IT Services recommends activating the automatic updates feature of Windows if it has not already been activated. You can also manually check for updates by visiting the Microsoft Updates Web site.

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To turn on automatic updates:
1. Go to Start > Control Panel
2. In the Control Panel, double-click Automatic Updates
3. Select Automatic
4. Click OK
Installing Security and Software Updates
Windows XP

To install Windows Security updates:

1. Go to Start > Control Panel

2. In the Control Panel, on the left under See Also, click *Windows Update*
   
   *Note:* The link must open in Internet Explorer.

3. On the Microsoft Windows Updates page, click *Express* to install any missing updates

4. Follow the onscreen directions
Installing Security and Software Updates
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To check for necessary updates:

1. In the system tray at the bottom right corner of your screen near the clock, click the reveal icon

2. Look for the Windows Updates icon or for the Warning icon

   If you do not have either icon, your computer is up to date and you have to do nothing further.

3. If you see the Windows Updates icon, please save your work and close all programs

4. Click on the Windows Updates icon

5. Click Install

   Follow the directions on the screen. You may have to restart the computer.

Please e-mail helpdesk@hws.edu or call ext. 4357 if you have any questions.