

## HOW TO SCAN YOUR COMPUTER (FULL SYSTEM SCAN) VERSION 15

### Purpose

Thirtyseven4 antivirus provides real time protection for your SASD computer.

**Please Note:** Real time protection prevents any new files from infecting your computer. Scanning will scan all existing files on your computer (for example, a new strain of a virus comes out and it gets saved to your computer – it needs to be scanned to be detected). Real time protection only prevents any new files or newly edited files.

For example, if you open a new file that was emailed to you, ThirtySeven4 checks it automatically for viruses.

If you feel that your computer may have viruses that have been on your computer for some time, you can run a scan on your entire computer (this is optional – used only if you wish to scan).

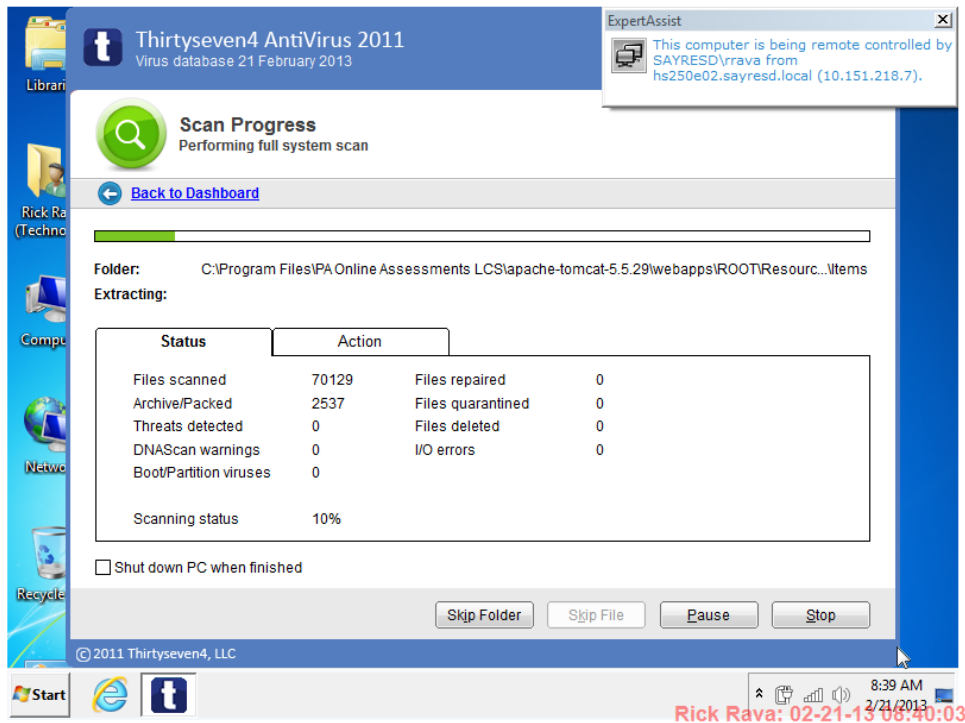
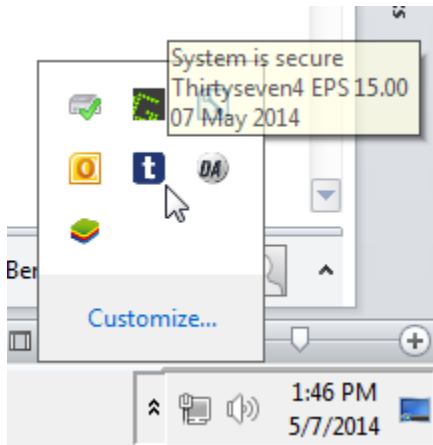


Figure 1 - Sample Full System Scan

## Full System Scan

A full system scan is performed on all SASD desktops and servers every evening. Laptops are not scanned as of this date. A full system scan is the preferred method for checking your PC for stored viruses.

