

# **HOW TO RUN MICROSOFT SECURITY ESSENTIALS**

*THIS AND THE READ ME FILE ON THE DESKTOP ARE VERY IMPORTANT!!*

Microsoft Security Essentials (anti-virus software) is installed on your computer.

It's set to do a scan at a specific time and you can continue to use your computer whilst this is running and do not need to attend to it unless the following applies:

The Icon for the program is on the Toolbar near the clock (if not hidden) at the bottom right hand side of the screen and should be a Castle with a Green Tick (it may be hidden). If, however a scan or an update has been missed it will be an Orange Exclamation mark.

If it is an Orange Exclamation mark do the following:

1. Double click on the Security Essentials icon to open the program.
2. Follow the on screen instructions.
3. Wait for it to return to a Green Tick (after updating and/or scanning), you can then continue to use your computer. (You can also use your computer whilst in progress, it will just be a little slower – new computers it will not be noticeable.)
4. IF THE ICON IS A RED CROSS, THEN IT HAS FOUND A VIRUS (YOU WILL GET ON SCREEN WARNING TOO), CLICK IT AND CHOOSE CLEAN COMPUTER. If it is not switched on it will also be Red, just double click the icon and follow instructions (sometimes it will be red whilst the computer is starting, it should turn to green after a short time).

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