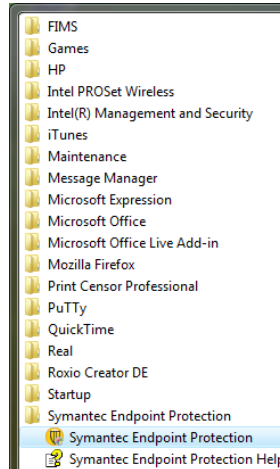


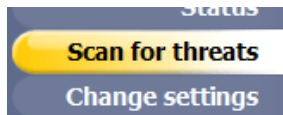
Symantec Endpoint Configuration

As part of your MCTC Faculty and Staff Image the Symantec Endpoint Protection Suite provides continuous “real time” protection of your computer if it is configured properly with Live Updates and intermittent full system scans. This article will assist you with making sure those features are enabled, updating, and properly configured to ward off any potential threats via e-mail and typical internet usage.

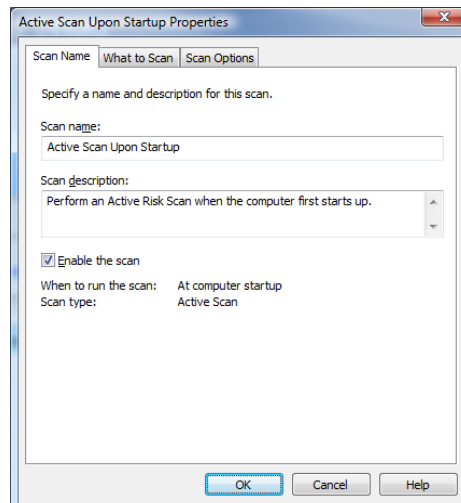
First, open the Endpoint Suite by click the Windows Vista Start button and by selecting “All Programs” you can then scroll down to the “Symantec Endpoint Protection” folder:



If prompted for permission simply click “Continue” to open the Endpoint Status Window. Here you will see details of current protection as they relate to Antivirus and Antispyware threats. From this menu click the “Scan for threats” tab to the left of the status window.

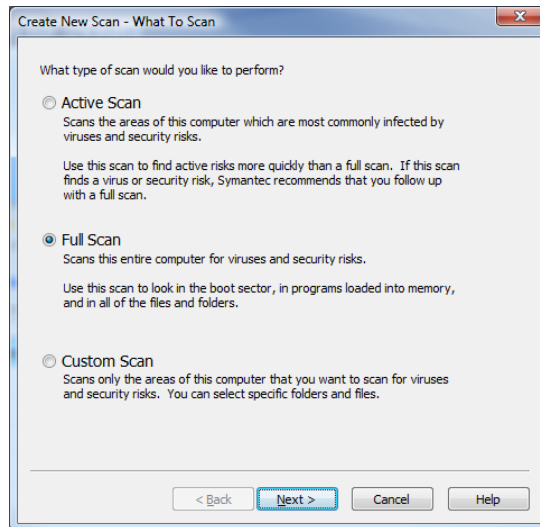


In the “Scan for threats” window begin by double clicking the “Active Scan Upon Startup” scan that has by default been configured by has not been enabled. A properties box will then display click in the blank check box beside “Enable the scan” and click Ok.



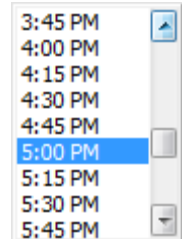
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We will now create a new “Full System Scan” to run during a period of time that you are not utilizing your PC to further ensure that no threats are present on your computer. To begin this process click the “Create a New Scan” link and choose the “Full Scan” option and click Next>

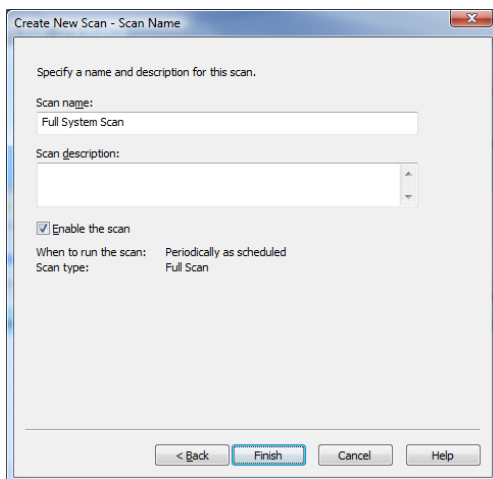


On the “New Scan” options simply click Next as the default options selected are best and the click Next; the next window will ask “When do you want this can to take place?” again maintain the default setting (At Specified Times) and click next.

It is recommended that you run a daily scan exactly when will be your choice. (At lunch, before you report to work, or at the end of the day). What is important is that the scan is properly enabled to run. If you leave the office at 5:00 p.m. everyday then the default setting will be sufficient, simply choose “Daily” instead of “Weekly”. If 5:00 p.m. is not a good time then use the drop down box to choose a more convenient time.



Click next when you have completed the configuration of frequency and time of day for your system scan and click the Next button. You will now be prompted to name your scan, simply type, “Full System Scan” in the Scan Name box and click Finish.



Following these steps and ensuring that you system is being scanned will go a long way in keeping the MCTC network healthy and assist in thwarting potential virus damage to your system, files, and resources on our network. If at any time you require assistance, not only with the configuration of your antivirus software, be sure to contact the Information Services Help Desk at extension 64000 and Chris will be glad to offer whatever assistance he can.