

VU23214- Captain Topper Wines User's Manual



vmware®

Introduction:	3
Setup of a Virtual guest in Vmware Workstation:	3
Installing Windows 10 on the Virtual Guest:	8
Setting up Computer Name Windows 10:.....	12
Change Disk Partion Size on Windows 10:	15
Installation of Debian:	21
Debian Network testing:	31
Keepass Installation and configuration:	40
Firewall App Blocker:.....	50
Instructions for User Accounts, Groups, and Directory Permissions on Active Directory:	59
Users and Groups on Active Directory:	59
Shares and Permissions on Active Directory:.....	65
Maintenance Procedures for Hardware:.....	75
Updating Windows 10:.....	77
Virus Scanning on windows 10:.....	85
Schedule Automatic Maintenance on windows 10:.....	88
SFC Scanning on windows 10:	94
Troubleshooting for common problems:	102
PC Running Slow:	102
PC Turns on but the Operating System Will Not Load:	102
Wi-Fi Won't Turn on in Operating System:.....	103
Conclusion:.....	103

Introduction:

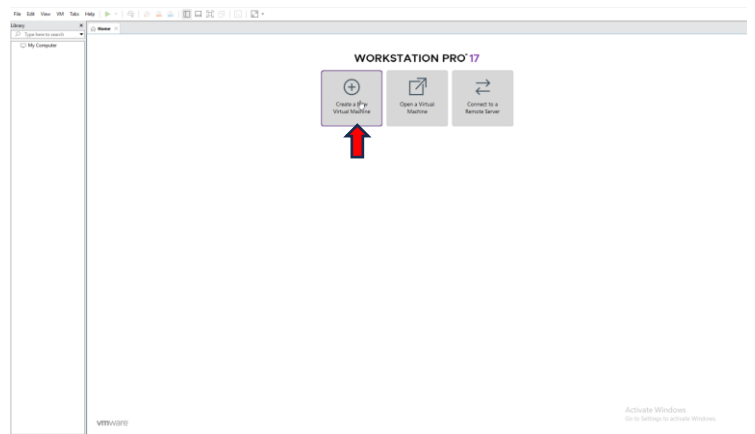
This guide will teach you how to use VMware Workstation to install, update, and setup Windows 10 on a virtual computer. In addition, we will walk you through configuring KeePass to manage passwords and using an application firewall to improve system security. This book is meant to make the process simple and understandable, with step-by-step directions and helpful photographs at key points, so you can easily set up a safe and useful virtual environment for your requirements. Upon completion, you will possess a virtualized Windows 10 computer that is properly setup and equipped with necessary security tools, all set to be utilized on a new virtual machine.

Because this is on Active Directory (AD) you will have to use the AD administrator account below,

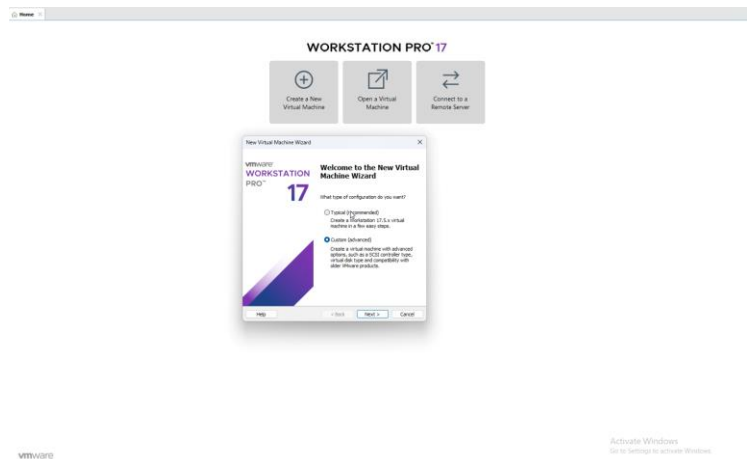
Login Name: CTW\Administrator

Password: Pa\$\$word!1

Setup of a Virtual guest in VMware Workstation:



Select "Create a New Virtual Machine": Click the "Create a New Virtual Machine" option on the main screen or navigate to File > New Virtual Machine.



Choose Configuration Type: Select "Typical (recommended)" or "Custom". Typically, "Typical" is suitable for most use cases.

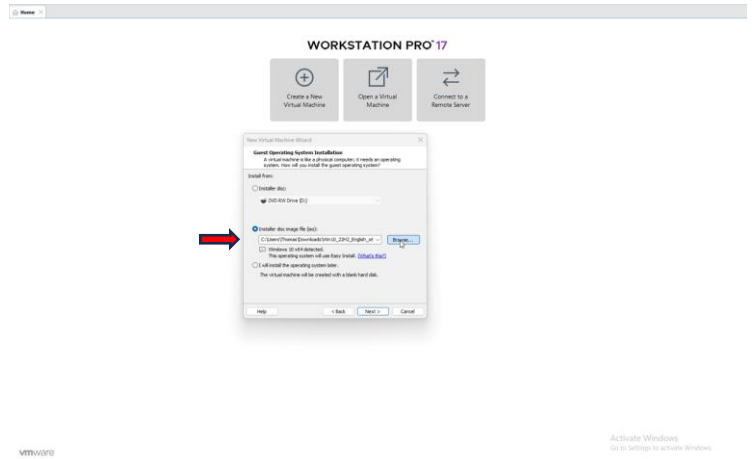
- Typical: For a straightforward setup.
- Custom: Allows more control over hardware configuration (advanced users).

Installation Media: Choose how to install the operating system:

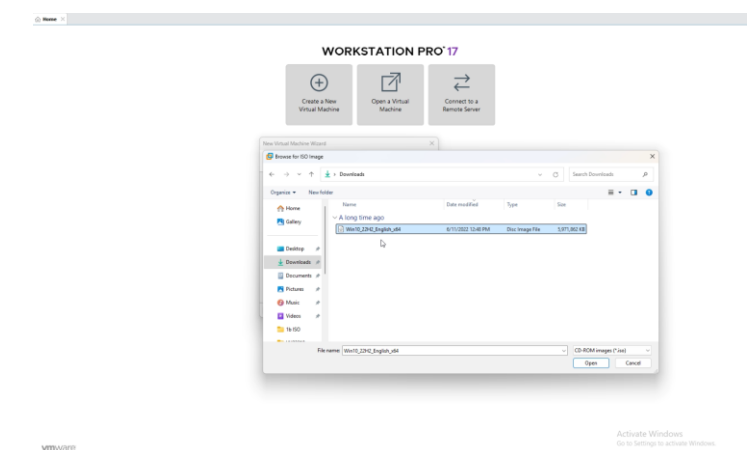
- Installer Disc: Insert the OS installation CD/DVD into your CD/DVD drive.
- ISO Image File: If you have an ISO image, choose "Installer disc image file (iso)" and browse to the location of the ISO.
- I Will Install the Operating System Later: Allows you to create a virtual machine without starting the installation right away.

We will use the install disk image.

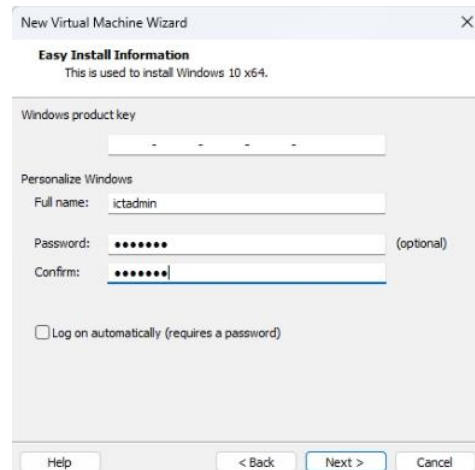
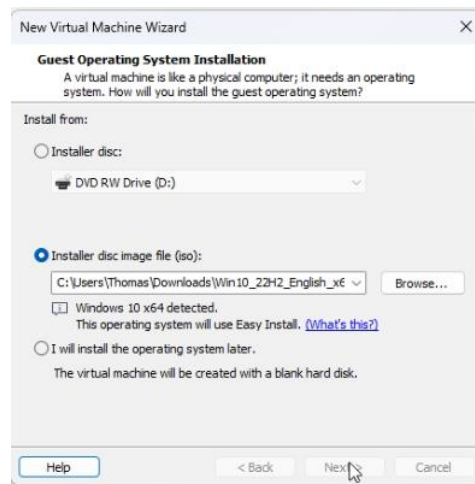
- Browse for ISO: Click Browse to locate your Windows 10 ISO file on your computer.
- Click on Open.



Select you ISO file that you want to use and click open.

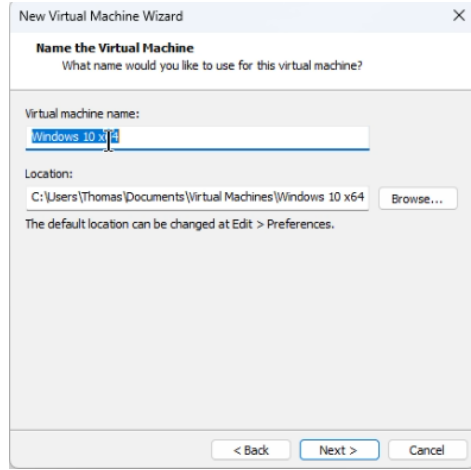


Next: Click Next to proceed.

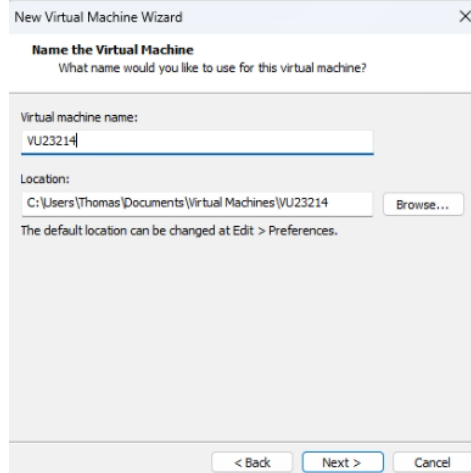


Enter the relevant Information and click next.
(you don't need to enter a product key yet, you can if you want to)

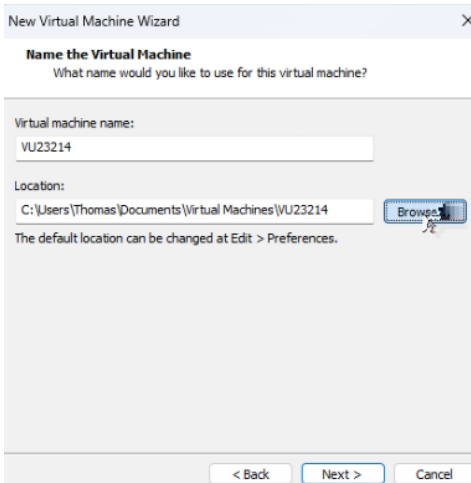
- Virtual Machine Name: Provide a name for your virtual machine, e.g., Windows 10.
- Location: Choose a location to store the virtual machine files.
- Next: Click Next.



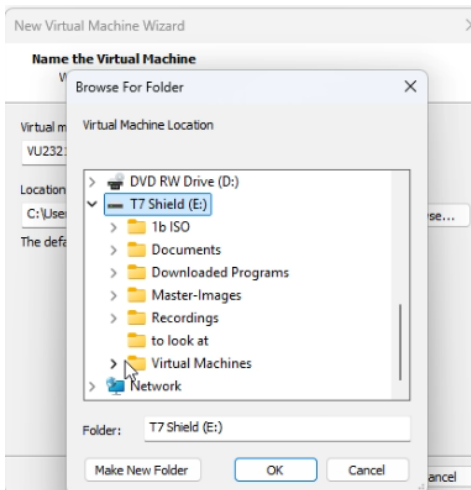
Edit the virtual machine name.



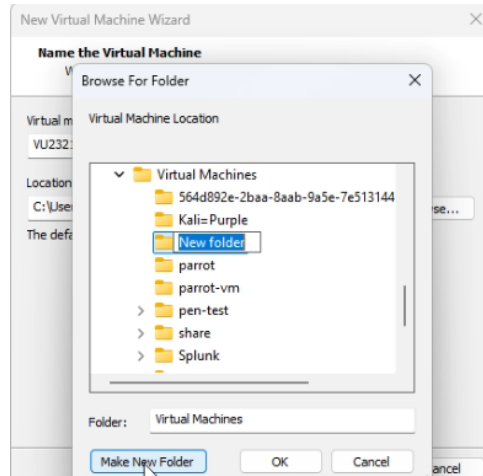
Click the browse button to select where to save you virtual machine.



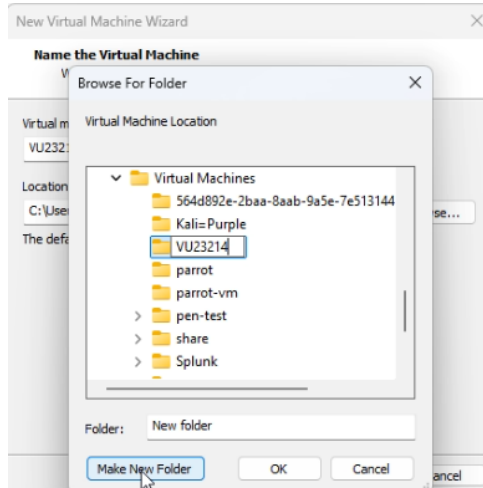
Browse to the folder where you want the virtual machine to go to.



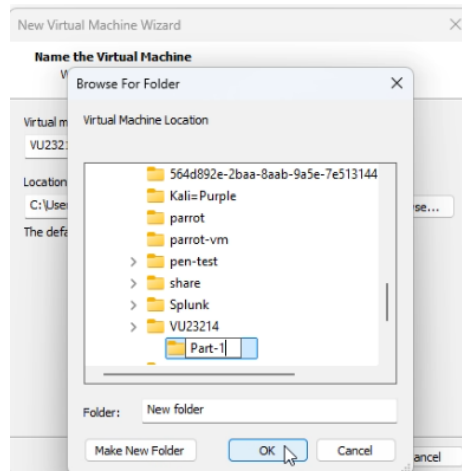
Click make new folder



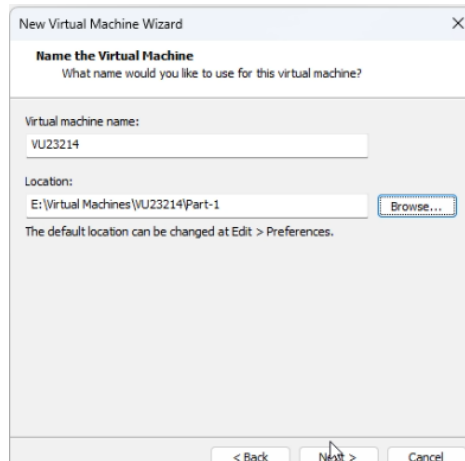
Name the folder



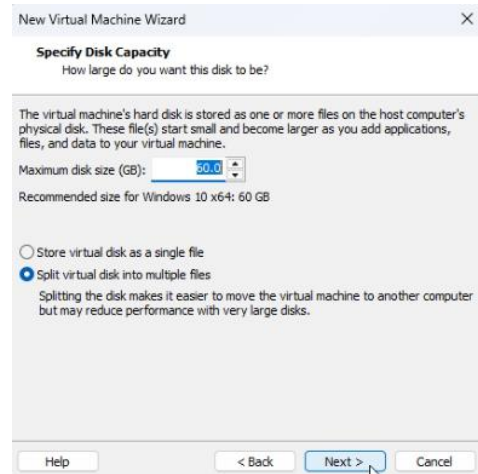
You can make a sub folder and name it then click the ok Button.



You have now name and selected where the virtual machine will be saved, click next to proceed.

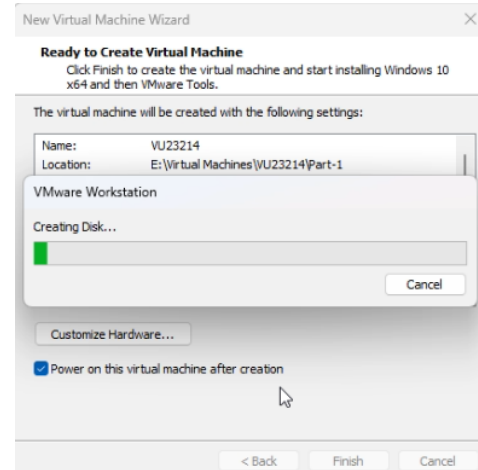
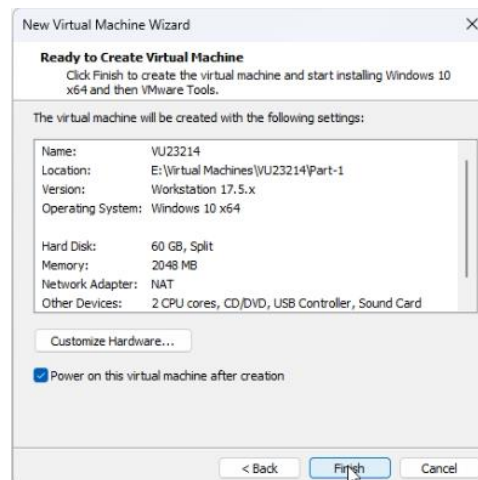


- Maximum Disk Size: Set the virtual disk size, such as 60 GB. Ensure this size is enough to accommodate Windows 10.
- Disk Storage Option:
 - Store virtual disk as a single file: Useful for slightly faster performance.
 - Split virtual disk into multiple files: Better for moving the VM to different storage.
(personal preference here)
- Next: Click Next.

