



RGE Tech Tips from the Field – Client Edition

Topic: Spring Cleaning -- Physical & Digital

Chip's Weekly Cheat Sheet: Sep-28 🖌️

Topic: Desktop "Spring" Cleaning (Physical & Digital)

1. Blow Out the Dust

- Desktop towers are like vacuum cleaners—they suck in dust from the floor. Once a year, take the side panel off and use compressed air to blow out the fans.
- **Chip's Tip: A dusty computer runs hot, and heat is the #1 killer of computer parts!**

2. Clear the "Downloads" Bin

- Most of us have hundreds of old files in our "Downloads" folder that we don't need anymore. Delete them to free up massive amounts of space.
- **Chip's Tip: If you haven't opened a download in 6 months, you probably don't need it!**

3. Update Your "Anti-Virus."

- Make sure your security software (like Windows Defender or Norton) is actually running and up to date.
- **Chip's Tip: A quick "Full Scan" once a month is a great habit to catch any "digital dust" that might be hiding in your system.**