

PURBECK PC SERVICES

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Is it time to, DEFRAGMENT?

Why do I need to defragment my hard drive?

A fragmented hard drive will cause your computer to slow down considerably. By defragmenting it you will make the hard drive much more efficient. The hard drive will have less work to do once it has been defragmented.

WHAT DOES IT DO?

Imagine your hard drive as though it is a bookshop or library, with each book representing a file. Now imagine there being no nicely organised section for crime books or natural history books, and imagine if they were just randomly placed on the shelves wherever there happened to be a space the right size. It would take a long time to go and find The da Vinci Code, and then to find Angels and Demons!

Well your computers hard drive is organised in a similar way. When you

save a file, it saves it to the nearest available free space, and if the space isn't big enough, it splits the file into pieces. No problem, the computer knows where the sections are and you don't need to worry about it. Next time you want to open the file it opens just as you left it, only behind the scenes, your hard drive has to move twice to open both pieces of the file, which takes longer.

Disk defragmenter acts as your librarian, and organises all the files so that they are together, or contiguous.

HOW DO I DO IT?

On Windows XP: Start>All Programs>Accessories>System Tools>Disc Defragmenter
Run this program, select the drive you want to defragment (ie. C:) and click analyse to see if it requires defragmentation, and the defragment to start the process. You can defragment it even if the analysis says it's not required

if you wish - you won't do it any harm. If you have an Apple Mac, you lucky people don't need to worry. Mac OS X does it for you!

HOW OFTEN SHOULD I DEFRAGMENT?

There is no right and wrong, but I check once a month as a rule of thumb, or if I notice my machine slowing down and I have done all my spyware checks, then I may run a check then.

If you have any topics you would like covered in my newsletters please suggest them to me.

If you would like any further advice, please contact Andy on 07816 483448 or by e-mail andy@purbeckpcservices.co.uk