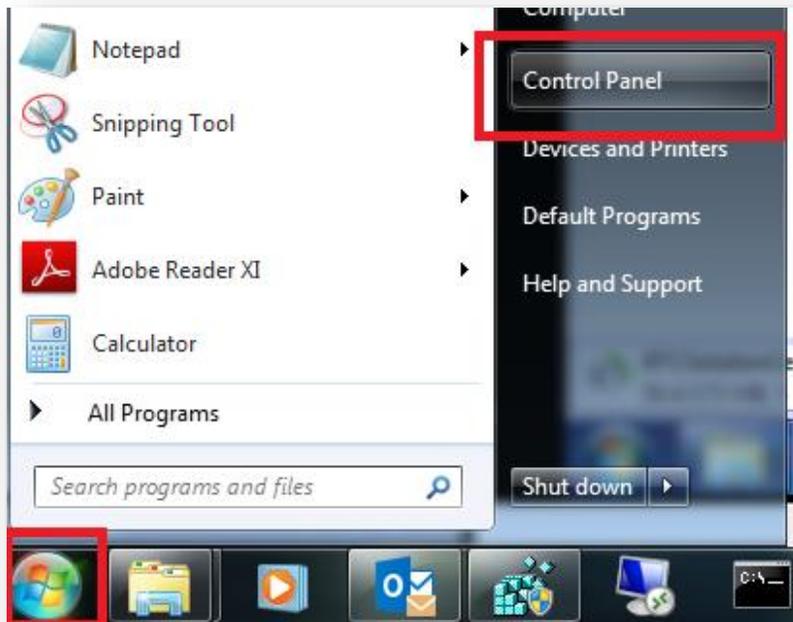


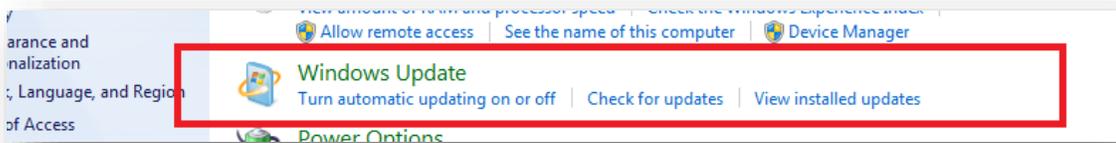
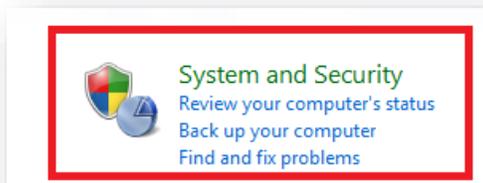
Updating Windows 7 with Windows Updates

This guide covers how to ensure your Windows 7 installation is fully updated with all Windows updates and also how to switch from Windows update mode to Microsoft update mode.

- Go to “Start>Control Panel”



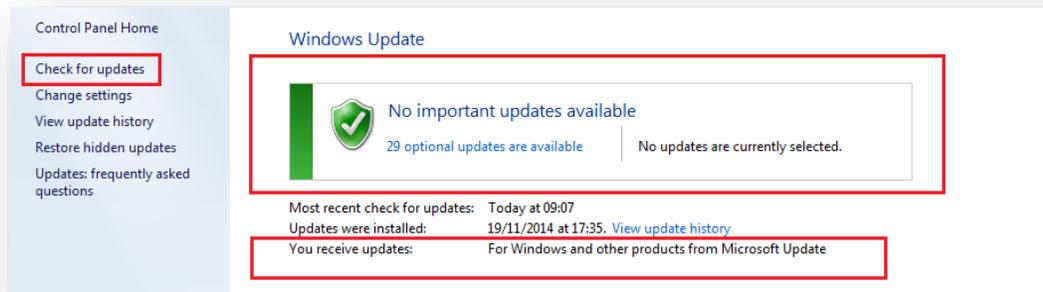
Security>Windows update



- System and

Updating Windows 7 with Windows Updates

- Click “Check for updates” link in the left hand menu and this will check for Windows updates for important and optional updates (***Please note you need to ensure you are in Microsoft update mode rather than Windows update mode, you can see the guide below for how to switch modes as this is important as Microsoft office updates will need to be upto date as possible***).



- Once the check has finished it will either show a green shield to indicate there are no important update available or yellow shield to indicate there are important and optional updates found.
- If you get a yellow shield then a prompt will appear asking you to download the updates. Click the download option. Once the download has then finished a new prompt will appear to “Install” the updates. Click the install button to start the process. (***Please note it is advised to reboot the machine after the updates have been installed so they are configured in windows correctly***)
- Please then click the on the “Check for updates” link again to ensure there are no more pending updates as in some cases some updates are needed for others to be found and installed. Once you get the Green shield this means there are no more updates and your machine will be fully updated. (***Please note the checking, downloading and installing may take time depending on how many updates there are to be done***)

Updating Windows 7 with Windows Updates

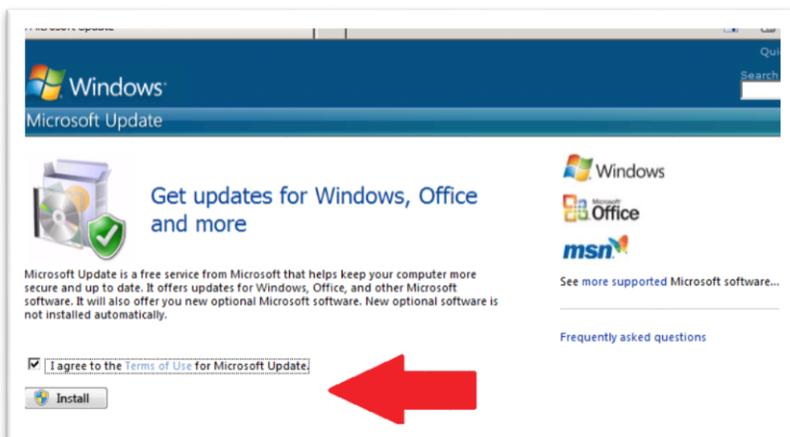
Switching from Windows to Microsoft update mode

- Go to “Start>Control Panel>System and Security> Windows Update”
- Click the “Find out more” link to switch to Microsoft update. If this option is not available. Click the “Change settings” link on the left and you should be able to select the “Give me updates for other Microsoft product when I update Windows”



What do if clicking “Find out more” does not switch to Microsoft update automatically

Please note that in some instances after clicking the “Find out more” link you will be taken to the Microsoft update site and be asked to install the windows update install please install this to enable the switch from windows update to Microsoft update mode.



Updating Windows 7 with Windows Updates

How to tell when the switch from Windows update to Microsoft update has been successful

When you have switched successfully, the Windows Update screen will no longer show the “Find out more” link and should state:

You receive updates: For Windows and other products from Microsoft Update.

