



# Sallycomputechs

JANUARY NEWSLETTER

## Current News

January 2009

- Office Hours  
8:30 AM - 6:30 PM 7 days a week. Questions or comments please email us at:  
[helpdesk@sallycomputechs.com](mailto:helpdesk@sallycomputechs.com).

### Grand Opening!

- New Office  
148 E. Third Avenue, Suite 201. San Mateo, California 94401.  
Phone (650) 347-7500  
FAX (650) 347-7600

## Featured Service

### Wireless networking

In conjunction with small office Home office network design. Sallycomputechs can help you setup a wireless network, or repair your existing wireless network. With a wireless network, you are not tied down to your desk. You have the freedom to get up and move around your office or home.

## Services We Provide

- Develop and implement IT policies .
- PC and Server Installation, configuration, maintenance, upgrades, and repairs.
- Software installation, configuration, upgrades, fixes, troubleshooting, and support.
- Security analysis.
- Virus and Spyware removal.

Norman Scally

Director of IT

Sallycomputechs

148 E Third Avenue, Suite 201

San Mateo, CA 94401

(650) 347-7500

## Tip of the Month

### 5 Tips to Help Speed up your Computer

If your computer seems slower than it used to be, it probably is. Over time, computers get slower because files become disorganized and resources are consumed by unnecessary software. Fortunately, Microsoft Windows XP includes tools to clean up your computer and restore its performance. The steps in this article will walk you through the use of these tools to tune up your computer and will be continued within the next four months.

Before you do anything, backup your computer. Some of the steps in this article can cause pre-existing but hidden problems to surface, which may keep your computer from starting. A backup allows you to restore your important files in the unlikely event that something does go wrong.

#### Free up wasted space

3) Removing unused programs is a great way to free up disk space, which will speed up your computer. Another way to find wasted disk space is to use the Disk Cleanup tool.

#### To run the Disk Cleanup tool:

1. Click **start**, then **My Computer**.
  2. Right-click **Local Disk**, and then click **Properties**.
  3. On the **General** tab, click the **Disk Cleanup** button. Disk Cleanup will spend a few minutes examining your disk.
  4. The **Disk Cleanup** dialog box will appear. Select each of the check boxes in the **Files to delete** list ,and then click **ok**.
  5. When prompted, click **Yes**. Disk Cleanup will spend several minutes removing these files, which will provide you with more space.
- If you have more than one hard disk drive, repeat this process for each hard disk drive listed in My Computer.

#### Look for Tip 4 next month.

\*If you are unsure, or don't know what a type of a program it is for, don't uninstall it, send an email to [helpdesk@sallycomputechs.com](mailto:helpdesk@sallycomputechs.com)

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