

Lab Report

Your Performance

Your Score: 2 of 2 (100%)

Elapsed Time: 5 minutes 56 seconds




Pass Status: Pass

Required Score: 100%




Task Summary

Actions you were required to perform:

- ✓ Run Disk Cleanup on the C: volumeHide Details

-  Delete setup log files
-  Delete thumbnails
-  Do not delete temporary files

- ✓ Configure a disk defragment scheduleHide Details

-  Set to run on a schedule
-  Set to run weekly
-  Set if to defrag C:

Explanation

In this lab, your task is as follows:

- Run Disk Cleanup on the C: drive to do the following:
 - Delete setup log files and thumbnails.
 - Do not delete temporary files.
- Configure disk defragmentation to run on a schedule using the following settings:
 - Run defragmentation weekly.
 - Defragment the C: volume.

Complete this lab as follows:

1. From the taskbar, open **File Explorer** to run Disk Cleanup.
2. Expand **This PC**.
3. Maximize the window for easier viewing.
4. Run Disk Cleanup on the C: drive as follows:
 - a. Right-click **Local Disk (C:)** and select **Properties**.
 - b. Select **Disk Cleanup**.
 - c. Under Files to Delete, select **Setup Log Files**.
 - d. Unmark **Temporary files**.
 - e. Make sure **Thumbnails** is selected.
 - f. Click **OK**.
 - g. Select **Delete Files**.
5. Configure disk defragmentation to run on a schedule as follows:
 - a. Select the **Tools** tab.
 - b. Select **Optimize**.
 - c. Select **Change settings**.
 - d. Make sure **Run on a schedule** is selected.
 - e. From the Frequency drop-down list, make sure **weekly** is selected.
 - f. Select **Choose** to configure which disks are included.
 - g. Unmark **Data (D:)**.
 - h. Unmark **Local Disk (E:)**.
 - i. Click **OK**.

j. Click **OK**.