# Cleaning and Disinfecting Computer Equipment

Always clean before disinfecting.

**CLEANING**

1. Turn off and unplug your computer.

2. If you have a laptop, turn it upside down, while it's open and tap or shake it to dislodge debris. If you have a desktop, follow the same steps with your keyboard and mouse only.

3. Use a soft-bristled brush to wipe and clean loose debris from between the keys of your keyboard.

4. Wipe across the keys with a lightly damp microfiber cloth.

5. If any stubborn grimy spots remain, use a cotton swab dipped in a bit of isopropyl alcohol.

**DISINFECTING**

1. Apply a liquid disinfectant to a cloth and use that cloth to wipe down the computer. Don't spray or apply liquid cleaners directly to any part of your computer.

2. You can use disinfectant wipes if they are not dripping. Squeeze the wipe to remove any excess moisture before wiping the computer to avoid damaging your device.