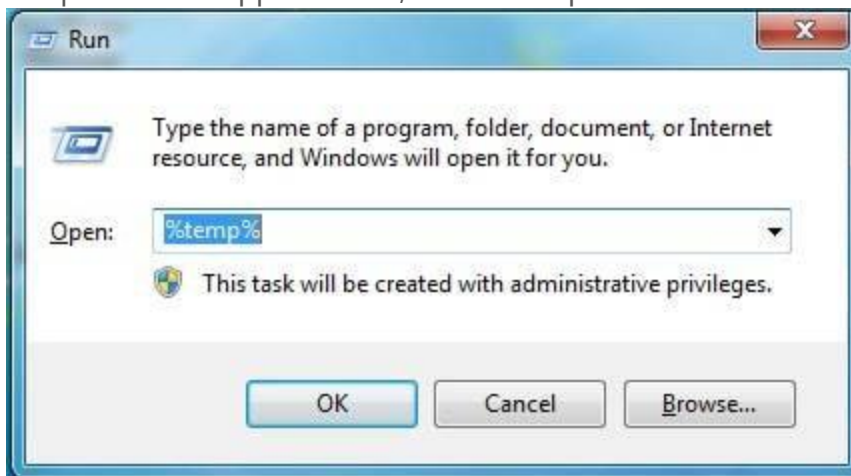# * How to Delete Temporary File *

Part 1: How to Clear Temp Files through Deleting Windows Temp Folder

One way to do this is by navigating to (on Windows Vista, 7, and 8) %USERPROFILE%\AppData\Local\ or (on Windows XP or earlier versions) %USERPROFILE%\Local Settings\ and select all or the specific application's temp files you want to clear and deleting them. However, there's an easier way to do this. Simply follow the procedures below to find the temp folder and delete its contents on your Windows machine.

Step 1: Launch the Run program.
On your keyboard, hit the Windows button + R key. A program such as the one that appears below in the picture will appear. Next, follow the procedure in the next step.

Step 2: Automatically find the temp folder.
To automatically open the temp folder type in %temp% as shown in the image above and your temporal files folder will be opened.

Step 3: Delete Temporary Files.
Here you'll find all applications on your device that uses temporary files.
You have two options:

- Selectively delete files
- Delete all temp files
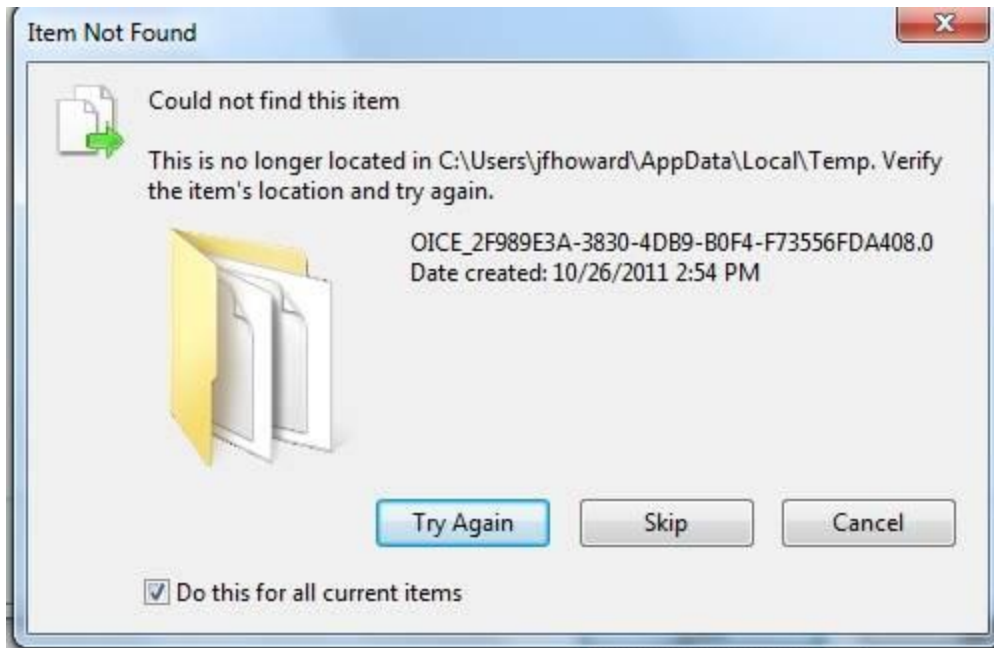
Option 1. Selectively delete files.

To delete temporary files selectively, simply delete the folder. Most applications store their temporal files in folders named after the application. Alternatively, you can double-click on the folder to open it and delete the files you find in it.

Option 2. Delete all temp files.

To do this, simply highlight all folders and delete or use the shortcut keys: on your keyboard, hit Ctrl + A to select all folders then click hit on the backspace key to delete all or right-click on any of the selected files, scroll to delete and confirm your action.

NOTE: In case of an error saying some files weren't found, simply check or tick the "do this for all current items" option below the dialog and hit skip.