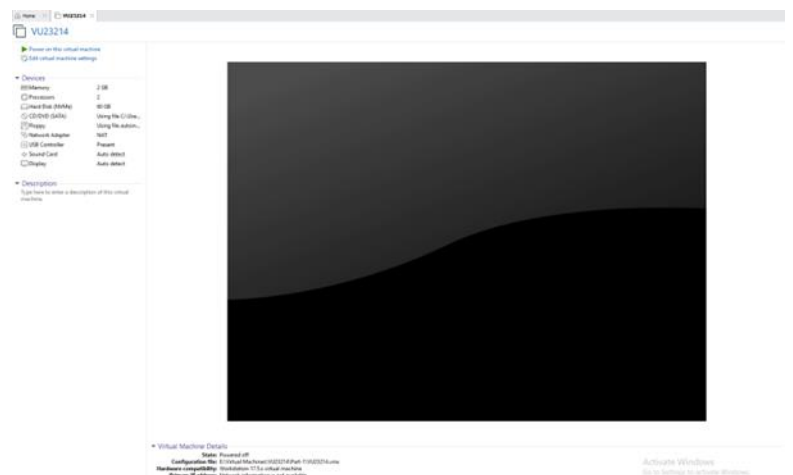


- Customize Hardware: Click Customize Hardware to adjust VM settings:
 - Memory (RAM): Allocate at least 4 GB (4096 MB) for smooth performance.
 - Processors: Assign at least 2 processor cores.
 - Network Adapter: Leave as NAT or choose another option depending on your needs.
- Finish Setup: Click Finish after making any changes.

(Select power on to automatically start the virtual machine for installation)



Vmware will now setup your virtual machine on the host computer



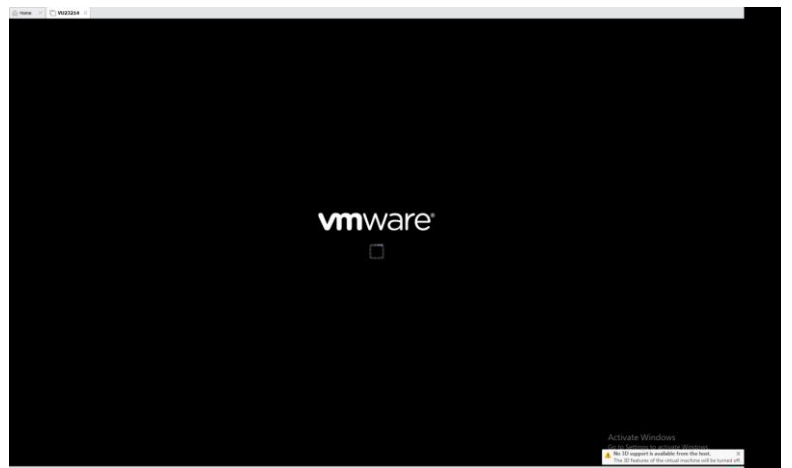
When the virtual machine setup is done you will see this on your screen.

Installing Windows 10 on the Virtual Guest:

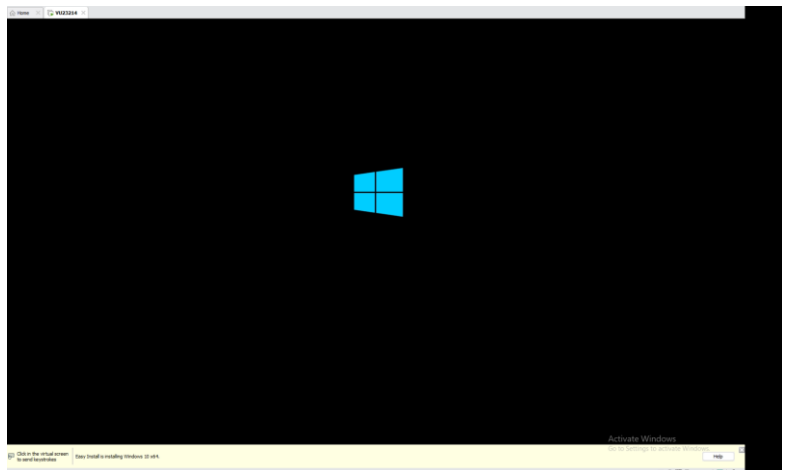
Power On: Click "Power on this virtual machine" to start the VM.
(if you selected start virtual machine in the previous setup, it will power on by itself)



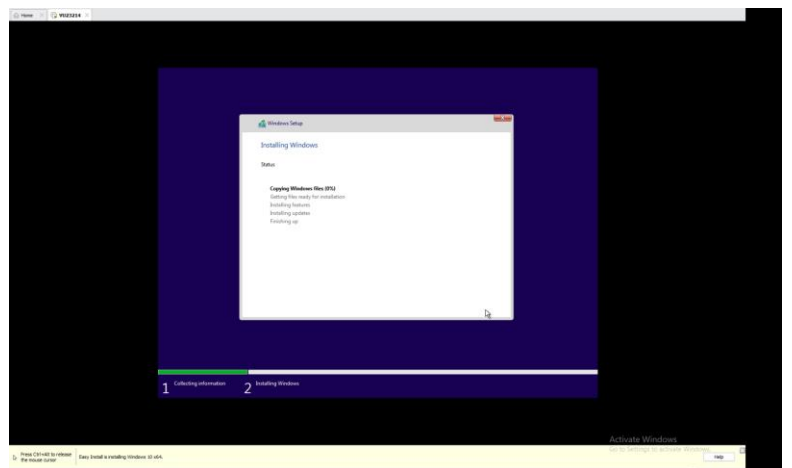
The virtual machine will start up.



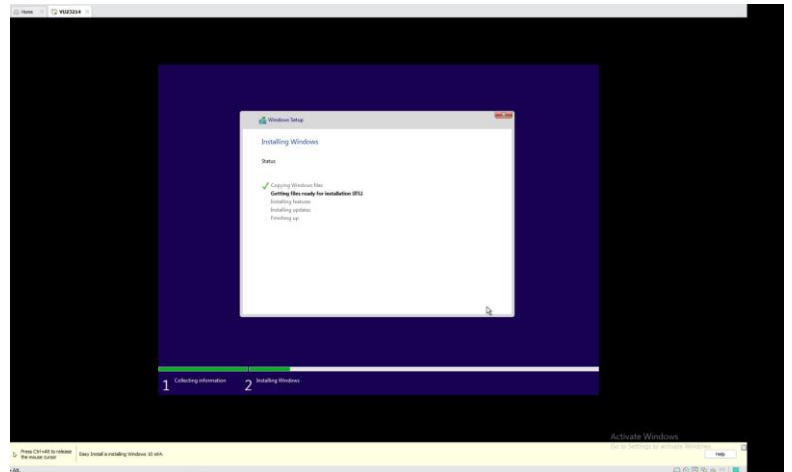
Wait for Installation: Windows will copy files and install. This process may take some time.
(This may take some time to complete so go get a coffee)



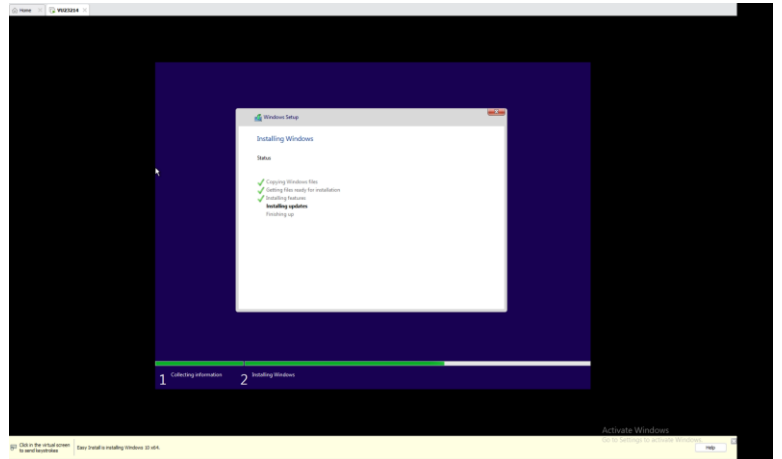
Installer copying files to the virtual machine.



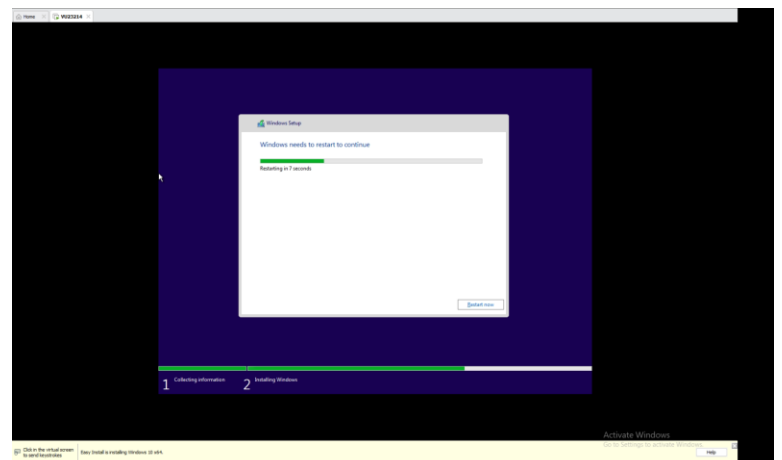
Preparing files can take a while.



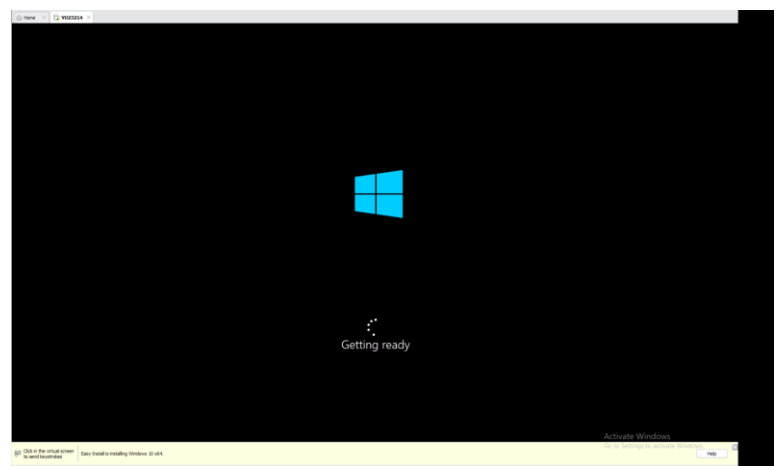
The installer will also check for updates.



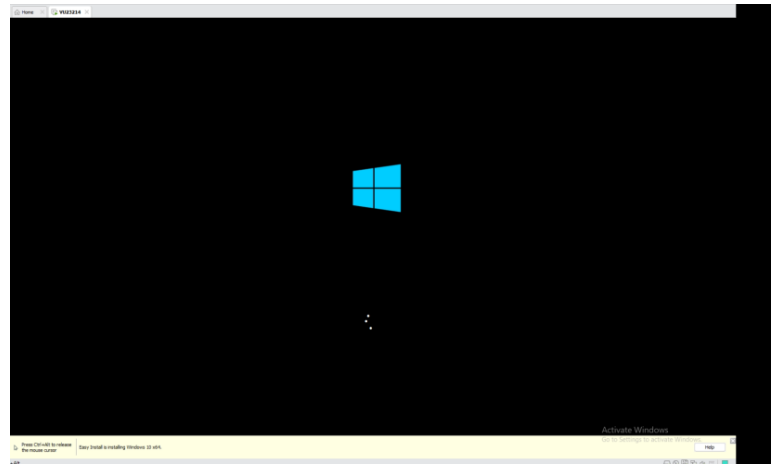
When the installer is finished it will do a restart of the virtual machine.



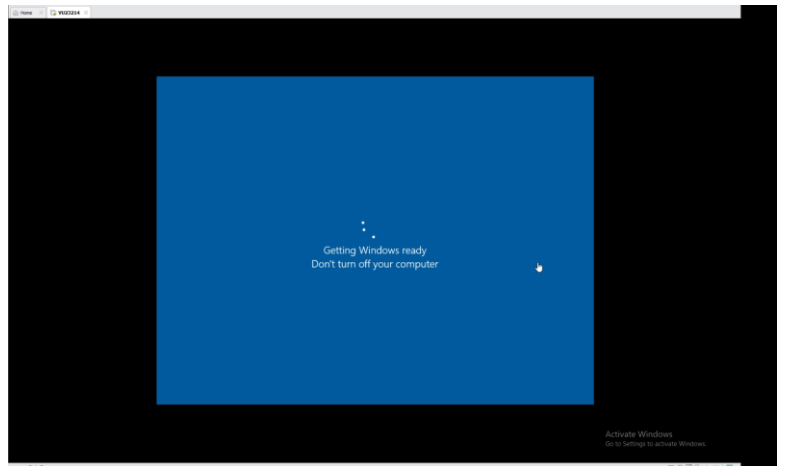
After the reboot windows will start the configuration settings.
(Windows will restart after this)



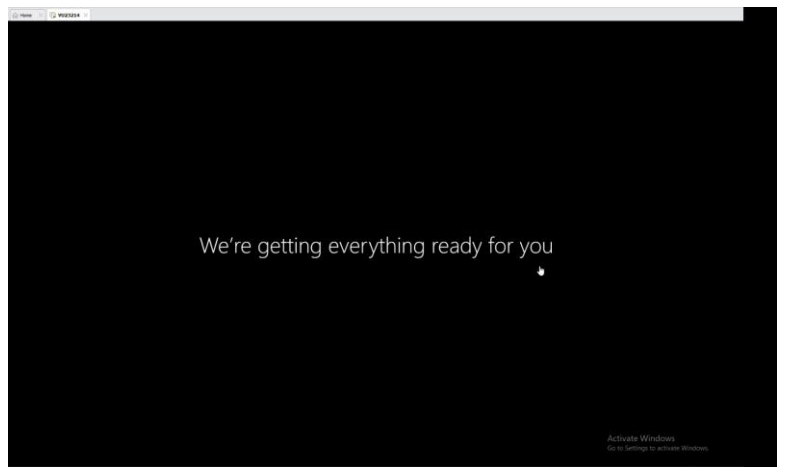
When the virtual machine restarts it may take some time to boot up.
(It is finalising the settings)



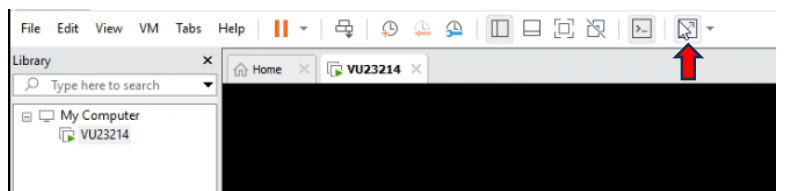
Windows will then apply the updates it downloaded.
(The virtual machine will restart after this)



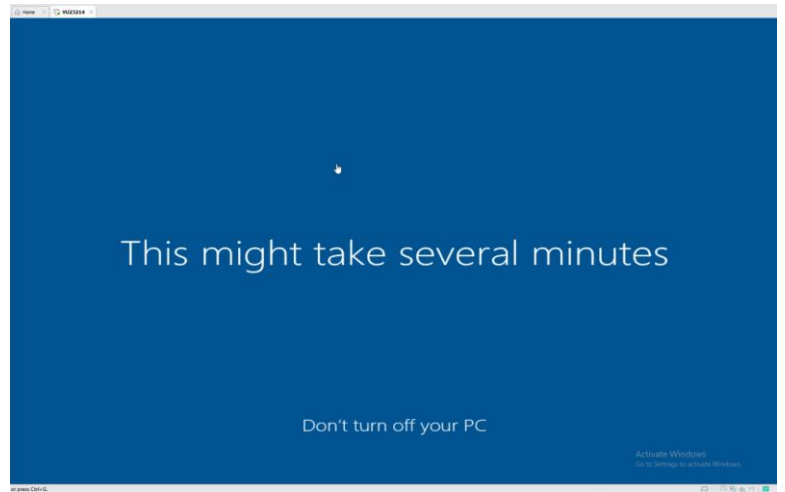
Windows will now setup the virtual machine for you to use.



