

# **Anti-Virus Program for TaxWise Computers**

## **Microsoft Security Essentials (MSE)**

### **Updated October 2011**

We recommend the use of Microsoft Security Essentials (MSE). MSE is a free download from Microsoft that is simple to install and runs in the background so that you are free to use your Windows-based PC the way you want.

MSE is our recommended anti-virus software for all tax preparation computers and it is required on AARP purchased laptops. It is critical to make sure that your computers are running software that protects against malicious software (or malware) such as viruses, spyware, or other potentially unwanted software, that can install itself on your computer any time you connect to the Internet. Your computer can also be infected when you connect a flash drive, CD, DVD, or other removable medium. This malicious software can be programmed to run on all drives and at unexpected times, not just at the time it is installed.

### **MINIMUM SYSTEM REQUIREMENTS FOR MICROSOFT SECURITY ESSENTIALS**

Operating System: Genuine Windows XP (Service Pack 3); Windows Vista (Gold, Service Pack 1, or Service Pack 2); Windows 7

- For Windows XP, a PC with a CPU clock speed of 500 MHz or higher, and 256 MB RAM or higher.
- For Windows Vista and Windows 7, a PC with a CPU clock speed of 1.0 GHz or higher, and 1 GB RAM or higher.
- VGA display of 800 × 600 or higher.
- 140 MB of available hard disk space.
- Internet Browser:
  - Windows Internet Explorer 6.0 or later.
  - Mozilla Firefox 2.0 or later.
- Microsoft Security Essentials also supports Windows XP Mode in Windows 7. For more information, see the system requirements for Windows XP Mode in Windows 7.

**NOTE: Your PC Must Be Running a Genuine Windows Operating System (OS) to Install MSE as this is Verified during the Installation of the Software.**

As long as your computer is connected to the Internet, it will be kept up to date. You must not ignore updating and running MSE, even if the computer is not online. For computers not regularly on the Internet during the tax season, we recommend that the anti-virus program be updated at least monthly. Instruction to manually install and update MSE on computers not connected to the Internet will be covered later in this document. It is important to have this software on computers which are NOT connected to the Internet. Malware can be spread by flash drives not just by internet connections.

**NOTE: You Must Uninstall AVG or Any Other Anti-Virus Software Before Installing MSE.**

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**TO DOWNLOAD MSE**, click or copy and paste the following link into your browser address line:

[http://www.microsoft.com/security\\_essentials/](http://www.microsoft.com/security_essentials/)

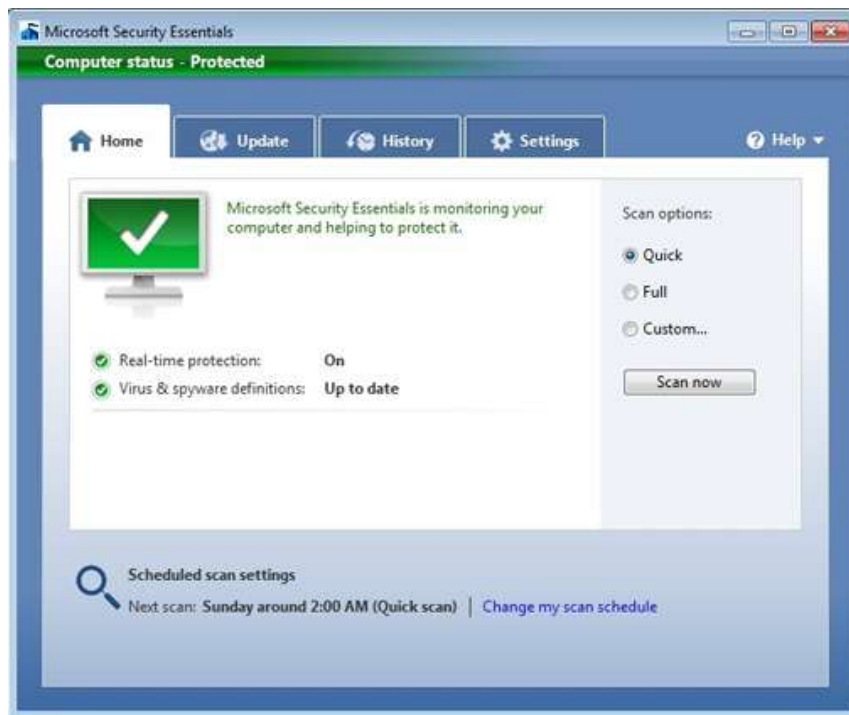
Download the program and then follow the simple instructions.

More information on MSE including an installation video is available on the above listed website.

If you have not previously turned on the **Windows Firewall**. Do so now from the **Control Panel**.

## MICROSOFT SECURITY ESSENTIALS SECURITY STATUS

Microsoft Security Essentials (MSE) has a clean, simple home page that shows the security state of your computer.



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A green icon means that the security status of your computer is good. Microsoft Security Essentials is up-to-date and is running in the background to help protect your computer.

To scan a flash drive, CD or other external device you must manually run a full scan or custom scan the external device. There is not a custom setting that will automatically scan external devices when they are installed.

### **MANUALLY INSTALL AND UPDATE MSE WITHOUT THE COMPUTER BEING ON THE INTERNET.**

1. Download and save the MSE install program with a computer that is connected to the Internet.
2. Copy and save the program to an external device such as a flash drive or CD.
3. Remove AVG or any other antivirus program from the computer you want to manually install MSE. Follow the directions to uninstall AVG then restart the computer before installing AVG.
4. Run the install program on a computer that is not connected to the Internet.
5. **DO NOT** try to update the MSE program after it is installed. If the computer tries to connect to the Internet for its first update it will lock up and you will need to actually connect the computer to the Internet or reinstall the MSE program.

### **TO MANUALLY UPDATE THE MSE VIRUS DEFINITIONS**

To install the correct version of the Microsoft Security Essentials virus and spyware definition updates, you must know whether Windows XP, Windows Vista, or Windows 7 is running in a 32-bit or a 64-bit operating environment. Additionally, you must be logged on to Windows as an administrator. If you are not sure of your Windows XP, Windows Vista, or Windows 7 environment type, or if you need help verifying that you are an administrator on the computer, visit the following Microsoft Web site:

<http://support.microsoft.com/gp/admin>

After you verify the operating environment, download the appropriate update version of the program. To do this, follow these steps:

1. Download the Microsoft Security Essentials virus and spyware definition update file that is appropriate for your version of Windows:
2. To download the file for a 32-bit (x86-based) version of Windows, click the following link:

<http://go.microsoft.com/fwlink/?LinkID=87342>

3. To download the file for a 64-bit version of Windows, click the following link:

<http://go.microsoft.com/fwlink/?LinkID=87341>

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**NOTE:** You must be running a 64-bit version of Windows to run a 64-bit version of MSE.

4. Click Save to save the file to the computer. If you click Save, remember the folder where you saved the file. Then copy the file to your flash drive or a CD.

**To install the saved file, follow these steps:**

1. On Windows XP: Double-click the file, and then click OK.
2. On Windows Vista or on Windows 7: Right-click the file, and then click Run As Administrator. If you are prompted for an administrator password or for confirmation, type the password or click Continue.
3. When the definition update file runs, a file extraction dialog box appears. The dialog box indicates that the definition update is installing. After the file extraction dialog box closes, you can verify that the virus and spyware definitions have been updated. To do this, open Microsoft Security Essentials, click Update, and then examine the virus and spyware definitions date and status.