

Remove programs

Q: I want to remove some applications from an old computer. But the Control Panel doesn't list the applications. How do I completely remove applications?

A: The item you're looking for is actually called Add/Remove Programs. If it's missing, there are several options:

Try reinstalling Windows from the original disk; this is a simple process if you have a CD-ROM, but it can be more time-consuming if you must use floppies. The process of reinstalling should place Add/Remove Programs in the Control Panel.

Another course of action is to simply delete the programs directly from the hard disk. Open Windows Explorer and place the cursor on the folder of the program you want to remove. Then hit the Delete button and answer Yes when prompted to move the program to the Recycle Bin. This procedure will leave traces of the program application on the hard disk, but it won't permit the next owner of the computer to use the software. (Programs should ideally always be Uninstalled and not just deleted)

There also are several software programs that will do a nifty job of removing applications, but it doesn't sound like it's a necessity for your old computer.

Try these other two methods before just deleting a program which can be done ONLY as a last resort. Another way to uninstall programs is to click START...Programs and locate the program on the list. It may have it's own uninstall listed there. Click it.

Another possibility is to put in the program CD, when it comes up to install, select Uninstall instead.

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