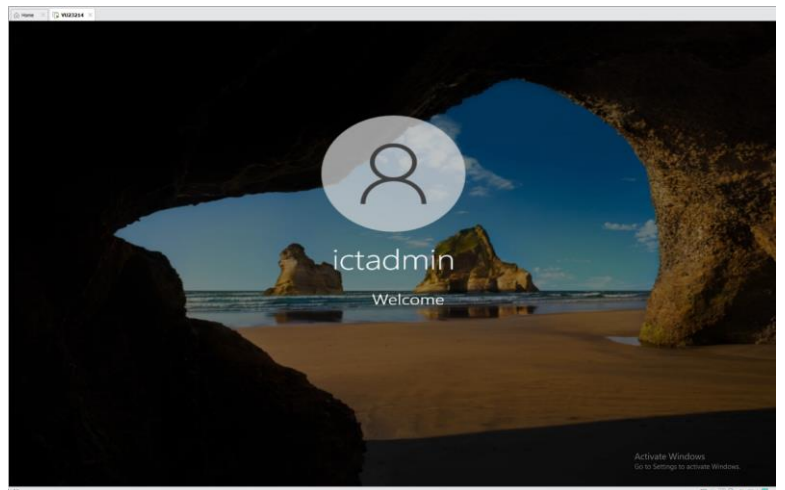
To expand the screen to full screen, click the box with the two arrows.



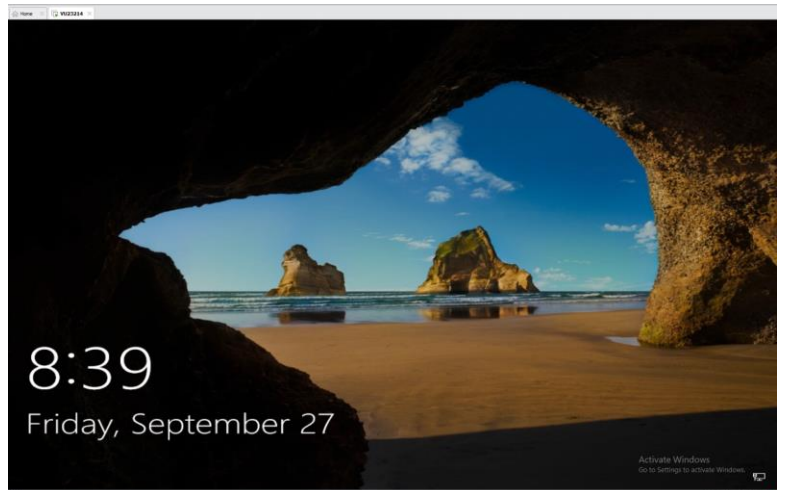
It will then fill up the screen area.



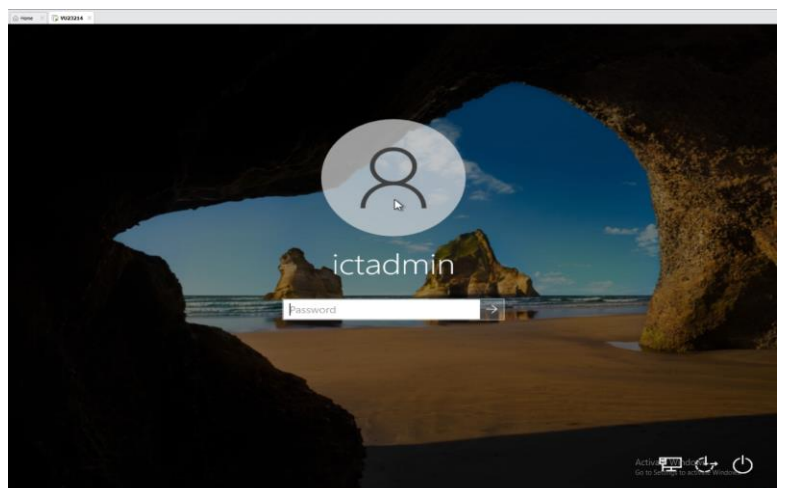
Once it has finished the above stage of the installation the virtual machine will restart.



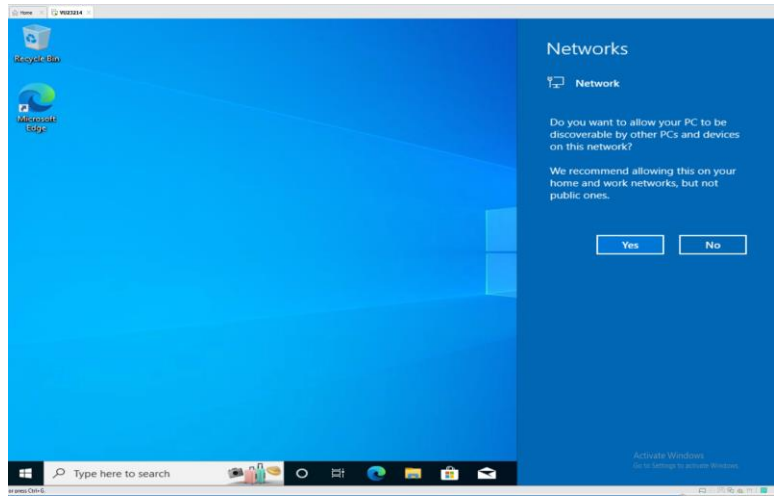
After the reboot your virtual machine is now finished installing windows 10.



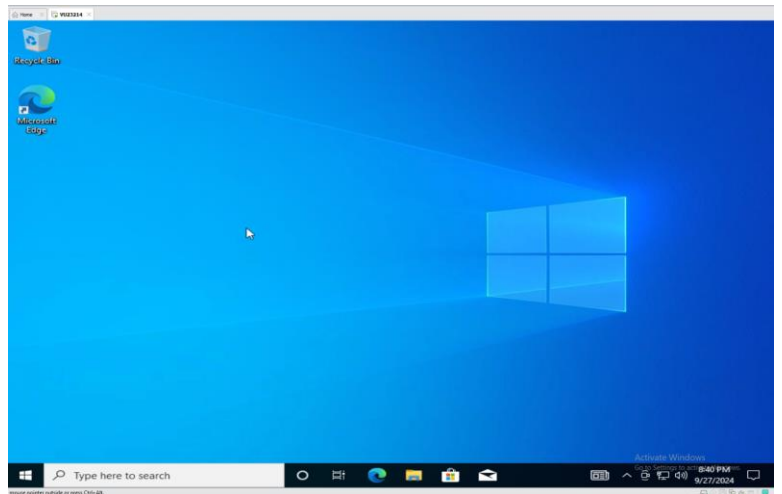
Press the spacebar key on the screen to get the login screen, and login.



You may be required to allow your network, click yes.

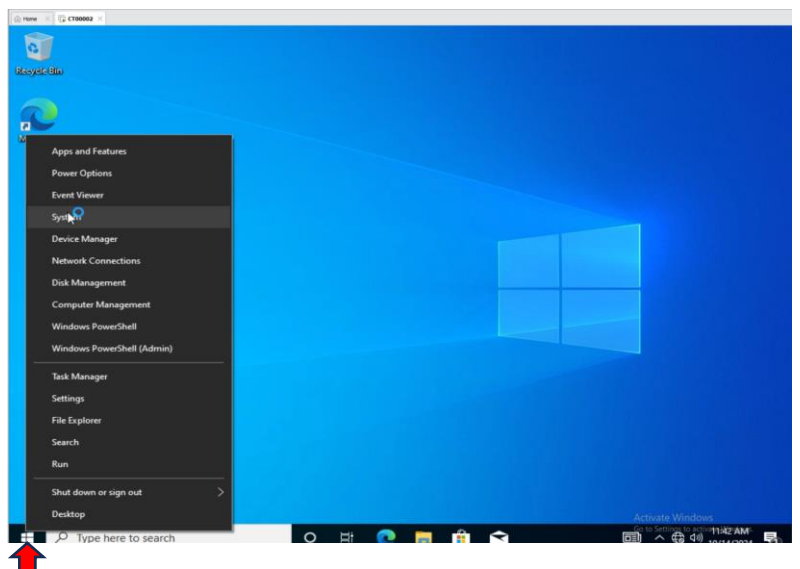


The installation of windows is now completed.

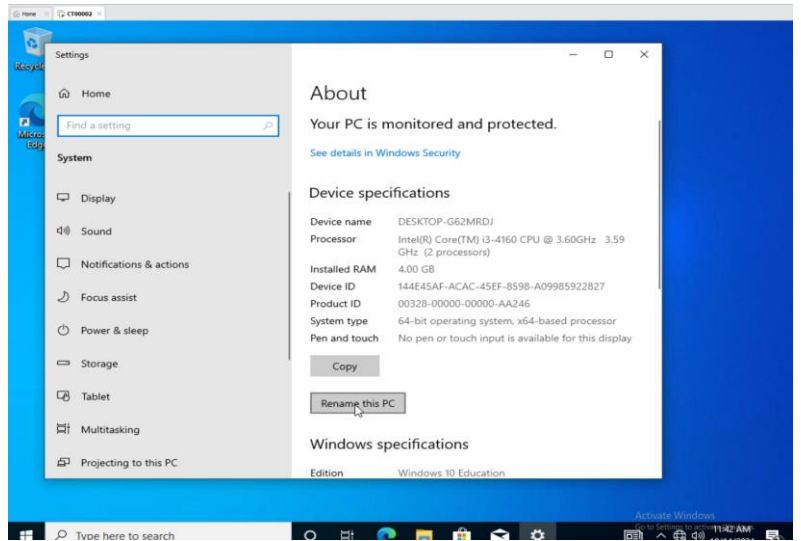


Setting up Computer Name Windows 10:

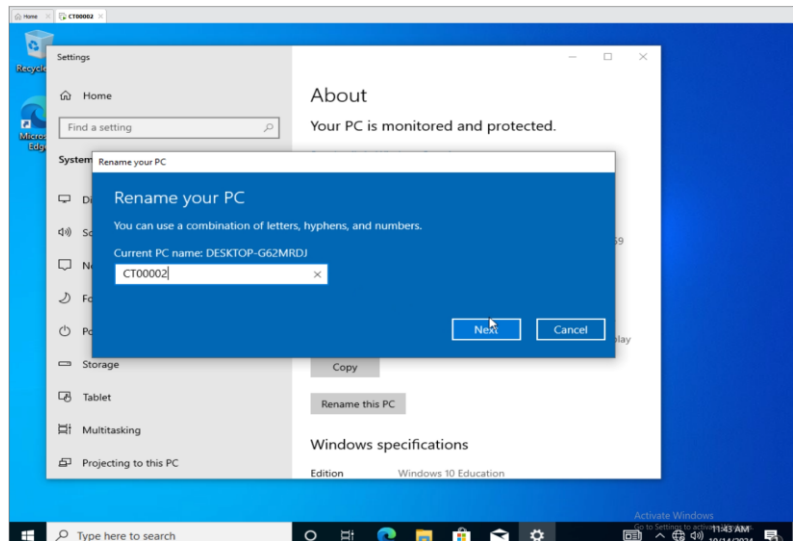
Right click on the window's icon, the go to system and click it.



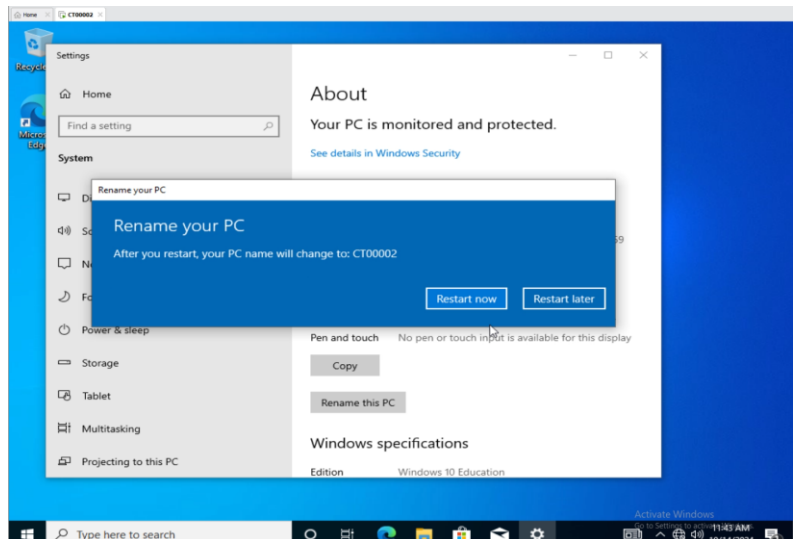
Click on the Rename this PC button.



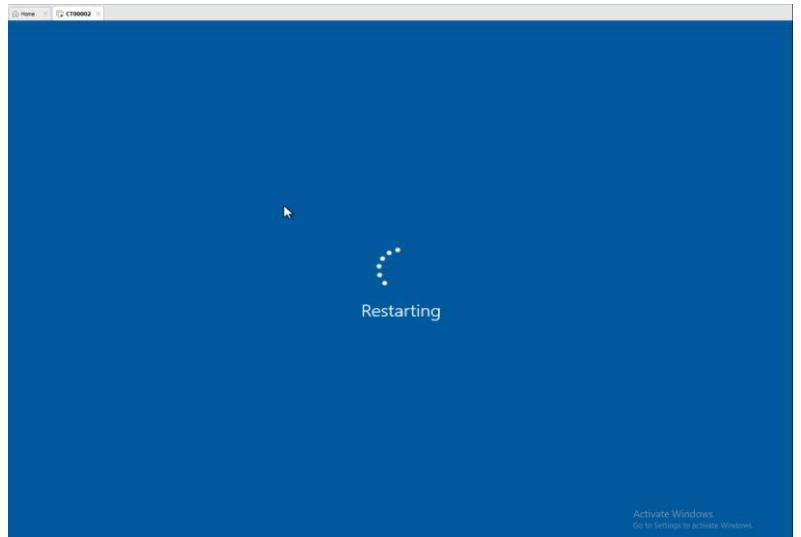
In this dialog box enter the name you want for this PC. Then click the next Button.



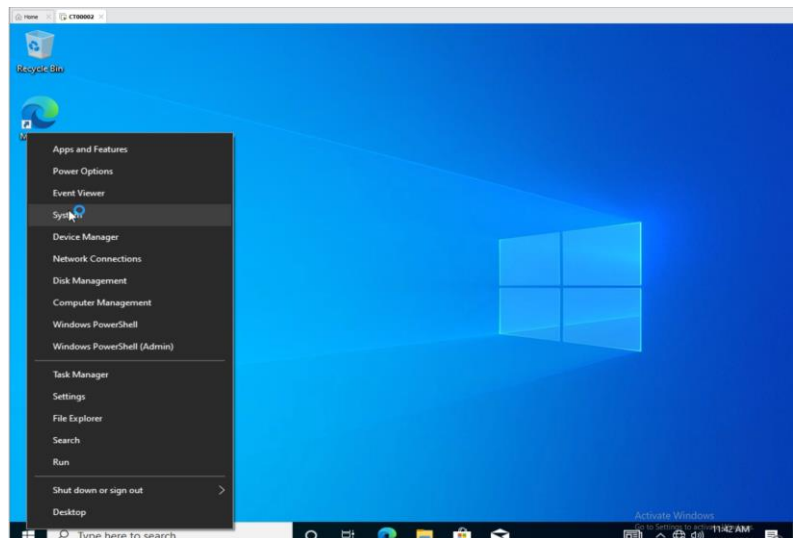
The PC will then require a restart so click the restart now button.



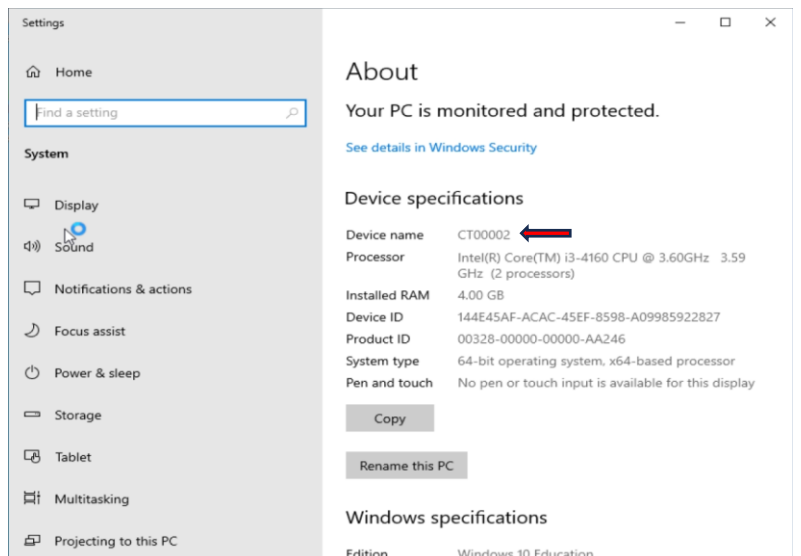
Windows will restart to apply the new PC name.



When the PC has rebooted and you have logged back in, Right click on the window's icon, the go to system and click it.

