

## PC Maintenance Routine Easy as 1-2-3

### 1) **Daily after your web browsing is done -**

Open CCleaner with the shortcut on your Desktop and once opened, click on the Run Cleaner Button. Run it repeatedly until it shows 0 bytes removed or until no further cleaning is possible. After you complete the cleaning, either shut down your system, put it to sleep, or keep it on depending upon your specific needs.

### 2) **Once a month and anytime you suspect malicious activity**

Open Malwarebytes

Click on "Scan"


It will check for updates – let it install the latest version

Choose "Quarantine All" for any items found

Follow instructions to reboot if necessary

### 3) **Monthly after the 2nd Tuesday of each month - (say 2nd Thursday)**

Perform your Windows Updates. Click on the Windows icon in the lower left corner, choose Settings, Update & Security, Windows Update, Check for Updates. Install any Updates, otherwise, it will say – “You’re up to date”.

4) Check the Webroot  icon on your task bar – (under the vertical arrow that Shows hidden icons). If it looks any differently, (ie. has an ! over it or any unusual markings, please contact Your Tech Concierge to verify the status with a quick “Room Service”.

Click to: [Schedule Room-Service™](#)