to 247 MB of disk
space on OS (C:).	
Files to delete:	
DirectX Shader Cache	262 KB /
Delivery Optimization Files	139 MB
🗹 🔯 Recycle Bin	0 bytes
Temporary files	71.1 MB
🗹 🗋 Thumbnails	24.2 MB
Total amount of disk space you gain:	247 ME
Description	
Downloaded Program Files are ActiveX contr downloaded automatically from the Internet w pages. They are temporarily stored in the Dow Files folder on your hard disk.	rols and Java applets Nen you view certain Nnloaded Program
	View Files

DRIVE

This PC

2



- **RIGHT CLICK, THEN SELECT** PROPERTIES
- THEN CLICK ON TOOLS
- NEXT CLICK ON THE "CHECK" BUTTON
- LAST CLICK ON SCAN DRIVE

				You don't need to scan this drive
S (C:) Prope	erties		×	We haven't found any errors on this drive. You can still scan the drive for errors if you want.
Security General	Previo Tools	us Versions Hardware	Quota Sharing	→ Scan drive You can keep using the drive during the scan. If errors are found, you can decide if you
Error checking This of system Optimize and d Optimize more e	ption will check n errors. lefragment drive zing your compo efficiently.	the drive for file	Check p it run mize	Error Checking (OS (C:)) Scanning About 3 minutes and 30 seconds remaining
				Cancel Error Checking (OS (C:)) Your drive was successfully scanned
	OK	Cancel	Apply	Windows successfully scanned the drive. No errors were found.
				Close

Error Checking (OS (C:))

Show Details

X

Cancel

×



VIPRE SCAN

- First click on the arrow at the bottom right corner
- Next double click the Vipre emblum
- You will then see Vipre Endpoint Security
- Click Scan
- Then select what type of scan you would like to run
- Last click scan now at the bottom right corner

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Contraction of the local sectors of the local secto					
VIPRE Business Agent					
View Help					
VIPRE			OVERVIEW	SCAN	MANAGE
EndpointSecurity					
Fran Your Computer					
Select, configure and perform different typ	oes of scans.				
Gaula de la color	ations)				
Quick Scan (Check for risks in common loc	r computer)				
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Quick Scan (Check for risks in common loc Pull Scan (In-depth scan of all files on you Custom Scan (Scan specific files, folders, Scan running programs Scan Windows registry Scan cookies Scan the following files and folders:	r computer) or registry keys) Scan inside of a Scan at a lower Scan for rootki	rchives priority s			Browse

When the scan is complete

Do nothing

Use Rapid Scan™

Scan Now >

How to Check if Your Device is Running Windows 11

- Right click on this PC
- Click on Properties.
- You will then see Windows Specifications.
- Under Edition, it will tell you what windows you are running.

Open Pin to Quick access Manage Pin to Start Map network drive... Disconnect network drive... Create shortcut Delete Rename Properties

This PC

Windows specifications

Edition	Windows 10 Pro
Version	21H1
Installed on	2/2/2021
OS build	19043.1526
Experience	Windows Feature Experience Pack 120.2212.4170.0

ROLLING BACK TO WINDOWS 10

You have 10 days after installing windows 11 to roll back windows 10. First backup your data and bookmarks, downloads, pictures, etc. on one drive and follow the instructions down below. If you need further assistance, you can always bring your device to our office for technical assistance.

- Click the Windows icon, then click on the Settings (gear) icon
- Scroll down, click Recovery, then click Go Back (If the box is grayed out, this means you are past the 10 - day grace period, and you will need to reinstall Windows 10 manually
- Follow the on-screen prompts to complete the downgrade procedure
- When asked if you want to check for updates, click "No Thanks"



Windows Updates

- Click the Windows button at the bottom lefthand corner
- Then click on the settings icon (gear)
- Go to Updates and Security, and click on it
- Select check for updates
- The program will then communicate what updates are available
- Complete the updates
- Last restart your device

Windows Update



Updates available Last checked: Today, 2:55 PM

2022-02 Cumulative Update Preview for Windows 10 Version 21H1 for x64-based Systems (KB5010415) Status: Downloading - 54%

View optional updates

DELL DRIVERS & DOWNLOADS







Click your Windows Icon at the bottom lefthand corner

- Scroll down and click on Dell **Command/Update**
- Then click the Check button
- The program will then tell you when al updates have been completed and to restart your PC.

Update History System Information Activity Log

Last Update: 8:43 AM 2/22/2022

Dell Command I Update checks on-line for the latest BIOS, driver, firmware, and Dell application updates for your system. The application downloads and installs the updates as

CHECK



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