

## Willie's Wonkey Computer Factory

'I've been using Windows Vista for a good while now and I seem to be running out of disc space??'

XP has a disc cleanup process that is easy to use. In Vista it is a little different but a lot better.....

Hard drive capacities are growing more and more everyday, but that doesn't mean we're still limited on the storage space we have. Most people think that if they have a large hard drive, they won't have to worry about running out of room. Well, that's just not the case! It really comes down to the more space you have, the less time you'll spend cleaning it out, which can lead to a major build up. Your stuff will just continue to pile up and once you do finally run out of room, it will take you forever to get the job done.

Yes, you can try doing frequent clean ups, like deleting unused files and uninstalling unnecessary programs, but eventually that won't be enough - and that's when the **Vista Disk Cleanup** comes into play. Just like in XP, the Disk Cleanup will help you free up your disk space so that you won't reach the point of having no storage room left at all. This process is very easy to do with Vista, because it allows you to search for the files that are safe to erase and it lets you make the final decision on what goes and what stays. Here's how to use it!

First, press Start, then All Programs> Accessories> System Tools> Disc Cleanup. A window will then come up asking if you want to clean your own files or those from other users on the computer. You choose and it will ask you what drive to clean. Start with 'C'. It will list all the files suitable for cleaning, along with their size. Click on them one at a time and read what they are for, then choose what you'd like to delete and press **OK**. You have the final say on what is deleted and what's not!

There is also a **More Options** button. The first is the **Programs and Features** choice. This one allows you to uninstall programs you no longer need on your computer. With this, you can also see the size of each program, which is nice, because you can really see what's weighing your storage space down. The second option is **System Restore and Shadow Copies**. This one allows you to remove all your restore points (except for the most recent ones) and any backup images you may have on your hard drive. Getting rid of that old data will really free up a lot of your space.

That's all you have to do to enjoy more storage space again. So, if you haven't done a Disk Cleanup in a while, I recommend doing it very soon. It won't hurt, I promise!

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