



# Windows 10 Utilities

- ▶ Windows Utilities:
  - ▶ Anti-Malware/Anti-Virus
  - ▶ Windows Update
  - ▶ Windows Firewall
  - ▶ Disk Cleanup
  - ▶ Defrag
  - ▶ Task Manager
  - ▶ Backup

# Anti-Malware/Anti-Virus Utilities

## ▶ Anti-Malware/Anti-Virus Utilities:

- ▶ The terms Anti-Malware and Anti-Virus are used interchangeably (I like anti-malware, more accurate)
- ▶ These utilities will protect ones computer against:
  - 1) Viruses
  - 2) Worms
  - 3) Spyware
  - 4) Adware
- ▶ There are new Viruses/Worms/etc. each day, called zero-day malware, and it's very important to keep ones Anti-Malware software up-to-date
- ▶ One could pay for a good Anti-malware utility or use Microsoft's free Anti-Malware utility (MS Defender)

# Windows Update Utility

- ▶ The Windows 10 Operating System is massive & has many defects:
  - ▶ Many of these defects are security holes which crackers can use to hack into your computer
  - ▶ As soon as Microsoft finds out about these defects, they will fix, and make the updates available for us to install
  - ▶ Windows Update is a utility which will install the Windows 10 updates and keep ones computer OS up-to-date
  - ▶ Windows Update is also used to keep the MS Office suite and some drivers up-to-date
- ▶ Demo

# Windows Firewall Utility

- ▶ The job of the firewall is to prevent unauthorized users from accessing computers
- ▶ Firewalls can be complex to configure
- ▶ However, if one is not sharing any objects (i.e. printer or folder), then one could easily configure the firewall to block all incoming connections
  - ▶ NOTE: One could connect to the network and Internet, but others can't connect to the computer
- ▶ Demo



# Windows Disk Cleanup Utility

- ▶ On a daily basis, ones computer will create and download temporary and Internet files computers don't need (different from your data files)
- ▶ The Windows Disk Cleanup utility will help one to delete all of these files from a single location
- ▶ Demo



# Windows Defrag Utility

- Over time, as files grown and shrink, they become fragmented on Hard Disk Drives (HDD)
- Fragmented files take a bit longer to read and modify
- The Windows Defrag utility will rearrange all files to occupy a contiguous space on the hard Disk Drive (HDD), thus making the computer more efficient
- Please note, Windows Defrag will not delete and free disk space (efficiency tool)
- Demo

# Windows Task Manager Utility

- Task Manager is a sophisticated utility with many capabilities
- The two most important usages are:
  - 1) Terminate non-responsive application
  - 2) Find out how system resources (CPU, RAM, & NIC) are being used
  - 3) Find out which process/program is consuming a lot of system resources (could be a malware)
- Demo

# Computer Backup Utilities

- Computers become infected with Malware, Hard Disk Drives crash, Mobile devices get lost and/or stolen, etc.
- It's very important to backup data files!
- One could use a backup utility (i.e. Windows 10 File History) or simply copy the data files to the cloud or external drive
- Please note, if the backup device stays connected and the computer becomes infected, the backup files will become infected as well (best to remove/disconnect)
- Demo