

## 5.5.1 Lab: Run Commands in Windows Vista

### Introduction

Print and complete this lab.

In this lab, you will open the same program by using the Windows Explorer and the “Run...” command.

### Recommended Equipment

The following equipment is required for this exercise:

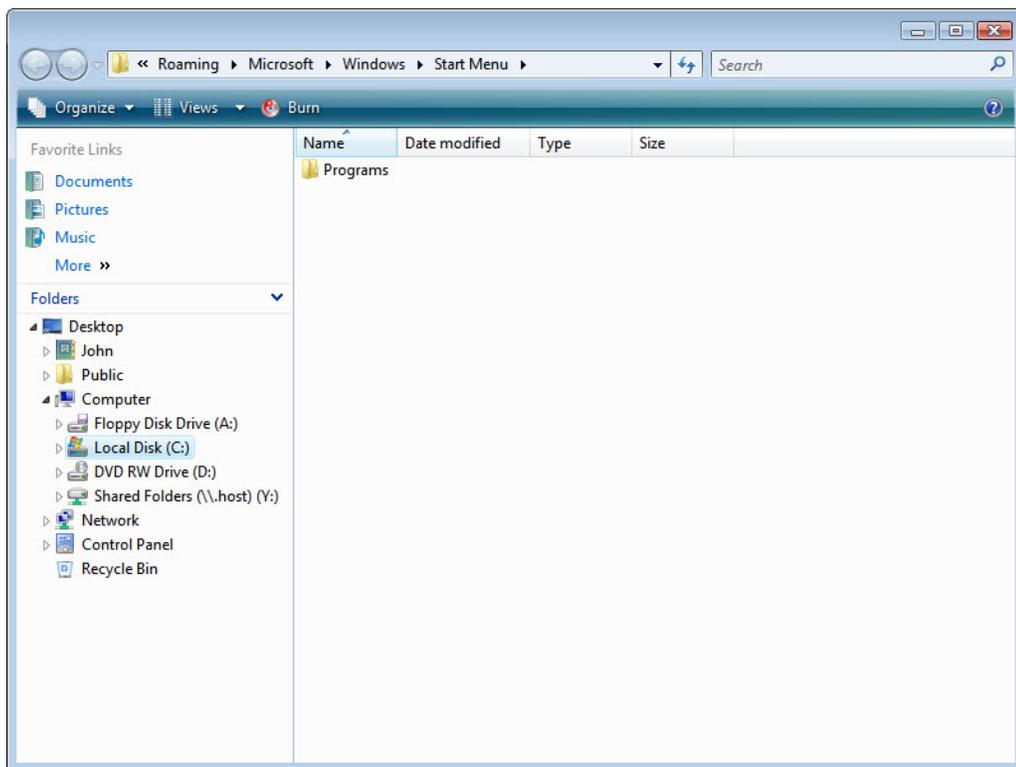
- A computer system running Windows Vista Business

### Step 1

Boot the computer and log on as yourself.

Right-click the **Start** button and then click **Explore**.

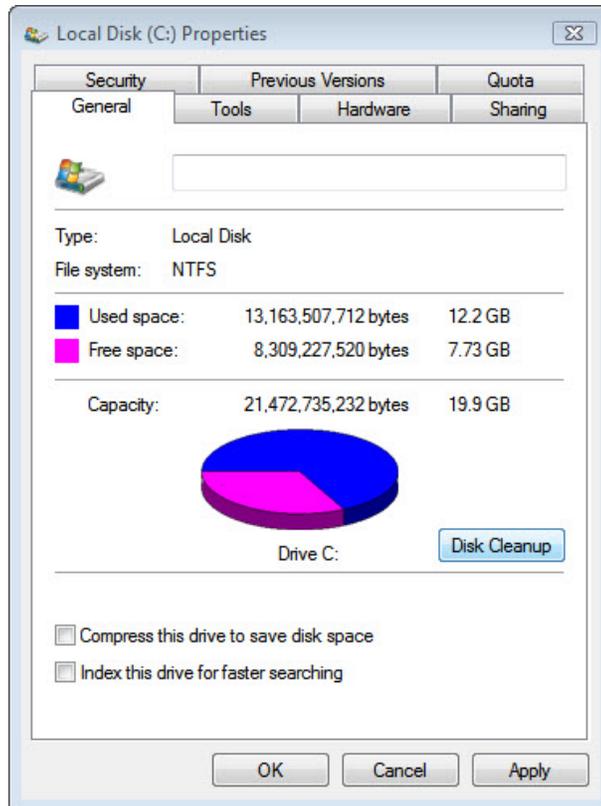
Navigate to the Local Disk (C:) hard drive disk



**Step 2**

Right-click the **Local Disk(C:)** hard disk drive.

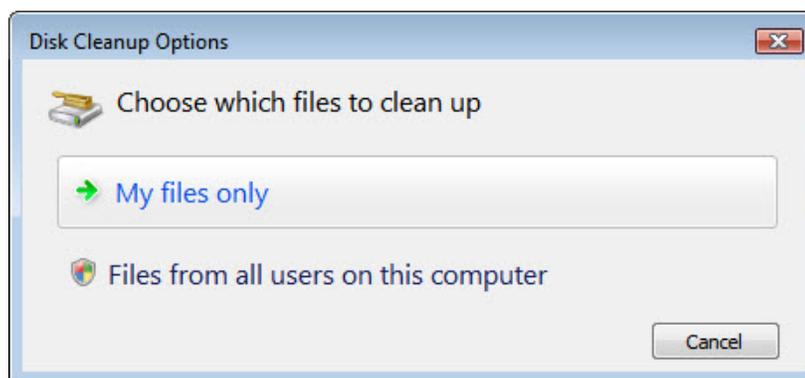
Click **Properties** and then click the **Disk Cleanup** button.



