

## **Cleaning Your Computer**

Below is a listing of general tips that should be taken when cleaning any of the components or peripherals of a computer as well as tips to help keep a computer clean.

1. Never spray or squirt any liquid onto any computer component. If a spray is needed, spray the liquid onto a cloth and then use that cloth to rub down the component.
2. You can use a vacuum to suck up dirt, dust, or hair around the computer on the outside case. However, do not use a vacuum for the inside of your computer as it generates a lot of static electricity that can damage the internal components of your computer. If you need to use a vacuum to clean the inside of your computer, use a portable battery powered vacuum designed to do this job or try using compressed air.
3. When cleaning a component or the computer, turn it off before cleaning.
4. Be cautious when using any cleaning solvents; some individuals may have allergic reactions to chemicals in cleaning solvents and some solvents can even damage the case. Try to always use water or a highly diluted solvent.
5. When cleaning, be careful not to accidentally adjust any knobs or controls. In addition, when cleaning the back of the computer, if anything is plugged in, make sure not to disconnect any of the plugs.
6. When cleaning fans, especially the smaller fans within a portable computer or laptop it's suggested that you either hold the fan or place something in-between the fan blades to prevent it from spinning. Spraying compressed air into a fan or cleaning a fan with a vacuum may cause damage or back voltage to be generated.
7. Never eat or drink around the computer.