## MAINTENANCE KOMPUTER / PC & LAPTOP ASSET SITE 017c

Action :

1 Preventive Maintenance Hardware komputer/PC (IK oleh IT HO)

2 Disk Cleanup (Membersihkan dan menghapus file error & File yang tidak di gunakan pada system)

3 Disk Defragment (Menata registry & program pada system untuk meningkatkan kinerja Komputer/PC)

4 Memory Diagnostic (mengecek kesehatan RAM)

5 pengecekan kelayakan perangkat pendukung (Mouse, Keyboard, Monitor & Printer jika ada)

Note:

1 Komputer Harap di sediakan tanpa Password (sementara) jika komputer/PC tidak depat di akses maka pekerjaan pada poin 1 yang di kerjakan

2 Pengerjaan 1 s/d 2 jam untuk tiap komputer / PC

3 Pengerjaan ini tidak menghapus file Pekerjaan & tidak merubah data / software yang terinstal.

4 Untuk kendala dan keluhan masing-masing PIC komputer bisa di infokan dan di share saat pengerjaan

Checked By

HRGA Sec. Head Suharmin

Acting Accounting Officer Site R. Irfa Rais Yogaswara

Approved By

Project Manager

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