Double click the Thirtyseven4 icon in your system tray



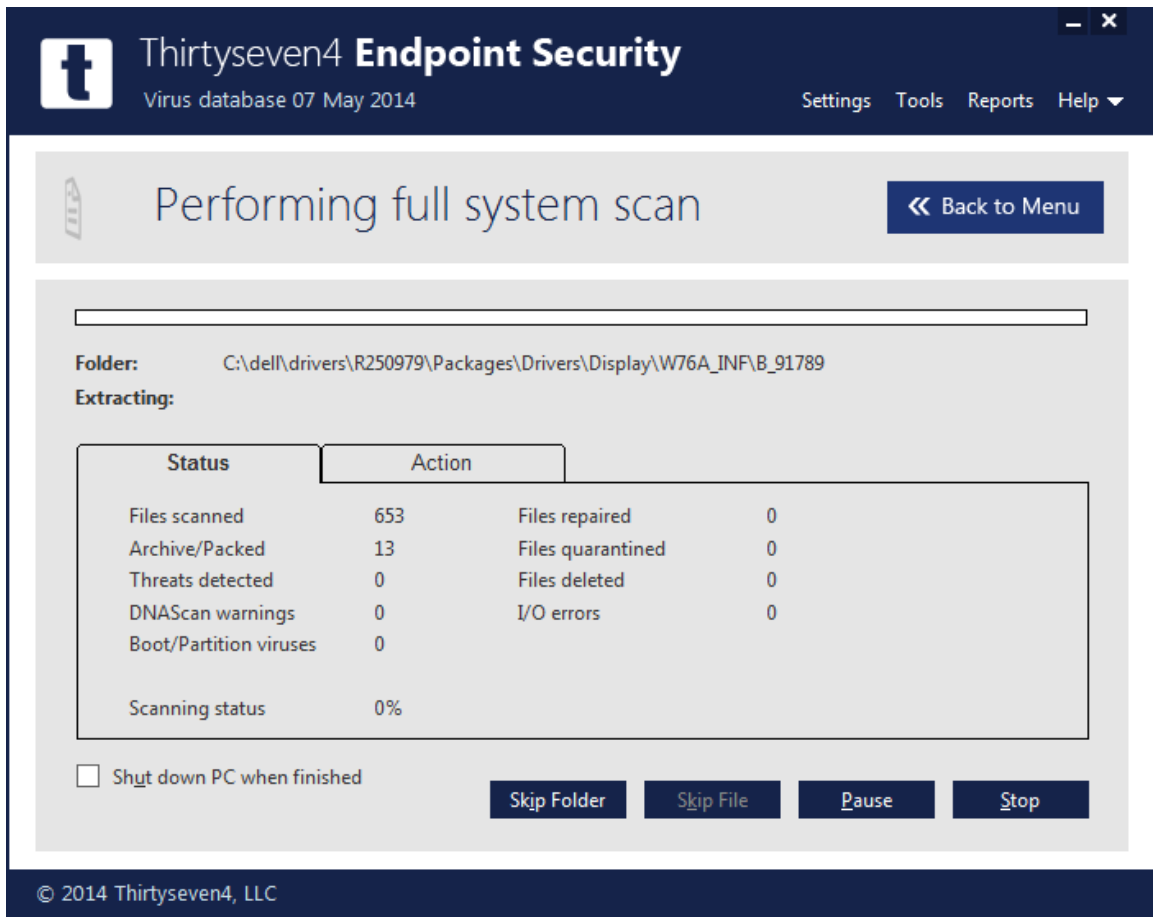
This brings up the following screen:





Click on Scan and Select Full System Scan

You can then resume working – the scan will run in the background



If any viruses are found during the scan, they will be repaired / quarantined.

