

## Digital Self Defense 102: Patching & Updates

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### Useful Web Links

#### General Awareness

RIT Information Security

<http://security.rit.edu>

*The homepage for the RIT Information Security Office contains many useful links and tutorials.*

ITS

<http://www.rit.edu/its>

*The ITS homepage has links to helpful information and free software that you can use to protect yourself.*

NCSA Stay Safe Online

<http://www.staysafeonline.info>

*Stay Safe Online has a wealth of information for staying safe while using the Internet.*

Microsoft Security Home Page

<http://www.microsoft.com/security/default.msp>

*The Microsoft Security page can keep you up to date on the latest threats and vulnerabilities.*

#### Patching Links

Windows Update: <http://update.microsoft.com/windowsupdate/v6/default.aspx?ln=en-us>

Microsoft Office Update: <http://office.microsoft.com/en-us/downloads/default.aspx>

### Key Terms

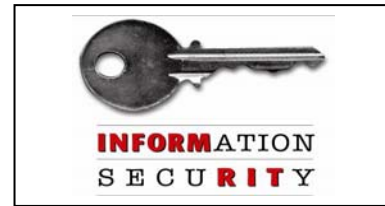
**Limited User Account** – This is a user account that allows you to operate your computer for day-to-day functions such as e-mail and web browsing. The limited user account does not allow you to install software or updates. It also prevents malware from doing the same. Use your limited account all the time unless you need to install software or updates.

**Guest Account** – This is a user account that should be created on your computer already. It allows you to share files and printers with other computers. In most cases this should be disabled and unusable.

**Administrator Account** – This is a user account that has complete control over the computer. It allows you to install software and updates. You should not run in this account unless you are doing something that cannot be accomplished in the Limited User Account.

**Patch** – A patch is an update to a software program that fixes a software bug or problem. Much like you would use a patch to cover a hole on a piece of clothing, programmers write patches to fix holes in existing software.

**Automatic Updates** – Microsoft Windows and other modern software programs have the ability to automatically update themselves by installing patches or adding new functionality. Automatic Updates is the name of the system that allows this to happen.



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### Creating a Limited User Account in Windows XP:

1. Select the “*Start*” menu.
2. Select “*Control Panel*” from the Start menu.
3. Select “*User Accounts*” from the Control Panel.
4. Select “*Create a new Account*” from the User Accounts panel.
5. Enter the name for your new user account and click “*Next*”.
6. Under “*Pick an Account Type*” make sure to select “*Limited*”.
7. Click the “*Create Account*” button.

### **You’re Done!**

You now have a limited user account that you can use for day-to-day activities. To switch back and forth between your limited account and your administrator account use the “*Log Off*” option on the Start menu and select “*Switch User*”.

### Creating a Limited User Account in Mac OS X:

1. Select “*System Preferences*” from the Apple menu.
2. Select the “*Accounts*” pane from the System Preferences window.
3. Click on the *lock*  icon at the bottom of the pane to authenticate yourself as a system administrator (you will need to enter your administrator user name and password).
4. Click on the *plus (+)* icon to add a new account.
5. Enter the name and password for your new user account.
  - If you are using OS X 10.4 Tiger, ensure the box marked “*Allow user to administer this computer*” is *unchecked*.
  - If you are using OS X 10.5 Leopard, make sure the “*New Account*” dropdown menu is set to “*Standard*” (this is the default setting for new user accounts).
6. Click the “*Create Account*” button.

### **You’re Done!**



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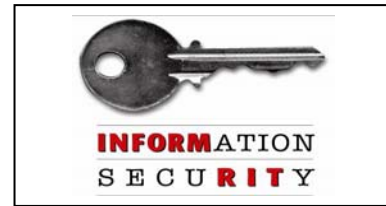
You now have a limited user account that you can use for day-to-day activities. To switch back and forth between your limited account and your administrator account, select *Log Out <user>...* from the Apple menu. A confirmation screen will appear asking you if you want to log out. Click the *Log Out* button to log out (the current user will automatically log out after a few minutes if no action is taken at the Log Out Confirmation window). You may then login as a different user.

### Installing Windows Update:

1. Open Internet Explorer and go to the website:  
<http://update.microsoft.com/windowsupdate/v6/default.aspx?ln=en-us>
2. Once at the site, Microsoft will try to install a piece of software to your computer that will allow you to receive updates. Depending on what version of Internet Explorer you have, this may present you with a warning box telling you the risk. It is alright to allow this program to run. There are also instructions on the page that will assist you if you have a problem.
3. You will be presented with a brief license agreement. Read the agreement and click "*Continue*" to agree.
4. Windows Update will now check to see if you have the latest version of the updating software. If you do not, it will install the latest version.
5. After the latest updater has been installed on your computer, a "*Check for Updates*" button will be displayed. Select this button to check for updates.
6. You will be presented with the option of an "Express" or "Custom" install of the updates. Choose *Express* to allow Windows to automatically determine which updates are critical and need to be applied immediately.
7. Windows Update will now determine which updates are the critical ones. When it is finished, you will be presented with a screen that has a summary of the updates to be installed. Select "*Install Updates*" to continue.
8. A window will open that will keep you informed of the progress of the download and installation of the selected updates. It will alert you when finished and you may be asked to restart your computer.

### Enabling Automatic Updates:

1. Select the "*Start*" menu.
2. Select "*Control Panel*" from the Start menu.
3. Select "*Security Center*" from the Control Panel.
4. Select "*Automatic Updates*" from the Security Center window.



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5. If the “*Automatic (recommended)*” radio button is already selected, Automatic Updates are already enabled.  
If not, go to the next step.
6. Click the radio button next to “*Automatic (recommended)*” and choose a frequency and time for the updates to run from the dropdown menus. Make sure to choose a time during which your computer will be on every day.
7. Click “*OK*”.

### **You’re Done!**

Automatic Updates are now enabled. New updates should be downloaded and installed daily at the time you specified. Make sure that your computer is turned on at this time or the updates will not happen.