How to Check and Install Microsoft Updates - Windows 8 and windows 8.1

Check how the Updates are currently being applied

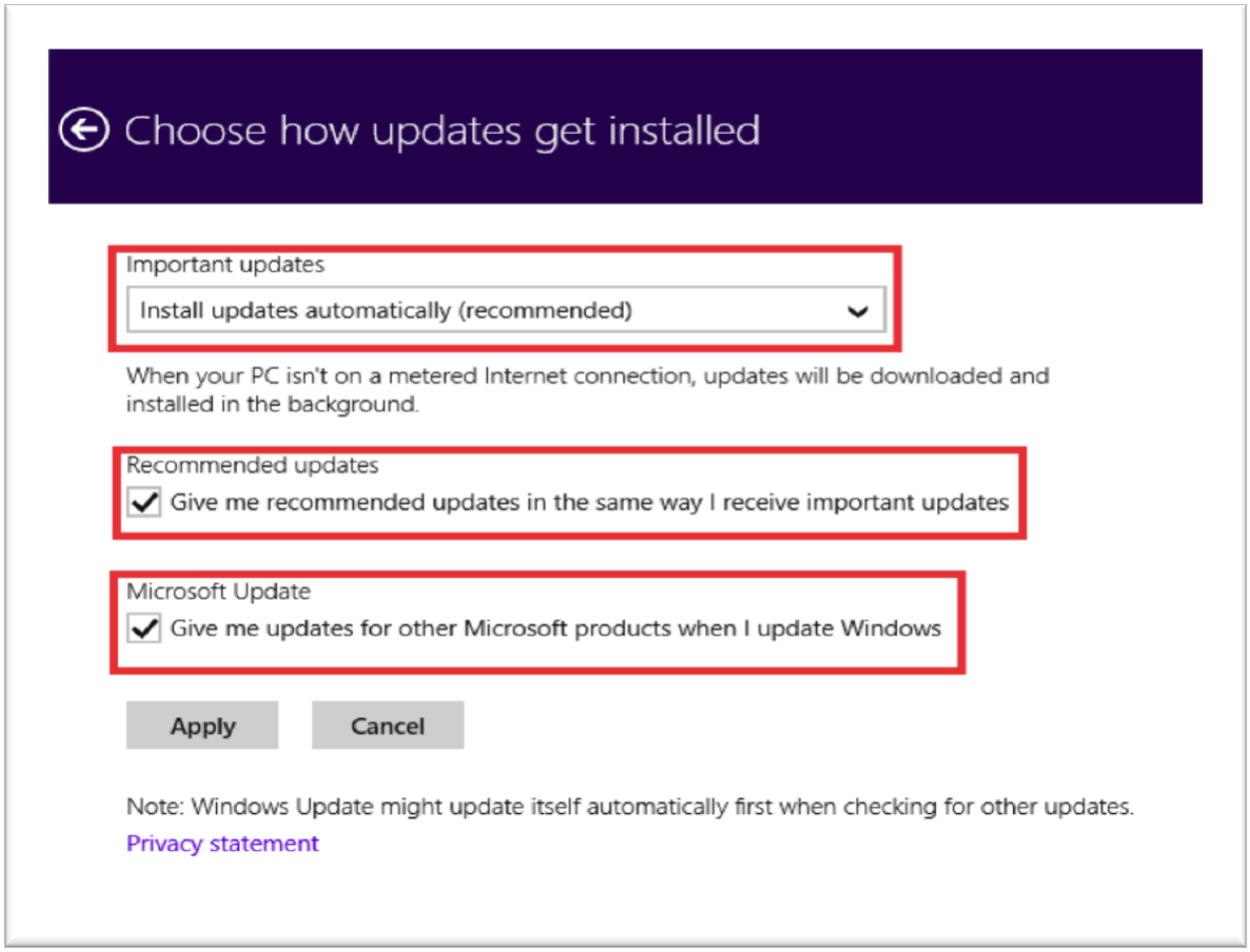
1. Open **Windows Update** by mouse, pointing to the bottom-right corner of the screen.

