

## Microsoft Intune: Updates and Sync

Introduction .....	1
Company Portal's Sync.....	1
Windows Settings Updates.....	3

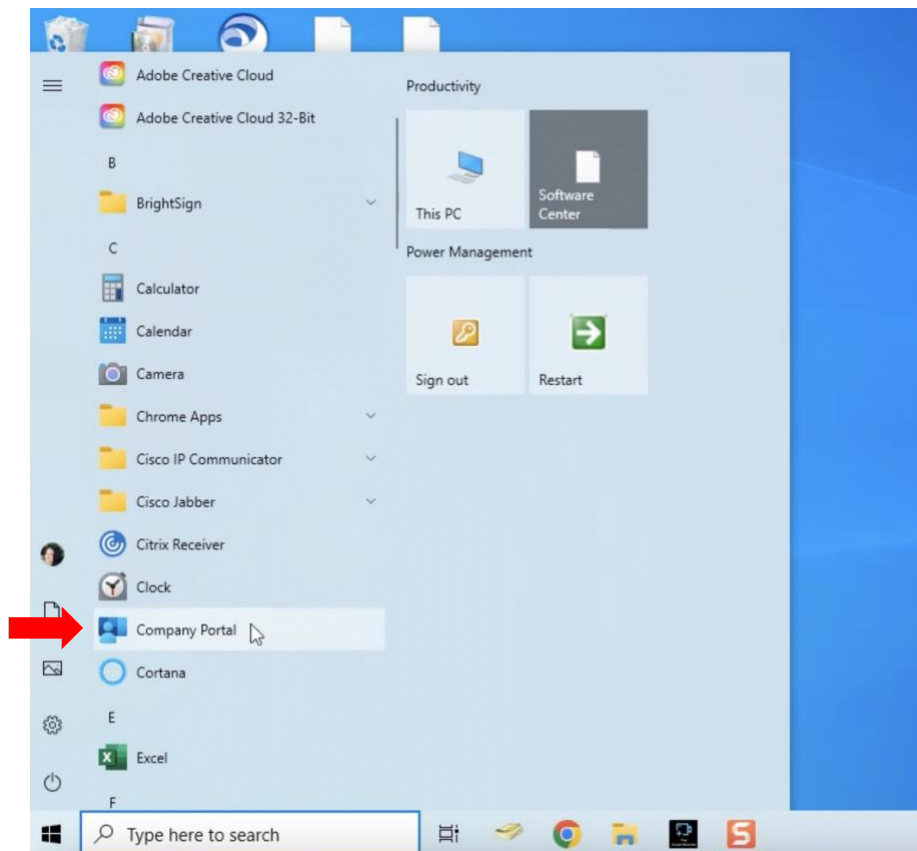
### Introduction

SCSU Windows computers managed by Microsoft Intune may perform updates in two areas: Company Portal and Windows Settings. Both areas should be checked regularly to ensure the computer is up to date with the latest functional and security updates as they become available.

