MASTERING PC PERFORMANCE THE ULTIMATE GUIDE TO SPEEDING UP YOUR COMPUTER

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INTRODUCTION

WHY A FAST PC IS ESSENTIAL!

Does your PC take forever to boot up? Do simple tasks like opening a browser or loading a file leave you waiting impatiently? You're not alone. A slow computer can disrupt your productivity, affect your gaming experience, and even sour your mood.

In today's fast-paced world, speed isn't just a luxury—it's a necessity. Whether you're working on important projects, streaming your favorite shows, or gaming with friends, a fast and efficient computer makes all the difference.

WHAT'S SLOWING YOU DOWN?

Before diving into solutions, it's important to understand the root causes of a slow PC:

- Outdated Hardware: Components like your hard drive or RAM may no longer meet your demands.
- Cluttered Software: Unnecessary programs and files hog valuable system resources.
- External Threats: Malware, viruses, and spyware can bring your system to a crawl.

WHO THIS GUIDE IS FOR!

This guide is designed for:

- Everyday Users: Frustrated by their slow PCs and looking for easy solutions.
- Gamers: Seeking smoother gameplay and faster load times.
- Professionals: Wanting efficient systems to maximize productivity.
- Tech Enthusiasts: Interested in finetuning and optimizing performance.

WHAT YOU'LL GAIN FROM THIS GUIDE!

By the end of this eBook, you'll be able to:

- Identify what's slowing your PC down.
- Implement simple, effective fixes to improve performance.
- Make informed decisions about hardware upgrades.
- Maintain your PC for long-term speed and reliability.

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You don't need to be a tech wizard to follow this guide. It's packed with practical advice, step-by-step instructions, and actionable tips to transform your computer's performance.



From quick cleanup tips to advanced optimization techniques, this eBook will empower you to reclaim your PC's full potential. So, whether you're here to solve immediate problems or to ensure your computer stays fast for years to come, you're in the right place.



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UNDERSTANDING YOUR COMPUTER'S PERFORMANCE

1.1 WHAT AFFECTS PC SPEED?

To speed up your computer, you first need to understand the factors that influence its performance:

- **Processor (CPU):** Acts as the brain of your computer. The speed and efficiency of your CPU determine how quickly your system processes tasks.
- **Memory (RAM):** More RAM allows your computer to handle multiple tasks simultaneously. Low RAM can cause slowdowns during multitasking.
- Storage (HDD vs. SSD): Hard drives store data, but their speed varies. SSDs are significantly faster than traditional HDDs, improving boot times and file loading.
- **Graphics Processing Unit (GPU):** Crucial for gaming and video editing. An underperforming GPU can cause lag and visual glitches.
- Network Speed: For online activities, your internet connection plays a major role in perceived performance.

1.2 HARDWARE VS. SOFTWARE BOTTLENECKS

Understanding the difference between hardware and software issues helps target the right fixes.

- Hardware Bottlenecks: Occur when your physical components, like RAM or CPU, can't keep up with your needs.
- **Software Bottlenecks:** Caused by inefficient programs, too many background tasks, or outdated operating systems.

EXAMPLE:

If your computer slows down when running multiple programs, you might have insufficient RAM (hardware issue). If your browser lags due to too many tabs, the issue is likely softwarerelated.

1.3 PERFORMANCE MYTHS

Many users fall for common misconceptions about PC performance. Let's debunk a few:

Myth 1: "More RAM always means better performance."

While more RAM helps, it's only effective if your tasks require it. Adding RAM to a system with sufficient memory won't make a noticeable difference.

Myth 2: "Closing all background apps boosts performance."

Some background processes are essential for your PC's functionality. Focus on managing unnecessary apps, not eliminating all of them

Myth 3: "You need expensive software to clean your PC."

Built-in tools like Disk Cleanup and Task Manager are often sufficient for routine maintenance.

1.4 HOW TO ASSESS YOUR PC'S CURRENT PERFORMANCE

BEFORE MAKING ANY CHANGES, EVALUATE YOUR SYSTEM'S PERFORMANCE:

1. Task Manager (Windows) or Activity Monitor (Mac):

- Monitor CPU, RAM, and disk usage.
- Identify resource-heavy applications.

