

# PC Heal+h Class

## VIRUSES

- **Anti-Virus Software**- Symantec Anti-Virus, Anti-Virus Guardian, or Clamwin
  - [www.symantec.com](http://www.symantec.com)
  - [www.grisoft.com](http://www.grisoft.com)
  - [www.clamwin.com](http://www.clamwin.com)
  - keep virus definitions updated!
- **E-mail attachments**- DO NOT open files from anyone you don't know
- **If you have not recently used E-bay or Amazon.com**, do not open mail that includes either of those in the subject

## SPYWARE

- **Service Pack 2 (SP2)**- Important security release for Windows XP,
  - includes built-in firewall
  - automatic Windows Update
- **Microsoft Windows Defender, AVG Anti-Spyware**
  - [www.microsoft.com](http://www.microsoft.com)>popular downloads>Windows Defender
- - [www.grisoft.com](http://www.grisoft.com)
- **DO NOT** click on pop-up ads!
- - Pop-ups are particularly malicious. You will frequently be faced with pop-up advertisements, but there are also pop-ups which pose as windows system errors, encouraging you to take action. The safest bet is just to close any window claiming to detect a problem that mysteriously pops up

## There Is Very Little Space . . .

- **Defragmentation** - Moves more frequently used files towards the center of the hard drive for quicker access  
--Start>All Programs>Accessories>System Tools>Disk Defragmenter
- **Disk Cleanup Tool** - Removes unnecessary files  
--Start>All Programs>Accessories>System Tools>Disk Cleanup
- **Ccleaner** – Removes unused files, cleans up registry  
- ccleaner.com

## Back-up

- **DO NOT** trust floppy disks. Floppy disks have a limited life and are easily broken
- Use CD-R or DVD mediums to backup information, i.e. My Documents
- Use USB memory sticks to carry files around

## Really Good FREE Programs

- **Picasa2** – Picture Browser/Editor/Printer - [www.picasa.com](http://www.picasa.com)
- **Firefox** – Internet Browser - [www.mozilla.org](http://www.mozilla.org)
- **Thunderbird** – E-mail Client - [www.mozilla.org/thunderbird](http://www.mozilla.org/thunderbird)
- **Open Office 2.0** – Office Suite - [www.openoffice.org](http://www.openoffice.org)
- **Google Earth** – The world at your fingertips - [earth.google.com](http://earth.google.com)