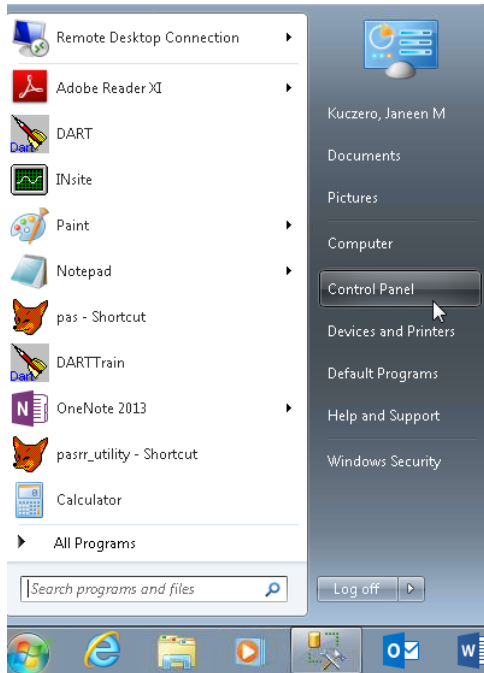


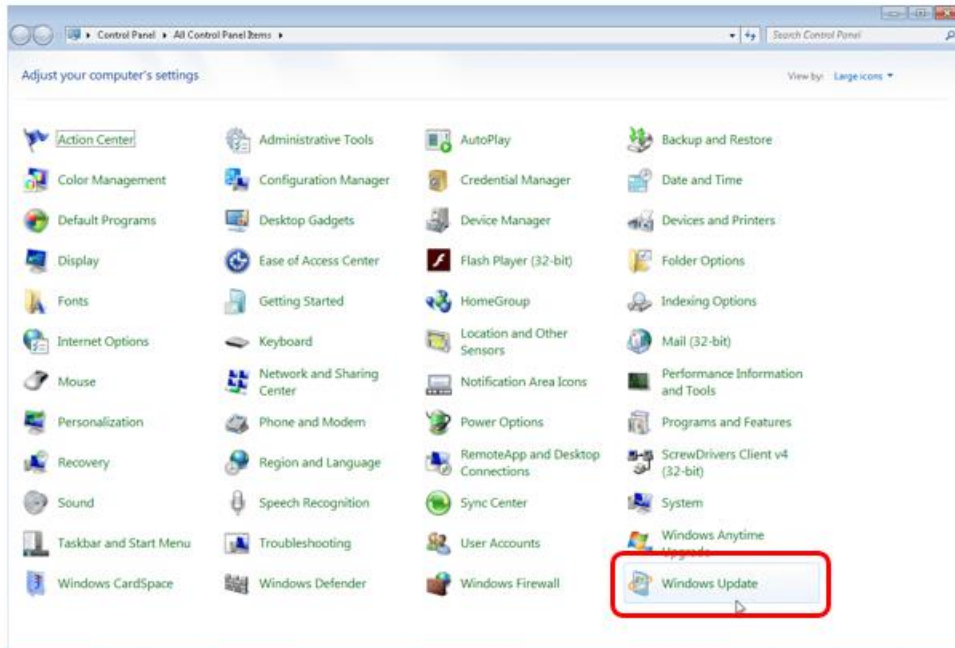
Windows Updates for Windows 7 Operating Systems

Windows 7

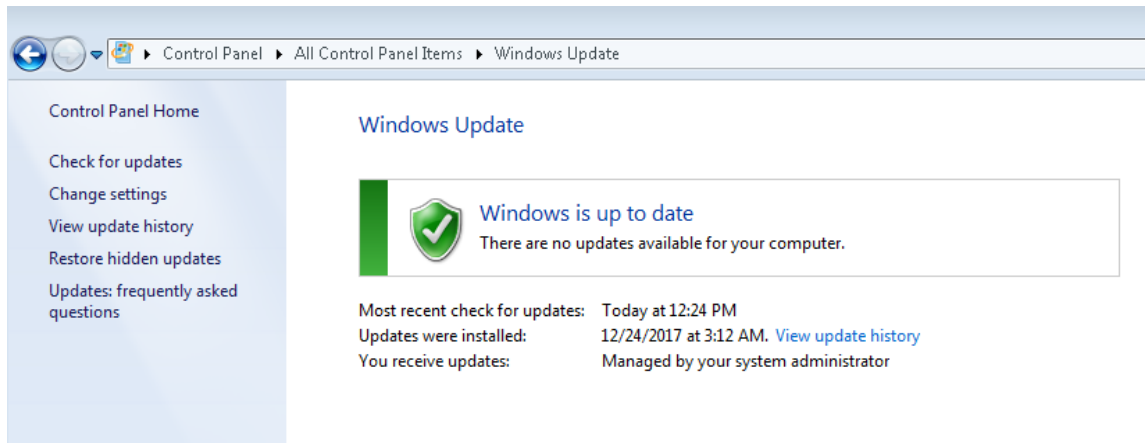
1. Open Control Panel by right clicking on the Windows Icon in the bottom left of your screen



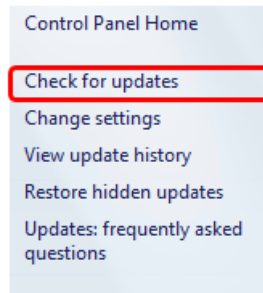
2. Select Windows Update



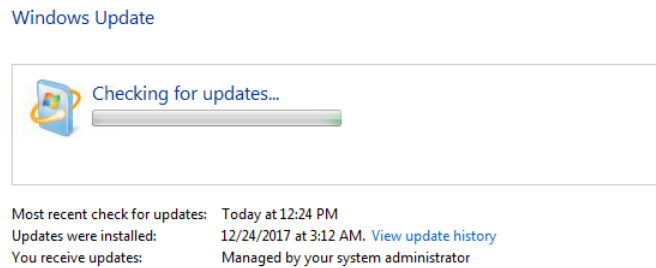
3. Verify that your Operating System is up to date



4. Select Check for Updates




- The following screen should appear:



- **Changing Settings:** If you have an onsite/internal IT department these will most likely be set already. If not please check the settings to make sure they match the following:
- Install latest updates should be set for a time that the computer will be on for the updates to run but when you will not be using the computer. Recommendation is to do them on Thursday nights after hours, please make sure your computer is left on when you leave so the updates will automatically run and install.

Choose how Windows can install updates

 Some settings are managed by your system administrator. [More information.](#)

When your computer is online, Windows can automatically check for important updates and install them using these settings. When new updates are available, you can also install them before shutting down the computer.

[How does automatic updating help me?](#)

Important updates



Install updates automatically (recommended)

Install new updates: Every Sunday at 3:00 AM

Recommended updates

Give me recommended updates the same way I receive important updates

Who can install updates

Allow all users to install updates on this computer

Microsoft Update

Give me updates for Microsoft products and check for new optional Microsoft software when I update Windows

Software notifications

Show me detailed notifications when new Microsoft software is available

Note: Windows Update might update itself automatically first when checking for other updates. Read our [privacy statement online](#).

- Important updates should be on: Install updates automatically (recommended)
- Recommended updates check marked
- Who can install updates check marked
- Microsoft update check marked
- Software notifications unchecked