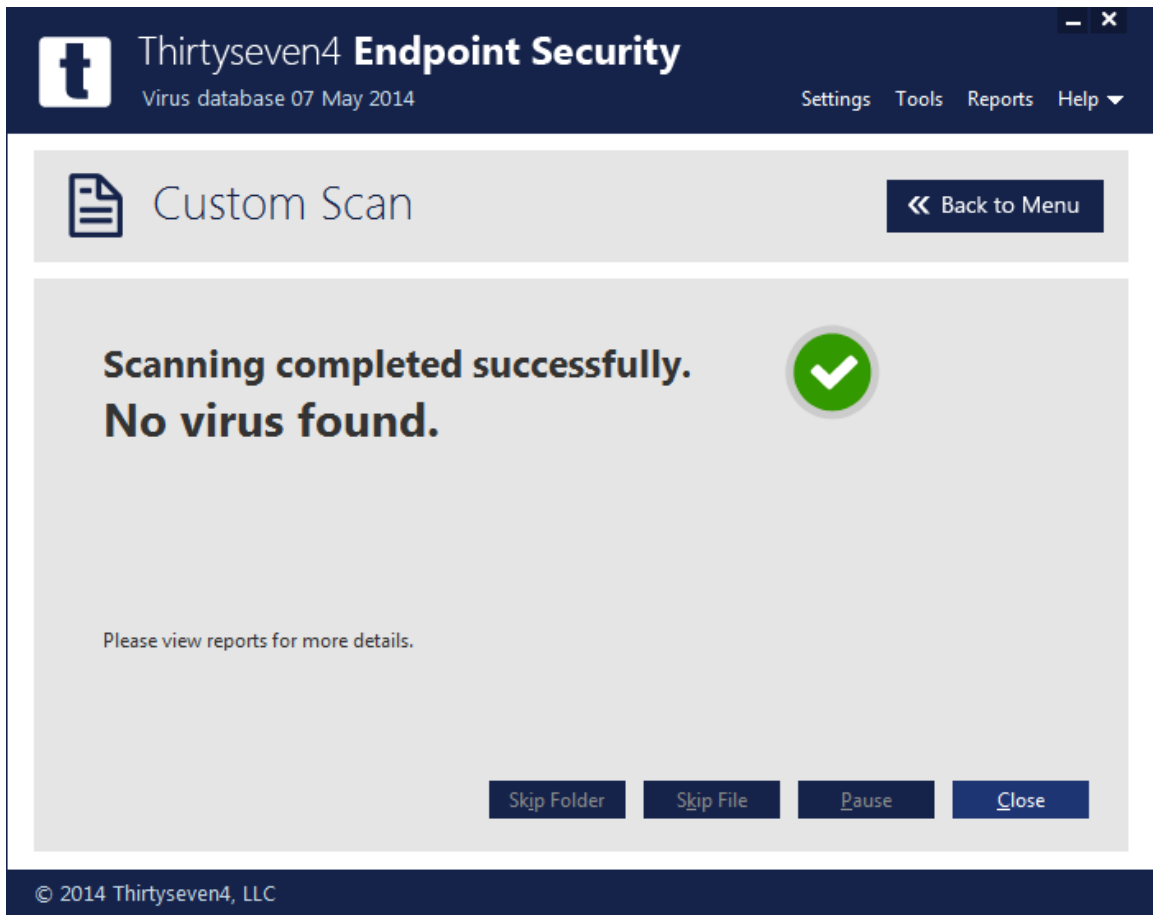


Figure 2 - Example of a full scan completed with no viruses found

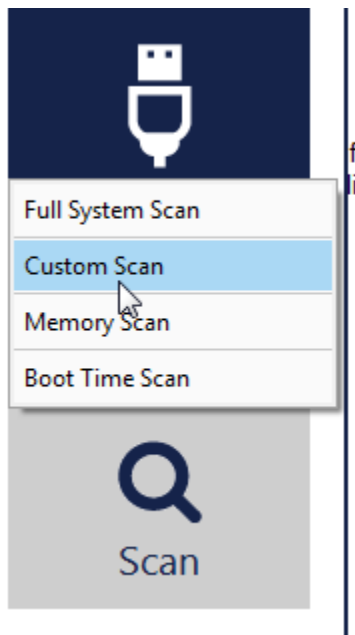
## Please Note: Features Secured



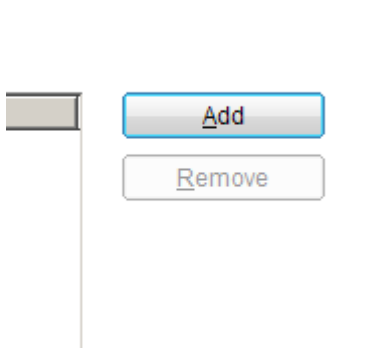
If you click Settings you will be prompted for a password – only the Technology staff has access to these settings. Any features that prompt for a password are for Technology staff use only. This document covers items that end users can control.

