## How to Defragment Your Hard Drive in Windows 10

Over time, files on your hard drive get fragmented, and your desktop or laptop slows down because it has to check multiple places on your drive for those pieces. To have your computer run more efficiently, use the built-in tool in Windows to defragment those files. Here's how and when you should do it.

Windows 10, like Windows 8 and Windows 7 before it, automatically defragments files for you on a schedule (by default, once a week). However, it doesn't always run consistently, so if you notice files are taking longer to load or you just want to double-check every month or so, you can see how fragmented the drive is in Windows.

Drive	Media type	Last run	Current status	
Windows (C:)	Solid state drive	1/18/2016 2:25 PM	OK (11 days since last run	1)
My Passport (D:)	Hard disk drive	1/29/2016 3:10 PM	OK (0% fragmented)	
Windows RE tools	Solid state drive	Never run	Needs optimization	
			Analyze	Optimize
heduled optimization			Analyze	Optimize
cheduled optimization On			Analyze	Optimize Change settings
cheduled optimization <b>On</b> Drives are being opti	imized automatically.		Analyze	Optimize Change settings

A note about Solid State Drives (SSD): SSDs work differently than traditional mechanical hard drives. Conventional wisdom is that SSDs don't need to be defragmented and doing so can also wear down the drive. However, Windows does defragment SSDs once a month if necessary and if you have System Restore enabled. This isn't something to worry about, though, because the automatic defragmentation is meant to extend your drive's life and performance.

So with SSDs, just let Windows do its thing and don't worry about defragmentation. You can use the Optimize Drive tool below to do a general optimization of the drive, including sending the TRIM command to optimize performance. This doesn't do a traditional defrag on the SSD, though. For your mechanical drives, here's how to defragment your drive in Windows 10.

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1. **Open the disk optimization tool** by searching for "optimize" or "defrag" in the taskbar.

≡	Best match	
۵	Defragment and Optimize Drives Desktop app	
٥	Documents	>
Ø	Optimize Your SMS Marketing Campaign.docx	
2	optimizetablebar.xml - in toolbar	
	optimizetablebar.xml - in toolbar	
2	Settings	>
	Optimize visual display	
	Web	>
	Store	>
	Aerize Optimizer	
	Stuff ,O Web	
Ŧ	optimize	

2. Select your hard drive and click Analyse. Note that if you have a SSD, this option is greyed out and not available.

Drive	Media type	Last run	Current status			
Windows (C:)	Solid state drive	1/18/2016 2:25 PM	OK (11 days since last run)			
My Passport (D:)	Hard disk drive	Never run	OK (0% fragmented)			
Windows RE tools	Solid state drive	Never run	Needs optimization			·
cheduled optimization				0	<u>O</u> ptimize	
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percentage of fragmented files in the results.

Drive	Media type	Last run	Current status		
Windows (C:)	Solid state drive	1/18/2016 2:25 PM	OK (11 days since last ru	in)	
My Passport (D:)	Hard disk drive	1/29/2016 3:00 PM	OK (2% fragmented)		
Windows RE tools	Solid state drive	Never run	Needs optimization		
			Analyze	0	ptimize
heduled optimization					
heduled optimization			1	Change	settings
cheduled optimization On Drives are being opti	mized automatically.		[	Change	settings

There's no hard and fast rule about how fragmented your drive should be before you defrag it. You might want to keep your fragmentation percentage under 5% or so, however, so that the defragmentation process doesn't take too long to finish.

4. If you want to defragment your drive, **click Optimize.** It's best to do this when you don't need to use your computer for anything else, so you can let Windows defragment the drive efficiently.

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Drive	Media type	Last run	Current status	
Windows (C:)	Solid state drive	1/18/2016 2:25 PM	OK (11 days since last n	un) (nu
My Passport (D:)	Hard disk drive	Never run	OK (0% fragmented)	
	Joing state drive	riever run	Needs optimization	
	Join Just Olive	rvever run	Veeds optimization	€ Qptimize
cheduled optimization		rvever run	Needs optimization	© Ωptimize
cheduled optimization On		rvever run	Needs optimization	Schange settings

When Windows is done, your drive should say 0% fragmented in the Optimize Drives utility.