Scanning a Windows PC with Trend Micro OfficeScan

1. Go to the bottom right-hand corner of the desktop, and click on the “show hidden icons” button.
2. Find Trend Micro OfficeScan, and right-click the icon.
3. Select “Scan” from the list.
4. Select all drives from the menu by clicking the checkboxes until all are selected.
5. Click the Scan button.
6. Allow the scan to run; heavy use of the computer during the scan could result in longer running times.
7. When the scan finishes, check to see if it is clear. If so, the process is complete. If anything was found, please contact the Service Center.