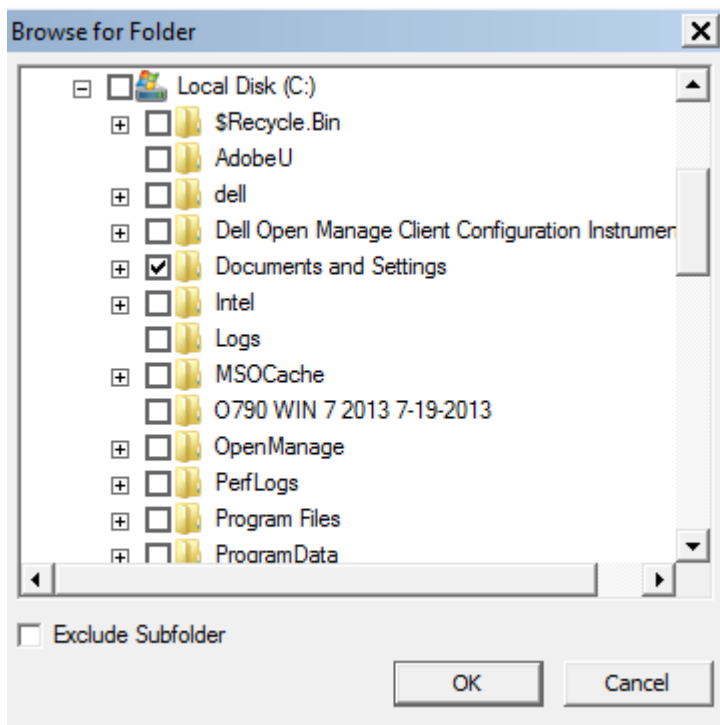
## Custom Scan (optional)

Click Custom Scan



Click Add





Select the area you want to scan

OK



The screenshot shows the 'Custom Scan' window in the Thirtyseven4 Endpoint Security application. The window title bar includes the logo, the product name, the virus database version (07 May 2014), and navigation links for Settings, Tools, Reports, and Help. The main content area contains instructions to select a scan item and click 'Start Scan'. A table lists the scan items, with one row showing 'C:\Documents and Settings' and 'Yes' for the 'Scan Subfolder' column. To the right of the table are 'Add' and 'Remove' buttons. At the bottom right are 'Start Scan' and 'Close' buttons. The footer of the window displays the copyright notice: © 2014 Thirtyseven4, LLC.

Thirtyseven4 **Endpoint Security**  
Virus database 07 May 2014 Settings Tools Reports Help

## Custom Scan

← Back to Menu

Select the scan item from the list below and click Start Scan.  
To add a new item to the list click Add.