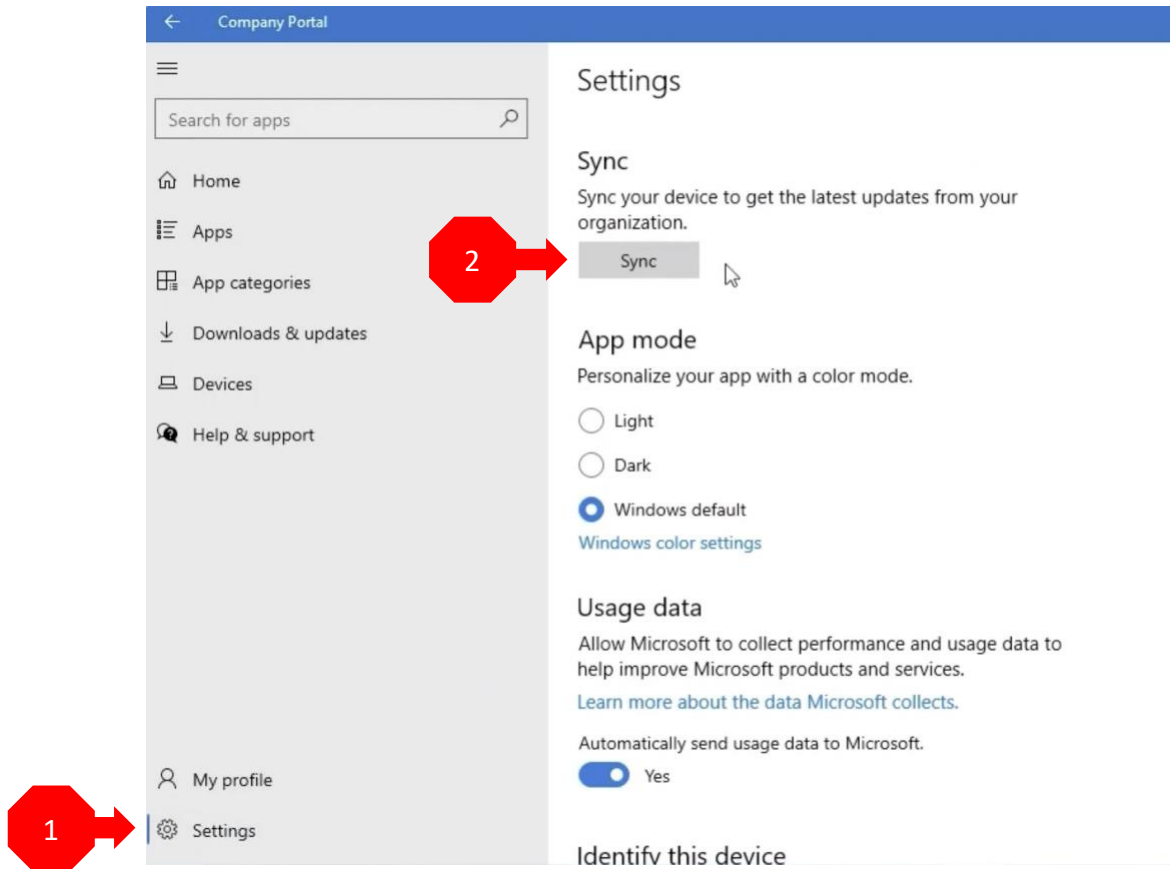
### Company Portal's Sync

Using the "Sync" feature in Company Portal will allow the computer to have updates applied, that which are put into place by SCSU's IT department. Updates applied here will include items such as policy updates and software updates.

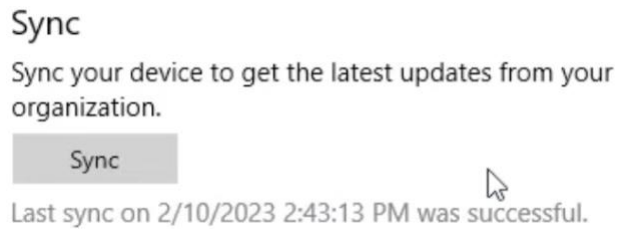
1. Using the search field on the bottom toolbar of your desktop, or opening the Start Menu, search for "Company Portal" and select to open.



