



Good Day,

Once again, it is time to tickle your computer edge with more techie information! It looks like this newsletter will remain a monthly effort- as Teaching at the International Academy of Design & Technology, supporting my supporters & nurturing Webskinz (our web design & hosting business) really keeps me on my toes for time!

Featured Notes:

- Computer Maintenance
- This Month on Evtechie
- Techie Tip


Computer Maintenance...

The more I teach the more I realize just how many computer users neglect their systems- and eventually fork over hundreds of dollars to fix problems that could have been avoided with a little monthly maintenance. Certainly you didn't expect the only cleaning you would have to do is dust your computer system off along with your other usual household chores? Your computer needs more than a little dusting off!

1. Empty your trash! Your computer has a recycle bin just like your home, and eventually, someone has to dispose of all that trash by bringing to the garbage! Right click on your recycle bin and select "Empty Recycle Bin". I am always shocked at how many clients let that get TOO FULL!!

2. Do a Little DEEP Cleaning! There are many hidden places that your computer hides residual trash. Typically, as you work on your machine, it creates all kinds of temporary files, which it happily stores in random places (just like my 8 year old!) It is up to you to ask the computer to toss that stuff out. ("Go CLEAN your ROOM!!) Doing so relieves the computer of having to sort through the trash every time you ask it to do something. Click START -> PROGRAMS -> ACCESSORIES -> SYSTEM TOOLS -> Disk Cleanup. When the computer asks you what drive to clean select C: (default) and send it on its way. Eventually, after some noise and flickering lights it will produce a list of things it wants to clean. Go ahead and select everything and be agreeable!

3. Got cookies? If you use the web or e-mail, then you have cookies! Cookies are tiny little files about the sites you visit and the things you do online. Every site you visit plants a cookie on your computer (Guess where they are stored? In a COOKIE folder of course!) The more

cookies you store, the slower your computer is when surfing the internet (because your computer has to sort through all those cookies to determine if more info has to be added to one already there or a new one be planted!) To clean out those cookies, double click on the  blue E (Internet Explorer) either on your desktop or on your start menu. Find TOOLS (on the menu bar) -> Internet Options. On the General tab you will find a button that allows you to delete temporary files and cookies. Click both and when done, click OK.

Find more helpful maintenance tips on my web site:
<http://evtechie.com/pdf/SpeedUp.pdf>

This Month on Evtechie.com...

Well, my site is still in its infancy, but like this newsletter, I try to add a bit from time to time. This month the featured article is on the Online Shopping Experience. I do so much more shopping online, but I also know how to protect myself. For the complete article and printable "cheat sheet", please visit:
<http://www.evtechie.com>

TechieTip...

ALT- F4 is a wonderful keyboard combination when you're on the internet. If you hold down the Alt Key (either one, you have two on your keyboard) and the F4 key (located on the very top row of your keyboard), whatever screen is open on your desktop will close. This works great for those annoying popups that have no close button!

Coming Next Time

What do I do with all this JUNK EMAIL!! The truth about SPAM-outside of the can! Ideas that will help you get a better (not bitter) handle on filtering out the mess and keeping your privacy!

Until then, I thank you for your continued support,

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Knowledge is Power...