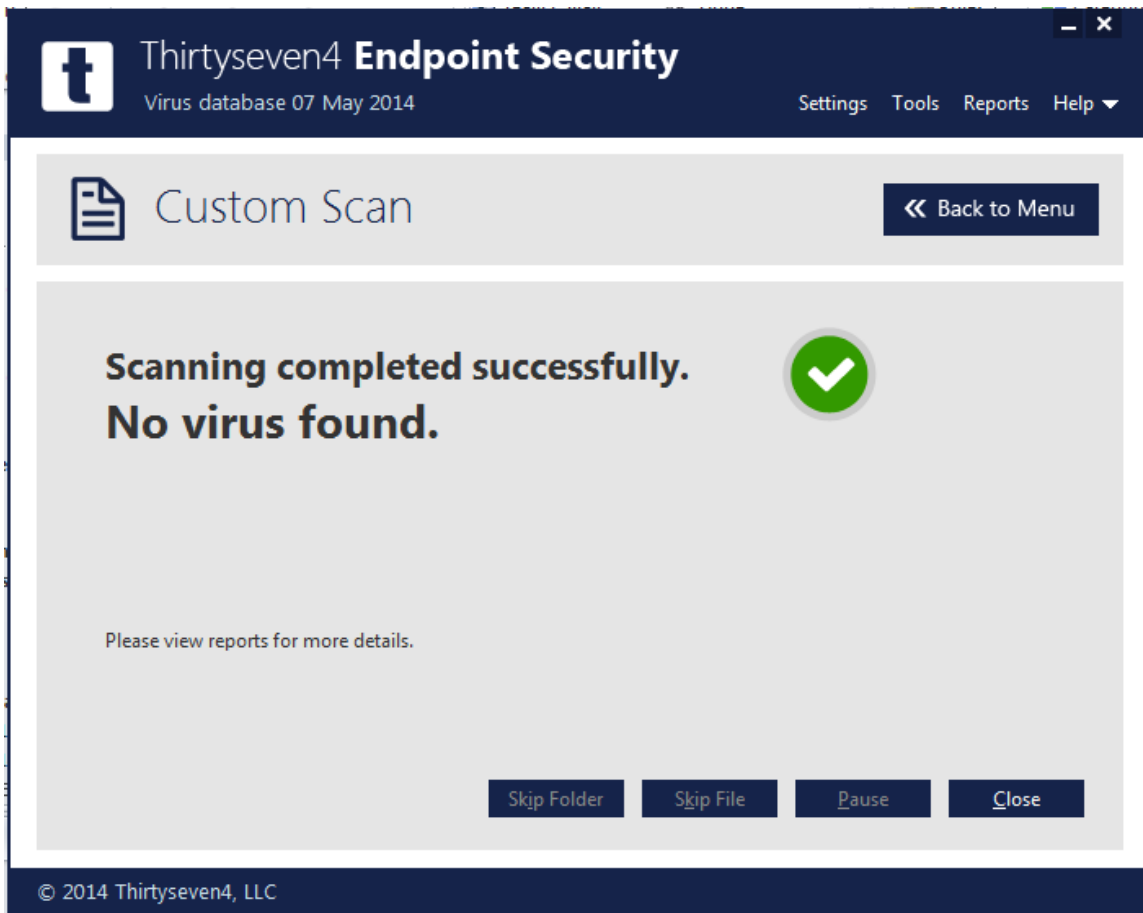
Scan Item	Scan Subfolder
C:\Documents and Settings	Yes

Add Remove

Start Scan Close

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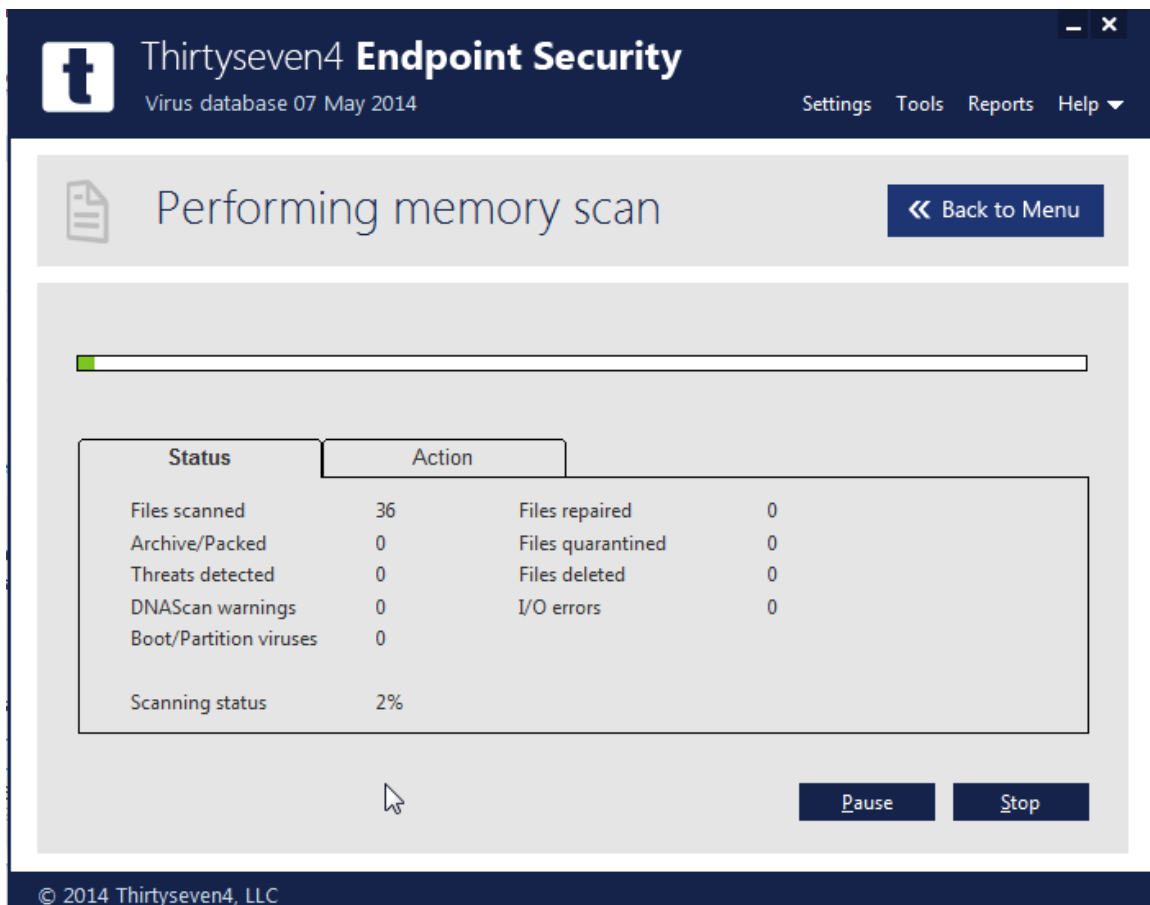
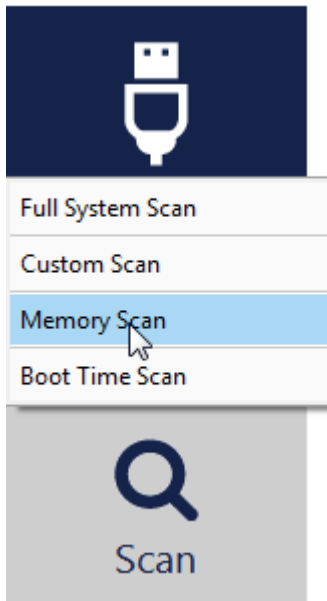
Click Start Scan