2. Benchmarking Tools:

- Use tools like Geekbench or CrystalDiskMark to measure your system's speed.
- Compare results to the baseline for your hardware.

3. Network Speed Tests:

- Test your internet speed using services like Speedtest.net.
- Diagnose slow connections affecting your online activities.

CHAPTER 2 CLEANING UP YOUR SYSTEM

2.1 REMOVING UNNECESSARY FILES AND PROGRAMS

Over time, your computer accumulates programs and files you no longer need. Removing these can free up storage and improve performance.

Steps to Remove Programs:

1. Windows:

- Go to "Control Panel" > "Programs and Features."
- Select the program you no longer use and click "Uninstall."
- 2. Mac:
- Open "Finder," go to "Applications," and drag unwanted apps to the Trash.

Tips:

- Use tools like CCleaner or Storage Sense (Windows) to identify large or unused files.
- Avoid deleting system files or programs you don't recognize—these may be essential.

2.2 MANAGING STARTUP PROGRAMS

Many programs launch automatically when you start your computer, slowing down boot times.

Steps to Manage Startup Programs:

1. Windows:

- Open Task Manager (Ctrl + Shift + Esc).
- Navigate to the "Startup" tab.
- Disable unnecessary programs by rightclicking and selecting "Disable."

2. Mac:

- Go to "System Preferences" > "Users & Groups" > "Login Items."
- Select the app and click the "-" button to remove it.

• Pro Tip:

Focus on disabling non-essential apps like chat software, media players, or cloud storage apps.

2.3 CLEARING TEMPORARY FILES AND CACHE

Temporary files and cache data can pile up and take significant storage space without you realizing it.

Steps to Clear Temporary Files:

1. Windows:

- Open the "Run" dialog (Win + R), type %temp%, and hit Enter.
- Delete the files in the folder (some may not delete if they're in use).
- Use "Disk Cleanup" to clear system cache and other temporary files.

2. Mac:

- Use the "Go to Folder" command (Cmd + Shift + G) and type ~/Library/Caches/.
- Delete contents from specific app folders.

Tools for Automation:

- Windows: Use built-in tools like Disk Cleanup or third-party tools like BleachBit.
- Mac: Tools like CleanMyMac X streamline the process.

2.4 ADVANCED CLEANUP TOOLS

IF YOU WANT TO TAKE YOUR CLEANUP TO THE NEXT LEVEL, EXPLORE ADVANCED TOOLS:

- **Revo Uninstaller:** Helps remove leftover files from uninstalled programs.
- WinDirStat: Visualizes disk usage, helping you identify large files and folders.
- **Duplicate File Finder:** Locates and deletes duplicate files hogging space.

CHAPTER 3 OPTIMIZING SOFTWARE

3.1 Keeping Your Operating System Updated

Your operating system (OS) is the backbone of your PC. Regular updates ensure optimal performance, improved security, and compatibility with modern applications.

• STEPS TO UPDATE YOUR OS:

1. Windows:

- Open "Settings" > "Update & Security" > "Windows Update."
- Click "Check for Updates" and install available updates.

2. Mac:

- Open "System Preferences" > "Software Update."
- If updates are available, click "Update Now."

Pro Tip:

Enable automatic updates to avoid missing critical patches.

3.2 CHOOSING EFFICIENT SOFTWARE

Not all software is created equal. Some programs are resource-heavy and can bog down your PC.

1. Tips for Selecting Efficient Software:

- Opt for lightweight alternatives (e.g., VLC Media Player instead of heavy media players).
- Avoid unnecessary browser extensions that consume memory.
- Regularly review your installed apps and replace bloated ones with streamlined versions.

Examples:

- Use LibreOffice instead of MS Office for basic tasks.
- Choose Google Chrome or Microsoft Edge for their performance optimization features.