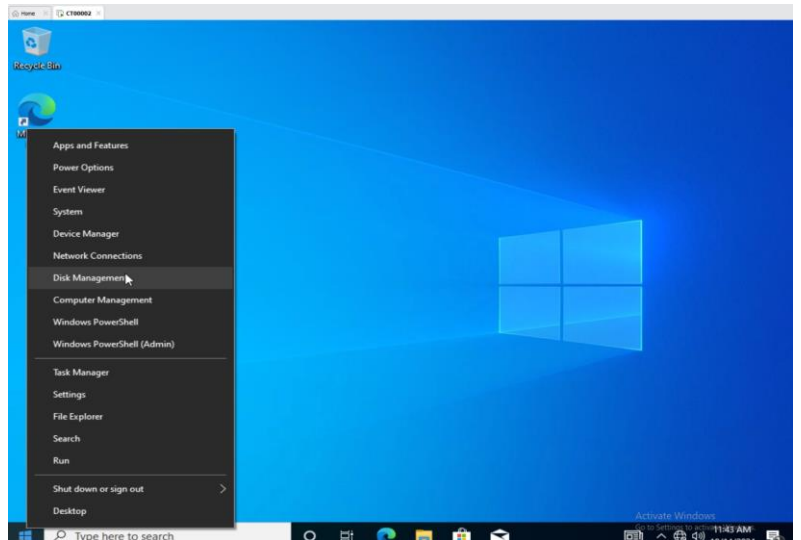


You can now see the PC name has been changed to CT00002.

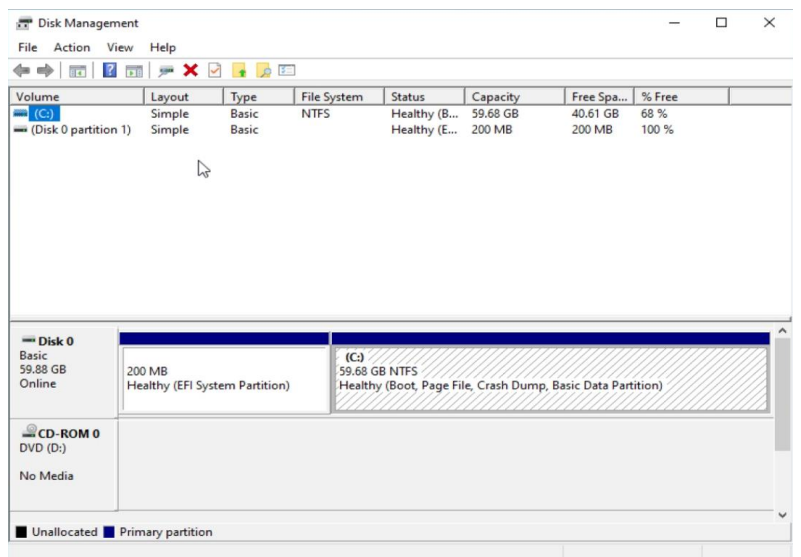


Change Disk Partition Size on Windows 10:

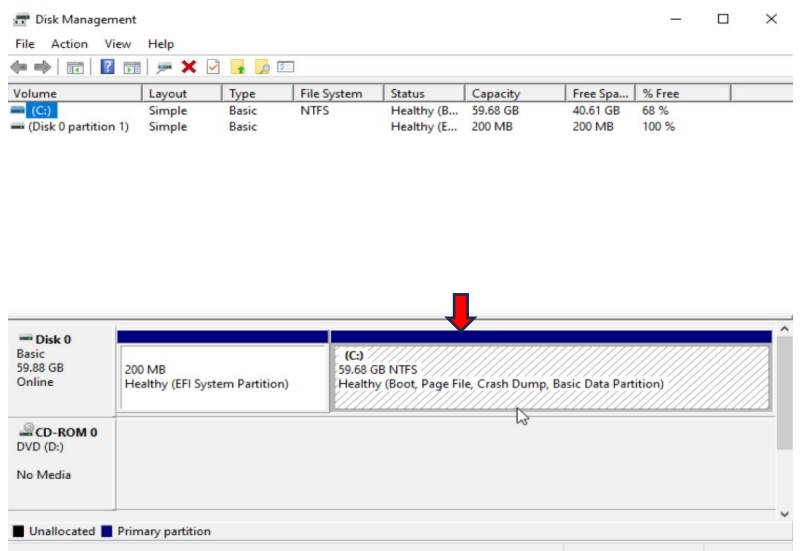
Right click on the window's icon, then go to Disk Management and click it.



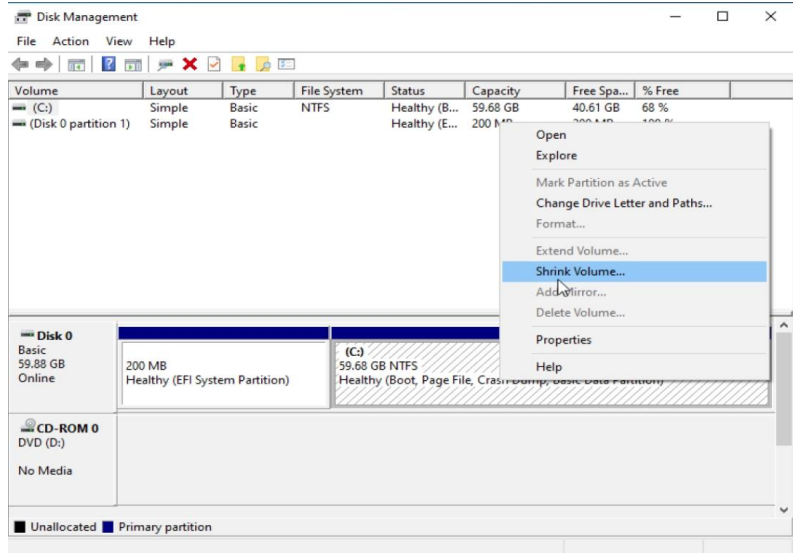
This will show you the disk's that are in the PC.



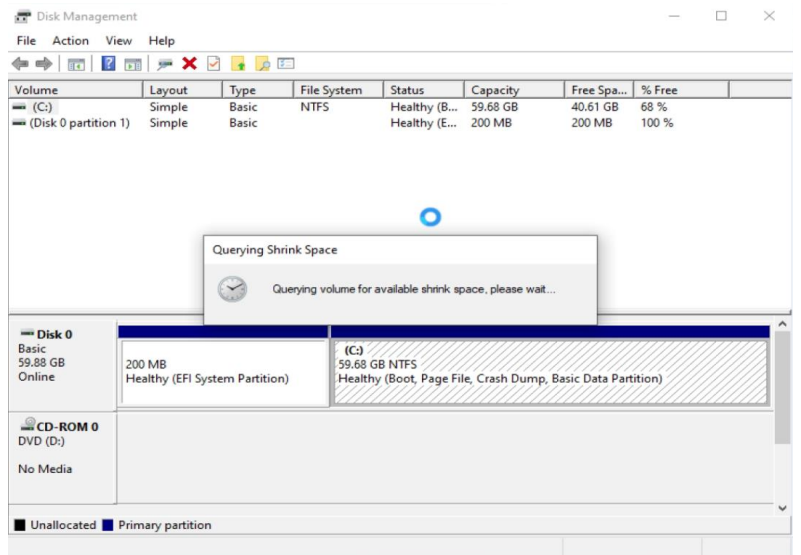
Select the partition you want to change.



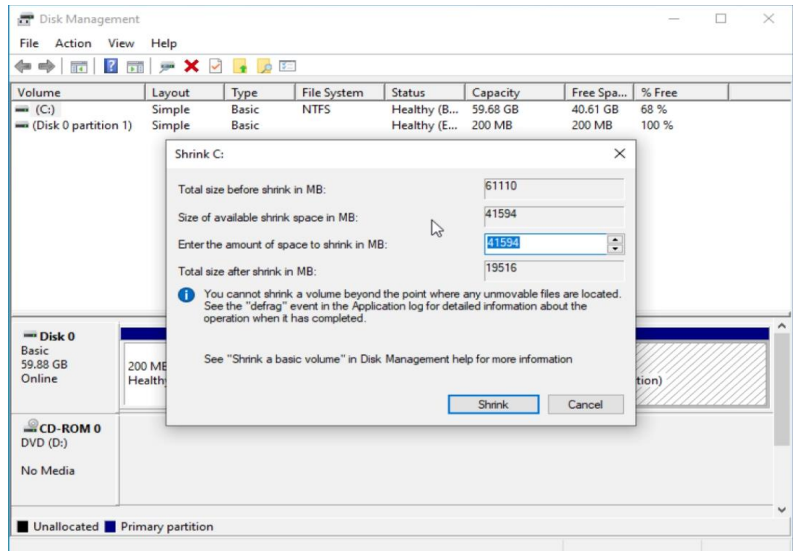
Right click the partition and select the shrink volume.



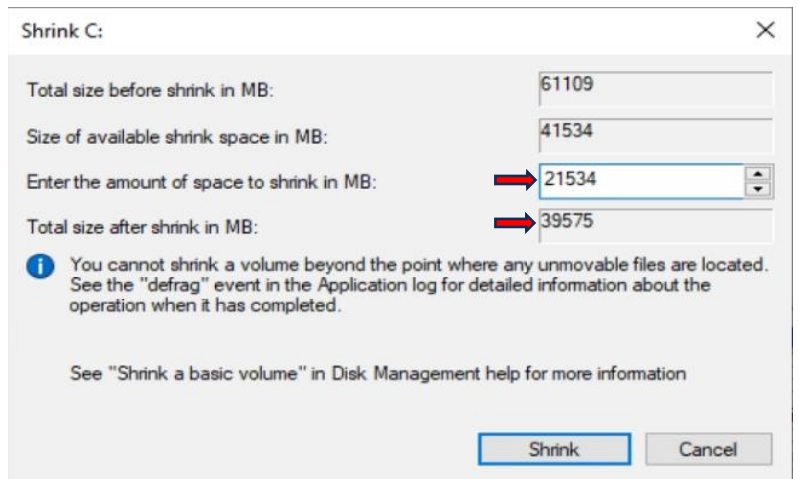
Windows will now query the drive to get the relevant information.



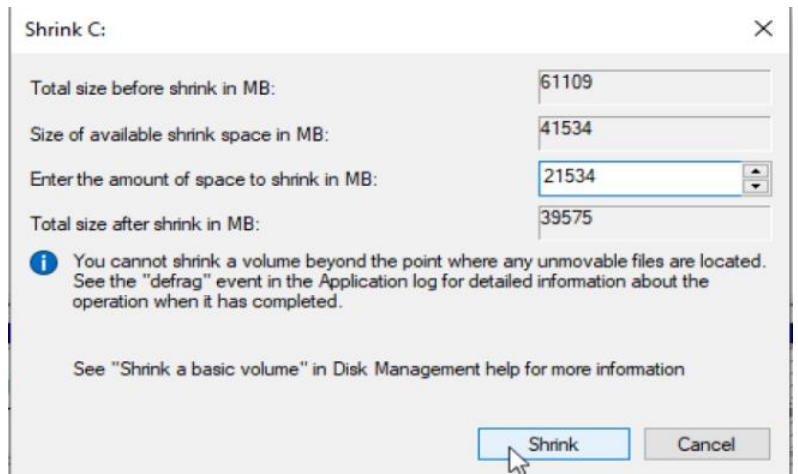
This dialog box will show the drive information, as in total drive size, size available that you can shrink and enter amount is where you set what size you want to shrink the drive by.



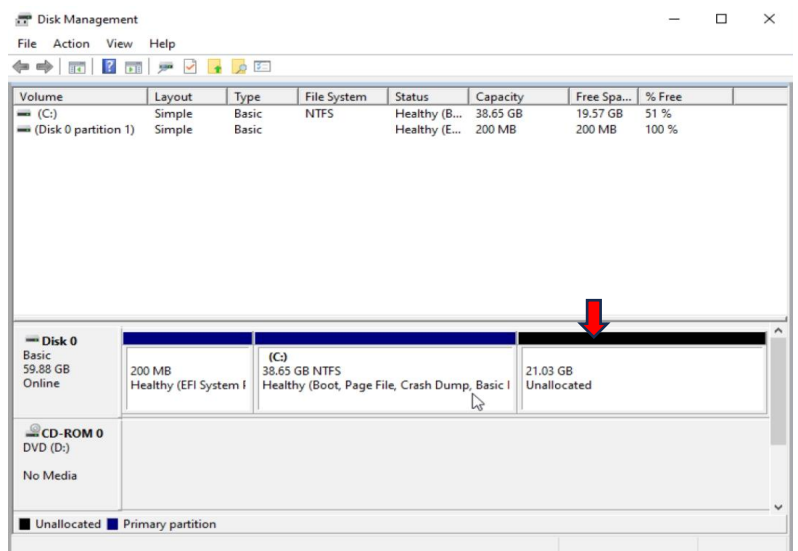
We want to shrink the main drive by 20GB so we enter 21534 in the amount box.
As you can see the total box now shows 39575 this is the size the main drive will become.



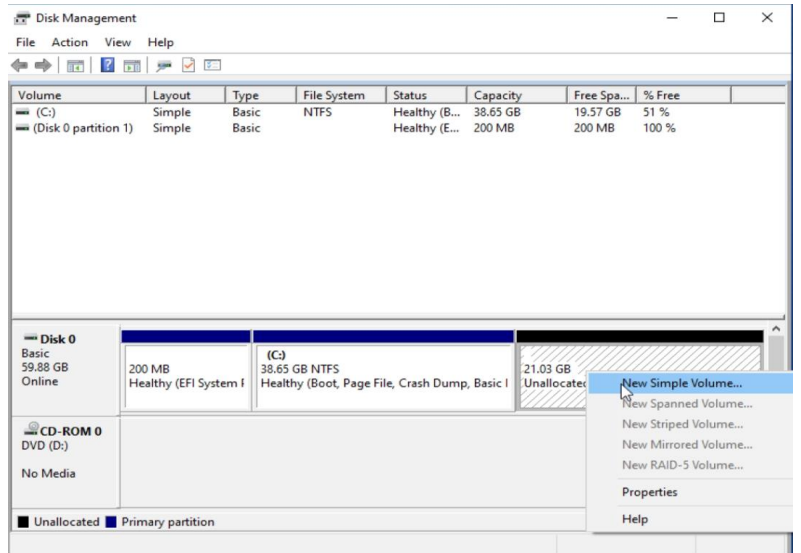
Now click on the shrink button.
(Windows will start shrinking the drive)



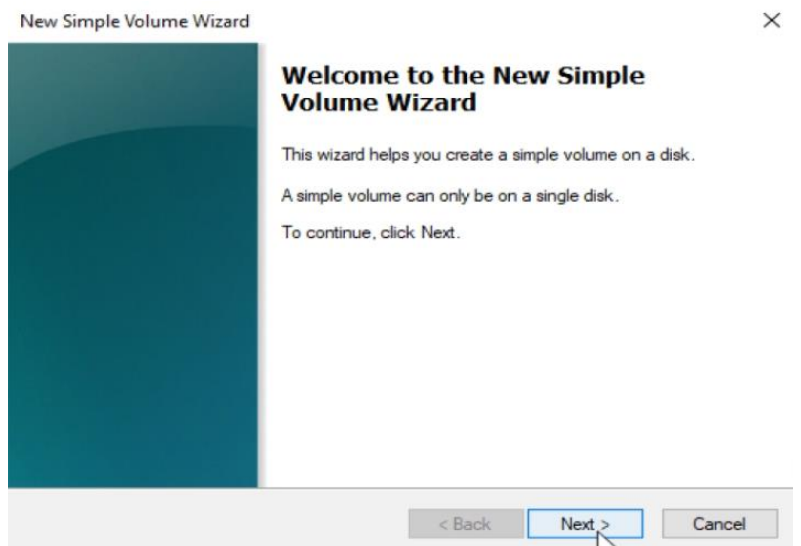
When Windows has completed this task, you will see the new drive.
(the drive is unallocated we have to initialize and format it)



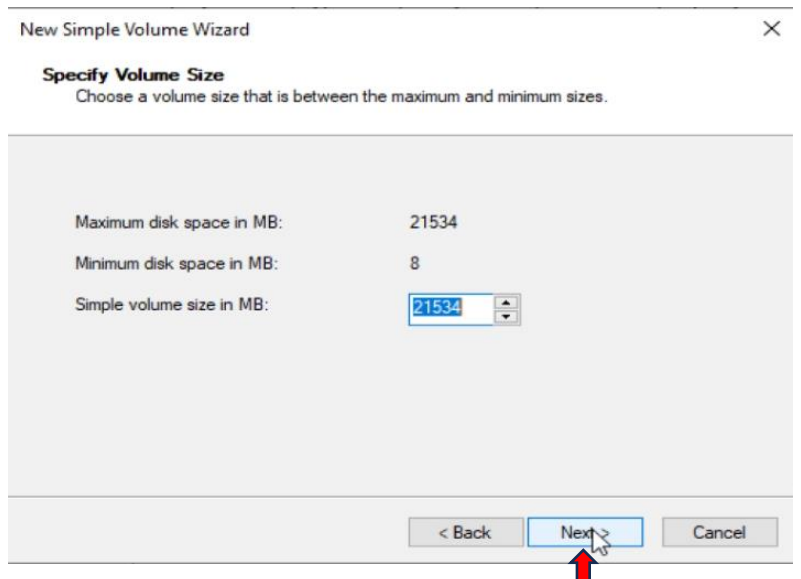
Select and right click the new drive and select New Simple Volume.



