

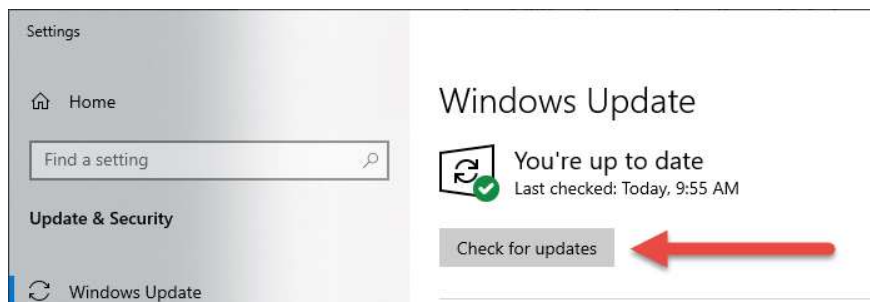
OPTIMIZING WINDOWS PERFORMANCE

If you've experienced issues with slow system performance, either in general or within our software, there may be a few small tweaks in Windows settings that can make a significant difference! Some of the causes can be traced back to hardware, some to software, and still others to how your users are utilizing and maintaining your machines on a daily basis. By making these small adjustments your tellers will see measurable improvements in system performance – and that means productivity and efficiency!


If you need assistance with any of the recommendations, please call our technical helpline at 817-595-8899 ext. 4

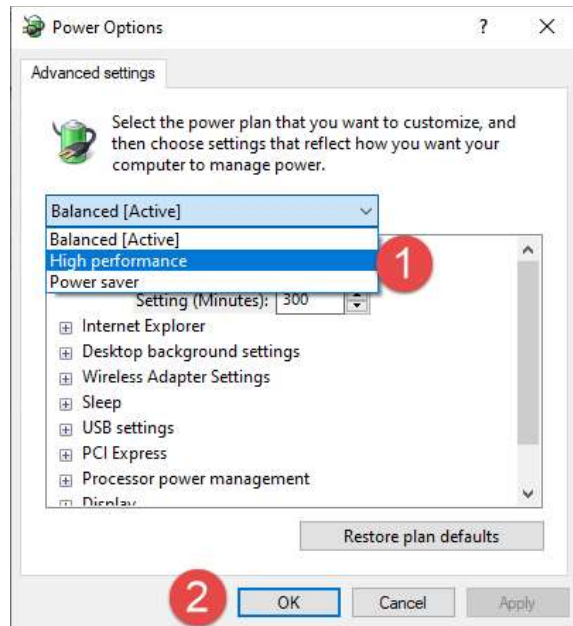
Windows Updates

On the workstation go to **Start > Settings > Windows Update**. From here you can check for Windows updates and download and install any outstanding updates. Additionally, you can, and should, set the computer to automatically download and install all future updates.




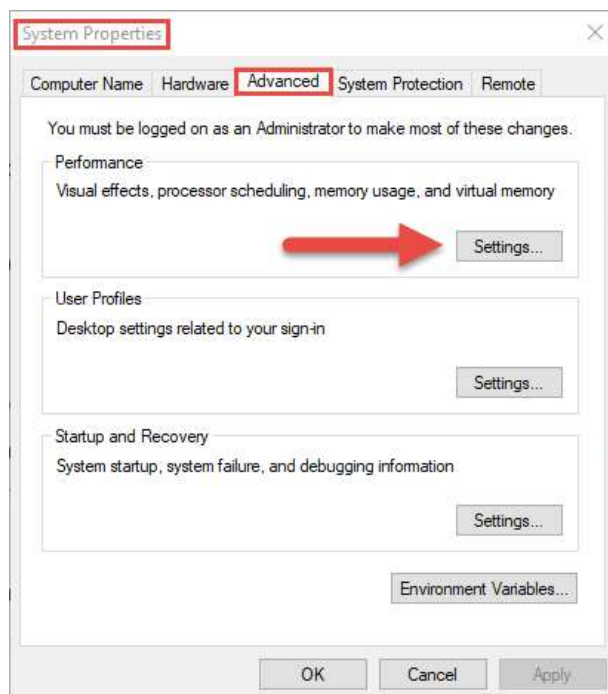
Power Settings

On the workstation click the Start or windows button  search “edit power plan,” and select the top result. Select **Change advanced power settings**. From here, change the power plan to **High Performance** and click **OK**:

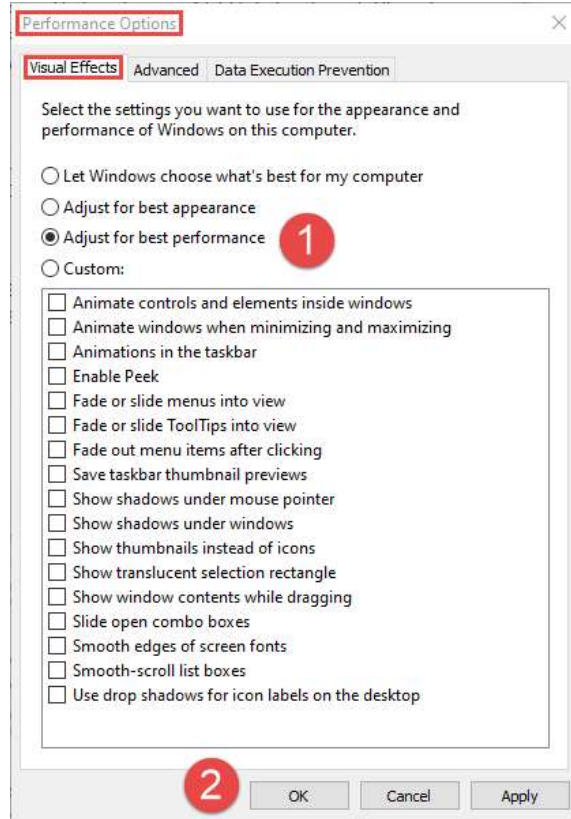


Visual Effects

While Windows comes stock with flashy transitions and attractive user interfaces, it's likely that leaving these visual effects enabled will result in decreased system performance. To optimize these settings, click the Start or windows button  search "view advanced system settings," and click the top result. In the System Properties window, with the **Advanced** tab selected, click **Settings** under the **Performance** section:



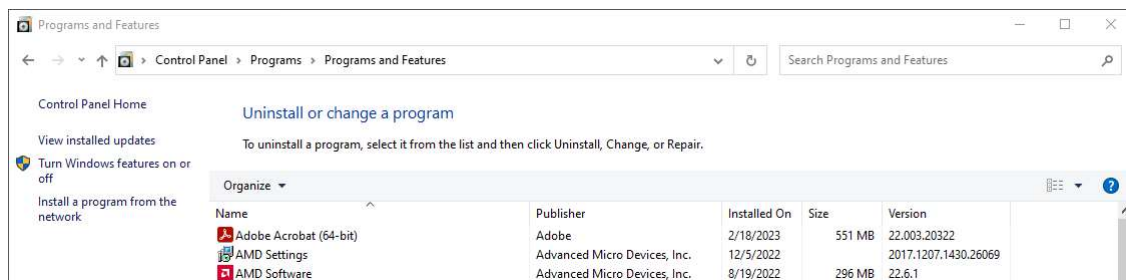
From the **Performance Options** window select **Adjust for best performance** and click **OK**:



Bloatware

Windows typically comes pre-packaged with a suite of programs and software that the average user will not use that also impact system performance.