3.3 DISABLING BACKGROUND PROCESSES

BACKGROUND PROCESSES CAN DRAIN YOUR PC'S RESOURCES, SLOWING DOWN ACTIVE TASKS.

How to Disable Background Processes:

1. Windows:

- Open Task Manager (Ctrl + Shift + Esc).
- Navigate to the "Processes" tab.
- Identify resource-heavy apps, right-click, and select "End Task."

2. Mac:

- Open Activity Monitor (Cmd + Space, then type "Activity Monitor").
- Check the "CPU" tab for resource-intensive apps and quit unnecessary ones.

Pro Tip:

Be cautious—some background processes are essential for system stability. Research unfamiliar processes before ending them. 18

3.4 CONFIGURING SYSTEM SETTINGS FOR PERFORMANCE

Adjusting system settings can significantly boost software performance.

Key Adjustments:

1.Windows Performance Options:

- Search "Adjust the appearance and performance of Windows" in the Start menu.
- Choose "Adjust for best performance" to disable unnecessary animations.

2.Mac Energy Saver Settings:

- Run antivirus software like Malwarebytes.
- Use Safe Mode for stubborn malware.
- Regularly update security tools to stay protected.

3.5 USING OPTIMIZATION TOOLS

LEVERAGE SPECIALIZED TOOLS TO FINE-TUNE YOUR SOFTWARE SETUP:

- Windows: Use built-in tools like "Storage Sense" or third-party apps like IObit Advanced SystemCare.
- Mac: Tools like OnyX help clean and optimize macOS.
- Cross-Platform: CCleaner is effective for clearing unnecessary files and managing software.

CHAPTER 4 MANAGING STORAGE EFFECTIVELY

4.1 HOW TO CHECK DISK SPACE USAGE

Understanding how your storage is being used is the first step toward effective management.

Steps to Check Disk Space Usage:

1.Windows:

- Open "Settings" > "System" > "Storage."
- View a breakdown of file types and their space usage.

2.Mac:

- Click the Apple menu and select "About This Mac" > "Storage."
- Check the categorized bar showing storage distribution.

Pro Tip:

Look for folders or files consuming the most space using tools like WinDirStat (Windows) or Disk Inventory X (Mac).

4.2 DEFRAGMENTATION VS. SSD OPTIMIZATION

Traditional hard drives (HDDs) and solid-state drives (SSDs) have different optimization needs.

Defragmentation for HDDs:

- HDDs store files in fragmented pieces, which slows access times.
- Use the "Defragment and Optimize Drives" tool in Windows to consolidate files.

• SSD Optimization:

- SSDs don't need defragmentation but benefit from the TRIM command, which Windows enables by default.
- Avoid excessive writes to prolong SSD lifespan.

Pro Tip:

Check drive type in Windows by typing disk management in the Start menu and reviewing your drives' properties.

4.3 TIPS FOR USING CLOUD STORAGE

Cloud storage services like Google Drive, Dropbox, and OneDrive help free up local storage.

How to Use Cloud Storage Efficiently:

- 1. Move infrequently accessed files to the cloud.
- 2. Enable selective sync to keep only necessary files on your device.
- 3. Regularly review and organize cloud files to avoid duplication.

• Popular Cloud Services:

- Google Drive: 15GB free storage with seamless integration into Android and Google Workspace.
- Dropbox: Great for collaboration with features like file requests.
- OneDrive: Ideal for Windows users with Office 365 integration.

4.4 ORGANIZING FILES FOR BETTER ACCESS

A well-organized file system makes it easier to manage storage and find files.

- Best Practices for File Organization:
- Create meaningful folder names (e.g., "Work," "Personal," "Photos").
- Regularly delete duplicates or outdated files.
- Use tools like Duplicate Cleaner to find and remove duplicate files.

Pro Tip:

Backup important files using both local and cloud storage to avoid data loss.

4.5 AUTOMATING STORAGE MANAGEMENT

Automation tools can handle routine storage management tasks, saving time.

Tools and Features to Automate Storage Management:

- Windows Storage Sense: Automatically deletes temporary files and unused items in the Recycle Bin.
- Mac Optimize Storage: Moves old files to iCloud and removes movies you've already watched.