That's it! If your files were successfully deleted, congratulations on your lightheaded computer!

Part 2: How to Clear Temp Files using Windows Disk Cleanup

While temp files may be stored in well-known general folders, some applications store their temp files in stranger folders, such applications make finding all temp files extremely difficult. In such a situation, simply use the Windows Disk Cleanup tool to handle hidden temporary files.

The Windows Disk Cleanup Utility is a tool that can be found on all Windows versions. It is very useful in cases where applications store their temp files in directories or folders other than the well-known temp folders. This tool finds and clears hidden temp files.

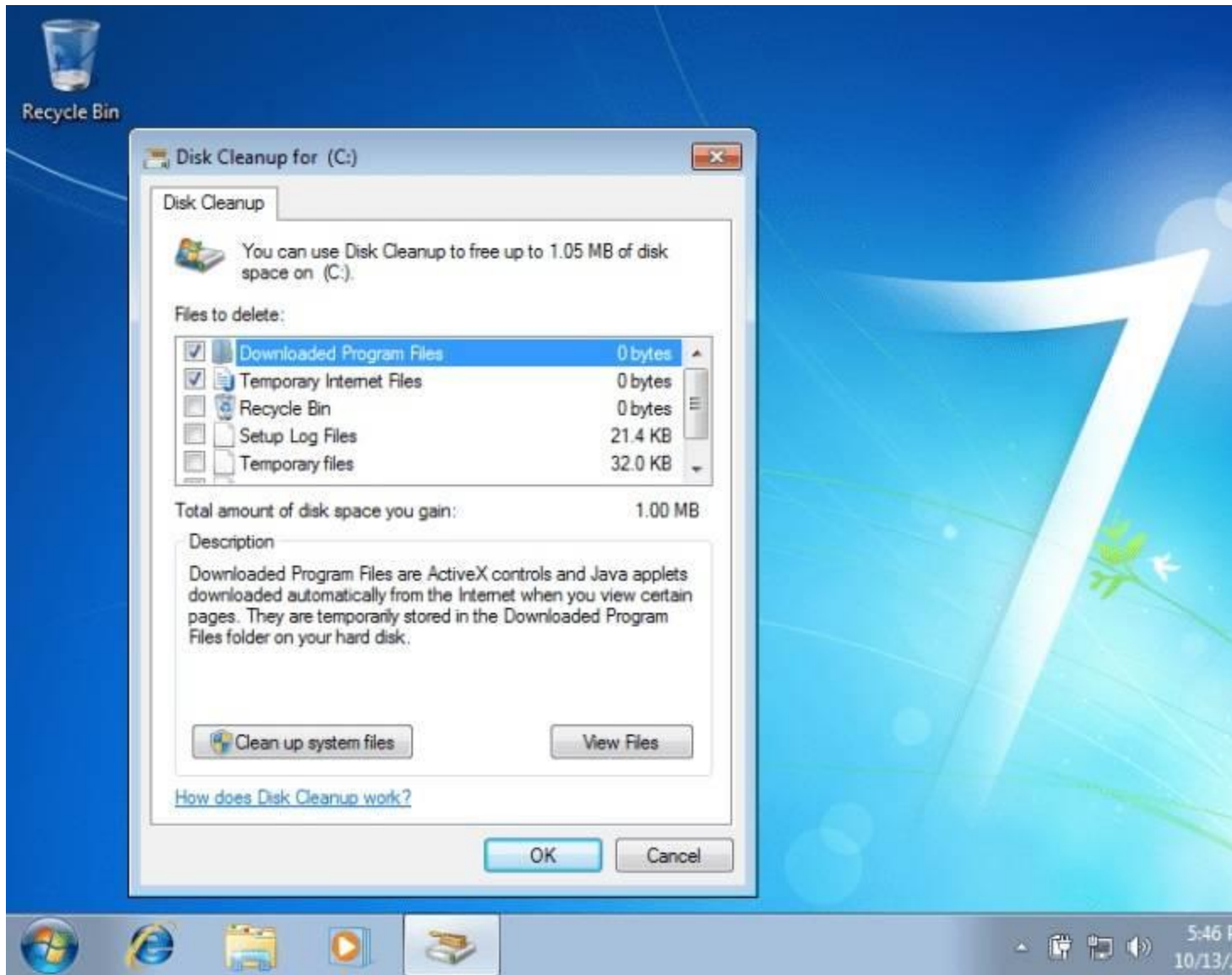To open the Windows Disk Cleanup Tool on Windows 7 please follow the procedures below.

1. Click Start at the bottom corner of your screen or hit the Windows key on your keyboard.

2. On your device, navigate to All Programs, go to Accessories, next to System Tools

Look for Disk Cleanup in System Tools.

The temp files cleaning process:

By now, you should have successfully opened the Disk Cleanup Utility. Follow the simple process below to clean up:

1. Choose the types of files and folders you want to delete under the Files to delete the tab.

2. Hit OK.

Furthermore, to clear system files that are no longer needed by Windows, click on the "Clean up system files". If prompted by the UAC or User Account Control to confirm your action, simply click on the "Delete Files" option.

