

# Everyday Soul — CyberScrolls Series

## EP02 – Disk Cleanup: It Isn't Just About Space

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Guides for mindful digital maintenance — restoring space with care, not haste.



## ⚡ Quick Checks — The Safe Cleanup List

1. **Open Disk Cleanup** – Type “Disk Cleanup” in Start.
2. **Run as Administrator** – For deeper cleanup.
3. **Select Files to Delete** – Temporary Files, Thumbnails, Recycle Bin.
4. **Keep These Safe:**
  - System Restore Points
  - Shadow Copies
  - ESD Files

*Keep this page bookmarked. Do the quick actions now, then read the full steps below.*

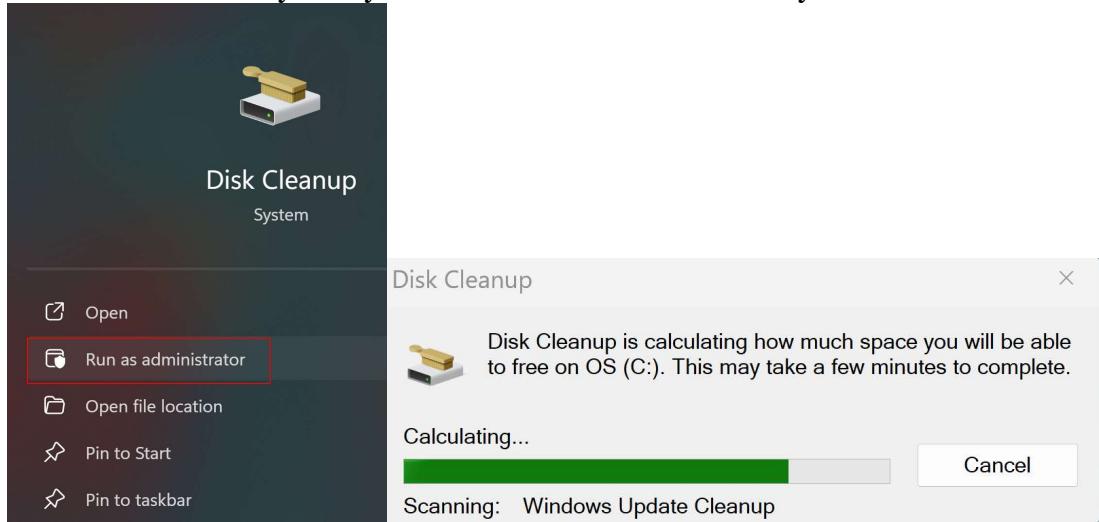
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# Full Guide — Cleaning with Intention

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## 1. Launch and Scan

- Open Disk Cleanup from the Start menu.
- Right-click → **Run as Administrator**
- Select your drive (C:).
- Wait while it scans your system for files that can be safely removed.

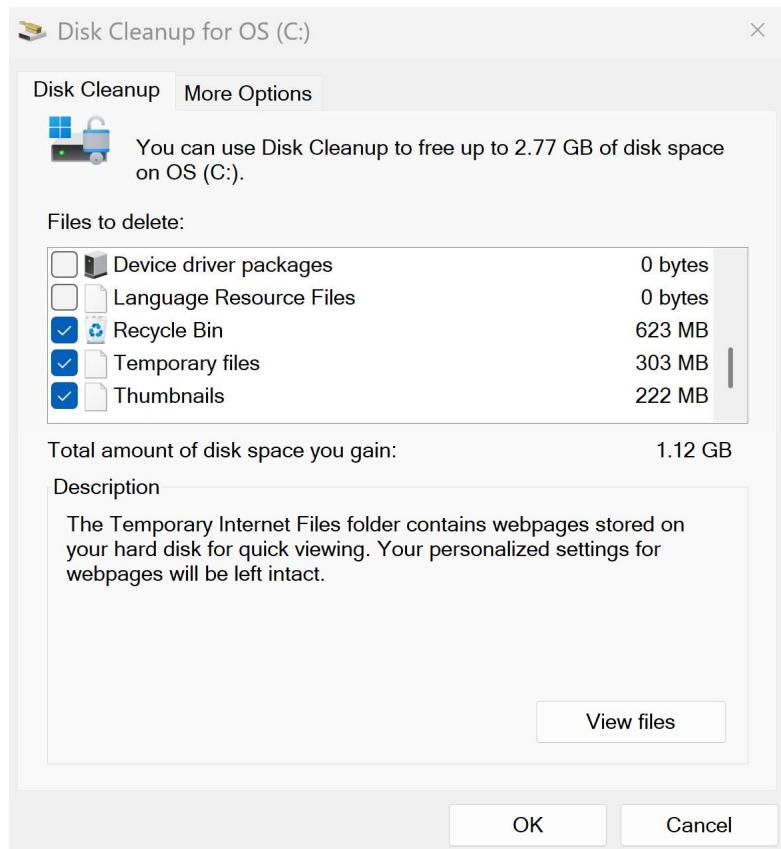


*Every cleanup begins with a single scan — patience turns calculation into clarity*

## 2. Choose Wisely

The tool will list:

- Temporary Files – Safe to delete daily.
- Thumbnails – Windows recreates them when needed.
- Recycle Bin – Clears deleted items.
- Downloaded Program Files – Old install remnants.



*Even cleaning has boundaries — wisdom is knowing what to keep.*

## 3. Pause Before You Purge

Avoid deleting:

- System Restore – Safety net for recovery.
- Shadow Copies – Older file versions that save mistakes.
- ESD Files – Needed for system reset.

## 4. Apply the Change

- Click OK → Delete Files.
  - Let the process finish uninterrupted.
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## 5. Verify the Lightness

- Reopen **File Explorer** → **This PC** and check your drive's free space.
- Restart your computer to feel the smoother load time.
- Notice reduced fan noise and faster response — proof your cleanup worked.

*A cleared path feels lighter — in code, in breath, in soul.*

## 6. Reflection — the Lionheart reminder

“Even the act of cleaning should honor what remains.

Space without safety is hollow; clarity without caution is fragile.”

Free space is peace — but wisdom is knowing what to keep.

## Appendix — Quick Reference Table

Type	Description	Safe to Delete?
<b>Temporary Files</b>	Cache, logs, install leftovers	✓ Yes
<b>Thumbnails</b>	Image/video previews	✓ Yes
<b>Recycle Bin</b>	User-deleted items	✓ Yes
<b>System Restore</b>	Backup snapshots	⚠ Only if space is low
<b>Shadow Copies</b>	File version history	⚠ Only if backed up
<b>ESD Files</b>	Windows reinstall data	⚠ Keep unless fully backed up