

- A. Delete all Jrnl files from C drive and computer
- B. Delete internet cache and cookies
- C. Empty Recycle Bin

Follow the directions below:

- D. Create a new file on your C drive and name it **OPR Files**
- E. Save new files in new folder

Follow the screenshots below. For step 6 click on your Windows menu and type in File Explorer Options (or Folder Options depending on the version of windows installed) in the search area.





