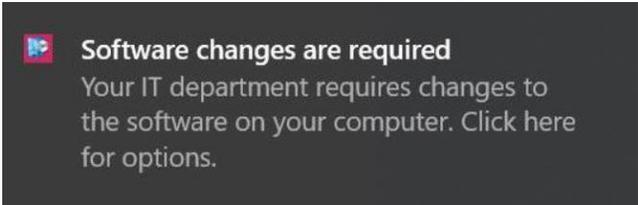
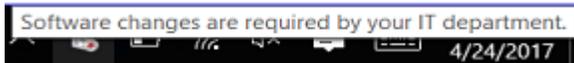
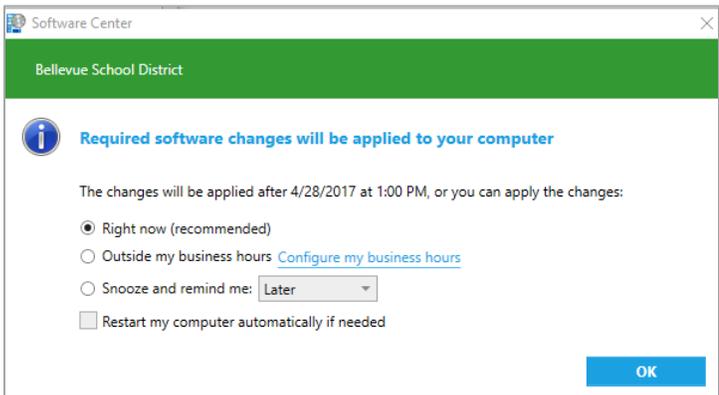


# Monthly Windows and Office 365 Updates

([Español](#) | [简体中文](#))

Windows and Office 365 updates are generally made available to district computers once a month and come with a deadline date for installation. Until the deadline has been reached, users can install the updates and restart their computer at their convenience. Any updates not installed by the deadline will automatically install and then the user will have a 36-hour window to restart their computer. These software updates are important to keep devices secure and up to date.

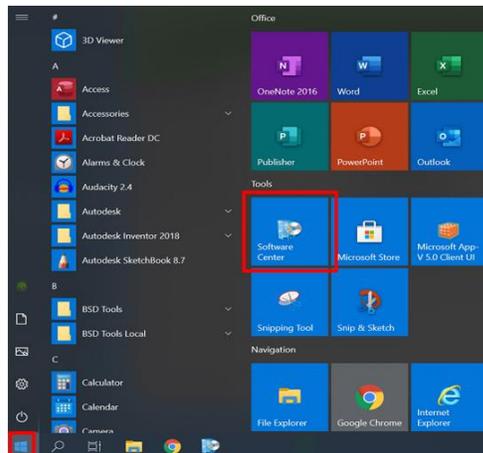
<p>When updates become available, a <b>notification</b> slides in daily from the lower right corner of the screen and disappears automatically.</p> <p>When you see this message, plan to install updates at your earliest convenience.</p>	 <p>The image shows a dark grey notification slide with a red 'X' icon. The text reads: "Software changes are required. Your IT department requires changes to the software on your computer. Click here for options."</p>
<p>You can also see that updates are available by the <b>software update icon</b> in the notification area in the bottom right corner of the screen.</p> <p>Hover over the software update icon. If you see a message stating, "Software changes are required by your IT department," you have required updates available to install. If you see a message stating, "new software is available," that means there are new (optional) applications available in Software Center, but you do not have required updates waiting.</p> <p>To install updates, either double-click the software update icon or click on the icon and click <b>View Required Software</b>.</p>	 <p>The image shows a Windows taskbar notification area with several icons. The software update icon, which looks like a computer with a checkmark, is highlighted with a red box.</p>  <p>The image shows a notification bubble that says "Software changes are required by your IT department." with a date of "4/24/2017" in the bottom right corner.</p>
<p>In the required software changes dialog box, click <b>OK</b> to start the updates right away or schedule updates to start later. You will be able to continue using your computer while updates install.</p>	 <p>The image shows a "Software Center" dialog box for "Bellevue School District". It contains the following text and options:</p> <ul style="list-style-type: none"><li>Required software changes will be applied to your computer</li><li>The changes will be applied after 4/28/2017 at 1:00 PM, or you can apply the changes:</li><li><input checked="" type="radio"/> Right now (recommended)</li><li><input type="radio"/> Outside my business hours <a href="#">Configure my business hours</a></li><li><input type="radio"/> Snooze and remind me: <input type="text" value="Later"/></li><li><input type="checkbox"/> Restart my computer automatically if needed</li><li><input type="button" value="OK"/></li></ul>

You can view progress of the update installation in the **Software Center**.

