## Tip of the Week – Do As I Say!

During the week I did something that I have often warned other people about, and that is not to click on unknown buttons on web pages. I thought that I knew what I was doing but I was wrong! The next thing I knew was that I had installed a program which I did not want. I cancelled the rest of the installation so, hopefully, I had avoided any more problems. I heaved a sigh of relief and thought that all would be well.

Not so!

I ran my favourite uninstall program: Revo Uninstaller. This seemed to have removed all of the unwanted program so, again, I heaved a sigh of relief. All was now well! Until I opened my favourite browser: Firefox. It was at this stage that I discovered that my new tab address had been hijacked and that all was not well!

Another favourite program had to be downloaded: ZTreeWin. This program is a rewrite by a new author of an oldie but a goodie called XTree. XTree enabled you to all sorts of things with files. In this case I wanted to find all the files with the name of this program in them. This meant that I had to use ZTreeWin to find all the files on my hard disc and then search them all for the text string containing the name of the file. Because of the number of files on my hard disc this was going to be a long search.

I went for a walk and returned to find that there were some thirty files with this name. The most promising one was the file which contains the settings for my Firefox browser. I tried to edit this file in Firefox but was unable to delete the offending lines so opted to do the editing using my favourite editing program: NoteTab. This editing program comes in two versions: Free and Pro. They are both excellent and both did the job that I needed done.

Now I think that I have removed all traces of the unwanted program. Perhaps I have now learnt my lesson: DO NOT CLICK ON RANDOM BUTTONS!!!

# How Big Is That Number?

I have lost count of the number of times that a client has been concerned about the size of their hard disc. The main reason for concern is that there will not be enough space to hold all the data that they need.

This is one of those worries which will, in most cases, never eventuate.

Most modern hard discs are so large that the vast majority of my clients will not fill their hard disc in their lifetime. This does not stop people worrying needlessly about the size of their disc and the amount of space that is available on their disc.

Please remember:

### Size Does Not Matter!

I am not sure where the confusion lies. It could be that large numbers are confusing because people do not know what the size means or it could be because people do not know what the numbers mean so I will attempt to answer both of these questions.

### How Big Is A Hard Disc?

Modern computers, those that were built within about the last three years, have far more hard disc space than the vast majority of my clients will ever use. Even a small laptop, which will have a much smaller hard disc than a desktop, will have at least a 200 GB hard disc.

When you realise that, on my computer, Windows and my programs fit easily in 30 GB, so a 200 GB hard disc will hold a lot of data. You need to allow 15% for Windows' working space: on a 200 GB hard disc this is 30 GB.

Working on these numbers your hard disc will have over 140GB for data on a small laptop and much, much more on a new desktop.

To put this in perspective you could easily add:

- 1,000 photos from a compact camera or your mobile phone each month for five years (this is a total of 60,000 photos!) and still have 80 GB left over.
- 100 CDs of music which will take 25GB if you use iTunes to add the music. From your 80GB remaining after you have added all 60,000 photos you will have 55 GB left.

As you can see, a small laptop will have more than enough hard disc space for the vast majority of people. If you are likely to need more than these amounts you can always make sure that you get a bigger hard disc. If you are buying a desktop computer you will probably have at least 500GB of hard disc space so that is more than double the amount of useable hard disc space for your data.

As I said before:

## Size Does Not Matter!

Yes, I know that this is contrary to popular belief, but I still maintain that there is no need for most people to worry about the size of their hard disc.

### What Do All These Numbers Mean?

Let's start at the beginning. When measuring computer storage everything is expressed in terms of *bytes*. A byte is a collection of eight *bits* each of which can store either *zero* or *one*. The word *bit* is a contraction of *binary digit* (*binary* coming from the Latin for *two*). Each byte stores a single *character*, a character being the result of pressing a key. Each of the letters on this page is contained in its own byte.

Now we come to collections of bytes. Just as we use a comma "," to separate thousands when writing numbers so we use different *prefixes* when talking about ranges of numbers of bytes. Thus we have:

1,000 bytes	kilobyte (kB)
1,000 kB	megabyte (MB)
1,000 MB	gigabyte (GB)
1,000 GB	terabyte (TB)

To give you some idea of what these numbers mean please remember that:

- One A4 page of typing takes up about one *kilobyte* of disc space.
- A photo from a smartphone or compact camera will take up two to three *megabytes* of disc space.
- A USB memory stick holds between 2 and 64 *gigabytes* of data. This is more than enough to backup all of most people's data.

A modern hard disc on a desktop computer will have at least 500 GB of space. Of this, expect to have at least 450 GB of space for your data. Most of my clients will have less than 8 GB of data which is important enough to be backed up. This will all fit on one 8 GB or 16 GB USB stick, and the backup can be automated using a program like SyncBack.

I hope that this has expelled any fears that you might have about a lack of disc space available to you.

### The Results of Misguided Thinking

All this came about because one of my clients had a great fear that his new computer would not have enough space to store his photos. He had bought a 1.5 TB (that's 1,500 GB) external hard disc and all his photos were stored on this disc. I persuaded him that not only was there enough space on his 850 GB internal hard disc for all his photos but that he would be better off having two copies of each photo in case something happened and his photos were lost.

He allowed me to copy all his photos onto his internal hard disc and there was still plenty of space (over 750 GB) for the new photos which he expected to take.

I have seen many clients who have the mistaken idea that it is better to keep photos and other important documents on an external hard disc because there is not enough space on their internal hard disc. Usually this is just not true.

If you want to see how full your hard discs are just go to Windows Explorer: click on the *Start* button then click on *Computer* and change the view to *Tiles*. This screen will show your hard disc as a bar with the amount of the used space in blue. If your hard disc is like most peoples' then you may not be able to see the blue area because it is so small!

Please remember my mantra for this week:

## Size Does Not Matter!

## Further Information

Firefox	<u>www.revouninstaller.com</u> <u>www.mozilla.org/en-US/firefox</u> <u>www.ztree.com</u>
NoteTab	www.notetab.com
SyncBack	www.2brightsparks.com