



## The t24 10 Point Health Check

1. Check Working environment and ventilation to system

2. Review System Event viewer for log errors

3. Verify all Devices working correctly in device manager

4. Verify Microsoft Windows and Office service pack and patch level

5. Review anti-virus software and if present ensure latest definition updates are loaded

6. Check for correct operation of soft and hard firewalls

7. Check and Update print drivers

8. Review major regional settings

9. Clean up desktop icon's and temp files

10. Review Hard drive for fragmentation and available space