SHALOM COLLEGE

PROVIDING **OUTSTANDING** FUTURES

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Subject: Important: Scheduled Updates for College Devices

Dear Students and Parents,

As we prepare to transition our IT systems to the CEO environment at the end of the year, we need to ensure College laptops are up to date with the latest software and firmware.

Key Points:

- **Automatic Updates:** A scheduled task will automatically check, download, and install updates on all Shalom devices **weekly**, starting **Friday, August 23rd**. Updates will run in the background and should be done at home to minimize disruption during class.

What to Do:

1. **At Home:**
   o Plug your laptop into your charger and power it on.
   o Connect to Wi-Fi and ensure it has internet access.
   o The updates will run in the background. Minor issues during updates like screen flickers or sound dropouts are normal.
2. **Restart:**
   o After the updates, your laptop may need to restart. Save your work and restart. We suggest doing this on Sunday afternoon to be ready for Monday morning.
3. **Startup Time:**
   o Expect a longer startup time after the restart. Follow any on-screen instructions and be patient.
4. **Expected time to complete:**
   o The first time this task runs, it takes about 1 hour. Future runs will take less time.

Thank you for your assistance in keeping our systems secure and up to date.

Best regards,
Shalom IT Department