




# Tuning Your PC

## Spyware and Adware: Eliminating Unwanted Files

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 =Shortcut  =Advice  =Caution

### What are Spyware and Adware?

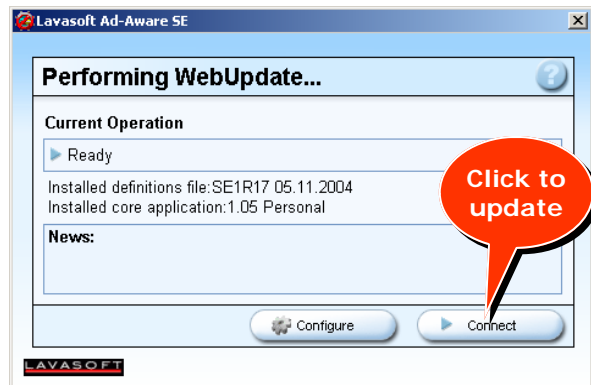
Spyware is designed to collect personal data from your computer, providing it to the company that produced the Spyware. Adware is a hidden program on your computer which creates annoying pop-up advertisements. Both are often complicated to remove once installed. Office of Technology Services (OTS) has found two reliable programs, Ad Aware and Spybot Search and Destroy, to remove these harmful items.

### First Clean the Cache

1. Go to **Start**.
2. Go to **Settings** or **Control Panel**.
3. **Double-click Internet Options**.
4. Click on **Delete Cookies** and select **OK** to remove.
5. Click on **Delete Files** and check the Delete all offline content box.
6. Click **OK**.

### Downloading Ad-aware (Download and use this software on your personal computer only)

1. Go to <http://www.download.com>.
2. In the **Search** field type **Ad-aware**.
3. Click **Go**.
4. Scroll until you see "Ad-Aware SE Personal Edition 1.06"
5. Click **Download** to the far right.
6. Click the **Save** button.
7. On the *Save As* dialog box, click on the drop-down box.
8. Change the *Save in:* location to **Desktop**.
9. Close the window after the product downloads.
10. Go to your desktop, double click **aawsepersonal.exe**
11. Follow the wizard accepting the defaults.
12. Check full system scan and update definitions.
13. Click **OK** to update.
14. Click **Connect**.
15. When the scan is finished (it can take 10 minutes or longer), check if items are found.
16. Scroll down the list to make sure it doesn't include flagged items you want to keep.
17. Check all the items found by *right clicking on the first box* and choosing **Select all objects**.
18. Hit **Next** to continue.



19. If your computer is currently running spyware, you may need to restart your computer for Ad Aware to remove those items.

Close Ad Aware and restart if necessary.

## Downloading Spybot: Search and Destroy 1.4

1. Go to <http://www.download.com>.
2. In the **Search** field type **Spybot**.
3. Click **Go**.
4. Scroll until you see "Spybot—Search and Destroy 1.4"
5. Click **Download** to the far right.
6. Click the **Open** button if using Windows XP or click **Save** if using Windows 2000 or lower and double-click on the exe file when saved.
7. Choose your language and click **OK**.
8. When the installation wizard starts, hit **Next**.
9. Choose "**I Accept the Agreement**" and click **Next**.
10. Accept the default destination location.
11. **Unselect Additional Languages and Skins** to change appearance.
12. Click **Next**.
13. **Accept** the Start Menu Folder selection and Unselect create a Quick Launch icon
14. Click **Next**.
15. Select **Install**.
16. Click **Finish**. You will need to restart your computer
17. Go to Start, Programs and open Spybot Search & Destroy.
18. The wizard will appear, click **Create registry backup**.
19. When it is completed, select the **Next** button.
20. Click the **Search for updates** button.
21. Click the **Download Updates** button.
22. Click **Next** when completed.
23. Select **Immunize this system**.
24. When it completes, select the **Next** button.
25. Choose **Start using the Program**.
26. On the Left menu, choose **Search and Destroy**.
27. On the right, choose **Check for problems**.
28. When the scan is completed, scroll through the list uncheck items you wish to keep.
29. Select **Fix selected problems**.
30. Answer **Yes** to *Do you want to continue?*
31. When completed, close Spybot Search & Destroy.
32. Click **OK** at the confirmation box and close the program.

