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Windows PC Maintenance Project

Date: 5/26/2025
Tools Used: Windows Disk Cleanup, Task Manager, Windows Update, Windows Defender.

Tasks Performed:

Task	Description	Result
Uninstalled programs	Removed 2 unused apps	Freed up space
Ran disk cleanup	Cleaned temporary files, recycle bin, thumbnails	730 MB free space
Updated Windows	Installed 3 updates	System up to date
Virus Scan	Used Windows Defender	No threats founded
Defragmented Disk	Detected SSD, used Windows Optimize instead of defrag	Drive performance improved

Reflection:

This project taught me about the importance of regular computer maintenance and how it would improve overall system performance. By removing unnecessary programs, managing startup applications, scanning for viruses, and installing system updates, I was able to make the computer run faster and more efficiently. It also taught me how to use built-in Windows tools to troubleshoot common issues and keep the system clean and secure. This experience made me more confident in handling basic computer problems and using practical solutions.

Screenshots:
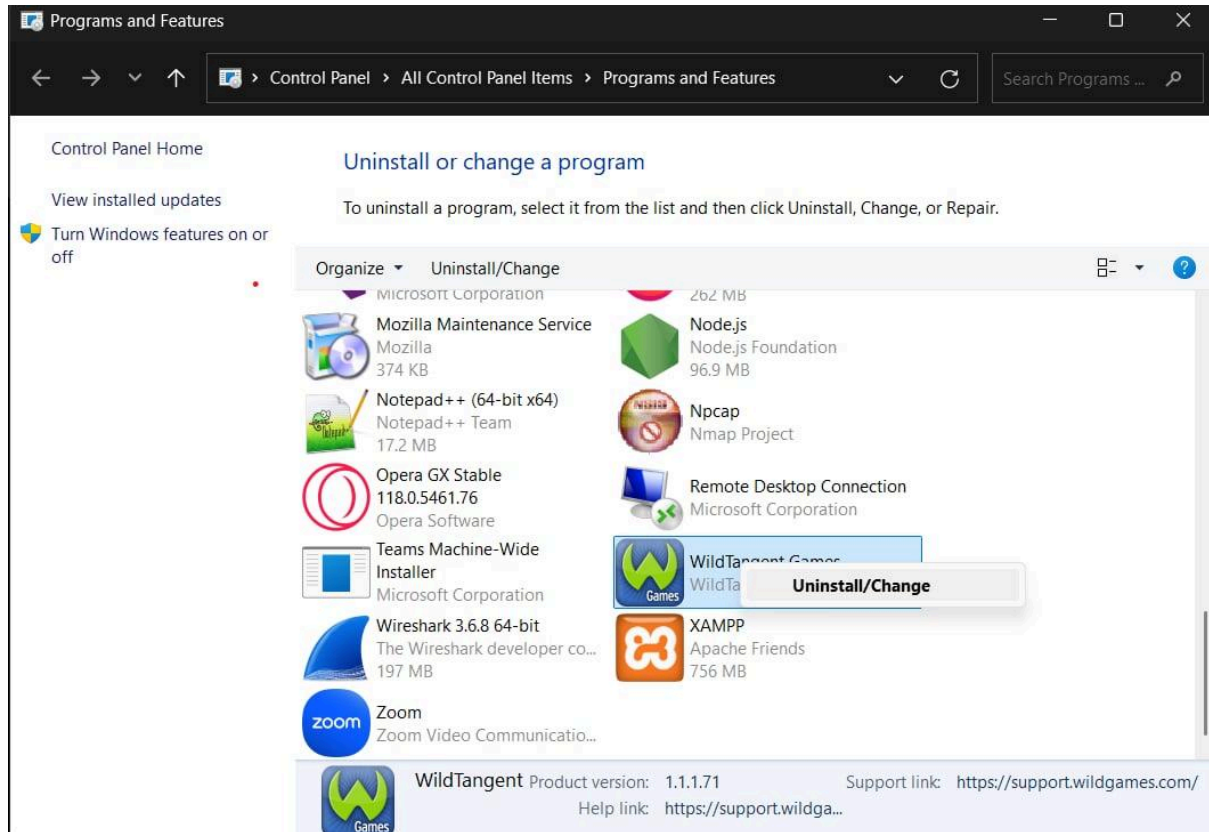
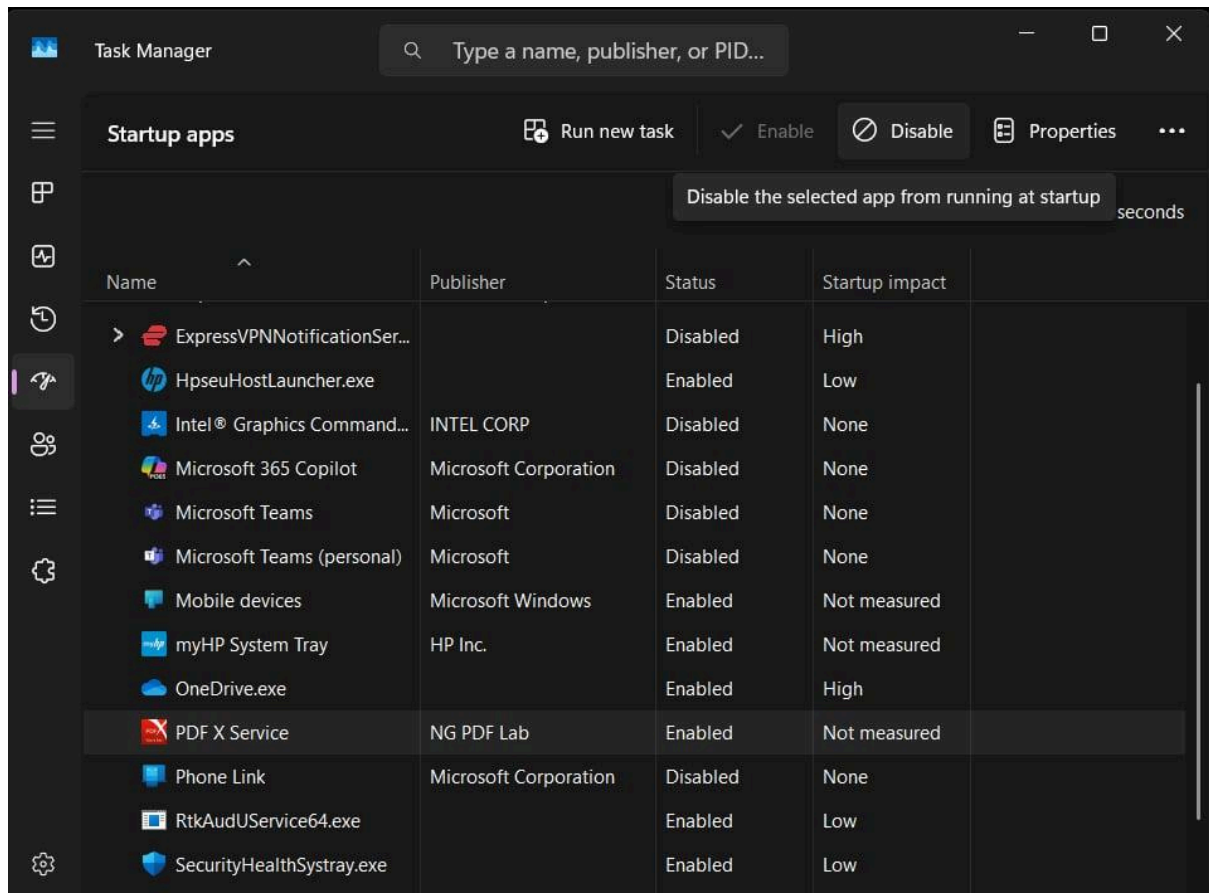**Figure 1: Uninstalled Apps – Apps & Features**

