



300 Main Street, Coopersville, MI 49404 www.ccstech.net (616) 997-8808 "Local Support • Personal Service since 1976"

Top 10 Things You Can Do to Save Your PC

- 1. Backup your important data frequently!** We cannot stress this enough. Ask a CCS technician to show you what you can use to back up your files. You never know when your data could mysteriously disappear!
- 2. Keep your updates current:** You need to make sure your computer is getting updates for Windows and your anti-virus program every week! If you are not sure if your PC is set up to do this correctly, schedule an appointment with a CCS technician to verify.
- 3. Never use Peer-to-Peer (P2P) Programs** to download movies, music, games or whatever! These programs basically open your computer up for others to see.
- 4. Do not Visit the "wrong" website.** If you believe you have stumbled upon a website that promotes illegal or subversive content, leave immediately. Many times, these sites will install software onto your PC without your knowledge!
- 5. Download, install and learn how to use good Anti-Spyware programs.** Not sure which ones to use? Ask a CCS technician.
- 6. Never allow a website to install an unfamiliar program.** This includes anti-spyware companies, browser "helper" tools or anything else you aren't completely sure of.
- 7. Use a different browser.** A browser is simply a program that lets you visually "see" a website. Some browsers are more secure than others and these alternative browsers can help with keeping some spyware at bay. Alternative browsers that CCS recommends include Opera and Firefox.
- 8. Watch your children's use!** Just because you subscribe to these rules, doesn't mean everyone in your household is doing the same. To make sure someone else doesn't undo all of the positive changes you have worked so hard on, monitor their Internet use, either by being there or installing a program that monitors their use 24 hours a day. CCS can make some recommendations.
- 9. Get a Firewall.** Microsoft's firewall is better than nothing, but there are high-tech hardware and software products out there that protect you at a higher level.
- 10. Don't wait until it's too late!** When you notice your PC behaving strangely, it is likely that it has spyware and/or viruses. Removing these early can save you time and money later. Spyware/Virus infections do not get better, they get worse.

If you have questions about any of these points, we can help... call *CCS Technologies*.

"Relax...we're on IT"