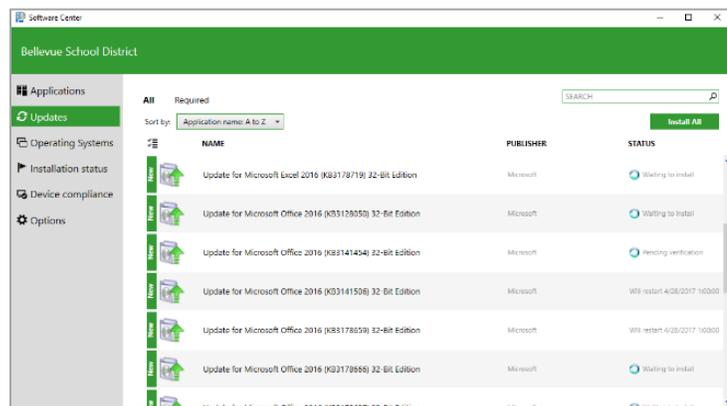
To launch the Software Center, either double click the icon shown to the right in the notification area or click on the **Start** menu, then click on **Software Center**.



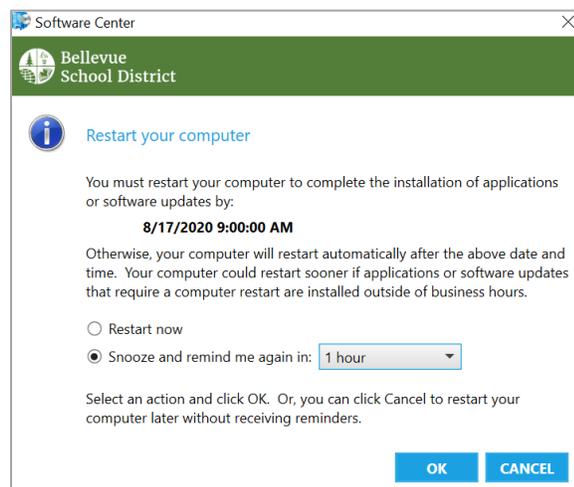
OR



In Software Center, either the **Updates** or the **Installation status** side tabs show the progress of update installation.



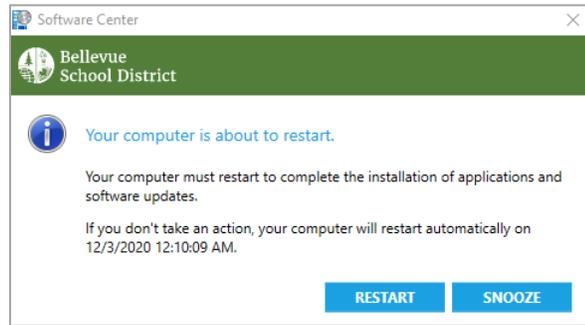
When updates complete, a **Restart your computer** dialog box will come up. You can either restart right away or Snooze to be reminded later.



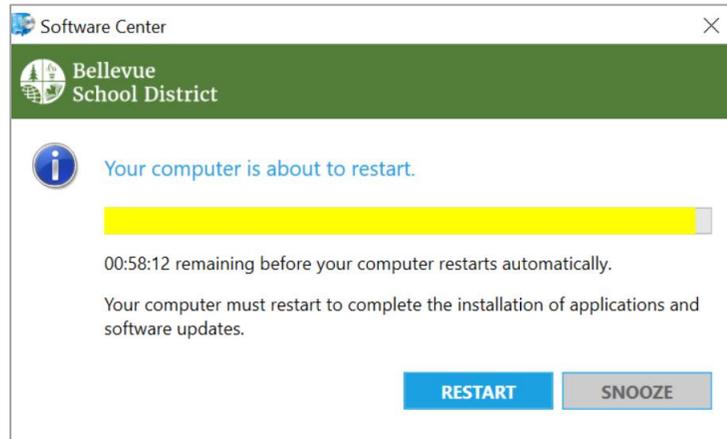
Until your computer has restarted, you will also see a restart icon in the notification area in the bottom right corner of the screen. Double-click this icon to bring up the restart dialog again.



Reminders that a restart is needed will continue to pop up until the computer is restarted manually or until a restart is eventually forced automatically.



If you do not manually restart the computer, a restart countdown dialog box that cannot be closed will display one hour before a forced restart.



Restarts after an update can take 5-20 minutes depending on the updates. **Plan to restart your computer when you know you will not need to move it for the next 30 minutes.**