

## **Checking for Windows 10 Updates**

By default, your computer “should” automatically check for updates but there are occasions where the computer automatically check or install them. It’s important to keep your computer up to date frequently. We recommend checking for updates every 2 weeks. Microsoft generally “pushes” updates out to the public every Tuesday.

To manually check and install updates:

### **(If you have the conventional Windows Start Menu)**

1. Click the start button
  2. Let go of your mouse and type “check for” (do not include the quotes)
  3. In the search results in the start menu, click Check for Updates
  4. You might see (on the left hand side) a message that your machine is up to date. Click the button – check for updates and let the machine check and install the updates it shows. You can continue to work on your machine, just minimize this window.
  5. When prompted to restart the computer, save your work from other programs and click “restart now”
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To manually check and install updates:

### **(If you have the Classic Shell Windows Start Menu)**

1. Click the start button
2. Click “Start Menu Windows”
3. Let go of your mouse and type “check for” (do not include the quotes)
4. In the search results in the start menu, click Check for Updates
5. You might see (on the left hand side) a message that your machine is up to date. Click the button – check for updates and let the machine check and install the updates it shows. You can continue to work on your machine, just minimize this window.
6. When prompted to restart the computer, save your work from other programs and click “restart now”