Scooter's Windows 10 School:

1. Installation
   - Use Windows 10 Disk
   - https://www.youtube.com/watch?v=RxecJmjj0Sw (shows how to install it if you have trouble.
   - Make sure all options for windows 10 installation are set to English or United States (American kinda stuff)
2. Flash BIOS
   - Insert thumbdrive with BIOS update from hp website for specified computer
   - Run from USB
   - Hit F10/Esc (depends on model) to access the BIOS
   - Select Flash system ROM
   - Make sure that the computer and the flash bios downloaded are for each other
   - Hit f10 if they are compatible until you get to downloader
   - Once done, make sure computer can reboot and start up
3. Computer Setup

Follow this list to ensure that every computer you setup is <u>exactly the same</u> in everything <u>except computer name</u>. Conformity and professionalism is important, and failure to ensure perfection will result in headaches and possible confusion for the eventual user, followed by complaints or questions towards the IT group (us), and we don't want either. If you have any questions or problems, Google is your friend and first choice, otherwise ask one of us before you make a mistake. You may edit or add anything here if you need to.

Software	Version	Location	Special Instructions
Mozilla Firefox	29.0.1 or later	http://www.mozilla.org/en-US/firefox/new/	Pin icon to taskbar and remove IE's icon. Go into Options and turn off pop-up blocking and change default search engine to Google and remove Yahoo from possible Search Engines.
Google Chrome	Latest (varies)	www.google.com/chrome	Turn off all tracking and automatic services to ensure privacy.
Microsoft Security Essentials	Most Recent (should update with windows)	http://windows.microsoft.com/en-us/windows/security-essentials-download	Go to site. Download and Install. Do not join customer experience, and do not automatically send reports.
Microsoft Office 2010		Technical\Software\MS Office 2010	Install everything, then Updates Only when asked. Make sure to activate the product. In Word, go to File>Help>Activate Product. The key is in the folder. This typically takes a while to install.
Java	Latest (varies)	https://www.java.com/en/download/	Just download and install, and don't do or get anything extra; we don't like surprises in the IT business.
Adobe products	Latest (varies)	http://www.adobe.com/downloads.html	Reader, Flash, and Shockwave only. Do not install Air, and do **NOT** download anything else with them (Chrome, Norton, etc.)

Window s Media Player		If you can't find it, you're helpless.	Already installed, just run the first time setup and test both a music and video file.
K-Lite Codec Pack	995	Technical/Software	Do not create any additional shortcuts, create file associations for Windows Media Player (not Classic)
Activate Window s		Windows key, type "Activate Windows" and hit enter, otherwise change the product key.	If automatic activation fails, you need to change the product key. Start menu>Computer (right click, Properties)>Change Product Key.
Change Power Options		Windows key> type "Power Options"	Make sure the computer never sleeps, and change it so it shuts down when the lid is closed and when the power button is pressed.
Add printer (if needed)			**Printers are for lab computers or others that are specifically specified. Make sure you add the correct printer, and print a test page.**

Update windows		Windows key, type "Windows Update"	Note: depending on how many updates you need, this can take a **long** time. Do not shut down the computer until the updates are finished; even though it says "Install Updates then Shut Down", it only installs a few of how-ever-many you have to install and you have to redownload and install all of the rest, so it is just a waste of time.
Add/Change accounts and passwords		Start Menu>Computer (right click, Manage)>Local Users and Groups>Users	Add a password to Administrator account if there isn't one, enable the account, and add a Student account if it doesn't exist, no password. Then, go to Student>Properties>Groups and add it as a User. **MAKE SURE THE STUDENT IS NOT AN ADMINISTRATOR**

Add shortcuts to Student desktop			Right click the desktop>Personalize>Change Desktop Items> All. Firefox, Excel, PowerPoint, Word, Internet Explorer, and Renaissance Learning (FF-Public\Shortcuts). After they're all placed, sort them by name (right click the desktop) so that the User's Files are first and Renaissance Learning is last (see example picture at bottom)
Change computer name		Start Menu>Computer (right click, Properties)>Name, Domain and Workgroup settings>Change Settings>Change…	Check the cart that your laptop comes from, or the sticker on the cover if it has it, and make sure that it gets the same lab title (ex. HS-LAB3, MS-LAB2, etc). Do **NOT** mix up the labs, and give each laptop a name in the format of School-Lab#-Number in all caps. ex. HS-LAB3-00 or MS-LAB1-08 Add a label to the cover that matches the laptop's new name. If it has an older label, just take it off. **MAKE SURE NO TWO HAVE THE SAME NAME AND FOR GOD'S SAKE DO NOT NAME THEM TO BE DETERMINED**

Empty Recycle Bin and clean up			If you deleted ANYTHING, especially on the Student account, empty the recycle bin. Empty the My Documents and Downloads folders under the student account, and delete all non-default pictures, music, and videos in their respective folders.
DeFraggler	2.18.945 or later	https://www.piriform.com/defraggler/download/standard	No shortcuts, do not automatically update
Ccleaner	4.14.4707 or later	http://www.piriform.com/ccleaner/download/standard	No shortcuts, do not automatically update. If you can, run this THEN defraggler after you are done with everything. Just know that Defraggler usually takes a very long time to complete, so at least run Ccleaner.

Check EVERYTHING	Yes	Space and Time	I mean **EVERYTHING**; this includes logging in to the Student profile and making sure all of the shortcuts are there and functioning, **AND** launching and completing first time setup for Word, Firefox, Internet Explorer (no recommended settings, no plugins, enable Compatibility Mode for Intranet Sites in settings, and never ask to be default browser), and Windows Media Player. If you want reasoning, consider your well-being and/or employment at risk and reread the intro paragraph. Have a nice day.

ALSO, DO NOT MESS WITH CHARLIE OR ROBERT THEY ARE DOING SUPER IMPORTANT STUFF SO IF YOU HAVE ANY QUESTIONS ASK TRAVIS OR CONSULT!

Videos that might help you're understanding of Windows 10:

- https://www.youtube.com/watch?v=FZqKyhfD7-E
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