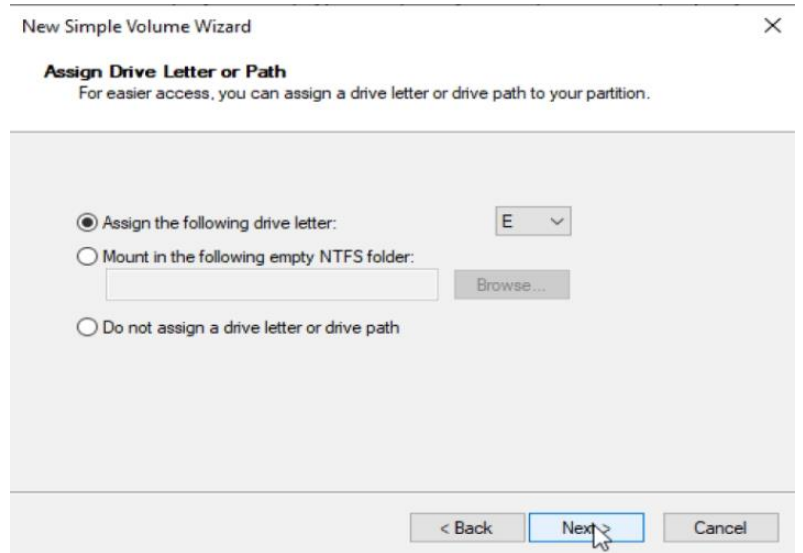
This will start the New Simple Volume wizard, click next.



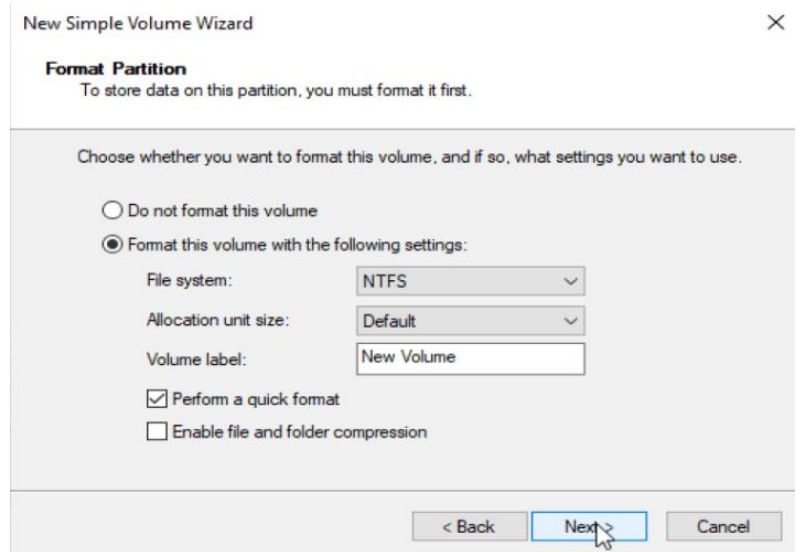
This step shows you the drive size, click next to proceed.



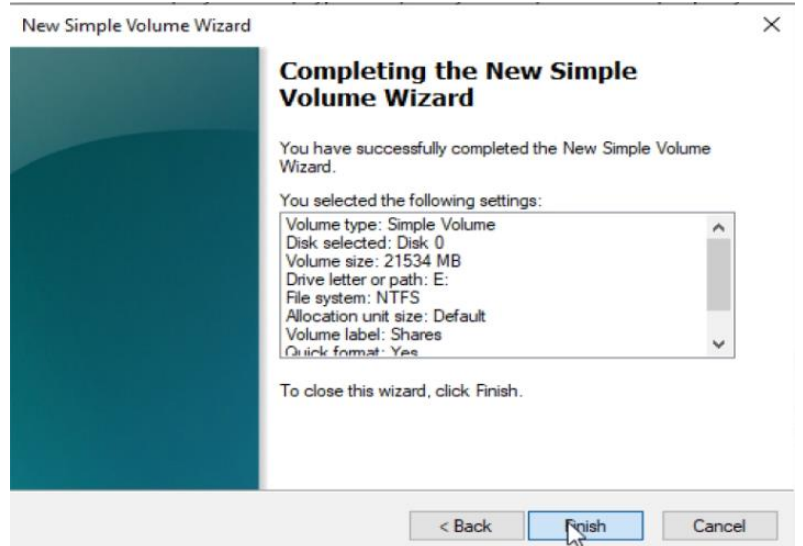
On this dialog box you can select a drive letter or leave it default, click next to proceed.



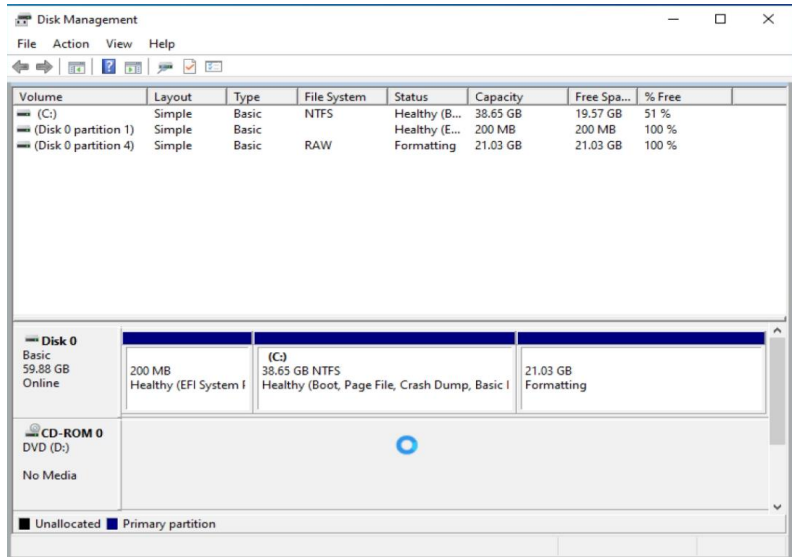
This is the drive formatting dialog box, in here you can set the drive size and name. Make sure quick format is selected and click next



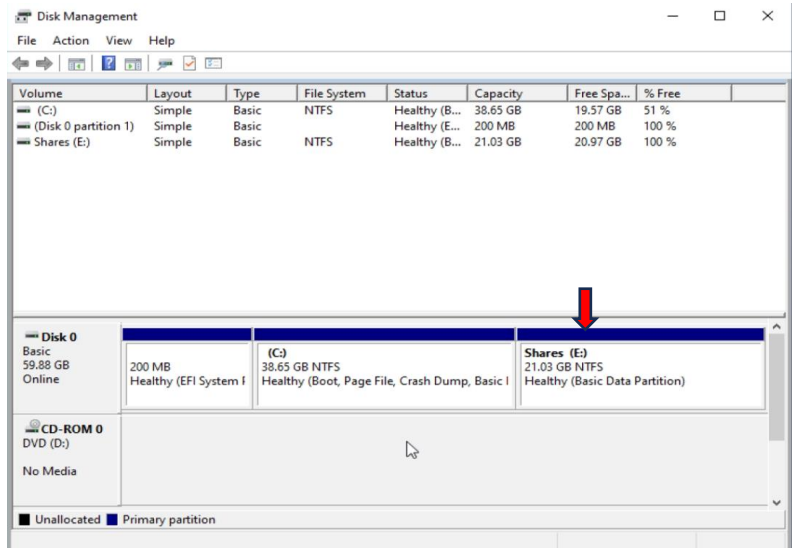
This is the review settings dialog box please check the changes to the drive and if you are satisfied with the setting click the finish button.



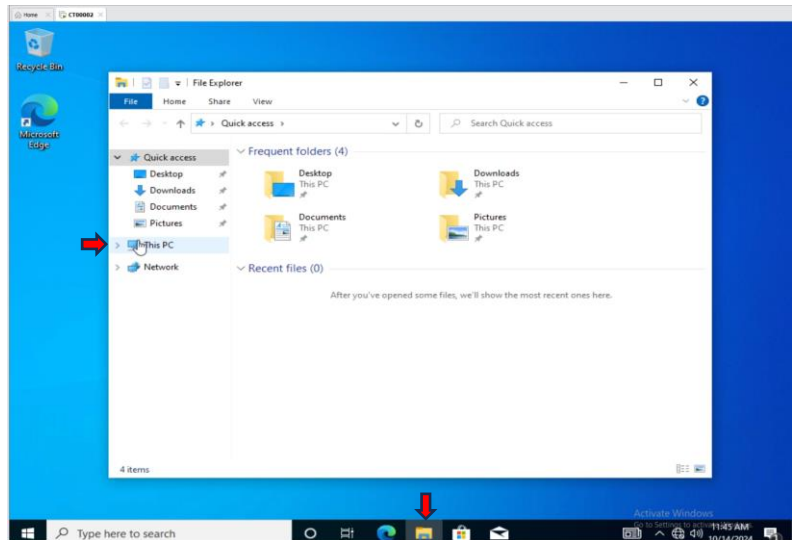
Windows will now apply the settings to the drive.



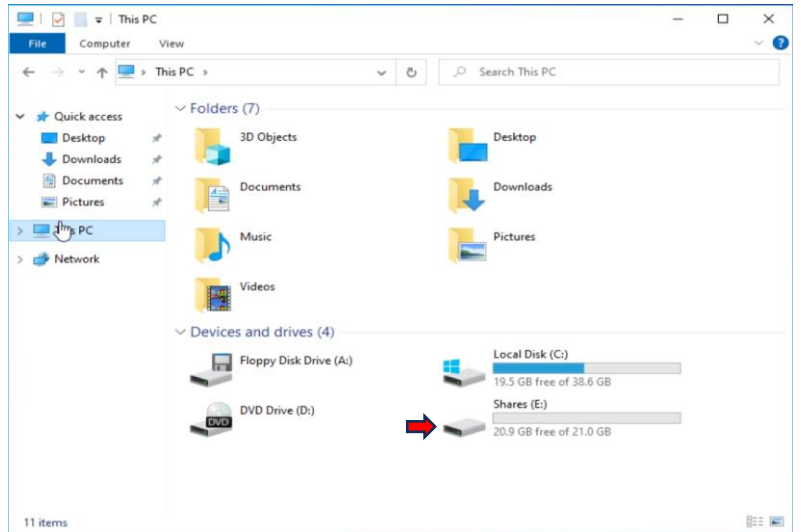
When the task is completed you should now see your new drive ready for usage.



Open your file explorer and in it select the This PC on the left menu.

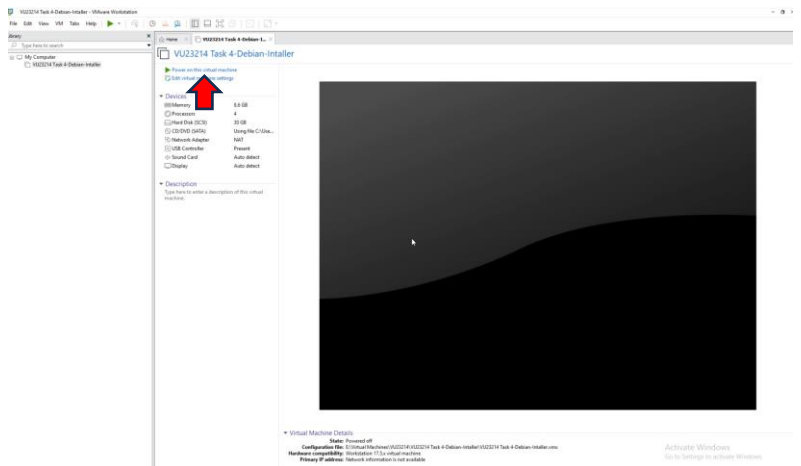


You can now see your new 20GB drive here

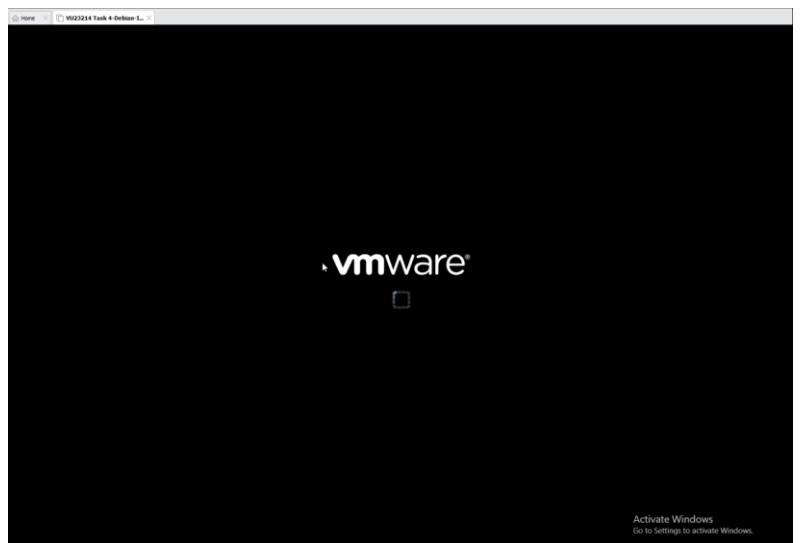


Installation of Debian:

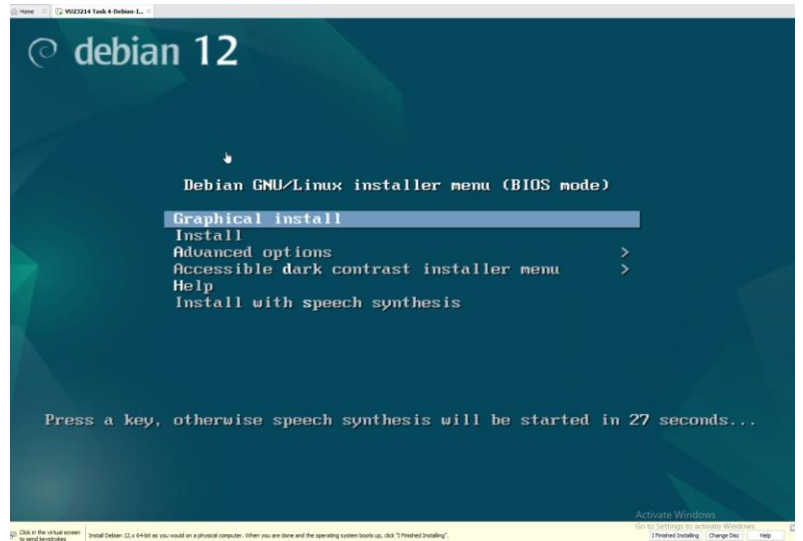
Power On: Click "Power on this virtual machine" to start the VM.
(if you selected start virtual machine in the previous setup,
it will power on by itself)



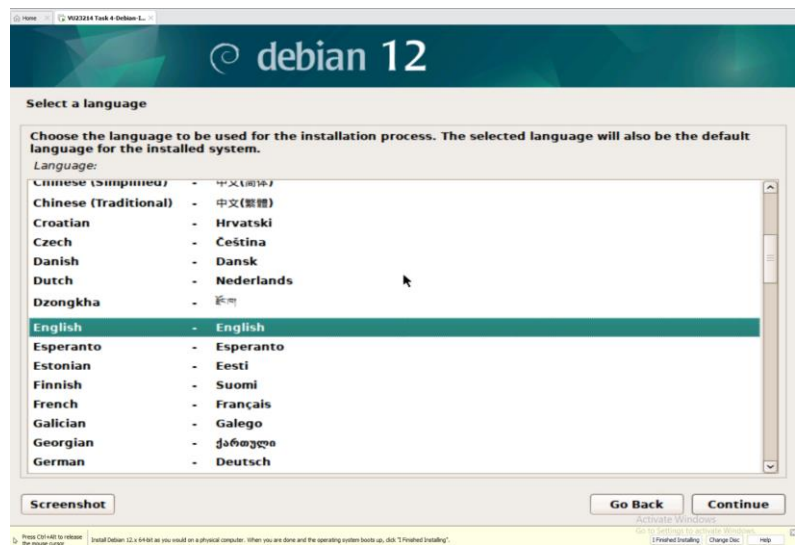
The virtual machine will start up.



