Knowledge Base: Free up space on your Mac

Find out how much storage is available on your Mac

Choose Apple menu > About This Mac, then click Storage. Each segment of the bar is an estimate of the storage space used by a category of files. Move your pointer over each segment for more detail.

• • •	Overview	Displays	Storage	Support	Service	
	Macintosh HD 142.54 GB available of 250.04 GB Documents					Manage
251 GB Flash Storage						

Click the Manage button to open the Storage Management window, pictured below. This button is available only in macOS Sierra or later.

Manage storage on your Mac

The Storage Management window offers recommendations for optimizing your storage. If some recommendations are already turned on, you will see fewer recommendations.

•••		Macintosh HD - 142.55 GB available of 250.04 GB				
Applications Books Documents	13.74 GB 1.44 GB 50.5 GB		Store in iCloud Store all files, photos, and messages in iCloud and save space by keeping only recent files and optimized photos on this Mac when storage space is needed.	Store in iCloud		
 iCloud Drive iOS Files Mail Music Creation Photos 	1.56 GB 5.69 GB 58 MB 3.18 GB 3.32 GB		Optimize Storage Save space by automatically removing Apple TV movies and TV shows that you've already watched and by keeping only recent email attachments on this Mac when storage space is needed.	Optimize		
Trash TV System Other	11.3 MB 3.3 GB 10.51 GB 14.04 GB	-Care	Empty Trash Automatically Save space by automatically erasing items that have been in the Trash for more than 30 days.			
			Reduce Clutter Sort through documents and other content stored on this Mac and delete what is no longer needed.	Review Files		

Knowledge Base: Free up space on your Mac Optimize Storage



Click the Optimize button, then choose from these options.

• Automatically remove watched movies and TV shows. When storage space is needed, movies or TV shows that you purchased from the iTunes Store and already watched are removed from your Mac. Click

the download icon ${}^{\zeta_{j},\flat}$ next to a movie or TV show to download it again

- Download only recent attachments. Mail automatically downloads only the attachments that you recently received. You can manually download any attachments at any time by opening the email or attachment, or saving the attachment to your Mac
- Don't automatically download attachments. Mail downloads an attachment only when you open the email or attachment, or save the attachment to your Mac

Optimizing storage for movies, TV shows, and email attachments doesn't require iCloud storage space.

Empty Trash Automatically



Empty Trash Automatically permanently deletes files that have been in the Trash for more than 30 days.

Reduce Clutter



Reduce Clutter helps you to identify large files and files you might no longer need. Click the Review Files button, then choose any of the file categories in the sidebar, such as Applications, Documents, Music Creation, or Trash.

You can delete the files in some categories directly from this window. Other categories show the total storage space used by the files in each app. You can then open the app and decide whether to delete files from within it.

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		Macintosh HD - 142.55 GB available	of 250.04 GB						
Recommendations		Documents - 50.5 GB							
🙏 Applications	13.74 GB	Sort through documents and permanently erase files you no longer need.							
Dooks	1.44 GB	Large Files Downloads	Unsupported Apps	File Browser					
Documents	50.5 GB	Name	Kind	Last Accessed	Size				
iCloud Drive	1.56 GB	Movie Project_4K.mov	QuickTime movie	5/3/19, 2:58 PM	8.76 GB				
iOS Files	5.69 GB	📼 Adventure Trips	Final Cut Pro Libra	5/6/19, 9:59 AM	5.17 GB				
Mail	58 MB	Adventure Trips.zip	ZIP archive	3/23/18, 1:06 PM	4.65 GB				
- Maria Onadian	0.40.00	Tiny Planet	Final Cut Pro Libra	5/6/19, 9:59 AM	4.45 GB				
Music Creation	3.18 GB	heic1323a.tif	TIFF image	5/3/19, 1:35 PM	3.34 GB				
Rhotos	3.32 GB	🔀 Backup Photography.zip	ZIP archive	5/3/19, 2:24 PM	1.96 GB				
🎁 Trash	11.3 MB	Researcher Guide.pdf	PDF document	5/3/19, 2:01 PM	1.78 GB				
TV	3 3 GB	🔀 Bonsai background.tif	TIFF image	5/3/19, 2:48 PM	1.68 GB				
	5.5 00	SCN0390.mp4	MPEG-4 movie	4/13/17, 3:17 PM	1.51 GB				
System	10.51 GB	potw1909a.tif	TIFF image	5/3/19, 12:53 PM	1.43 GB				
Other	14.04 GB	i Archive.zip	ZIP archive	5/3/19, 2:09 PM	1.07 GB				
		Power for Flight.pdf	PDF document	5/3/19, 1:53 PM	1.02 GB				
		E Goldfish_V2.pdf	PDF document	1/30/19, 10:57 AM	890.2 MB				
		🕒 Binder.pdf	PDF document	5/3/19, 12:45 PM	890 MB				
		Colors	Logic X Project	5/3/19, 10:29 AM	656.9 MB				
		A							
		Show in Finder			Delete				

Other ways that macOS helps automatically save space

With macOS Sierra or later, your Mac automatically takes these additional steps to save storage space:

- Detects duplicate downloads in Safari, keeping only the most recent version of the download
- Reminds you to delete used app installers
- Removes old fonts, languages, and dictionaries that aren't being used
- Clears caches, logs, and other unnecessary data when storage space is needed

How to free up storage space manually

Even without using the Optimized Storage features of Sierra or later, you can take other steps to make more storage space available:

- Music, movies, and other media can use a lot of storage space. <u>Learn how to delete music</u>, movies, and TV shows from your device
- Delete other files that you no longer need by moving them to the Trash, then emptying the Trash. The Downloads folder is good place to look for files that you might no longer need
- Move files to an external storage device
- <u>Compress files</u>
- Delete unneeded email: In the Mail app, choose Mailbox > Erase Junk Mail. If you no longer need the email in your Trash mailbox, choose Mailbox > Erase Deleted Items