

Reducing Downtime by Properly Shutting Down Your PC

Did you know that one of the leading causes of disk failure on PC based control systems is caused by improper computer shutdown techniques? This happens when the PC is shutdown by pressing the power switch or unplugging the computer.

Windows provides many housekeeping functions during the proper shutdown procedure which can be initiated from the Windows Start Menu. Failing to properly shut down Windows can result in corrupted files, registry corruption, or a corrupted file system, which will render your PC unusable and require a time intensive rebuild by the Columbia Service Department.

There are two different ways to properly shutdown Windows;

The first is to select the **Shutdown** Icon from the Windows **Start Menu**.

An alternative method is to press the **CTRL**, **ALT**, and **DELETE** key simultaneously then selecting the shutdown option from there. Both of these options will allow Windows to properly close all of the running applications as well as your hard drive.