2. Select the Settings icon and then **Change PC settings** at the bottom.

3. If available select **Update and recovery** and then **Choose how updates get installed** *or just* select **Choose how updates get installed.**

4. In the **Important updates** drop down select **Install Updates automatically (recommended)**.

5. Ensure that both the **Give me the recommended updates in the same way I receive important updates** and the **Microsoft Update** tick boxes are checked on.



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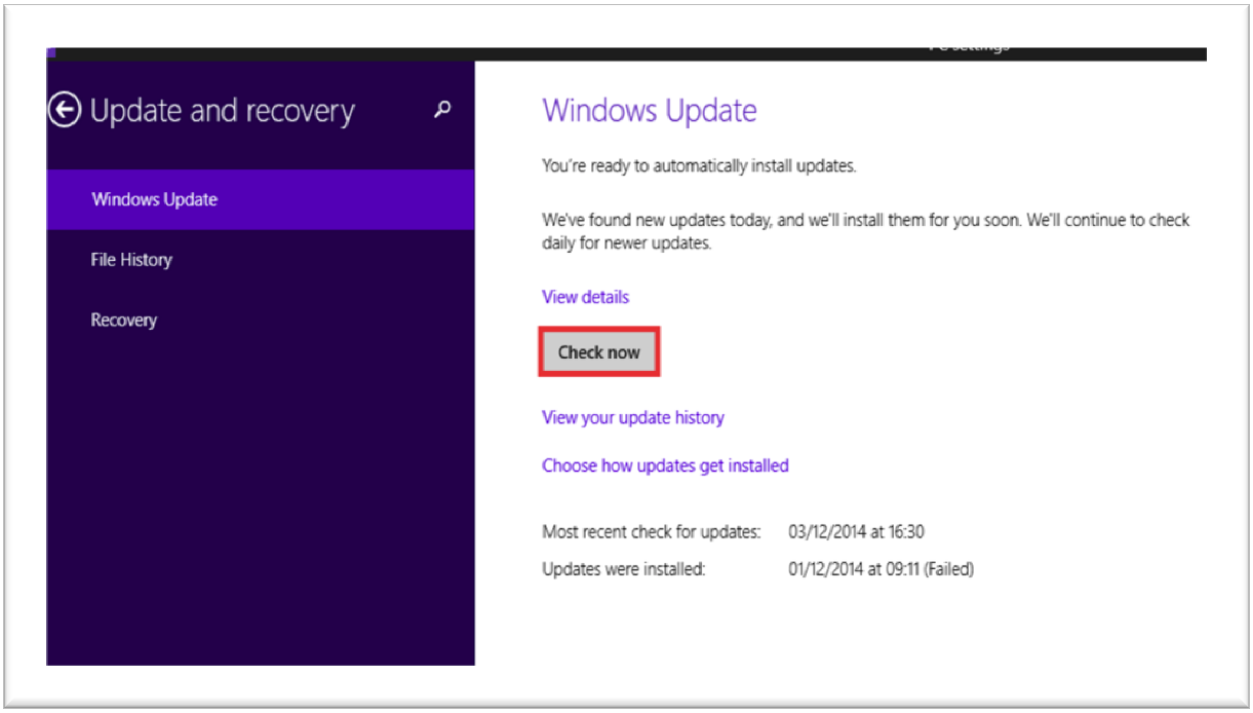
6. If no settings have been changed then just click the back arrow . If settings have been changed click the **Apply** button from the above screen and then use the back arrow to return to the main **Windows Update** window below.

Check for and Apply Updates

NB This process may take time and require you to re-start your PC if updates have not been applied for some time .It is also best to save and close any files you have open first.

1. From the screen below use the **Check now** button to download and install any available updates.



2. If updates are found, tap or click **Install updates**.
3. Read and accept the license terms, then tap or click **Finish** if the update requires this
4. If a re-start is required then please restart your PC in the usual way.

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