



# INFORMATION SERVICES NEWS



## Workstation Updates: Manual Installation Process

Information Services offers a manual process of applying software updates to single user (non-shared) workstations at Texas Children's. For whom is the manual update process recommended? Read on:

### Automatic updates

Normally, IS schedules critical software updates (security, etc.) automatically for all workstations during standard downtime (the third weekend of each month). These updates are installed during the middle of the night on all computers that have been left on over the weekend. If a computer is turned off, it will not receive the automatic updates for another month.

### Manual updates

IS gives users the option of manually updating a non-shared workstation. The manual update process is recommended for users who:

1. Prefer to turn off their workstation over the weekend, and would like to install the updates themselves before they shut down
2. Forget to leave their workstation turned on over the weekend, and want to run the latest, most secure software on their computer without waiting another month for the next automatic update period

### Manual update process

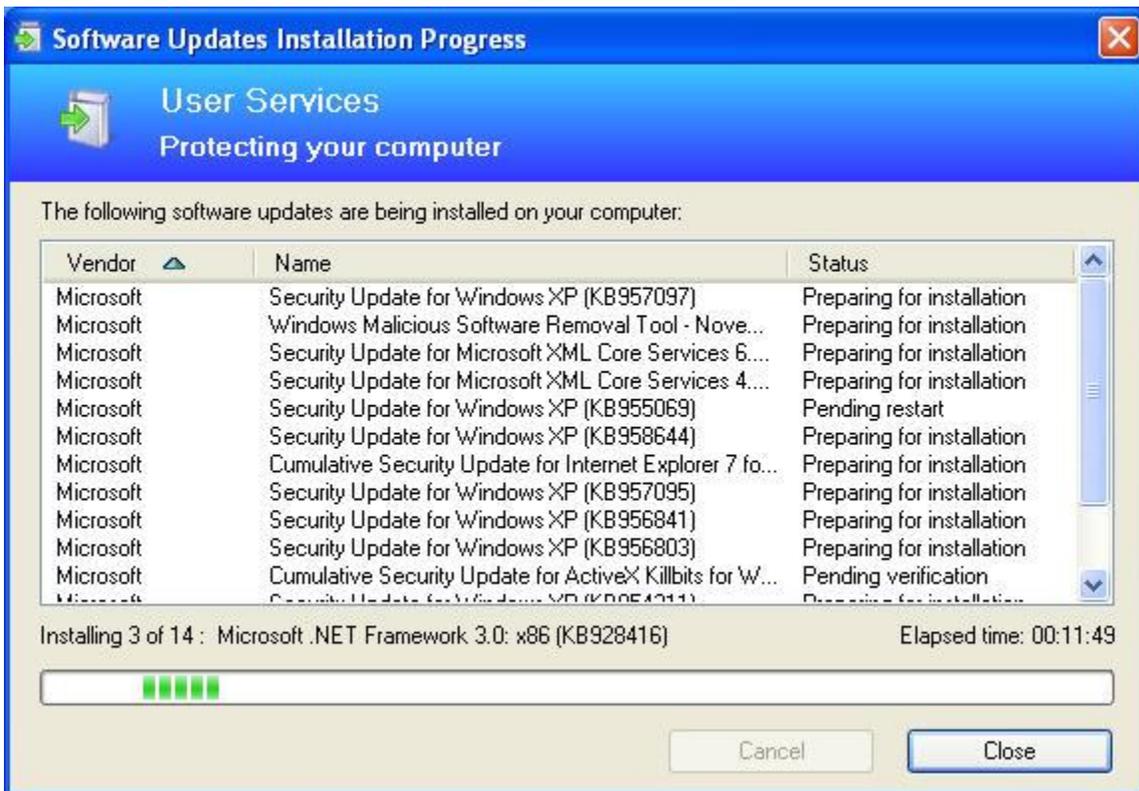
IS makes software updates available to non-shared workstations prior to the standard downtime weekend (announced each month on *Connect*). See the instructions below to install the updates manually or just remember to leave your computer turned on when you leave the office before standard downtime weekend, and IS will install the updates for you automatically.

## Manual Update User Instructions

When monthly security updates are delivered to your desktop, there will be a SCCM icon that says updates are waiting to be installed.



You can double click the SCCM icon to bring up the window, then click install. You will see the progress of the installation:



Depending on the number and size of the updates, it may take a while for them to complete installation. You can minimize this window by clicking the Close button and continue using your computer until it is finished updating. You may be prompted to reboot when it's complete:

### System Restart Required



A newly installed program requires this computer to be restarted. Please save your work and restart your computer. Your computer will automatically be restarted in:

**4 minutes 58 seconds**

Restart Now

Close

### Questions

If you have questions about XXXXX, please call the IS Service Desk at 832-824-3512, option 2.

We appreciate your support.

### Information Services

Please do not respond to this email; the mailbox is not monitored.