

Defragmentation

(utility software)

Compression

(utility software)

Task management

(utility software)

Disk scanning and repair

(utility software)

Anti-virus software

(utility software)

Backup

(utility software)

Files are physically re-arranged on disk so that segments are no longer spaced apart, which makes them quicker to access.

Software reduces file sizes so they use less disk space.

Can see how much CPU time the current programs are using (*user can close programs that are not responding or using too much CPU*).

Fixes problems on the disk.

To scan for viruses which could be causing issues with the disc access speed / damaging data.

Software allows users to archive files and delete files on the hard disk to free up space.