HOW TO MAINTAIN YOUR MAC

There is an excellent movie from http://pcclassesonline.com that covers most of this subject very well: [How to Clean Your Mac - YouTube](#)

THANK YOU To MARILYN KENNEDY AND PHIL DAVIS

Summary of Movie Recommendations

1. Run Software Update periodically. Remember this does not update 3rd party software do this manually.

2. Shut down and restart (or just use restart) your computer at least once a month.

3. Get Rid of old no longer used apps. USE APP CLEANER. DO NOT USE MAC KEEPER. If you have Mac Keeper on your computer - have a professional delete it. It is difficult to find all its files. APP CLEANER IS AVAILABLE FREE FROM ITS DEVELOPER: http://www.freemacsoft.net/appcleaner/

4. Use Disk Utility - All Hard Drives will fail. Frequent prolonged spinning beach balls may be a sign of impeding failure. To use Disk Utility:

   - Click on the file to be maintained. (usually Macintosh HD unless you have multiple hard drives.

   - click verify permissions - then repair permissions Read the error response; if you see "impending failure" or "corrupt OS file" (may be in RED) you need professional or at least expert help. Get it before you lose our data. You should do this about avery 6 months or when you sense a problem.

5. TO GET MORE SPACE AND INCREASE EFFICIENCY, DELETE UNNEEDED FILES:

   - FINDER - GO Option - LIBRARY - Application Support - Synch

Services: It is OK to delete the CONTENTS OF THIS FOLDER. DO NOT DELETE THE FOLDER.

- iTunes Find and delete duplicates (When doing this, look at the bit rates for the dups and delete the one with the lower bit rate This retains the higher quality file.

- Messages - Clear off one by one. To delete messages without closing the conversation open messages select conversation to be cleared then hit EDIT - Clear transcript. See Message help for other options.

- Empty iPhoto Trash - we tend to forget iPhoto has its own trash bin which has to be manually emptied. Empty iPhoto trash and then empty trash.

- Eliminate iPhoto Dups. Use iPhotoLibraryManager (Free Trial $29.95 purchase) to find and eliminate iPhoto dups. http://fatcatsoftware.com/iplm/

- Clean out your downloads folder. It likely has many duplicate files and ,dmg files. Once you have installed software and verified the installation, you no longer need the .dmg file. Delete them.

- Look in your iTunes mobile applications folder. You may find some apps you can delete.

6. If Time Machines hourly back up is slowing your computer more than you desire, you can set your own backup schedule with the free app "TimeMachineEditor" from http://timemachineeditor.en.softonic.com/mac .

APPLE ADVICE
http://support.apple.com/kb/HT1147

SOME GOOD ADVICE AND SOME DUBIOUS ADVICE!

How To Care For Your Hard Drives And Make Them Last Longer

Five Things you can do in 10 minutes or less to clean your hard drive
http://www.makeuseof.com/tag/go-clean-hard-drive-5-things-can-10-minutes-less/
Note: This time estimate is correct if your computer has been in use for less than one day! LOL

http://blogs.avg.com/lifestyle/powerful-steps-speed-clean-mac/
AVG Speed and Clean your Mac

http://macpaw.com/speed-up-mac
Ad for Cleanmymac2 (Don't Buy it!)

RECAP: SOFTWARE RECOMMENDED IN VIDEO:

1. Disk Utility (comes with every mac)
2. APP Cleaner - Free - See above
3. iPhoto Library Manager - See above
4. Time Machine Editor - See above

OTHER SOFTWARE YOU MAY FIND HELPFUL:

ONYX basic drive cleaner (FREE)
http://fatcatsoftware.com/iplm/

Techtool Pro 7 Very Powerful hardware diagnostic and disk repair tool
https://www.micromat.com
$99.99

GEMINI (Duplicate File Finder and Remover)
APP Store $9.99

PHOTO DUPLICATE FINDERS I AM AWARE OF BUT HAVE NOT PERSONALLY USED:

- [ADD for Mac - Aperture | MacUpdate](#) $4
- [PhotoSweeper - Fast and powerful duplicate photo cleaner for the Mac](#) $10
- [Duplicate Annihilator for iPhoto and Aperture](#) - $8 each-
- [dupeGuru - Duplicate file scanner](#) - donation ware
- [Duplicate Detective](#) $3