

How to Wipe Windows Computers

Instructions for Wiping a Computer Using ShredOS (aka nwipe)

For any keyboard commands listed, such as Shift+S, do not press the '+' button. The '+' symbol simply means press each button at the same time.

All instructions must be done one at a time.

1. Plug power into the computer (and if needed, the display, keyboard, and mouse)
2. Plug the ShredOS (nwipe) USB Drive into the computer
3. Power the computer on and continually press the F12 button until the boot menu is displayed
4. Enter the BIOS
5. Disable Secure Boot
6. Apply changes and exit the BIOS
7. Continually press the F12 button until the boot menu is displayed (some computers turn off after exiting the BIOS, you may need to turn the computer on again)
8. Select the ShredOS (nwipe) USB drive (the drive may be called something such as UEFI KingstonDataTraveller) and boot to it
9. Once ShredOS (nwipe) is loaded, select the drive you wish to wipe using the arrow keys to highlight each drive and the space button to select the drive to wipe
 - a. Inside ShredOS (nwipe), keyboard controls will be labeled on the bottom. If a keyboard shortcut is capitalized such as 'S', that means the shortcut is Shift+S.
 - b. A non-selected drive will look like: '[] driveInformationHere'
 - c. A selected drive will look like: '[wipe] driveInformationHere'
 - i. If a drive has [wipe] next to it, that means the drive will be wiped when the process is started
 - d. The drive you look for will be many gigabytes (GB) large, often somewhere around 256GB, 512GB, 1024GB (or 1 TB), or even 2048GB (2 TB). Your USB drive will be small, anywhere from 4GB to 16GB. DO NOT WIPE THE USB DRIVE
 - e. If needed, press Shift+M to change the wipe method (default is DOD 3 Pass)
10. **Verifying that the correct drive is selected**, press Shift+S to start the drive wipe
11. When wipe status reaches 100%, the computer is wiped
12. Turn off the computer, mark with tape 'Wiped', and add to surplus