2. Select “Settings” from the left-hand menu, then “Sync”.



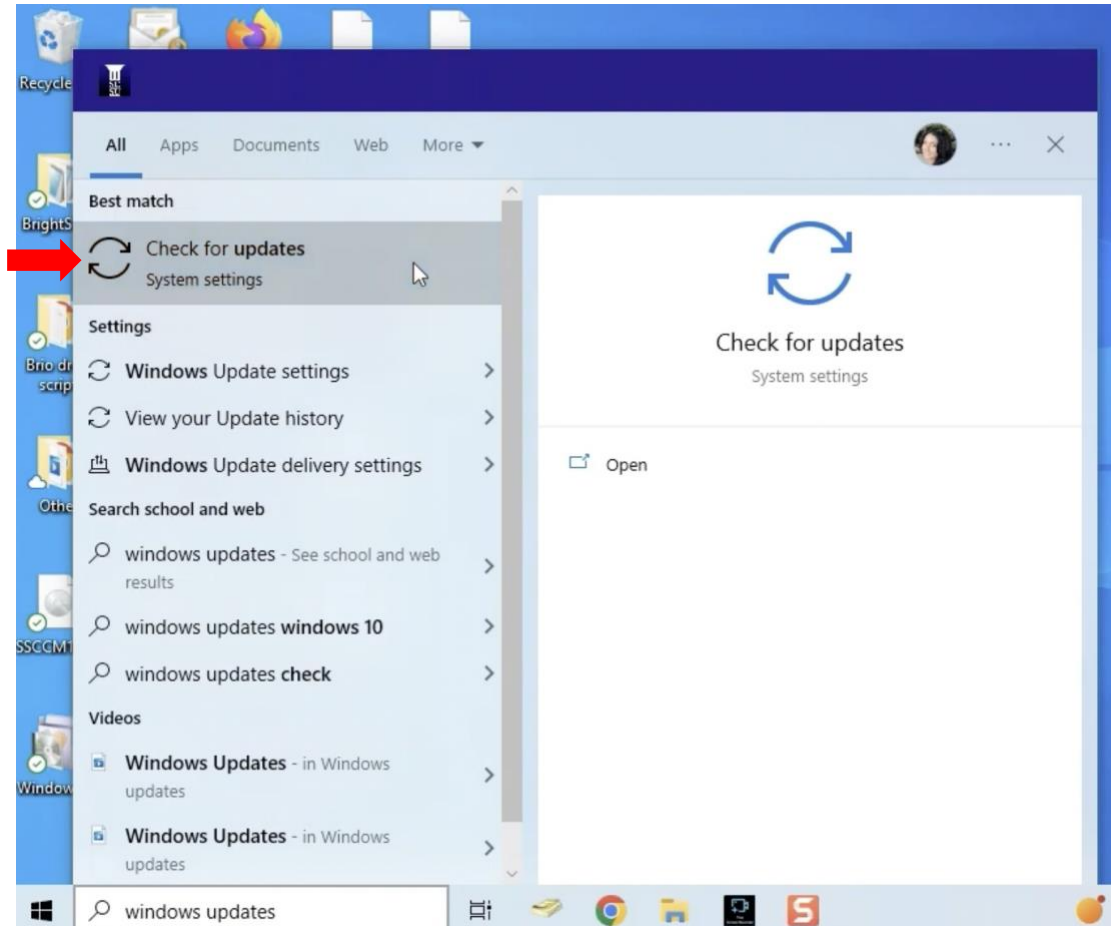
3. Once finished updating, you will receive a “Successful” message with the current date and time.



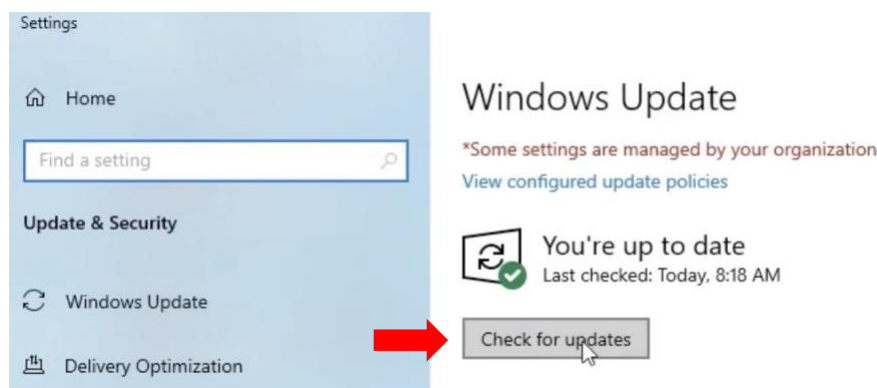
## Windows Settings Updates

Checking for updates from within the “Settings” application will allow the computer to receive updates made available by Microsoft for the Window’s operating system.

1. Using the search bar on the bottom toolbar of your desktop, search for “updates” and select “Check for updates” to open the proper area of the “Settings” application.



2. Select “Check for updates”.



3. Allow any updates to install if they do not begin automatically. Some may require the computer be restarted to finish installation, though most will allow you to do so when convenient.

