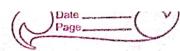
- B. W 5-4	
1.1	3. Basic Computer Maintenance
	Trong of the second
Ques	what is computer maintenance?
0.00	The more of the guestinost strate of green to
Ans	
	Action carried to keep computers in good working condition is called computer
	maintenance.
12 TO 10 TO	
	Computer maintenance includes:
	(i) Physical cleaning - Removing dust that heat up a computer.
	up a computer.
100 m	[2] 그 어느 그는 그 그리고 그는 그 그 그리고 있는 그는 그들은 그는 그리고 있는 그들은 그를 하는 그를 모르는 그를 모르는 그를 하는 그를 가는 그를 가
	(ii) Internal cleaning - Force your computer from Virus that damages certain
	Virues that damages vertain
	applications and programs.
	The state of the s
11.35	(iii) Keeping backup of important files and woltware updation whould be regular.
	updation ishould be viegular.
	The province of the section of the s
0	write importance of computer maintenance?
····	[10] [10] [10] [10] [10] [10] [10] [10]
ALO	Computer maintenance is important because of the
Ang.	Conquer muma
	following reasons:
the state of the s	
And the second second	

0	For detecting issues at their cinitial istage.
2	Computer maintenance prevent against viruses and reluce
3	It keeps OS Coperating vsystem) and Antivious vsoftware updated.
<u>(4)</u>	the state of the s
9	Computer maintenance espeeds up your computer
3)	It maximizes voftware efficiency, ability its &
The Branch	work faster
Que	what were various took and quidelines for kleaning
	what were various itself and guidelines for cleaning physical components of computer?
Anı	Various commonly used tools for physical components of computer we:
10	in the second of
W.	(1) Cotton whoth - This whould not leave what
	fibres on a surface after
	fibres on a surface after uriping 1.e. It should be lint free
	· For veleaning - vase, drive, mouse & Keyboard
	· Donot use for ichaning RAM or notherboard
in constitution	



-		-
	(2) water of villa and a	trains
	(2) water or rubbing alcohol - For moistening as a	loth,
740	use water or rubbing alcabal.	ST POTE
170.00	D J Macorat	
	Joenum dut list bois et	
	Vacuum dus 1: + 1	4
	Vocuum dust, dist hairs etc from the computer.	ane
	The correlation	
1		3
-	· Do not use a vacuum that plugs into	
	of the wall it is more a visit of the more	1 C
1		
-	Because ût van danige your	
1	compuler through istates	1
	an hard offer electricity constant princes of	
	CONTROL V MOTATION LANGUAGE BARRIES METATION	
	4) Cotton Swabs - It ishould be moistened with	L (a)
	rubbing valcohol or water.	
	It wan be used to when hard.	to
	reach parts of your computer	
	Comme Comment mich de con par les manifestates demantes	17.0%
	5) Foam Swobs - It is lint-free swabs whic	h
-	ishould be wised mose ofto	n