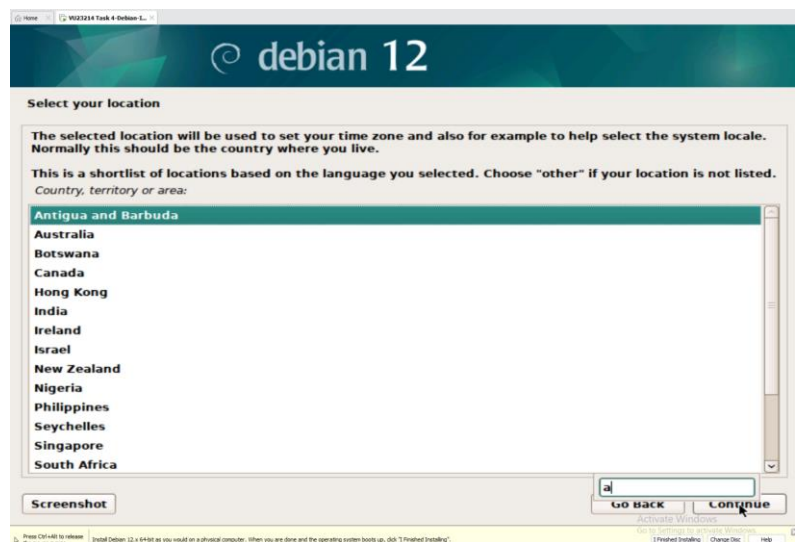
Wait for Installation: Debian will ask you what you want to do make your selection using the arrow keys then press enter.



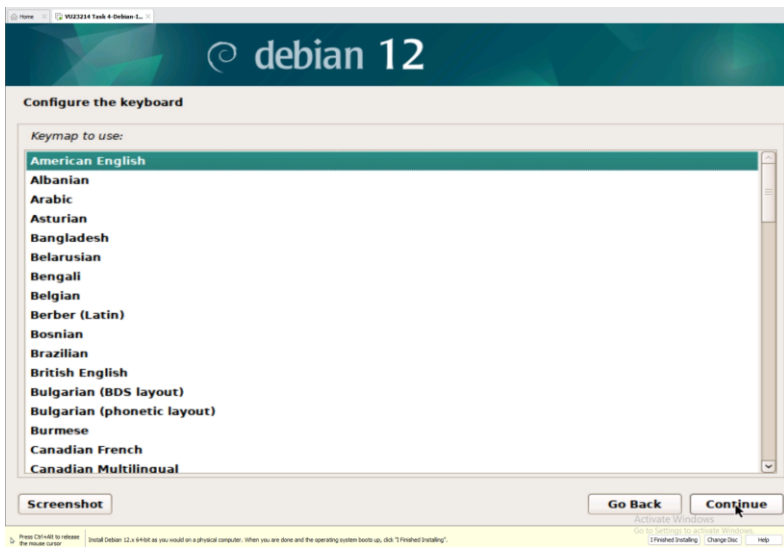
Select your language and press the continue button.



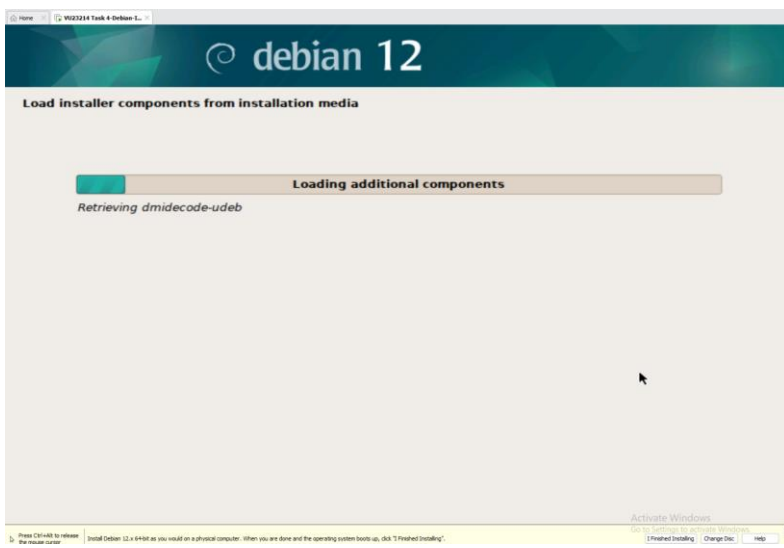
Select your location and press the continue button.



Select your keyboard layout and press the continue button.



When the installer starts it will load the basic system.



Set your hostname or domain name and press the continue button.



Set your root password and press the continue button.

debian 12

Set up users and passwords

You need to set a password for 'root', the system administrative account. A malicious or unqualified user with root access can have disastrous results, so you should take care to choose a root password that is not easy to guess. It should not be a word found in dictionaries, or a word that could be easily associated with you.

A good password will contain a mixture of letters, numbers and punctuation and should be changed at regular intervals.

The root user should not have an empty password. If you leave this empty, the root account will be disabled and the system's initial user account will be given the power to become root using the "sudo" command.

Note that you will not be able to see the password as you type it.

Root password:

 Show Password in Clear

Setup a user account and press the continue button.

debian 12

Set up users and passwords

A user account will be created for you to use instead of the root account for non-administrative activities.

Please enter the real name of this user. This information will be used for instance as default origin for emails sent by this user as well as any program which displays or uses the user's real name. Your full name is a reasonable choice.

Full name for the new user:

Select a user account and press the continue button.

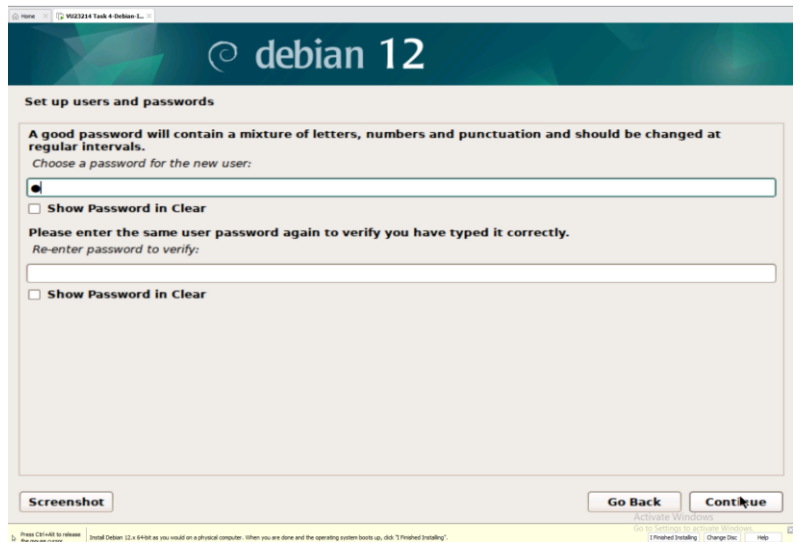
debian 12

Set up users and passwords

Select a username for the new account. Your first name is a reasonable choice. The username should start with a lower-case letter, which can be followed by any combination of numbers and more lower-case letters.

Username for your account:

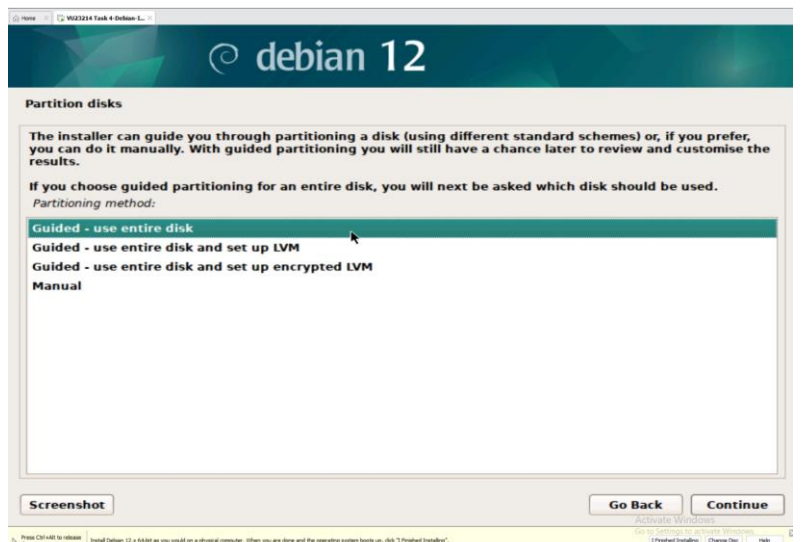
Set the user account password and press the continue button.



Select your state and press the continue button.



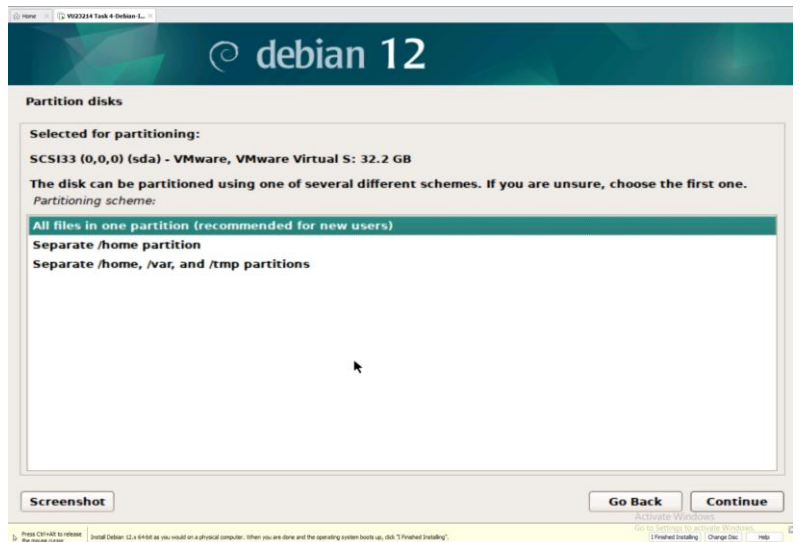
Now we partition the drive make your selection and then press the continue button.



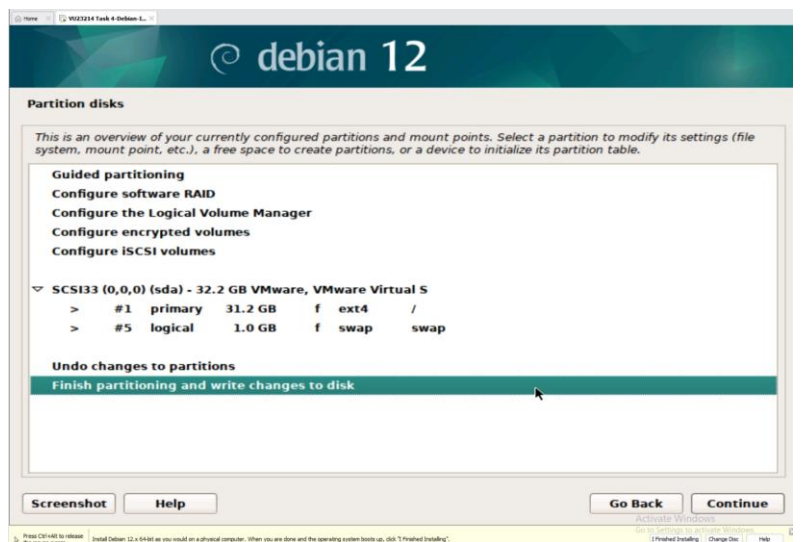
Select your drive you want to partition.



Select how you want the directory setup then click the continue button.



This is the review screen where it shows you how it will setup the partition click the continue button.



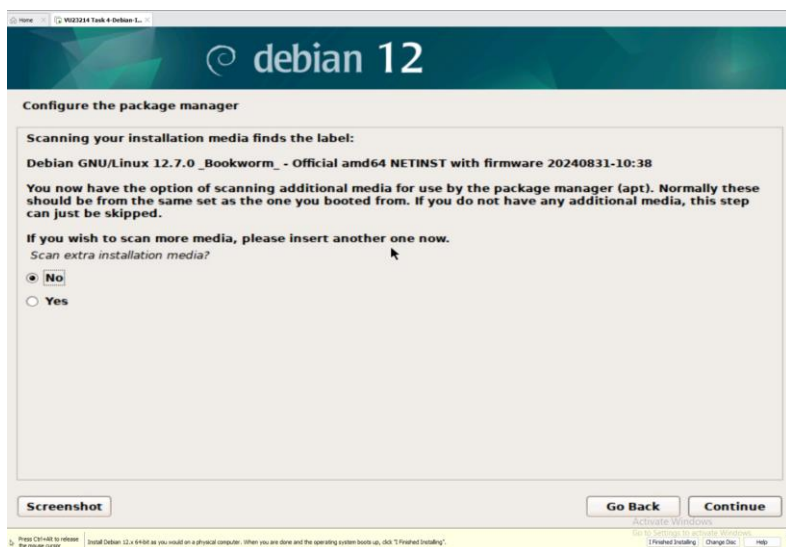
This is the action screen to start the portioning of the drive if you leave it as default nothing will happen you must select yes the click the continue button.



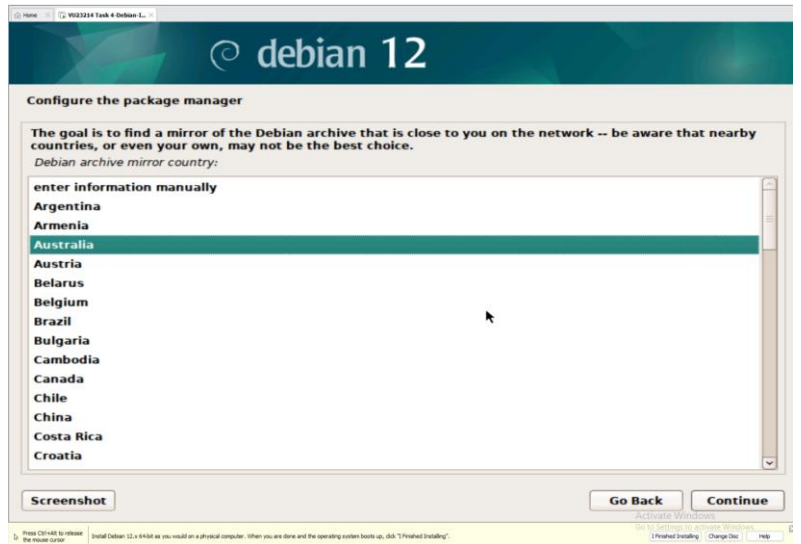
Installing the base system.



This is where you setup the packet manager, if you do not have another cd or dvd leave no selected and click the continue button.



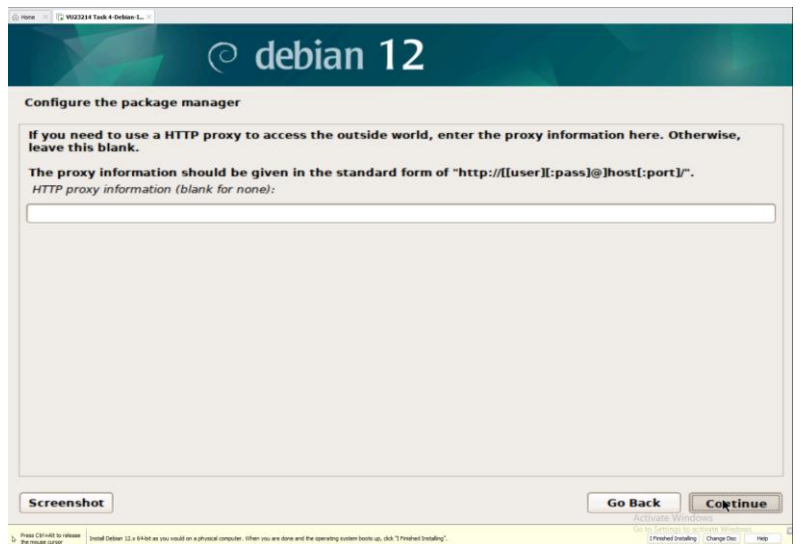
Select what country you want to get the apt repository from then click the continue button.



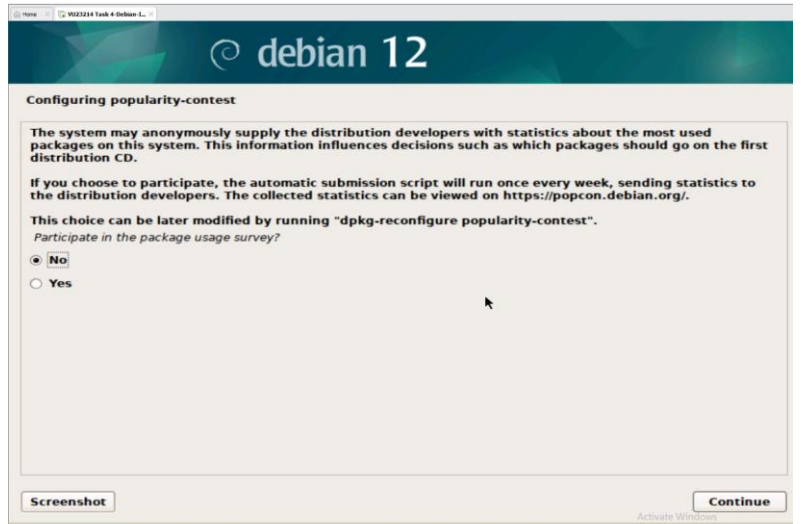
Select the address of which repository you want to use in the country you selected, then click the continue button.