Click the Start or windows button  search “add or remove programs” OR go to **Control Panel > Programs > Programs and Features > Uninstall a Program**:

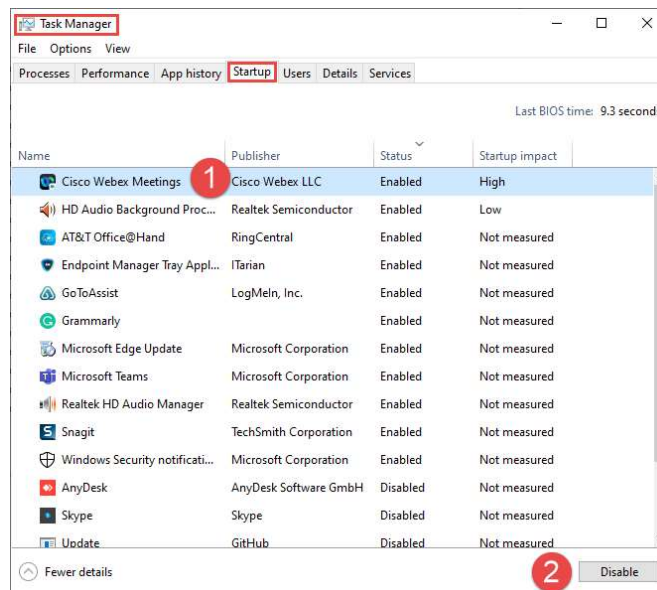


Here we can organize programs, most usefully, by name or size. Remove any programs that you can identify that are either not being used or have no relevance to business operations. These can include extra web browsers, games, and extraneous utility software (video players, etc.). **Take caution when uninstalling unrecognized software as it may have unintended effects.**

Improving Startup


Some of the software pre-packaged with Windows, as well as software installed by users, automatically defaults to run every time the system is booted up. We can disable these, as desired. Note that any program that is disabled for startup *will* still be available by manually executing the program.

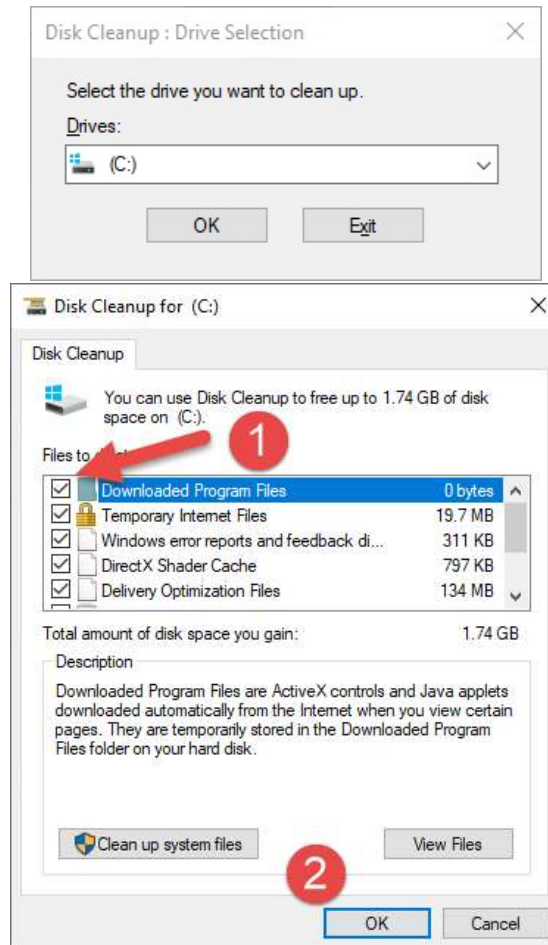
To disable automatic startup for programs, and improve startup time, press **Control+Alt+Delete** on your keyboard simultaneously. Select **Task Manager**. From the **Task Manager** window select the **Startup** tab. Here you can organize tabs by Name, Status, and Startup impact. Select the program you would like to disable and press the button on the bottom right of the **Task Manager** window:



Storage Management

If your hard drive is full, or near capacity, this can also have a substantial impact on your system performance. The previous **Bloatware** section will aid in this, but there are a few other steps you can take to further increase your storage space.

- Clean your desktop – delete unnecessary files and file folders.
- Visit the Downloads, Documents, Pictures, Music, and Videos folders in your C: Drive and remove unnecessary files and file folders.
- Run Disk Cleanup. Click the Start or windows button  search “disk cleanup,” and select the top result. Select the files to delete (these are all safe), click OK, and confirm when prompted:



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