

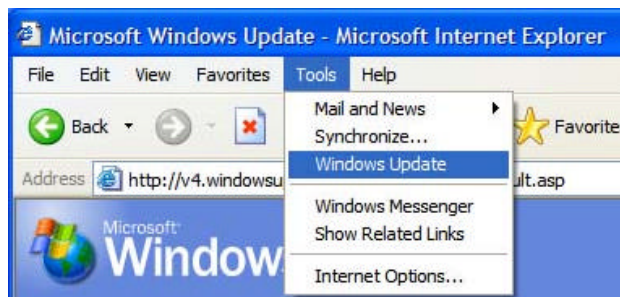


**Windows Update** is a part of your Microsoft Windows Operating System and will help keep your computer healthy. **Windows Update** is an important tool for keeping your Windows computer up-to-date and protected against security threats. Review these instructions and print them off, if necessary, so you can refer to them while Windows Update is running. Then, follow these steps:

1. First, *back up* important files or documents from your computer hard drive (usually the C:\ drive). While Microsoft tests their updates before releasing them, it's always better to be safe than sorry!

2. Open Microsoft Internet Explorer and navigate to <http://windowsupdate.microsoft.com>.

(Windows Update will not work with other web browsers, and you may have trouble if you have an old version of Internet Explorer.)



Most versions of Internet Explorer also have a link to Windows Update under the "Tools" option on the Menu Bar.

3. The main page will say 'Checking for the latest version of the Windows Update software...' This may take a while. You may get a security warning pop-up message that says 'Windows Update V4 Control' at the top. Just click 'yes' on it and any other messages that pop-up.



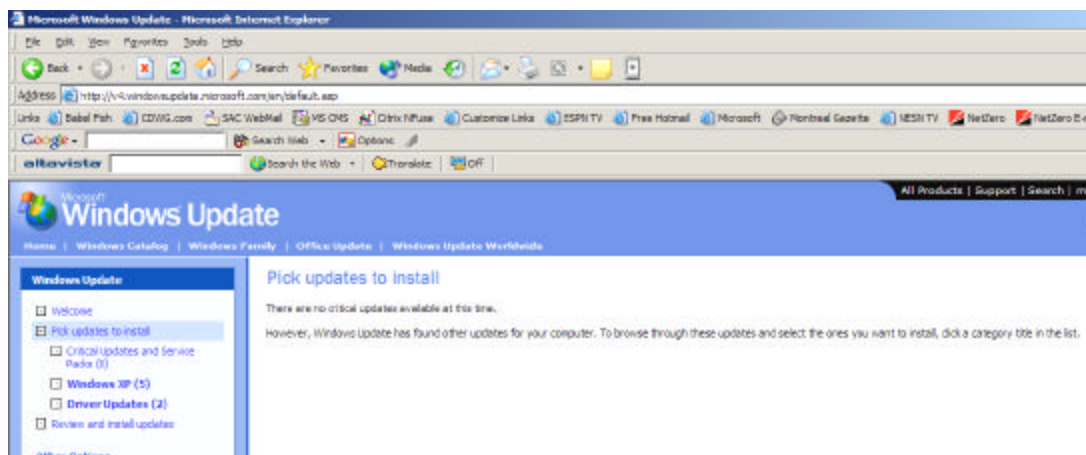
reaches 100% it will say 'Pick updates to install'

The page will now say 'Welcome to Windows Update'; Below the welcome message is a green arrow box that says 'Scan for Updates.' Click it.

The scanning will now start, with the message 'Looking for Available Updates,' and will indicate the percentage completed. After it

If your computer needs to have critical updates loaded, there will be a list of updates, each with a 'remove' button after it, in the right hand pane. If no critical updates are needed, then a message in the right pane will so indicate. Whether or not you require critical updates, you may still require Windows updates and/or driver updates. A message in the smaller, left hand pane will notify you of the number of updates needed.

We recommend you install all of the updates .



If any of the updates are exclusive updates (updates that must be installed on their own) it will prompt you, click 'okay' to just install that update, you will need to run Windows Update again to get the others.

The update(s) will automatically download and run. You will be given the choice to not restart your computer; otherwise Windows Update will restart your computer for you. The Updates will not take effect until you have restarted.

If you did not install all of the updates, go back to <http://windowsupdate.microsoft.com> and get the remainder.

**Note:** Run **Windows Update** one more time to make sure there are no further updates needed.

You're done!

If you have any question or concerns, please email the Helpdesk ([helpdesk@anselm.edu](mailto:helpdesk@anselm.edu)) or call extension HELP (4357) from on campus.

You can set **Windows Update** to run automatically. To learn how, click this link: [Windows Update Automatic Configuration](#).