How to Run Windows Update

1. Print these instructions so you can refer to them as you run the Update.
2. Close any running programs (e.g. Eudora, Excel, Word, etc.).
3. Click the Start button in the lower-right corner of the screen:

4. The Start menu appears (yours may look different than the picture below). Scroll up and select Windows Update:

5. Internet Explorer appears, showing the Windows Update screen:

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continued on next page...
6. After a minute or two, the screen changes – the page heading now reads: “Welcome to Windows Update.”

7. Click the text “Scan for updates.” (shown by the arrow in the illustration below)

8. Internet Explorer churns for a while, and then the screen changes – the page heading now reads “Pick Updates to Install.”

9. Click the text “Review and install critical updates.” (shown by the arrow in the illustration below)

10. A license agreement dialog box *may* appear. If it does, click Accept:

continued on next page...
11. A dialog box appears showing the progress of the update:

10. When the first set of updates is complete, a dialog box appears stating “You must restart your computer to complete the installation.” Click OK:

12. Your computer will reboot all by itself. When it has rebooted, login to the computer again, and follow steps 1-5 above.

13. The “Pick Updates to Install” screen will show one of two messages:

<table>
<thead>
<tr>
<th>If you see this message...</th>
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<tbody>
<tr>
<td>“There are no critical updates available at this time.”</td>
<td>“Windows Update has found x critical updates for your computer.”</td>
</tr>
<tr>
<td>...it means this:</td>
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</tr>
<tr>
<td>• You’re done – all the critical updates were downloaded and installed.</td>
<td>• There were more updates than could be done in one session. Follow steps 7-10, installing and rebooting as the prompts direct until the Pick Updates to Install screen reads “There are no critical updates available at this time.”</td>
</tr>
<tr>
<td>• DON’T install any other updates for Windows XP, Windows 2000, or Driver Updates even if the webpage recommends it.</td>
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