CHAPTER 5 HARDWARE UPGRADES THAT MAKE A DIFFERENCE

Upgrading hardware is one of the most effective ways to speed up your PC. While software optimizations help, new components can provide a significant performance boost for gaming, multitasking, and general computing.

5.1 Upgrading Your RAM

Adding more RAM can improve speed, especially if your computer struggles with multitasking.

Signs You Need a RAM Upgrade:

- Slow performance when running multiple apps.
- Frequent freezing or lagging.
- High RAM usage in Task Manager (Windows) or Activity Monitor (Mac).
- How to Upgrade RAM:
- 1. Check Compatibility: Use tools like Crucial's System Scanner to find compatible RAM.
- 2. Choose the Right Size: 8GB is enough for basic use, 16GB+ is ideal for gaming or video editing.

5.2 SWITCHING TO AN SSD (SOLID-STATE DRIVE)

Switching from an HDD to an SSD can drastically reduce boot times and file load speeds.

• SSD VS. HDD – WHY UPGRADE?

FEATURE	HDD	SSD	
SPEED	SLOW	10X FASTER	
DURABILITY	PRONE TO DAMAGE	MORE RESISTANT	
NOISE	NOISY	SILENT	
BOOT TIME	~60 SECONDS	~10 SECONDS	

• HOW TO UPGRADE TO AN SSD:

- 1. Choose the Right SSD: SATA SSDs are compatible with older PCs, while NVMe SSDs offer faster speeds.
- 2. Clone Your Existing Drive: Use software like Macrium Reflect or Samsung Data Migration.
- 3. Install and Set as Boot Drive: Replace your HDD, then go to BIOS and set the SSD as the primary drive.

5.3 When to Upgrade Your Graphics Card (GPU)

A GRAPHICS CARD UPGRADE IS ESSENTIAL FOR GAMING, VIDEO EDITING, AND 3D RENDERING.

• Signs You Need a New GPU:

- Games run at low FPS or stutter.
- Video editing software lags during playback.
- Your GPU struggles with 4K content or dual monitors.

• How to Choose the Right GPU:

- For casual use: NVIDIA GTX 1660 / AMD RX 6600.
- For gaming & editing: NVIDIA RTX 4060+ / AMD RX 7600+.
- For professional work: NVIDIA RTX 4080+ / AMD RX 7900 XTX.

Pro Tip: Check your power supply before upgrading —new GPUs need more wattage!

CHAPTER 6 BOOSTING INTERNET SPEED

A slow internet connection can be frustrating, especially when streaming, gaming, or working online. This chapter will help you optimize your internet speed through router settings, browser choices, and troubleshooting techniques.

6.1 Optimizing Your Router Settings

Your router is the backbone of your internet connection. Adjusting its settings can increase speed and stability.

Steps to Improve Router Performance:

Placement Matters: Keep your router in a central, open space—avoid walls and electronics that interfere with signals.

Use the Right Frequency Band:

- 5GHz (faster, shorter range) for gaming/streaming.
- 2.4GHz (slower, longer range) for regular browsing.
- Update Router Firmware: Log into your router's settings (usually at 192.168.1.1) and check for updates.
- Enable QoS (Quality of Service): Prioritize bandwidth for work, gaming, or streaming applications. 29

6.2 CHOOSING THE BEST BROWSER FOR SPEED

Not all browsers are created equal. Some are faster and use fewer resources than others.

Top Browsers for Speed & Performance:

BROWSER	SPEED	RESOURCE USAGE	BEST FOR
GOOGLE CHROME	💋 FAST	HIGH	GENERAL USE
MICROSOFT EDGE	💋 FAST	LOW	WINDOWS USERS
MOZILLA FIREFOX	MODERATE	MODERATE	PRIVACY-FOCUSED USERS
BRAVE	VERY FAST	LOW	BLOCKING ADS & TRACKING

Pro Tip: Disable unnecessary extensions and clear cache regularly to keep your browser running smoothly.