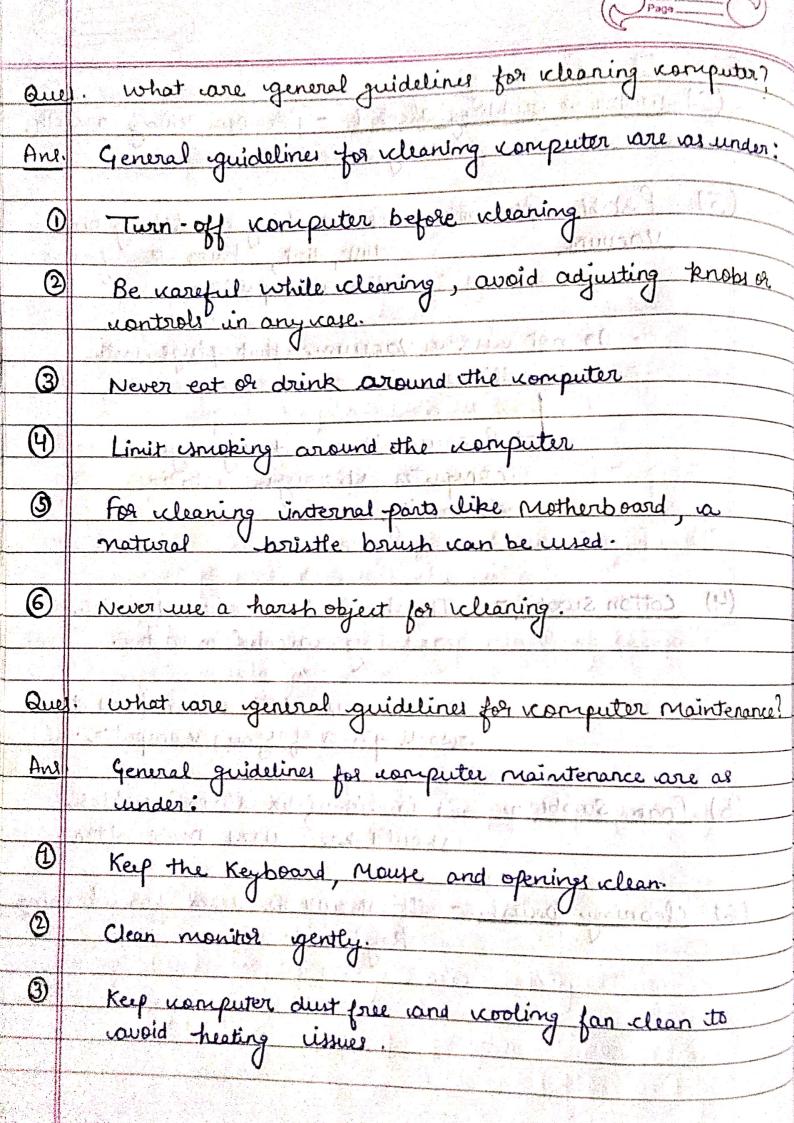
(6) <u>Cleaning Drush</u> - It ishould be used for cleaning.

Reyboard.

The or Mais was their s

Milling variable

V538 31 58 X 3



9	Key food items away from computer
(6)	The Cold Cold State of the Cold State o
رف	Objanise colds and other E-debris
@	Don't overchops.
	Jaw Captop batteries
_0	Use Quality UPS (uninterruptible Power supply)
	Use Quality UPS (uninterruptible Power supply) for dealing with overvoltages and undervoltages
8	Keep magnets away from computer
<u>(9)</u>	Be nareful with unfamiliar Wifi networks
(10)	Shutdown nomputer properly
	[발생자 기계 전 - 1 - 1 - 1 - 1 - 1 - 1 - 1 - 1 - 1 -
(11)	Regularly delete unwanted files
(2)	use external hand drive for backup
(13)	Get antivirus and anti-valuare software (but 6)
	(Chible y arefully)
(4)	Run anti-virus vregularly
(5)	Always keep installed software luplated
(e)	For installing new utility program take help from hardware engineer.
	take help from hardware engineer.
-	The state of the s

How to prepare maintenance is chedule for computer? Maintenance exchedule for nomputer include: D A physical releaning exchedule

2) An internal releaning exchedule 3 Backup and update ischedule Thysical releaning exchedule -(i) clean external peripherals like keyboard, nouse espeakers, monitors et daily (ii) klean internal components of computer monthly. Internal kleaning schedule -(i) Shutdown your computer properly after Every use. (ii) Delete junk files weekly. (iii) Empty vecycle bin weeply. (iv) use releaving programs like celeaner for vremoving unwanted files and folders.

(1	1) Run Defragmenter utility monthly
	Le isolves problem that occurs
	because of the way hard disks ustore data.
	istore data.
	[[[[[[[[] [[[] [[] [[] [[] [[] [[] [[]
(3)	Make backup and update ischedule
	(i) Taking backups weekly
	(ii) updating anti-visus and anti-Malware frograms
	(i) Taking backups weekly  (ii) updating anti-virus and anti-Malware frograms  daily.
	(iii) OS update ishould be taken regularly.  (operating System)
	(operating System)
	(iv) Applying updates when available.
	(iv) Applying updates when available. (v) update Browser & its extensions oregularly.