

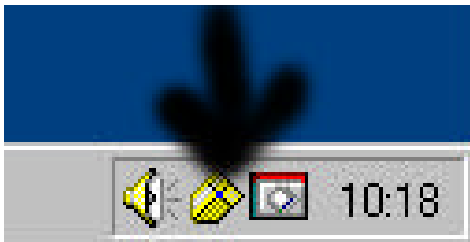


EASY'S Guide To ...

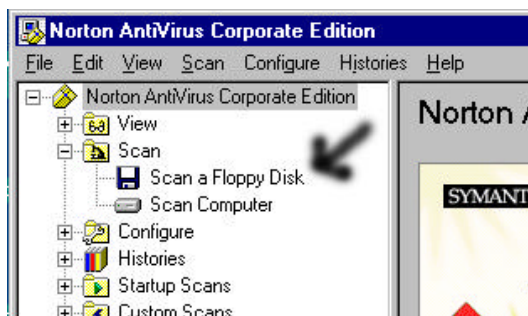
Virus checking your disks

If you think any of your files might be infected with a virus you can check and disinfect your disk by following these notes.

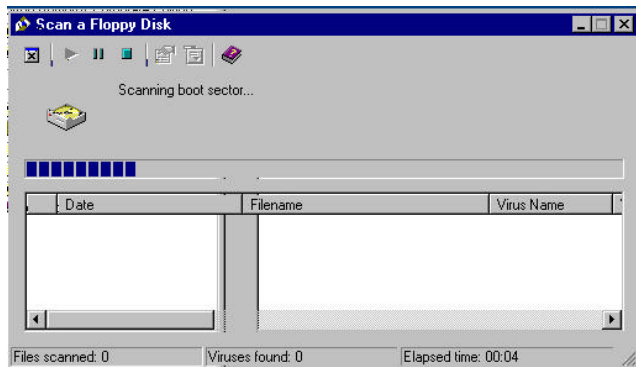
1. Put your disk into the floppy disk drive.
2. To start the Anti-Virus program, double-click on the Norton icon on the right-hand-side of the taskbar.



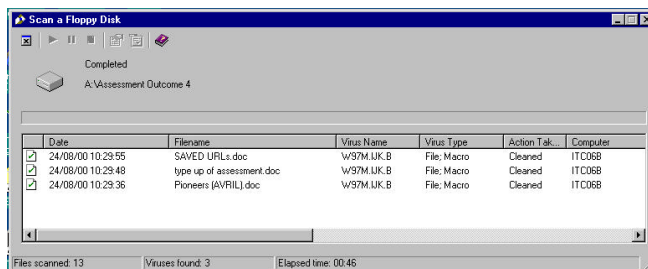
3. Then double-click on "Scan a Floppy Disk".



4. After a short pause, your disk will be scanned, and cleaned of any viruses that it finds.



5. When completed, close down the scan window and the program window by clicking on the **X** in the top right-hand corner of each window.



If you have any problems, you should ask for assistance from your Tutor or at the IT Centre reception.