

File Maintenance – Part 2

Temp Files

Temporary files are found in more than just the Temp folders mentioned in Part 1. As temporary files build up, some processes on your computer may get slower or may not work at all. The best way to prevent these problems and to keep your computer running at better speeds is to regularly clean out your temporary files. At least once a week is recommended, but you can perform these steps more frequently.

Perform these steps after cleaning out the Temp folders, as mentioned in Part 1:

Search for files with a name of: *.tmp (asterisk dot tmp)



Sort the results based on the Date Modified column.

Delete all results except for the ones with the current date.

Search for files with a name of: ~* (tilde asterisk)

Sort the results based on the Date Modified column.

Delete all results except for the ones with the current date.

Close the Search window.

Close the Windows Explorer window.

Temporary files also include Temporary Internet Files, which build up and can cause slowness accessing web sites or show old data from websites.

Open your Internet Browser (FireFox, Google Chrome, Internet Explorer, etc).

FireFox – Choose Tools and then choose Clear Recent History.

Google Chrome – Click on the Customize and Control icon and then choose Clear Browsing Data.

Internet Explorer – Choose Tools and then choose Internet Options. Depending on the version you have, you may be able to click a button to clear browsing history, or you might need to go into a Settings button.

Other Internet Browsers should have something similar to one of the above locations.

You can always check the Help area to find where it is in your browser.

About The Author

Marie Rice is the founder and editor of PartOfTheWhole.com - wellness for body, mind, and spirit. She enjoys helping others reach their goals. When she's not online, Marie's spending time with her family, gardening, doing crafts, or **most likely** – reading a book!