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We would like to extend our thanks to all of those who came out to see us at the *1996 Computer & Business Show* last week. We had a lot of fun, and we got to meet and talk with a lot of you. We're already making plans for next year's show. For those of you who couldn't make it out to the show, we're having a drawing to give away a **free** motherboard upgrade special (Cyrix 6x86 P120+). If you'd like an entry form, call and request for document #12131.

Q: Someone told me that *Windows 95* does it's own disk maintenance, and you don't have to worry about taking care of it because it will notify you of problems. Is this true? > *Bruce, Depew*

A: Not quite. Systems running *Windows 95* still need regular preventative maintenance. You should still run a *ScanDisk* and *Defrag* on them regularly to prevent problems with the hard drive. The easiest way to do this is to open *Explorer* and click on the hard drive's icon. Then, click on the *properties* icon. Under the "tools" tab, you will see some maintenance options. We recommend you run them regularly. (By the way, some people may have gotten the wrong impression on our view towards *Windows 95*. Our official standpoint is that we recommend our clients *don't* use it whenever possible, but if you *do* have to use it, we will provide service and

handle it, schedule a *full* backup every night. However, if you can't do that, we recommend the following: first, purchase a total of ten (10) tapes. Label them "Monday" through "Thursday" and "Friday One" through "Friday Four." Label the other two as "Offsite 1" and "Offsite 2". Here's how it works: do a full complete backup on your two Offsite tapes, then take them to another room (away from your computer) or put them in a fire-proof box somewhere safe. Then, each day of the week, use the corresponding tape for an incremental backup. This copies only the files that are different, new, or changed. Use "Friday One" on the first Friday of the month (and so on). Do a full backup on Fridays if you can. This ensures that you have recent backups from the previous couple of days, and weeks. Hope this helps. > *Rick*

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TIP: Don't put a laser printer on the same power strip as your computer. Why? Laser printers produce very powerful and irregular power drains and surges, and can damage other equipment on the strip. Use a completely separate circuit for your printer, if possible.

We Custom Build PCs. Check out our popular **486 DX4/100** with 8 MB RAM and a 630 MB HD for only **\$649**. For your office, a **6x86 P166+** with 32 MB RAM and a 2.0 GB hard drive for only **\$1497**. Both systems come with a 3-year parts/labor warranty and an optional 1-year onsite service package. Request document #12134.

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For details, request document #12132

support wherever needed. We have just seen *Windows 95* cause a lot of headaches for a lot of people! Make sure you get all the bug fixes from Microsoft, and keep up-to-date on new releases.) > *Don*

Q: We have a tape drive, but nobody here really knows how often we should be running a backup. What kind of tape backup schedule do you recommend to your clients? > *Chris, Buffalo*

A: Well, Chris, if your tape drive capacity is large enough to

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