

PC



Set Up Symantec Anti-Virus

On a PC

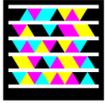


What is Symantec Anti-Virus?

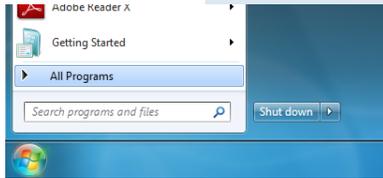


Symantec Anti-Virus is a program that works to keep your computer free of malicious software such as viruses, Trojan horses, and spyware.

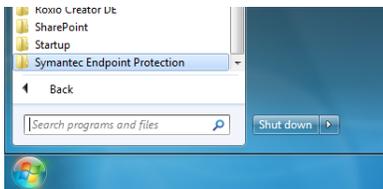
By keeping this software up-to-date and allowing it to periodically scan your computer, you will aid in keeping your computer healthy and running well.



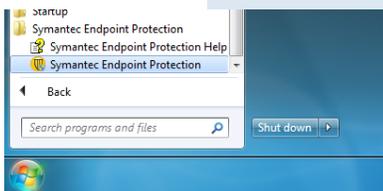
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1. Click the Start Menu, then click “All Programs”.



2. Click the folder “Symantec Endpoint Protection”.



3. Click the program “Symantec Endpoint Protection”.

Turn on protection:



4. If the status screen is green and says, ‘Your computer is protected’, skip to Step 6. Otherwise, continue to Step 5.



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5. If the status screen is red, click the “Fix All” button.

Update Anti-Virus Definitions:

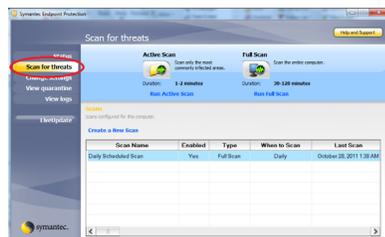


6. Click on the tab labeled “LiveUpdate”.



7. Wait as Symantec is updated.

Scan your computer:



8. Click the tab “Scan for Threats”.

You have two options at this point:

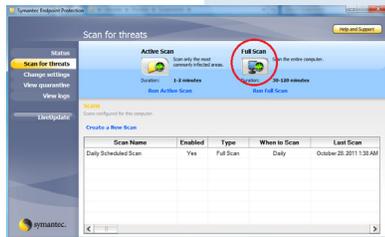
1. Log in and run a manual scan **weekly**. (Follow step 9.)
2. Set a scan to run automatically, and just leave your computer on at this scheduled time. (Follow steps 10 through 16.)

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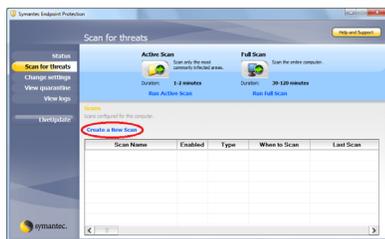
Manually scan your computer *weekly*.



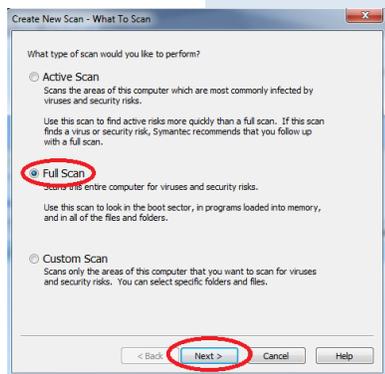
9. Click “Full Scan” to allow Symantec to scan your computer for threats.

or

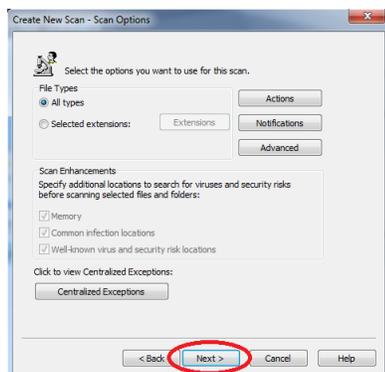
Set up an auto-scan *one time*:



10. Click “Create a New Scan”.



11. In the new window, choose “Full Scan”, then click “Next”.



12. Click “Next”.

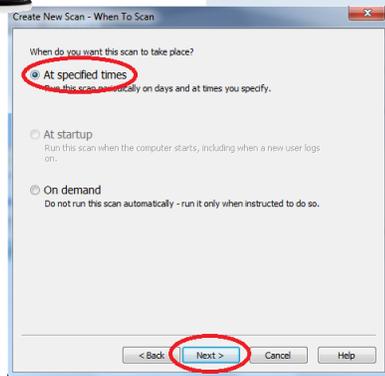


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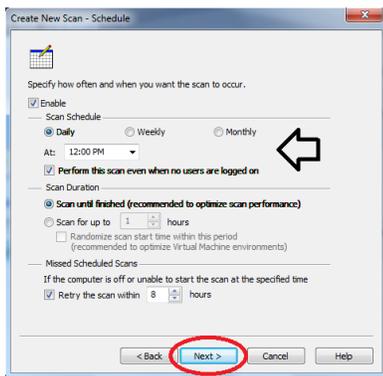


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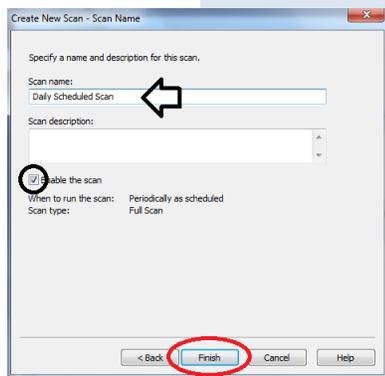
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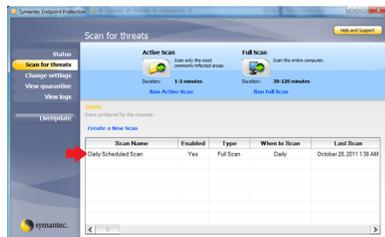
13. Leaving 'At specified times' checked, click "Next".



14. Choose a time when you will be away from your computer (daily at midnight as a suggestion), then click "Next".



15. Name the scan if you wish (we used 'Daily Scheduled Scan'), ensure that 'Enable this scan' is checked, then click "Finish".



16. Auto-scan is now set up. Remember to leave your computer turned on at this time!

This is a publication of Information Technology Services. For further assistance, please contact the Technology Information Center by Phone: (806) 371-5100, Email: ITS@actx.edu, or visit us in Russell Hall Room 121.