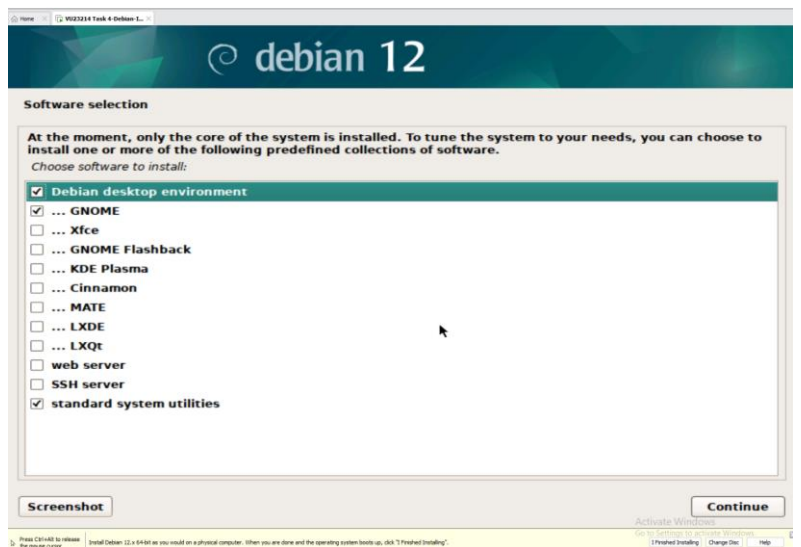
Set a proxy server if you use one if you don't use one leave blank, then click the continue button.



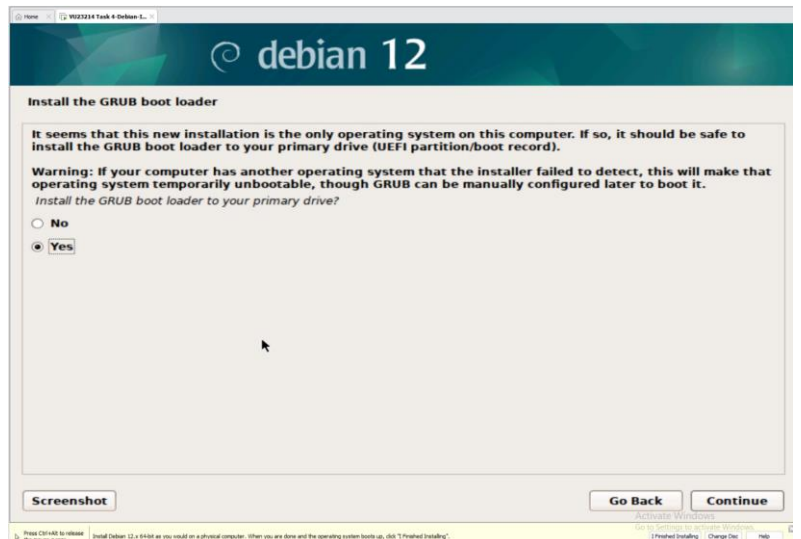
Information sending personal choice of yes or no make a selection and the click the continue button.



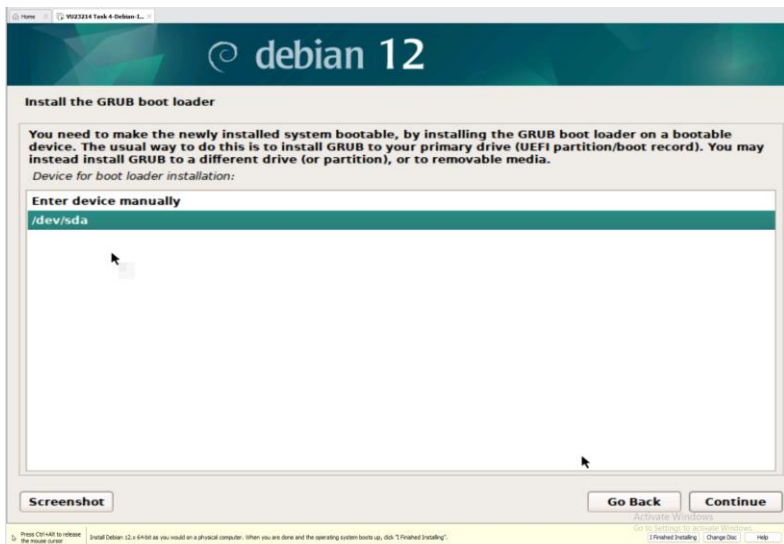
Additional software and desktop gui selection, most linux server require the ssh server so select it and the click the continue button.



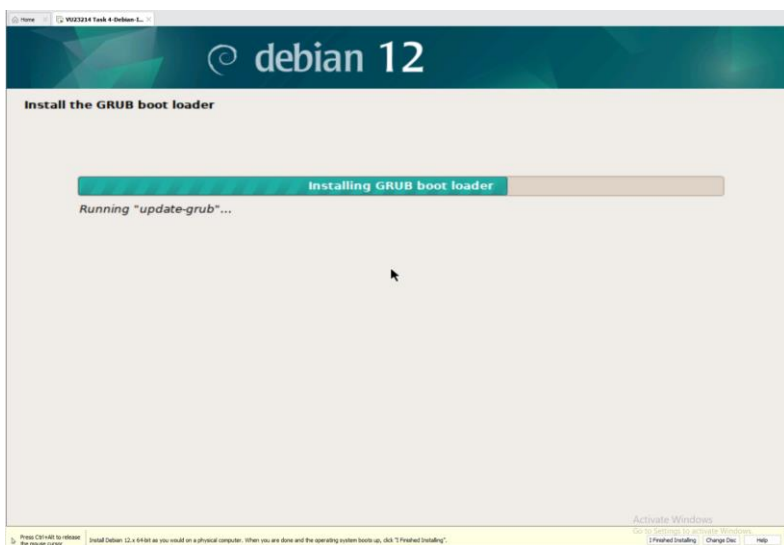
This step it will ask if you want to install the grub boot loader select yes, the click the continue button.



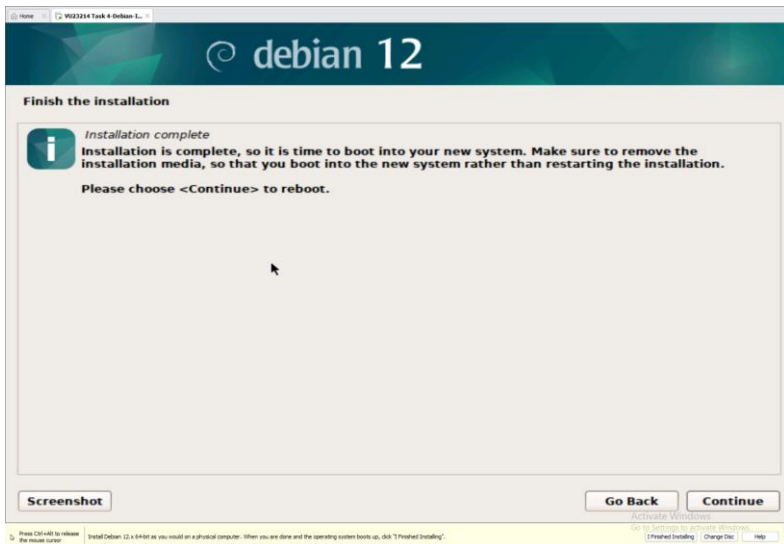
Select the drive you want the grub boot loader to point to when where it loads the operating system from, on this on we want it to point to the /dev/sda. Dev = device and sda is the drive. then click the continue button.



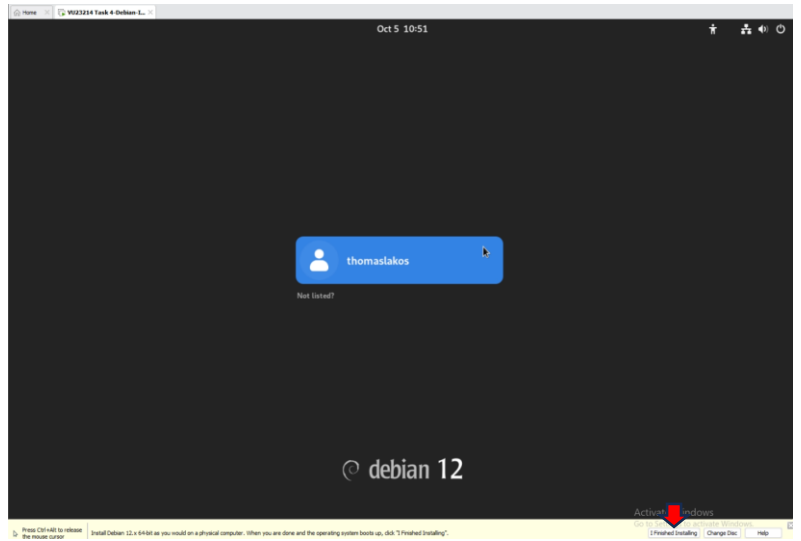
The grub boot loader is installing.



The installation is now completed when you click the continue button the server will reboot into the operating system/

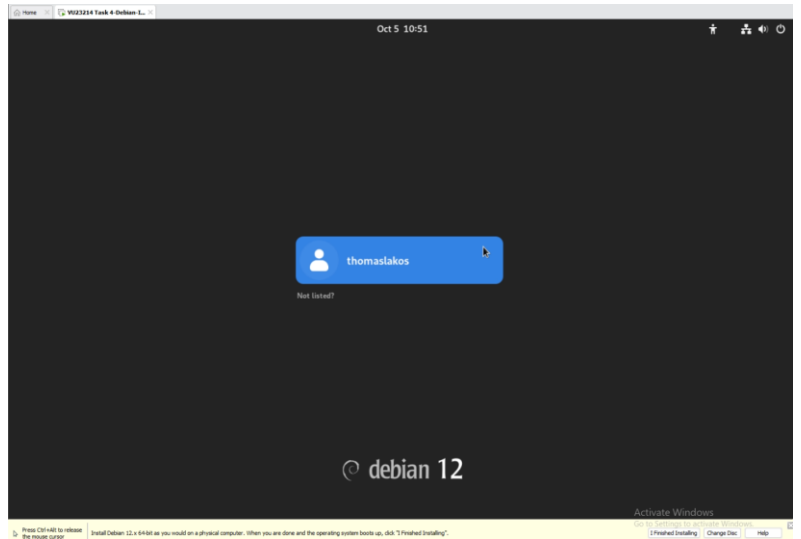


You are now ready to click on the username and enter the password to start using the system, please remember to click the I Finished Installing at the bottom right.

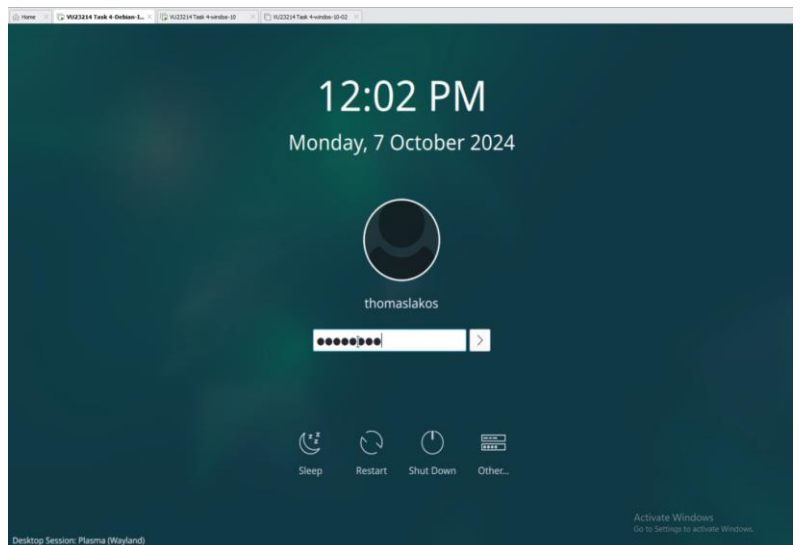


Debian Network testing:

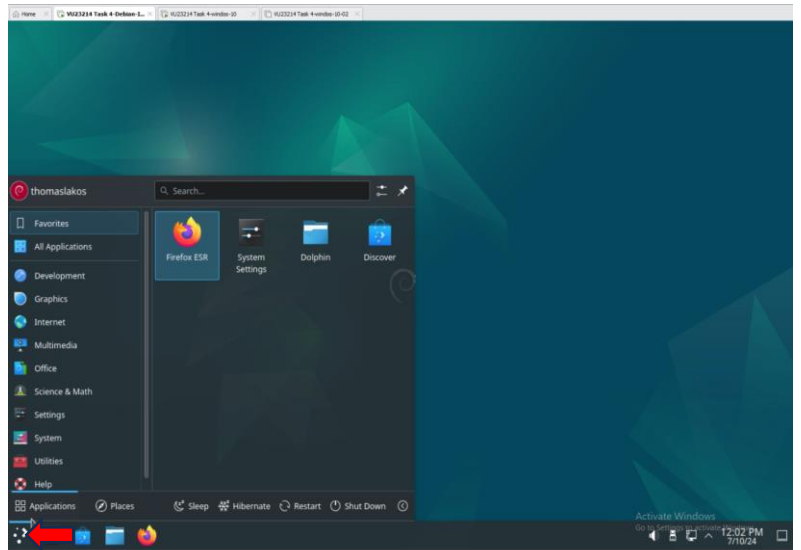
You are now ready to click on the username and enter the password to start using the system, please login.



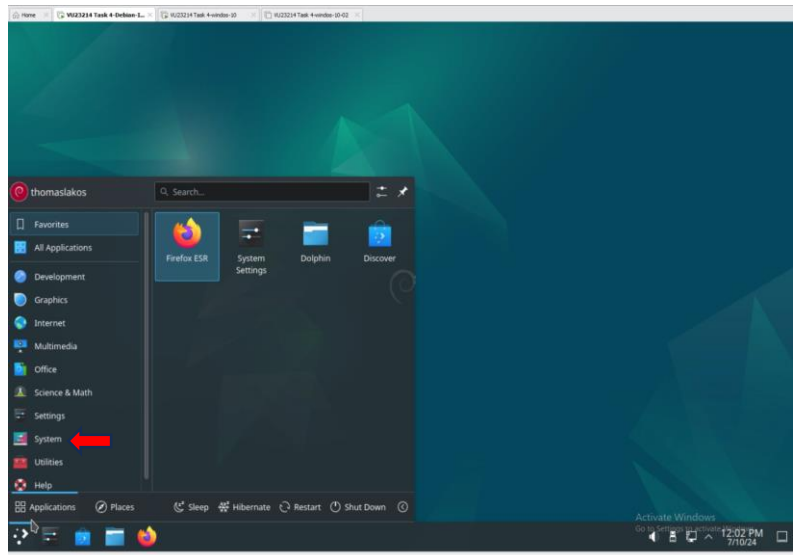
Enter your password and press enter.



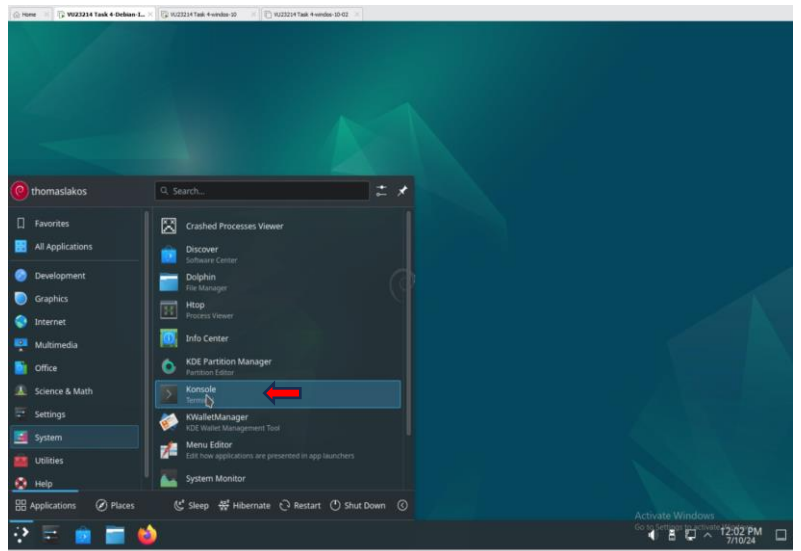
Click on the menu icon on the bottom left.