6.3 DIAGNOSING AND FIXING SLOW WI-FI ISSUES

IF YOUR INTERNET FEELS SLUGGISH, TRY THESE TROUBLESHOOTING STEPS BEFORE CALLING YOUR PROVIDER.

• How to Diagnose Internet Speed Issues:

 Check Your Speed: Use tools like Speedtest.net to compare your actual vs. promised speed.
 Reduce Device Load: Disconnect devices that aren't in use—they take up bandwidth.

3 Change Your Wi-Fi Channel: In congested areas (apartments, offices), your Wi-Fi may be competing with others. Use a Wi-Fi analyzer app to find the least crowded channel.

4 Restart Your Router: Power cycling your router once a week helps clear issues and refresh the connection.

Pro Tip: If you experience lag during video calls or gaming, using an Ethernet cable instead of Wi-Fi can significantly improve stability.

CHAPTER 7 ADVANCED OPTIMIZATION TECHNIQUES

FOR THOSE WHO WANT TO PUSH THEIR PC'S PERFORMANCE TO THE NEXT LEVEL, ADVANCED OPTIMIZATION TECHNIQUES LIKE OVERCLOCKING, VIRTUAL MEMORY ADJUSTMENTS, AND SPECIALIZED SOFTWARE TOOLS CAN HELP. THIS CHAPTER COVERS POWERFUL TWEAKS TO ENHANCE SPEED AND EFFICIENCY.

7.1 Overclocking Basics

Overclocking increases the speed of your CPU or GPU beyond factory settings, improving performance for gaming, video editing, and other intensive tasks.

• How Overclocking Works:

CPU Overclocking: Boosts processing speed for improved multitasking.

GPU Overclocking: Enhances graphics performance for higher frame rates.

• Steps to Overclock Your CPU (Safely!):

Check Compatibility: Use software like CPU-Z to see if your processor supports overclocking.

2 Use Overclocking Software: Intel XTU (Intel CPUs) or Ryzen Master (AMD CPUs).

3 Increase Clock Speed Gradually: Adjust in small increments (100-200 MHz) and test stability.

4 Monitor Temperature: Keep CPU temperatures below 85°C to prevent overheating.

7.2 ADJUSTING VIRTUAL MEMORY SETTINGS

VIRTUAL MEMORY (ALSO CALLED A PAGE FILE) ACTS AS EXTRA RAM WHEN YOUR PHYSICAL RAM IS FULL. TWEAKING IT CAN HELP IF YOUR SYSTEM LAGS UNDER HEAVY LOAD.

How to Adjust Virtual Memory in Windows:

Open System Settings: Search for "Advanced System Settings" in Windows.

- **2** Go to Performance Settings: Under "Advanced," select "Virtual Memory."
- **3** Set a Custom Size: Multiply your installed RAM by 1.5 (Example: If you have 8GB RAM, set it to 12GB).
- Restart Your PC: Changes will take effect after a reboot.

Pro Tip: Set virtual memory on an SSD for faster performance compared to an HDD.

7.3 USING ADVANCED PERFORMANCE TOOLS

SEVERAL TOOLS CAN AUTOMATE OPTIMIZATION AND HELP MANAGE PERFORMANCE MORE EFFICIENTLY.

Best Tools for Advanced Optimization:

- MSI Afterburner Overclocking & GPU monitoring.
- Process Lasso Optimizes CPU usage for better performance.
- RAMMap Analyzes and frees up RAM.
- Autoruns Manages startup programs and background processes.

Pro Tip: Disable unnecessary background processes in Task Manager to free up system resources.

MAINTAINING LONG-TERM SPEED

KEEPING YOUR PC RUNNING FAST ISN'T A ONE-TIME FIX—IT REQUIRES REGULAR MAINTENANCE AND MONITORING. THIS CHAPTER COVERS PREVENTATIVE MEASURES TO ENSURE LONG-TERM PERFORMANCE, INCLUDING SYSTEM MAINTENANCE, HEALTH MONITORING, AND MALWARE PREVENTION.

