Installing Sophos Anti-Virus Software
Windows XP (Mapped Drive)

**Important:** If you are using any other anti-virus software, it may conflict with Sophos Anti-Virus. If you decide to use Sophos, you will need to remove or disable any current anti-virus software. Be advised if you choose to continue using your current software, you must update it on a **monthly** basis.

To facilitate your installation, you may want to print these instructions. You may do so by clicking **File** then **Print**.

**Removing Other Anti-Virus Software**

1. Click on the **Start** button, then click on the **Control Panel**.

2. Next click on **Add or Remove Programs**.

3. In the next window that opens, select your anti-virus software in the list of programs and click on the **Change/Remove** button.

4. Click **Yes** to confirm the removal of the software.

5. Once the uninstall is complete, you may be asked to restart your computer. Restart and proceed to the next step.
Setting Up Your Network Connection

This section guides you through changing your computer name and password so that you do not have problems logging onto the Hamilton network. This step avoids you from having to enter your password every time you want to connect to the Network.

1. Once your computer has restarted, right-click on My Computer and select Properties.

2. Click on the Computer Name tab. The Full computer name: should be your E-mail login (jsmith) and the Workgroup: should be set to hamilton-s.

3. If these fields are not set correctly, click on the Change button and make the appropriate changes. Restart your computer to apply the changes.

4. Once your computer restarts click on the Start button and choose Control Panel.

5. Double-click on User Accounts. Now, click on your account name.

6. In the next window click on Change my password.
7. In the fields provided, change your password to the network password that has been assigned to you. If you do not know your password, send an E-mail to sss-support@hamilton.edu to request a new one.

8. Once you have finished changing your password click on **Change Password**. The window will close. You may now close any other windows that are still open.
Installing Sophos Anti-Virus

1. Click on the **Start** button, then select **Run**. In the **Run** window type `\s\ss\ss\s\ss\ss\s\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\ss\s

2. Double click on the **NTInst** folder. Double click on the **i386** folder. Find and double click on the **Setup** icon.

1. Click on **Next** to start the installation process. Click **Next** again to perform a new installation. In the following window, click **Next** again to proceed.
2. Make sure that **Enable InterCheck Client** is checked. The other two boxes should be empty. Click **Next**.
3. In the next window there should be a check mark to **Auto-upgrade**. Click **Next**.
4. When the next window appears type your network password in the **Password:** and **Confirm Password:** boxes. Click **Next** to continue.

5. Now, click **Next** and complete the installation.
**Setting up Sophos**

1. When the installation finishes Sophos will display a screen asking you if you want to run SWEEP or Exit. Click on **Run SWEEP** to setup up Sophos SWEEP.

![Run SWEEP button](image1)

2. In the next window make sure that your hard drive has a bright green light next to it. (normally this is the C:\ drive) If it is not green, click on the circle next to the drive.

![Drive selection](image2)

3. In the next window, make sure the **Sweeping level** is set to **Quick**, and **Scan inside archive files** is checked.

![Sweeping level settings](image3)
4. Click on the button that looks like a set of tools. Click on the Action tab. Make sure that all four boxes have a check in them and that there is a dot next to Shred. Once these are set, click OK.

5. Now click on IC Client. Click the Tools button, and follow steps 3 and 4 again. Once you have completed this step proceed to step 6. (Setting up the IC Client will enable your computer to detect and remove viruses automatically, rather than informing you to run SWEEP)

6. If you want to run SWEEP right away, click on the GO button.
Create Shortcut to Sophos Directory

1. Click on **Start** and then **Run**.

2. In the Run Box type in `\sss\sophos` and click **OK**.

3. With the Sophos on SSS window open now **click** on **Start** and then to **All Programs** and then **right-click** on **Startup** and select **Open** (this will open a window).

4. **Right-click** and drag the **Ntinst** folder to the Start up window and release the mouse button.

5. Select to create Shortcut.

6. Close both windows.

*Reminder*

Please contact the ITS Help Desk at x4181 or Help @ Night at x4159 to report the virus or viruses that were detected on your computer. You can also contact us by E-mail at `endvirus@hamilton.edu`.

If you would like more information on viruses you may go to our website and click on the Sophos link under the heading **Virus Alert** or visit any of the following links to look up your virus and any special disinfecting procedures it may require.

Hamilton:  [http://onthehill.hamilton.edu/college/its/support/sophos.html](http://onthehill.hamilton.edu/college/its/support/sophos.html)
Sophos: [http://www.sophos.com/virusinfo/analyses](http://www.sophos.com/virusinfo/analyses)
McAfee: [http://vil.nai.com/vil/default.asp](http://vil.nai.com/vil/default.asp)
Norton: [http://www.symantec/avcenter/vinfodb.html](http://www.symantec/avcenter/vinfodb.html)