

# Destroying Information with CCleaner

## INTRODUCTION

This is a brief guide on how to set up and use CCleaner, a tool for securely deleting temporary files from your computer.

## INSTALLATION & SETUP

1. Go to <http://www.piriform.com/ccleaner> and download the free version. (For Mac OS, the site redirects to the Mac App Store)
2. Save and install on your computer.
3. For Windows, the first time CCleaner is opened, you will be asked to allow CCleaner to intelligently scan for cookies. Select **NO**.
4. Once CCleaner is installed and running, go to **Options** and click on the **Settings** tab.
5. Under Secure Deletion, select **Secure file deletion (slower)**. In the dropdown menu, select **Advanced Overwrite**. This will overwrite erased data 3 times (“passes”), which is the recommended minimum for secure deletion. For more security, select an option with more than 3 passes. (For Mac OS, **Medium Overwrite** offers 7 passes, while **Complex Overwrite** offers 35 passes.)
6. If you want CCleaner to wipe free space on a drive, select from the available drives in the **Wipe Free Space drives** box at the bottom of the **Settings** window pane. Also accessible under **Tools** in the **Drive Wiper** option. (For Mac OS, this option is under **Tools**, then **Erase Free Space**. Search for the desired drive from the **Select Volume** options, and select **7-pass Erase** under Security)
7. If you want to permanently delete the **Master File Table** on your drive (a list of all file names and locations for current files and files that have not been securely deleted), select **Wipe MFT Free Space** in the last checkbox in the **Settings** window pane. *Note that this will take a significant amount of time.* (For Mac OS, this is not yet an option)
8. If you want to keep certain cookies from being deleted, select these cookies from the list that is found under **Options -> Cookies** in both the Windows and MacOS version. It is recommended that you delete *all* cookies.

## DELETING TEMPORARY FILES & FREE SPACE

1. To delete temporary files, go to **Cleaner** and select all of the items listed under both **Windows** and **Applications**. (For Mac OS, the tabs are **Mac OS X** and **Applications**.)
2. To delete the free space on your drive, make sure to select **Wipe Free Space** at the very bottom of the **Windows** tab.
3. When you select certain items, you will get a warning message explaining what will be deleted. Select **OK**.
4. Once all items you want to delete are selected, click **Analyze** to create a list of all items that will be deleted. This does not delete any files.
5. When asked, close all other running programs to allow CCleaner to work.
6. To permanently delete the files listed by the analysis, select **Run Cleaner**. Select **OK** when asked if you want to proceed. Depending on how many temporary files are deleted, this process can take some time.
7. You will see “Cleaning Complete” under the status bar when the secure erasure is finished.

## DELETING WINDOWS REGISTRY *(For Windows only)*

1. To delete the windows registry, go to **Registry** and select all of the items listed.
2. Then select **Scan for Issues** to generate a list of problems related to the registry that will be fixed.
3. When you select **Fix Selected Issues** you will be prompted to backup changes to the registry. Click **YES** to create a backup. (It is important to create a backup in case any problems arise after the registry is cleaned. If so, the backup can simply be restored.) Select the location for your backup and click **Save**.
4. Select **Fix All Selected Issues** to clean the windows registry. (Advanced users can select **fix issue** to select different components to clean.)
5. Repeat steps 3-4 as needed.

## PORTABLE CCLEANER

A portable version of CCleaner is installed directly onto an external hard drive or USB memory stick. Portable CCleaner can be used from any computer, and the use and existence of this tool may remain undetected. But *remember*: portable tools are not safe if the computer you are using is infected with malware!

1. Go to <http://www.piriform.com/ccleaner/download/portable> and download the latest version. Save the installation file to your computer.
2. Navigate to the saved installation file, right click, and select **Extract File**.
3. Navigate to the external device plugged into the computer and select **new folder** to create a new folder on the external device to install CCleaner in.
4. Select the new folder and click **OK** to extract the files.
5. To confirm installation and use Portable CCleaner, navigate to the new folder you created on the removable disk and open Portable CCleaner.

## SCREEN SHOTS

