

Defrag in XP Scheduled Tasks

Just putting defrag in Scheduled Tasks in XP really doesn't automate running the Defrag as it brings up the Defrag program alright but then other selections must be made to run it. But there is a way to set up Defrag so that Task Manager in XP will run it.

1. Click Start...All Programs...Accessories...System Tools...Notepad.
2. Create a .bat file to run the defrag program.
 - a. In Notepad type Defrag and the letter of the drive or drives that you wish to run.
Example:
Defrag C:
Defrag F:
 - b. Now click FILE and SAVE AS.
 - c. Name the file DEFRAG C.BAT if you're setting to defrag drive C but if more than one such as in the example above, name the file DEFRAG_All.BAT so that it runs defrag on both drive C and drive F.
3. Now, automate the defrag by clicking Start...All Programs...Accessories...System Tools...Schedule Tasks.
4. When the Schedule Wizard comes up, click Add Task.
5. Set the time for the .bat file to run such as 1:00a.m. keeping in mind that you must leave the computer turned on so it can run the program at 1a.m. You may schedule other tasks to be run before or after defrag but be sure to allow the time required to run the tasks you schedule.

Revised 5/29/2009 JMM

DEFRAG REPORT in XP and 2K

1. Doubleclick MY COMPUTER.
2. Rightclick the drive you wish to analyze. Usually drive C:\
3. Click Tools...Defrag...Analyze. Wait for the analysis to complete.
4. Click View Report.

A file containing huge number of fragments may tell you why it takes so long to defrag.