Fall Into A New Routine

Information Technology Services
TechTalk – September, 2006
Quick Tips

- Turn off your computer every night.
- Use a surge suppressor.
- Change your passwords often.
- Keep your files organized.
Weekly Computer Maintenance

- Delete Internet Cache
- Delete Cookies
- Install/Run/Update Virus & Spyware Utilities
Monthly Maintenance

- Delete unnecessary programs
- Back up your files
- Defragment your hard drive
Available Resources

- www.ccsu.edu/tech4u
- www.ccsu.edu/cutt
- www.ccsu.edu/its - click on Self Help/FAQ