8.1 Regular System Maintenance

A well-maintained PC performs better and lasts longer. Here's what you should do weekly, monthly, and yearly to keep it in top shape.

• Maintenance Checklist:

Weekly:

Restart your PC to clear temporary files.

Close unnecessary background apps.

Run a quick malware scan with Windows Defender or Malwarebytes.

- 🗂 Monthly:
- Update your operating system and drivers.
- 🗸 Uninstall unused programs.
- Clear browser cache and cookies for better speed.

Pro Tip: Automate maintenance tasks using Windows Task Scheduler or third-party tools like CCleaner.

8.2 MONITORING SYSTEM HEALTH

REGULARLY CHECKING YOUR SYSTEM'S HEALTH CAN HELP CATCH PROBLEMS BEFORE THEY AFFECT PERFORMANCE.

Best Tools for System Monitoring:

Task Manager (Windows) – Checks CPU & RAM usage.

• HWMonitor – Monitors temperatures and fan speeds.

CrystalDiskInfo – Detects hard drive/SSD health.

Speccy – Gives detailed system information.

Pro Tip: If your CPU or GPU is running hotter than 80°C, improve cooling or replace thermal paste.

8.3 AVOIDING MALWARE AND UNWANTED SOFTWARE

MALWARE AND UNNECESSARY SOFTWARE SLOW DOWN YOUR PC. HERE'S HOW TO STAY SAFE.

How to Prevent Malware:

Use a trusted antivirus program (Bitdefender, Windows Defender, etc.).

Avoid clicking on suspicious email links or popups.

Download software only from official sources.

Enable real-time protection in Windows Security.

Removing Bloatware (Unnecessary Software)

Open Settings > Apps & Features.

2 Identify programs you never use.

3 Click Uninstall to remove them.

Pro Tip: Use PC Decrapifier to remove bloatware that comes pre-installed on many computers.

CHAPTER 9 TROUBLESHOOTING SLOW PERFORMANCE

EVEN WITH REGULAR MAINTENANCE, YOUR PC MAY SLOW DOWN OVER TIME DUE TO HARDWARE ISSUES, BACKGROUND PROCESSES, OR SYSTEM ERRORS. THIS CHAPTER WILL HELP YOU DIAGNOSE AND FIX COMMON PERFORMANCE PROBLEMS BEFORE CONSIDERING PROFESSIONAL HELP.

9.1 Diagnosing Issues with Task Manager

Task Manager is your first line of defense when your PC starts lagging. It shows which apps and processes consume the most resources.

• How to Use Task Manager for Troubleshooting:

Open Task Manager (Ctrl + Shift + Esc).

2 Check CPU, Memory, and Disk Usage:

If CPU usage is high \rightarrow Close unnecessary apps.

If RAM usage is maxed out → Consider upgrading RAM.

If Disk usage is 100% → A failing hard drive or background processes may be the issue.

3 Sort by "Startup Impact" (under the Startup tab) and disable unnecessary startup programs.

Pro Tip: Automate maintenance tasks using Windows Task Scheduler or third-party tools like CCleaner.

9.2 RECOGNIZING HARDWARE FAILURES

SOMETIMES, SLOW PERFORMANCE IS CAUSED BY HARDWARE ISSUES, NOT SOFTWARE PROBLEMS.

• Signs of Failing Hardware:

A Hard Drive Issues:

- Frequent crashes or blue screens.
- Clicking noises from the hard drive.
- Slow file access or "disk errors" messages.

A RAM Problems:

- Apps crashing unexpectedly.
- "Out of memory" errors.
- Random reboots or system freezes.

Overheating Issues:

- Loud fan noise or system shutting down randomly.
- CPU/GPU temperatures exceeding 85°C.

How to Check for Failing Components:

Use CrystalDiskInfo – Checks hard drive health.

Run Windows Memory Diagnostic – Detects RAM failures.

Monitor CPU & GPU temperatures – Use HWMonitor or Speccy.

Pro Tip: If your hard drive is failing, back up important data ASAP and replace it with an SSD.