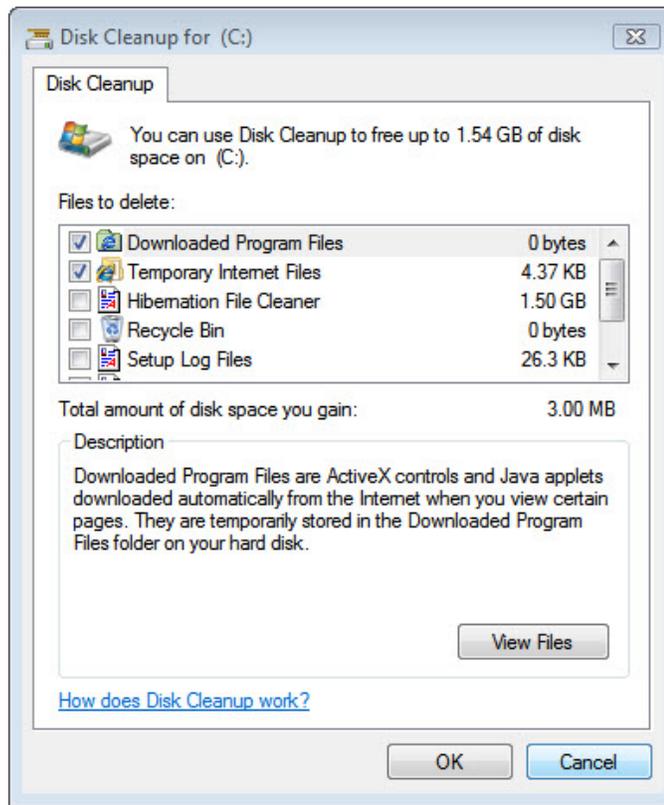
The **Disk Cleanup Options** window appears.

Click **My files only**.

Note: Clicking **Files from all users on this computer** will display the **User Account Control** window to ask for permission.



The Disk Cleanup for (C:) window appears.



Windows calculates the amount of space used by unnecessary files.

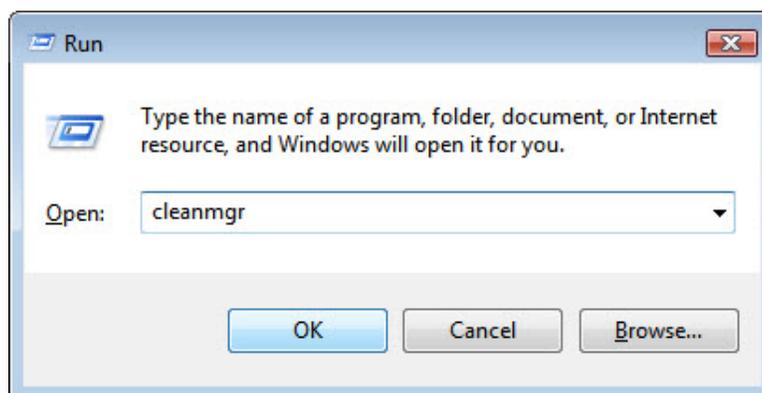
Click **Cancel**.

### Step 3

Open the Run dialog box by clicking **Start >** in the Start Search box, type **Run....**

Type **cleanmgr** in the "Open:" field.

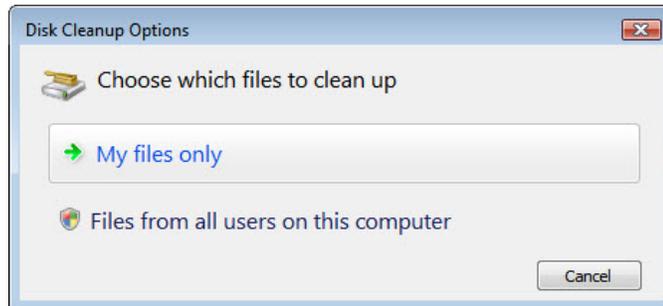
Click **OK**.



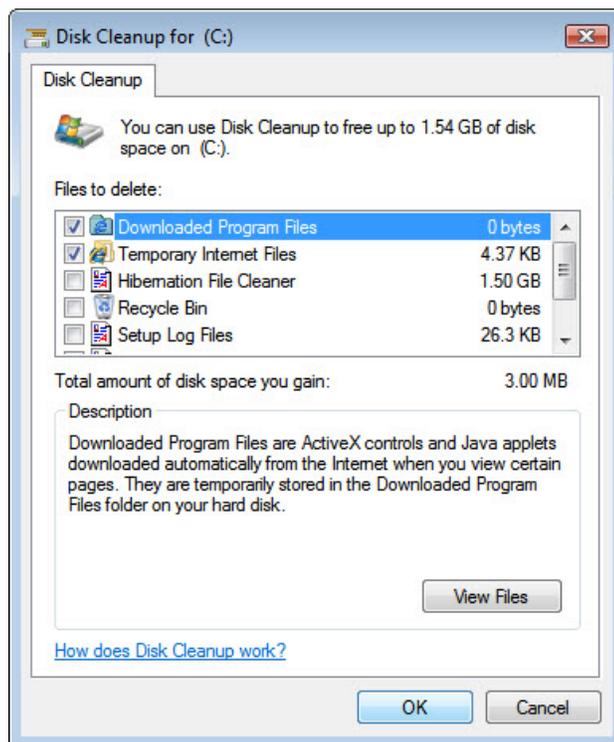
The **Disk Cleanup Options** window appears.

Click **My files only**.

Note: Clicking **Files from all users on this computer** will display the **User Account Control** window to ask for permission.



The "Disk Cleanup for (C:)" window opens.



#### Step 4

Click the **OK** button.

1. Why should disk cleanup be performed regularly?