Figure 2: Disabled Startup Apps – Task Manager
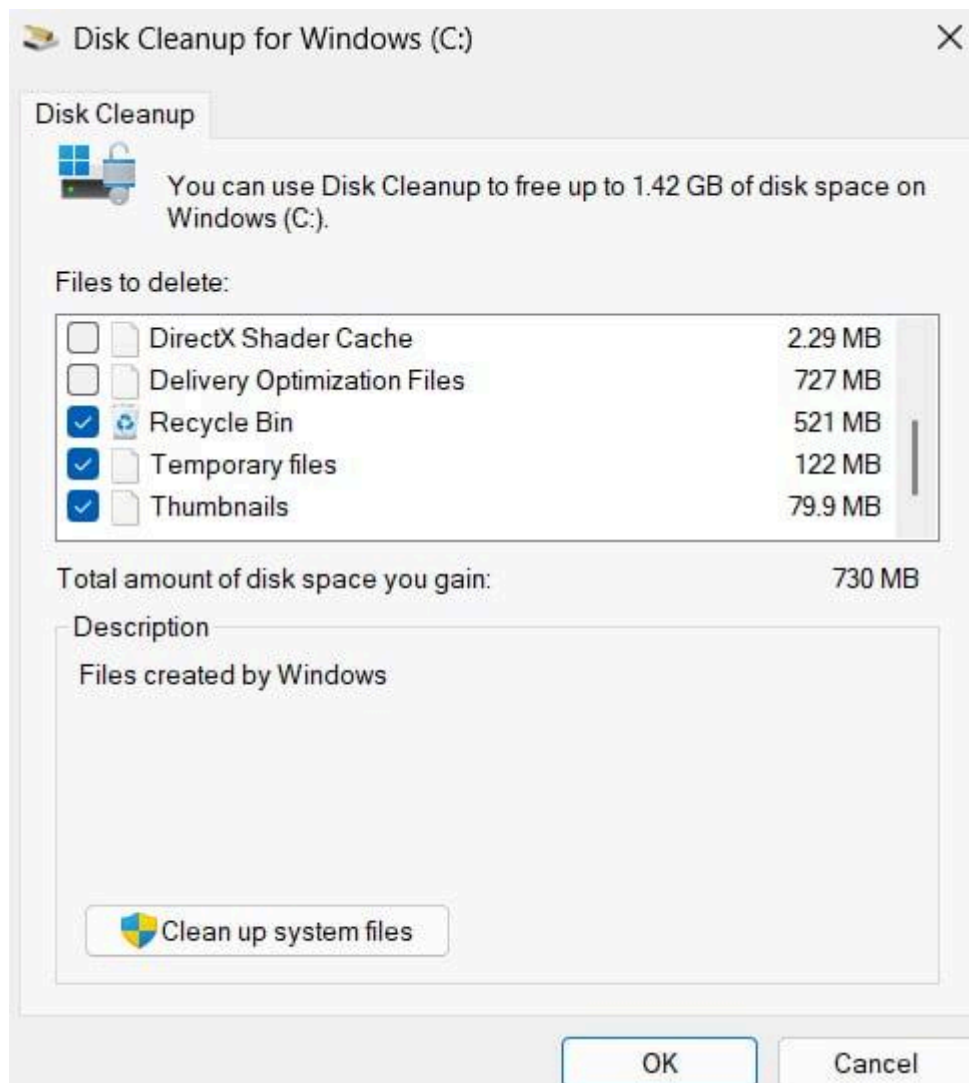
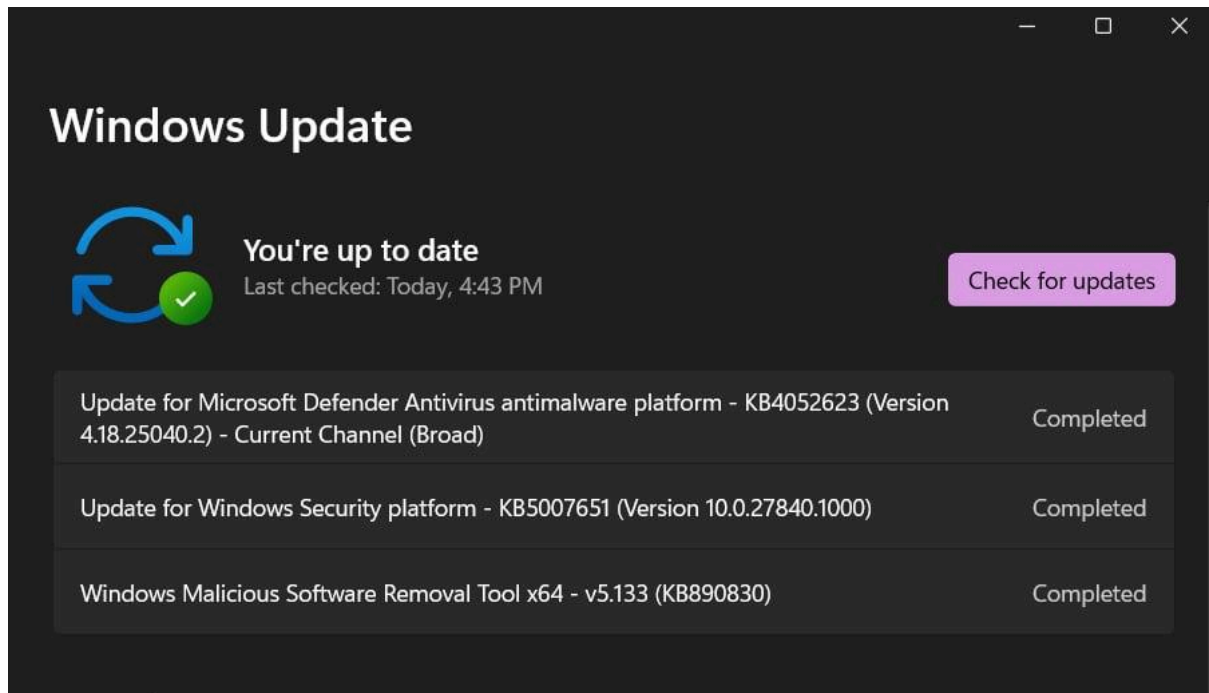**Figure 3: Disk Cleanup Window**

Figure 4: Virus Scan Summary

Figure 5: Windows Update Status

Figure 6: SSD Optimization Window

Optimize Drives

You can optimize your drives to help your computer run more efficiently, or analyze them to find out if they need to be optimized. Only drives on or connected to your computer are shown.

Status

Drive	Media type	Last analyzed or ...	Current status
Windows (C:)	Solid state drive	Running...	29% trimmed

☐ Advanced View

Stop

Scheduled optimization

On

Drives are being analyzed on a scheduled cadence and optimized as needed.

Frequency: Weekly

Change settings

Close