

Defragmentation is a kind of drive optimisation which should regularly be performed on your computer system.

As you work with files on your disk drives, they become **fragmented**. This means that the individual chunks of data which make up the files are no longer stored together but become mixed up with the other chunks which make up other files.

Windows is perfectly capable of sorting these file **fragments** out so that, when you open a file on your machine, the correct chunks of data are assembled in the correct order, but this process takes time.

Defragmenting your drive reduces the amount of extra work your computer needs to perform in order to access a file and will speed up certain operations.

If your **hard disk drive** becomes extremely **fragmented**, your machine may appear to be very slow. Sometimes information can also be lost due to the complexity involved in sorting out the chunks of data when working with files. For this reason, we recommend that you **defragment** your drives at least **once a month**, even if you are not experiencing any problems.