The above example shows a completed custom scan with no viruses found

## Memory Scan (optional)

To scan the computer's memory, click Memory Scan





## Memory Scan

◀ Back to Menu

**Scanning completed successfully.**  
**No virus found.**



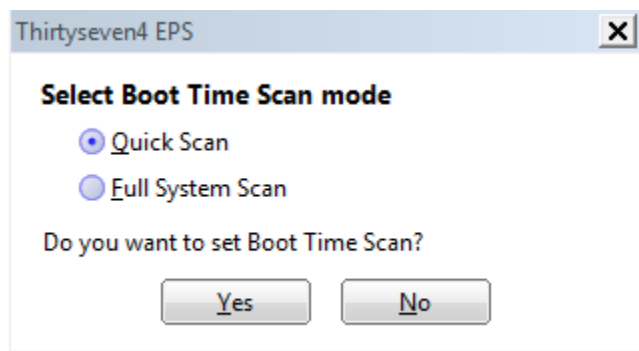
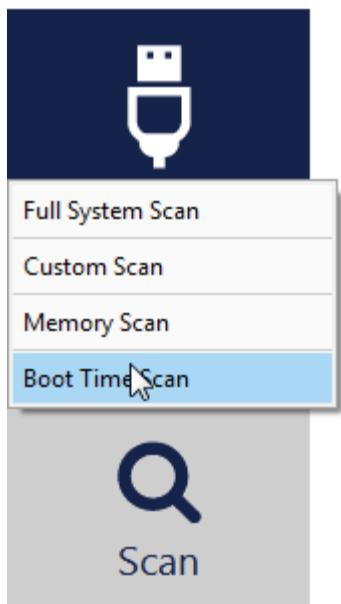
Pause

Close

## Boot Time Scan (optional)

Please note that when you select this feature, the boot scan can take a long time to process (30 minutes or more)

To set a scan for when the computer boots up, click Boot Time Scan



If you want to perform the scan immediately, click yes (the computer will restart) otherwise click no

Remember, the scan can take a long time (especially Full System Scan) and you will not be able to use your computer while this is scanning