

Sophos Antivirus Software Install

for Windows

Sophos is Ryerson’s new antivirus software. Here are the instructions to install Sophos on your computer.

If you currently have antivirus software installed on your computer, such as McAfee, as part of the installation Sophos will attempt to uninstall this. Some antivirus software Sophos cannot uninstall and we recommend that you manually uninstall the software before attempting the Sophos install.

Complete the following steps to install Sophos:

1. Backup important personal files.
2. Download and Install Sophos. Reboot after Install.
3. Scan your computer.

Instruction

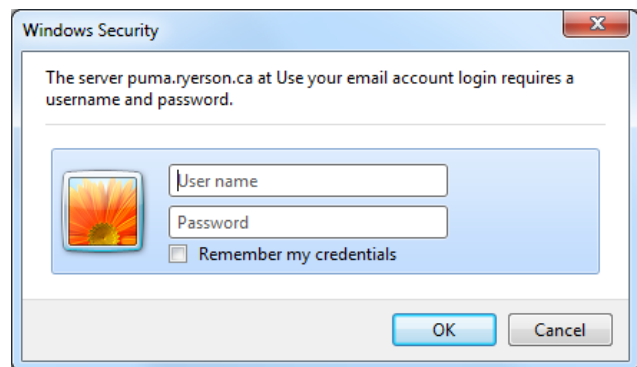
Diagram

Step 1. Back Up Your Files:

This is a precautionary task to ensure your important data is backed up. CCS does not standardize on a method for backing up your files. Some employees have access to CFAPS which gives them limited space for backups. Another option would be to use removable media such as USB keys and drives, however do not to use this method for confidential data as these can be easily lost or stolen.

Step 2. Download and Install Sophos:

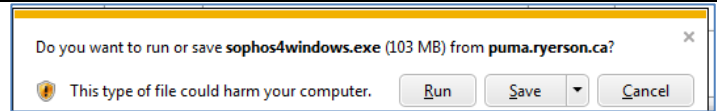
1. From the CCS website <http://www.ryerson.ca/ccs/software/downloads/security> find **Sophos for Windows** and **Download**.
2. At the **Connect to puma.ryerson.ca** screen, type in your my.ryerson username.



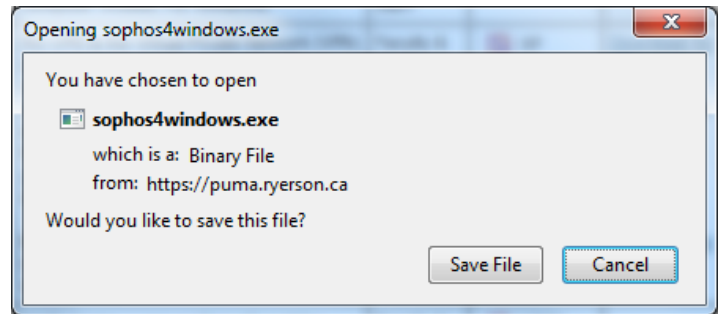
Instruction

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- At the **File Download** screen, click on the **Save** button to save the exe file containing the installation file. Save this file to a location of your choice where you can easily find it again such as your desktop or your Local Disk (C:).

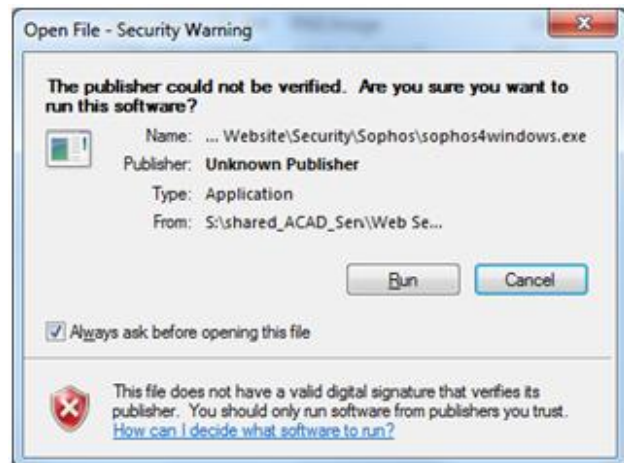


IE Save Window

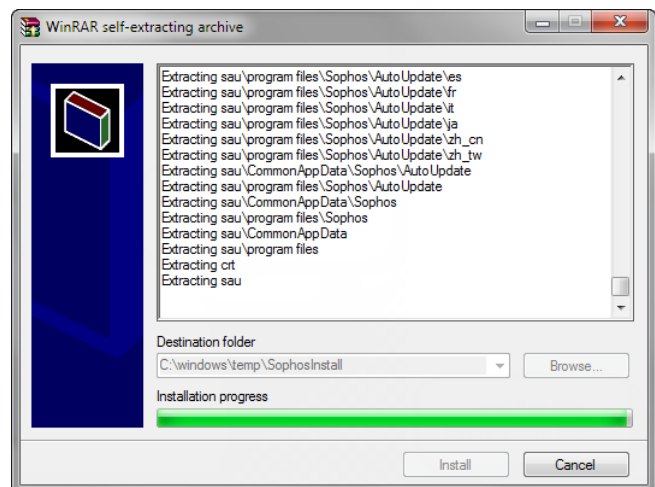


Firefox Save Window

- Locate the **sophos4windows.exe** file that was downloaded and double click on the filename. When the installation begins you may not see some of the progress windows shown in step 5 and 6, as this may vary by Operating System. In that case wait for an icon to be added to your taskbar and proceed to Step 7.



