How to Schedule Scans and AutoUpdate
For VirusScan’s McAfee version 4.5.1

(By Nick Gonzaga)

This is to be used for Windows 2000 PCs with Network Associates’ VirusScan McAfee version 4.5.1.

A. Setting Weekly Scheduled Scans for all fixed drives:

1. Open VirusScan Console by clicking Start button, Programs, Network Associates, VirusScan Console or double-click the magnifying glass icon on the system tray.

2. Double-click on “Scan fixed drives” to open it.

3. Set the “Interface Type” by clicking the drop-down arrow and select ‘Hidden Mode’; then, Click ‘Configure’ button.
4. Make sure that all four boxes are checked under the ‘What to scan’ and ‘All files’ is selected. Then, click on the ‘Action’ tab.

6. Click ‘Apply’ button and then click “OK” button. This will bring you back to the ‘Task Properties’ window. Then, click on the ‘Schedule’ tab.
8. Check ‘**Enable**’ box and select **Weekly**. Change the date and time; recommended timeframe is either Tuesday or Wednesday from 12:00 PM to 2:00 PM (lunchtime). Scanning time is usually from 10 minutes to 30 minutes; the more files and partitions, the longer it takes. Check the ‘**Enable randomization**’ box. Then, click ‘**Apply**’ and ‘**OK**’ buttons. This will bring you back to the VirusScan Console.

**B. Setting the AutoUpdate for a Weekly Update:**

1. Double-click AutoUpdate to open it.

2. Most of the settings have been preconfigured by MSSG so all we need to do is change the schedule. Click on the ‘**Schedule**’ tab to open it.
3. Check ‘Enable’ box and select Weekly. Change the time and day; recommended setting is 11:00 am every Monday. Check the ‘Enable randomization’ box. Then, click ‘Apply’ and ‘OK’ buttons.

10. You’re done. If you have any questions, please contact Systems at (732) 445-5896.