Tips:
The "More options" tab contains options for freeing more space. Go there to free more space from your Windows 7.

- Select "Clean up" at the Programs and Features tab to remove the program files that are no longer needed by your device.To open and use the Windows Disk Cleanup Tool on your Windows 10 device, please follow the procedures below:

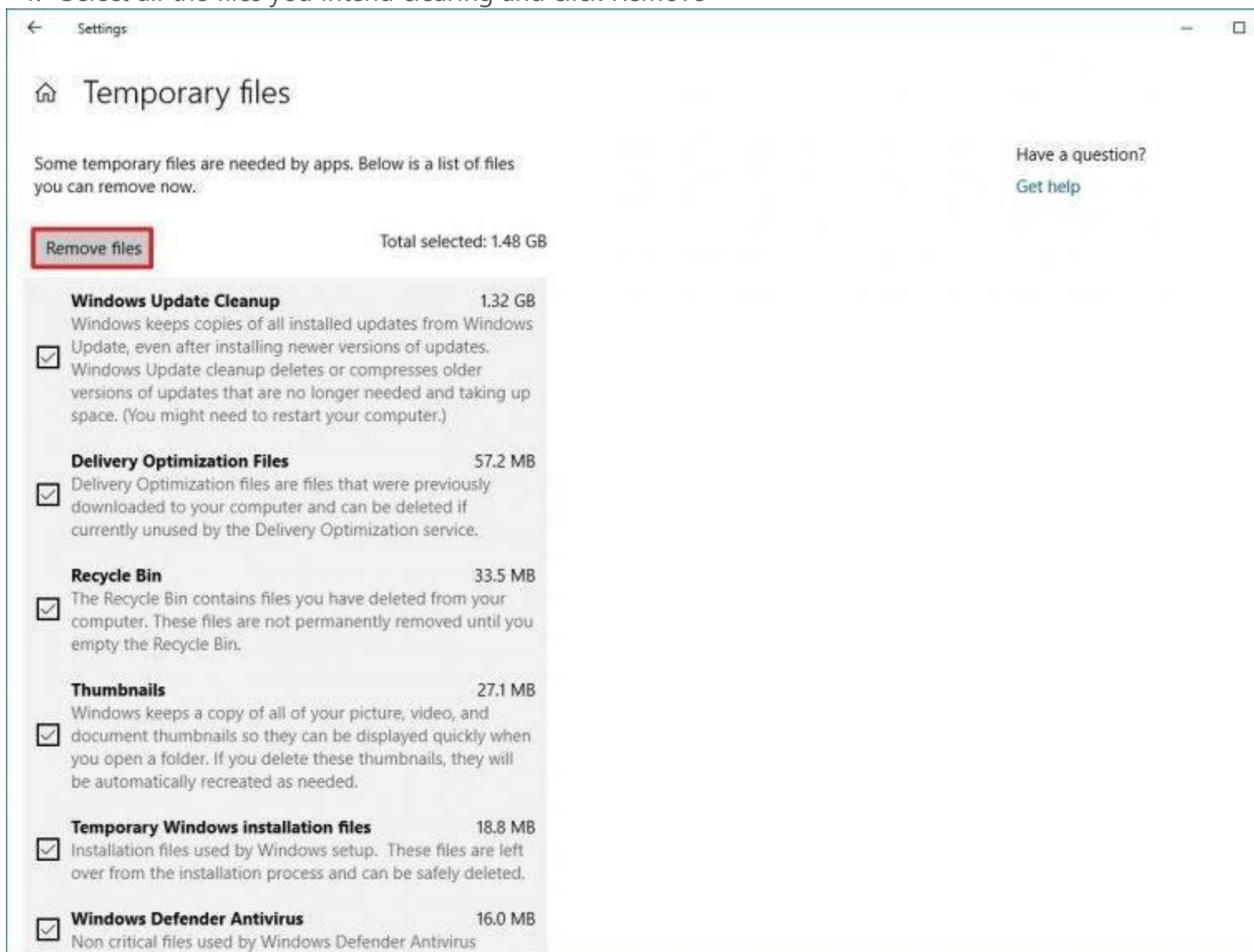1. In the Windows Search Bar, enter "Disk Cleanup".
2. Hit Enter on your Keyboard

From the list of drives on your device, select the drive you want to clean or run Disk Cleanup on

- Select the files you want to clean or delete
- Hit OK
- Hit Delete files

Part 3: How to Clear Temp Files in Settings on Windows 10 Version 1903 or Later

To remove temp files from your Windows 10 running a version equivalent to or later than version 1903, please follow the procedures outlined below:

1. Click on settings (usually the next icon after the Windows icon on the bottom left corner of your screen)

2. Open System > Storage

3. Click "Temporary files" seen below the Local Disk space

4. Select all the files you intend clearing and click Remove

That's it! Space consuming temporary files have been cleared.