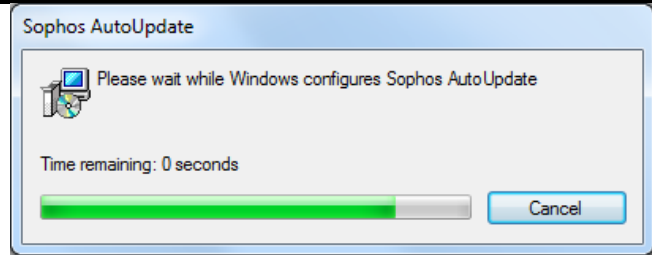
- The self-extraction window will display as the installation begins.



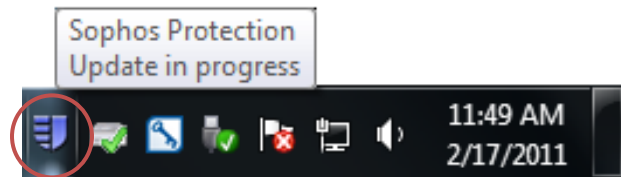
Instruction

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6. As part of the installation Sophos AutoUpdate will be configured.



7. An icon will be added to your taskbar, at the bottom right of your desktop. Move the cursor over this icon and the status will first read **Sophos Protection – Update in progress**.



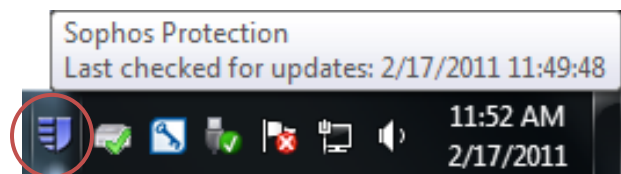
Note: The update will take a few minutes. To view the update progress, right click the Sophos icon and select **View updating status**.

8. When updates are finished the status will display **Sophos Protection – All protection is enabled**.



9. **Reboot your machine.**

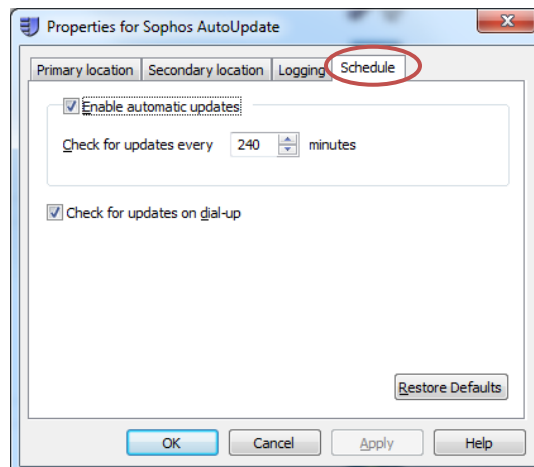
10. After the reboot, the status displays **Sophos Protection - Last checked for updates** showing today's date.



Note: Sophos updates every 20 minutes, to change this, please do the following:

- a. Right click the Sophos icon on the taskbar and select **Open Sophos Endpoint Security and Control**.
- b. Select **Configure updating**.
- c. At the **Properties for Sophos AutoUpdate** window, select **Schedule**.
- d. Change the time to your preferred schedule.

Note: The timer begins counting after the reboot/restart of your machine. We recommend that users setup update schedules accordingly.



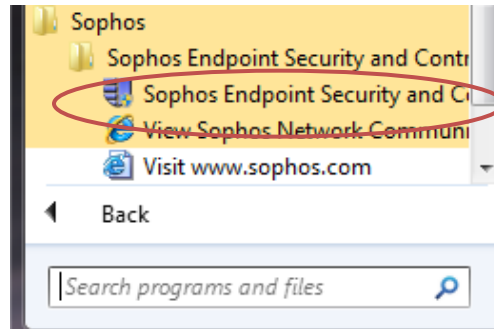
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- e. Click **OK**.
- f. **Reboot your machine.**

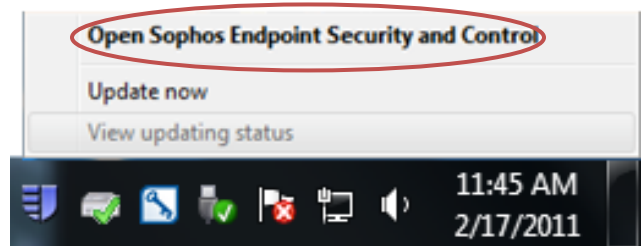
Step 3. Scan your Computer:

1. To open the Sophos Console, click the **Windows start button > All programs > Sophos > Sophos Endpoint Security and Control**

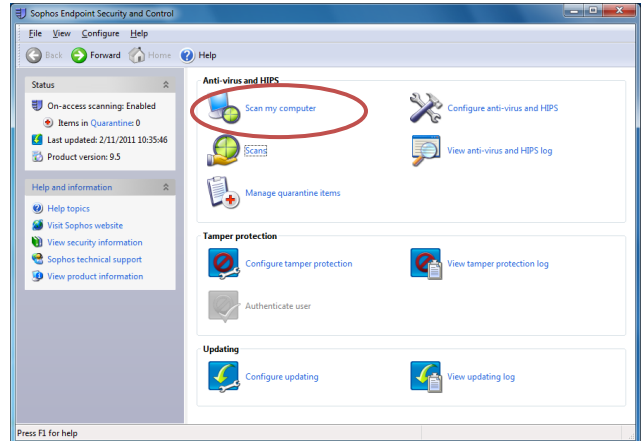


OR

Right click on the Sophos icon on the taskbar and select **Open Sophos Endpoint Security and Control**.



2. Click **Scan computer**.



3. When the scan is completed the results are displayed.

