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VIRTUA (ALL VERSIONS) & DPC-II (ALL WINDOWS 3.11 VERSIONS)
ROUTINE FILE MAINTENANCE ON HARD DRIVES

Regular file saving and disc operations can result in data being spread over several regions of a hard drive. This in turn can slow the speed of the system.

To optimise performance and reliability of the hard disk drive in the DPC-II it is recommended that "SCANDISK" and "DEFRAG" are run approximately every six months

Scandisk checks the drive for any damaged data and Defrag arranges any sequential files and data within the same area of the hard drive.

Note Before starting the following procedure all session and console (Virtua) files must be backed up.

This procedure is NOT suitable for DS-3 , DS-M , or DPC-II versions running Windows '98'.

Procedure

- 1) Quit system by selecting 'Shut Down'
- 2) If console does not quit to the C:\> prompt then press 'Ctrl' + 'C', followed by 'Y' for 'End Batch Job'.
- 3) At C:\> type 'SCANDISK' to start initial scan.
- 4) If a problem is detected choose 'SAVE'. This will allow any problems to be investigated later if required.
- 5) Then the option to 'Create Undo Disk' is give. Choose 'Skip Undo'
- 6) Scandisk will then save the damaged data to a check file.
- 7) On completion of initial scan the option is given to carry out Surface Scan. This will take about 20 minutes and will identify any bad clusters on the disk. It is recommended to perform the scan if time is available. Generally no bad clusters will be found. However should a bad cluster be found scandisk will then attempt to recover data from the cluster and mark that cluster to prevent it being used again.
- 8) Finally the option is given to 'View Log', to see the results of the scan, or 'Exit' to return to DOS.
- 9) Having returned to DOS type 'DEFRAG' and press 'ENTER'
- 10) Select 'C' and [TAB] to 'OK' and press 'ENTER'
- 11) The disc will be checked and the percentage of fragmentation will be indicated.
- 12) If the disc is worse than 99% "not fragmented" (ie 98% or less "not fragmented") then select 'Configure' and press 'ENTER'. If the disc is 99% or 100% "not fragmented" the go to Step 16.
- 13) Cursor down to 'Optimise Method' and select 'Full Optimise' and press 'OK'
- 14) Cursor up to 'Begin Optimisation' and press 'ENTER'.
- 15) Defragmentation will now take place. This will take upto about 10 minutes depending on the degree of fragmentation
- 16) When completed [Tab] to select 'Exit DEFRAG' and press 'ENTER'.
- 17) Switch off and restart in the normal way.