9.3 WHEN TO SEEK PROFESSIONAL HELP

IF YOU'VE TRIED EVERYTHING AND YOUR PC IS STILL SLOW, IT MAY BE TIME TO GET EXPERT ASSISTANCE.

• When to Call a Professional:

Your PC won't turn on despite checking power connections.

Vou experience frequent blue screens (BSODs).

Vou hear strange noises from the hard drive or fans.

Vour PC overheats even after cleaning the cooling system.

You need help installing or upgrading hardware components.

Pro Tip: If repair costs are high, compare the price of fixing vs. buying a new PC before making a decision.

CHAPTER 10 TROUBLESHOOTING SLOW PERFORMANCE

NOW THAT YOU'VE OPTIMIZED YOUR PC FOR SPEED, LET'S TAKE IT A STEP FURTHER. THIS CHAPTER COVERS ADVANCED TIPS AND TRICKS TO HELP YOU WORK SMARTER AND FASTER, WHETHER YOU'RE A CASUAL USER OR A POWER USER.

• 10.1 Keyboard Shortcuts for Power Users

Using keyboard shortcuts instead of your mouse can speed up daily tasks significantly.

• Essential Windows Shortcuts:

■ Windows + D – Minimize all windows to show the desktop.

Alt + Tab – Switch between open applications.

Ctrl + Shift + Esc – Open Task Manager instantly.

■ Windows + Shift + S – Take a screenshot with Snipping Tool.

■ Windows + V – Open clipboard history (if enabled).

Pro Tip: Learn shortcut combos for your most-used apps (e.g., Photoshop, Excel, VS Code).

10.2 Customizing Power Settings

ADJUSTING POWER SETTINGS CAN BALANCE SPEED AND ENERGY EFFICIENCY.

Best Power Plans for Different Needs:

Battery Saver Mode (for laptops) – Extends battery life but reduces performance.

High-Performance Mode – Maximizes speed but consumes more power.

 Ø Balanced Mode – A mix of performance and energy savings (default setting).

• How to Change Power Plan:

Open Control Panel > Power Options.
 Select High Performance for maximum speed.
 Customize "Advanced Power Settings" to tweak CPU performance and sleep settings.

Pro Tip: If using a desktop PC, always use High Performance Mode unless power consumption is a

concern.

10.3 TIPS FOR MULTITASKING LIKE A PRO

MAXIMIZE PRODUCTIVITY BY OPTIMIZING HOW YOU SWITCH BETWEEN APPS AND MANAGE WORKFLOWS.

Best Multitasking Features in Windows:

Snap Assist – Drag windows to the screen edges to auto-resize them.

Virtual Desktops – Use multiple desktops
 (Windows + Ctrl + D) to separate workspaces.
 Task View – Press (Windows + Tab) to see open windows and desktops.

Pro Tip: If you work with multiple monitors, use Display Settings to configure extended or duplicated displays.

CONCLUSION

• Recap of Key Takeaways

A clean and optimized PC performs better and lasts longer.

Regular maintenance prevents slowdowns over time.

✓ Upgrading hardware (RAM, SSD) can give an instant speed boost.

Avoiding malware and monitoring system health keeps your PC running smoothly.

Advanced productivity techniques help you get more done in less time.

• The Benefits of a Well-Maintained PC

Faster performance = Less frustration, more efficiency.

Fewer issues = Less downtime, longer lifespan.
 Better security = Protected data and safe browsing.

Encouragement to Keep Learning

Technology evolves quickly, and new performance tips emerge regularly. Stay updated by following tech blogs, watching YouTube tutorials, and experimenting with new tools.

Next Steps:

Bookmark this guide for future reference.
Apply the tips you've learned step by step.
Explore other eBooks in this series to continue improving your tech skills.

🞁 Bonus Resources:

List of Recommended Software & Tools (antivirus, optimization apps, monitoring tools).
 Links to Online Tutorials (Windows optimization, hardware upgrades, etc.).
 Thank you for reading! Keep your PC running at

peak performance! 💋