



Answers to Your Questions

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Topics

Buying a New Computer?

My Computer is Slow.

How do I free up Disk Space?

What is File Explorer?

Does Thunderbird work on W11?

What is the best email client?

Differences between W10 vs W11?

The People with the Answers.

We have a fantastic dedicated staff of volunteers who go to the Repair Shop every Monday to help our members with all their technical and application problems.

www.lakegastoncc.org Repair Shop



Buying a New Computer? My Computer is Slow.

Keep Your Computer Clean
and Running Smoothly

Available to Every New Member
At meetings
And
At the Repair Shop



Guide to Buying a
New Computer



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Guide to Buying a New Computer

- Don't buy cheap. You get what you pay for.
- The repair shop techs will gladly answer your questions, help you order and setup a new computer
- Consider buying from manufacturer's website for customization, options and current new products
- Manufacturers: Apple, Dell, HP, Lenovo, Acer, Asus, and many others
- Choose device: Laptop, Desktop, All-in-1 Desktop, Tablet (eg. iPad), Chromebook (for email & web)
- Harddrive: recommend SSD (solid state is faster than a HDD) 256 GB minimum, 500 GB is better
- RAM (short-term memory): 8 GB minimum, more than 8 GB is better and faster
- CPU Processor: Intel i5 or i7 with 10th generation or above, AMD Ryzen 5 or 7 (avoid i3 and AMD 3)
- Monitor display screen: diagonal size varies, pick full HD (1080p) resolution (avoid 720p and 4K)
- Monitor screen choices: touch or non-touch, anti-glare or glossy BrightView
- CD/DVD Drive: internal (part of computer) or external USB plug-in bought separately
- Speakers, Camera and Microphone: recommend built into the computer or can buy separately
- Keyboard and Mouse: recommend wireless but are available wired
- Numeric Keypad: choices are built-in on the keyboard or external USB plug-in bought separately
- WiFi and Bluetooth built into the computer
- Connection Ports (pick what you need): USB, Ethernet, HDMI, SD cardreader, earphones, and others
- Operating System type: 64-bit OS, x64-based processor (32 bit is an old system)
- Operating System: Windows 11 Home \$140 or Pro \$200 for business or \$100 to upgrade to Pro
- Other Operating Systems: Apple iOS for iPad, Mac OS X for Apple Macintosh computers
- Microsoft 365: subscription, \$70 Personal (1 person), \$100 Family (1-6 people), \$20 Basic (1 person)
- Microsoft Office Home & Student 2021: \$150 one-time purchase for 1 PC
- Microsoft Office Online: free, web-based, not full-featured, no access offline (must use internet)
- Other free office software for Windows: LibreOffice, Google Docs/Sheets/Slides, and others
- Apple's Office Software: iWork comes installed on all MAC PC's for free
- Add-ons if needed: carrying case, speakers, monitor, HDMI cable, flashdrives, external harddrive
- File and System Backup: recommend the cloud off-site storage for maximum personal file protection
- Manufacturer support and extended warranty: not recommended - the Computer Club is your warranty

Keep Your Computer Clean and Running Smoothly



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It is suggested that you run these programs every couple weeks. If you are uncomfortable doing this cleanup, the Shop techs will help you.

- 1. AdwCleaner**
Removes adware, malware and PUPs (potentially unwanted programs). Download the free version from Malwarebytes.com. Do not open or install it from the Downloads folder but drag the icon from Downloads to the Desktop. Open AdwCleaner and Scan. Ignore the **potentially unwanted software found** (do not check those boxes). Quarantine any malware and PUPs found. Clean and Restart Computer.
- 2. Glary Utilities**
We primarily use this to delete temporary internet files and manage startup programs. Download and install the free version from Glarysoft.com. Select the Overview tab and click Startup Manager. We recommend disabling all listed startup programs except those that are related to Security and Defender. This keeps all of these programs from running in the background using up resources. Close that window. Select the 1-Click Maintenance tab. Scan for issues leaving the selection boxes as is. Repair Issues.
- 3. Disk Cleanup**
Deletes temporary and unneeded files to free up harddrive disk space. Type Disk Cleanup in the bottom search box and run the program. We recommend that you **select all boxes**, realizing that the recycle bin will also be emptied. Click OK.
- 4. Malwarebytes**
Removes malicious software and PUPs (potentially unwanted programs). Download and install the free version from Malwarebytes.com. It comes with a 14 day free trial of the premium version which will give you real-time protection and run automatically each day if your computer is on at the selected time. The Club recommends you buy the premium version. This is the only program that we recommend you purchase to keep your computer clean. If you don't buy it, it will revert to the free version requiring you to manually run it regularly. Scan. Quarantine any items found.
- 5. SuperAntiSpyware**
Removes spyware and adware. We run it primarily to get rid of cookies. Download and install the free version from SuperAntiSpyware.com. Open the program and check for updates to the databases in the lower right of the window. Click OK. Scan This Computer. Quick Scan. Continue. Continue. Continue. Close.
- 6. Windows Security**
Also known as Windows Defender and Microsoft Defender. Finds and removes threats. You do not need any other antivirus program. Windows Security works, it's free and is built into Windows 10/11. It runs automatically but will not run if you install another antivirus program. Type Security in the taskbar search box and open the Windows Security App. If any item is checked yellow or red it needs your attention.
- 7. Windows Updates**
Checks for updates to the Windows operating system. Type Updates in the search box and open Check for Updates. Click on Check for Updates even if it says you're up to date. If there are any updates, wait for them to download and install. After installing any updates click on Check for Updates again. Repeat until there are no more updates. It is usually best not to install any optional updates.

What is File Explorer?



- <https://www.thewindowsclub.com/get-help-with-file-explorer-in-windows-10>
- This is your electronic filing cabinet.
- Set it up logically and keep it clean.
- Videos and Pictures are space hogs.
- Disk Cleanup and Disk Defrag will take care of the rest to keep your pc running smooth.



Does Thunderbird work on W11?



YES.

<https://www.applicationpedia.com/mozilla-thunderbird-for-windows-11.html>


Which free email is the best?

Gmail currently 

Differences Between W11 and W10

<https://techcommunity.microsoft.com/t5/windows-11/windows-11-vs-windows-10-a-comprehensive-comparison-of-features/m-p/3760255>

- User Interface
 - System Requirements
 - Widgets
 - Virtual Desktops
 - Touch Controls
 - Gaming Performance
 - Microsoft Store
 - Security
- Multitasking
 - Task Manager
 - File Explorer
 - Start Menu
 - Cortana
 - Updates
 - Compatibility



The way to get started
is to quit talking and
begin doing.

Walt Disney



Thank you

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