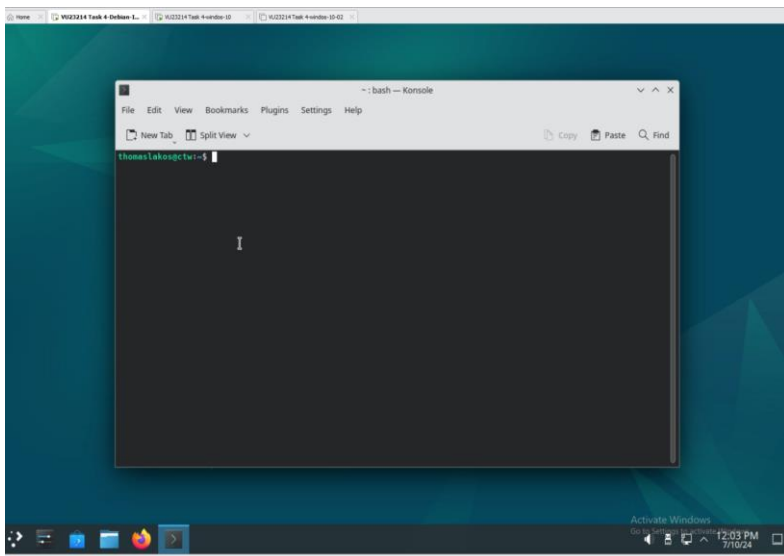
Then click on the system tab.



Then click on the Konsole terminal tab.



This will load the terminal box, the terminal box is like the command prompt box on windows.

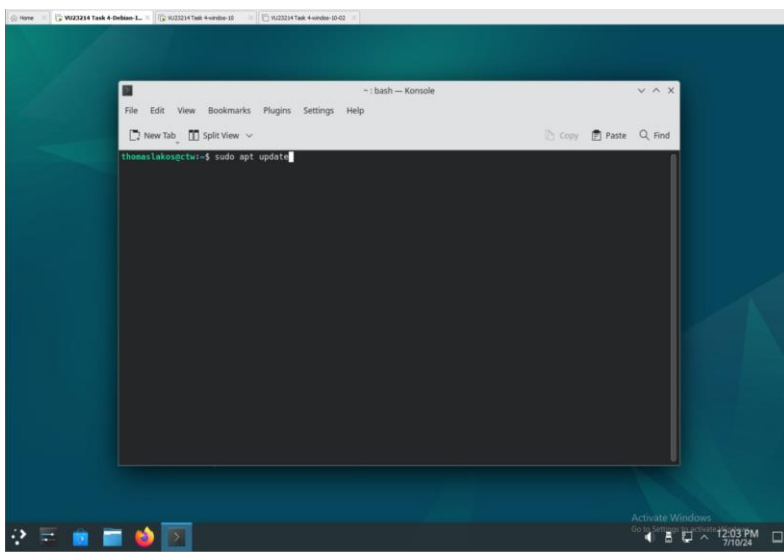


Any time you log into the server you should always check for updates, We do this by typing in the following command.

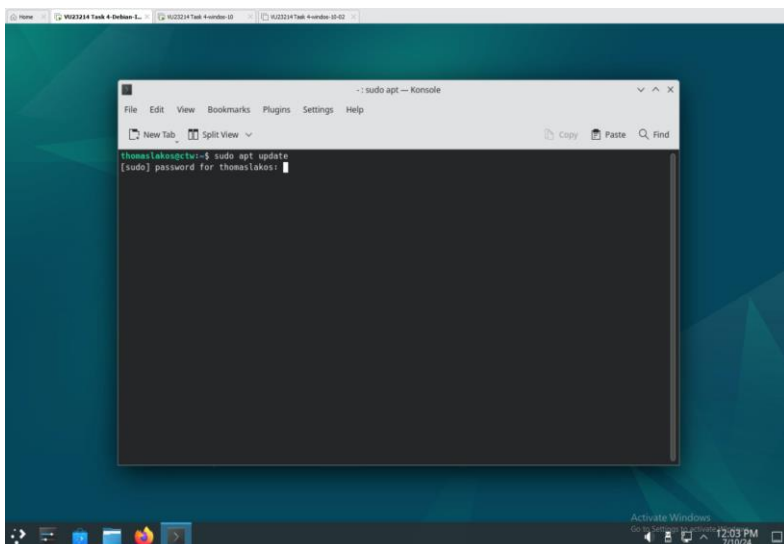
Sudo apt update

Here is the breakdown:

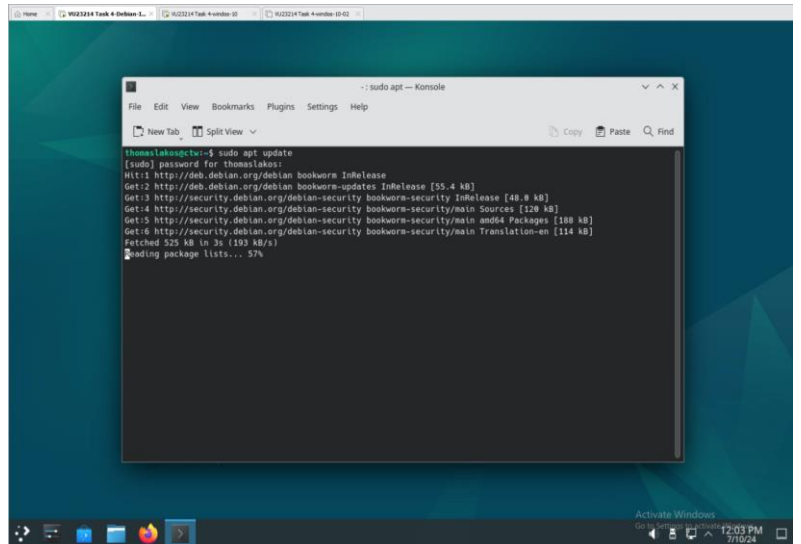
1. Sudo- stands for "**superuser do**" and is a command in Linux and Unix-like operating systems that allows a permitted user to execute a command as the **superuser (root)** or another user, as specified in the system's security policy.
2. Apt- Advanced Package Tool is a package management system used by Debian-based Linux distributions.
3. Update-Is the command being used this command will:
 - Connect to the repositories configured on your system.
 - Download the latest information about available packages and updates.
 - Refresh the local package index so your system knows which packages have updates available.



You will be asked for your password, type in your password and press enter.

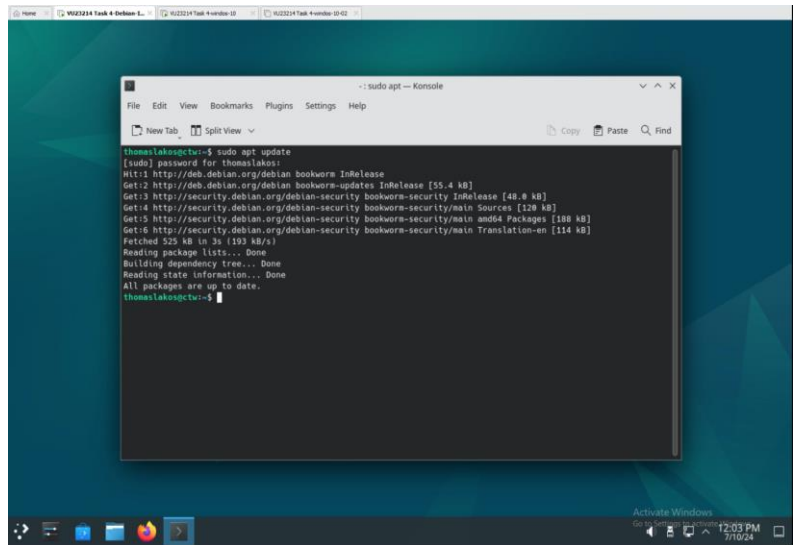


Once you have entered your password and click the enter key the command will be executed.



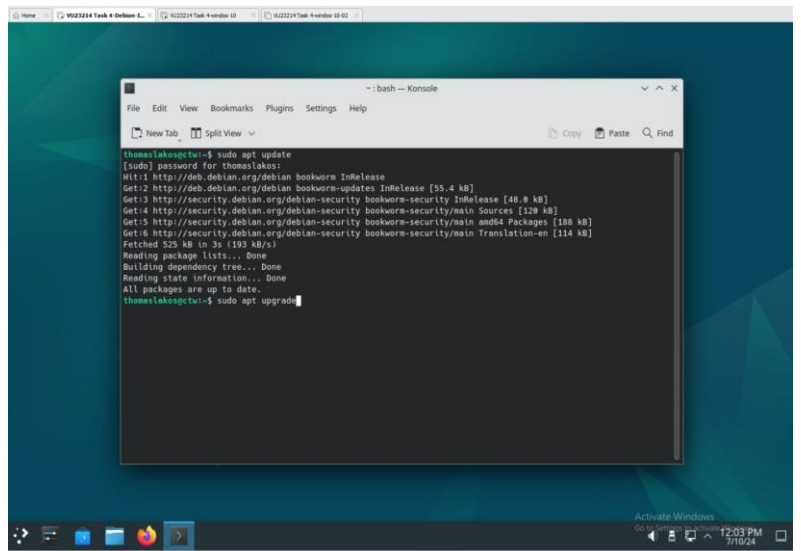
```
thomaslakos@ctw:~$ sudo apt update
[sudo] password for thomaslakos:
Hit:1 http://deb.debian.org/debian bookworm InRelease
Get:2 http://deb.debian.org/debian bookworm-updates InRelease [55.4 kB]
Get:3 http://security.debian.org/debian-security bookworm-security InRelease [48.8 kB]
Get:4 http://security.debian.org/debian-security bookworm-security/main Sources [128 kB]
Get:5 http://security.debian.org/debian-security bookworm-security/main amd64 Packages [188 kB]
Get:6 http://security.debian.org/debian-security bookworm-security/main Translation-en [114 kB]
Fetched 525 kB in 3s (193 kB/s)
Reading package lists... 57%
```

When the command has finished your prompt will show, so during some commands you will be asked if you want to proceed yes or no enter the y to proceed and click enter.



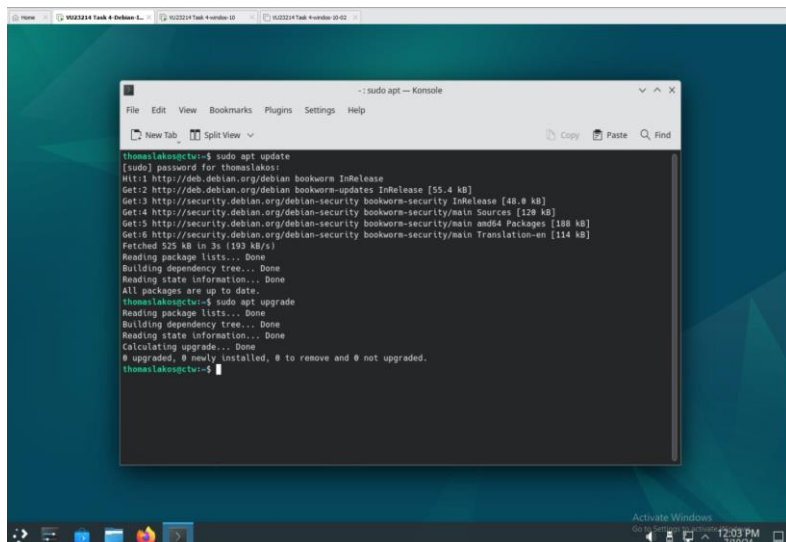
```
thomaslakos@ctw:~$ sudo apt update
[sudo] password for thomaslakos:
Hit:1 http://deb.debian.org/debian bookworm InRelease
Get:2 http://deb.debian.org/debian bookworm-updates InRelease [55.4 kB]
Get:3 http://security.debian.org/debian-security bookworm-security InRelease [48.8 kB]
Get:4 http://security.debian.org/debian-security bookworm-security/main Sources [128 kB]
Get:5 http://security.debian.org/debian-security bookworm-security/main amd64 Packages [188 kB]
Get:6 http://security.debian.org/debian-security bookworm-security/main Translation-en [114 kB]
Fetched 525 kB in 3s (193 kB/s)
Reading package lists... Done
Building dependency tree... Done
Reading state information... Done
All packages are up to date.
thomaslakos@ctw:~$
```

Now you should check for upgrades,
We do this by typing in the following command.
Sudo apt upgrade



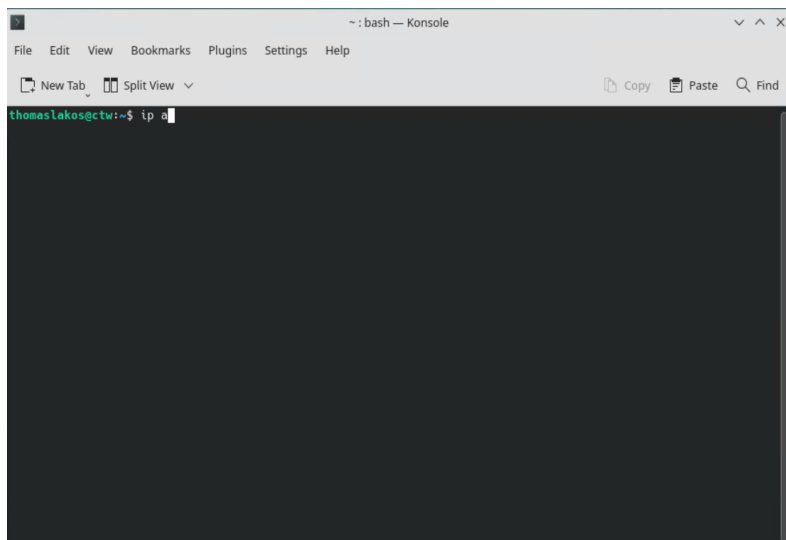
```
thomaslakos@ctw:~$ sudo apt upgrade
[sudo] password for thomaslakos:
Hit:1 http://deb.debian.org/debian bookworm InRelease
Get:2 http://deb.debian.org/debian bookworm-updates InRelease [55.4 kB]
Get:3 http://security.debian.org/debian-security bookworm-security InRelease [48.8 kB]
Get:4 http://security.debian.org/debian-security bookworm-security/main Sources [128 kB]
Get:5 http://security.debian.org/debian-security bookworm-security/main amd64 Packages [188 kB]
Get:6 http://security.debian.org/debian-security bookworm-security/main Translation-en [114 kB]
Fetched 525 kB in 3s (193 kB/s)
Reading package lists... Done
Building dependency tree... Done
Reading state information... Done
All packages are up to date.
thomaslakos@ctw:~$ sudo apt upgrade
```

When the command has finished your prompt will show, so during some commands you will be asked if you want to proceed yes or no enter the y to proceed and click enter.



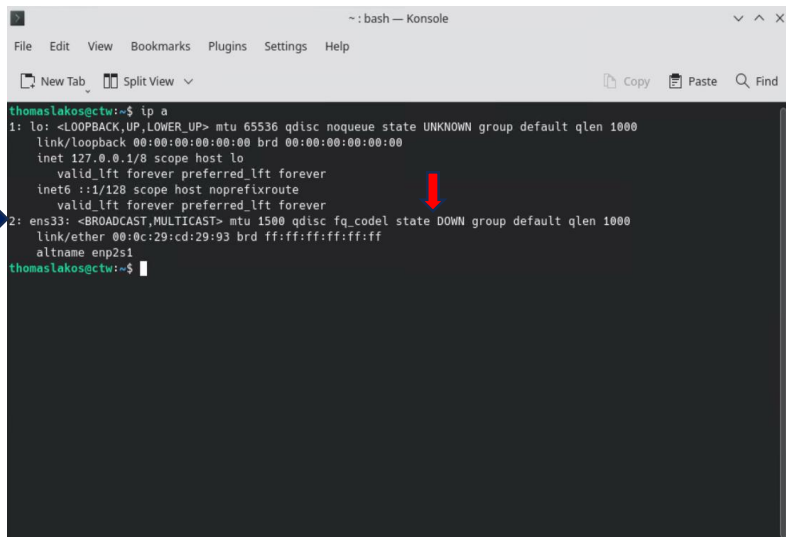
```
thomaslakos@ctw:~$ sudo apt update
[sudo] password for thomaslakos:
Hit:1 http://deb.debian.org/debian bookworm InRelease
Get:2 http://deb.debian.org/debian bookworm-updates InRelease [55.4 kB]
Get:3 http://security.debian.org/debian-security bookworm-security InRelease [48.0 kB]
Get:4 http://security.debian.org/debian-security bookworm-security/main Sources [120 kB]
Get:5 http://security.debian.org/debian-security bookworm-security/main amd64 Packages [110 kB]
Get:6 http://security.debian.org/debian-security bookworm-security/main Translation-en [114 kB]
Fetched 525 kB in 3s (193 kB/s)
Reading package lists... Done
Building dependency tree... Done
Reading state information... Done
All packages are up to date.
thomaslakos@ctw:~$ sudo apt upgrade
Reading package lists... Done
Building dependency tree... Done
Reading state information... Done
Calculating upgrade... Done
0 upgraded, 0 newly installed, 0 to remove and 0 not upgraded.
thomaslakos@ctw:~$
```

To check if you system has a IP assigned you go into terminal and type in ip a and press enter.



```
thomaslakos@ctw:~$ ip a
```

As you see the ens33 is your network card and it is currently down, Normally the state would be up. This is the network card ID. This is the state of the network.

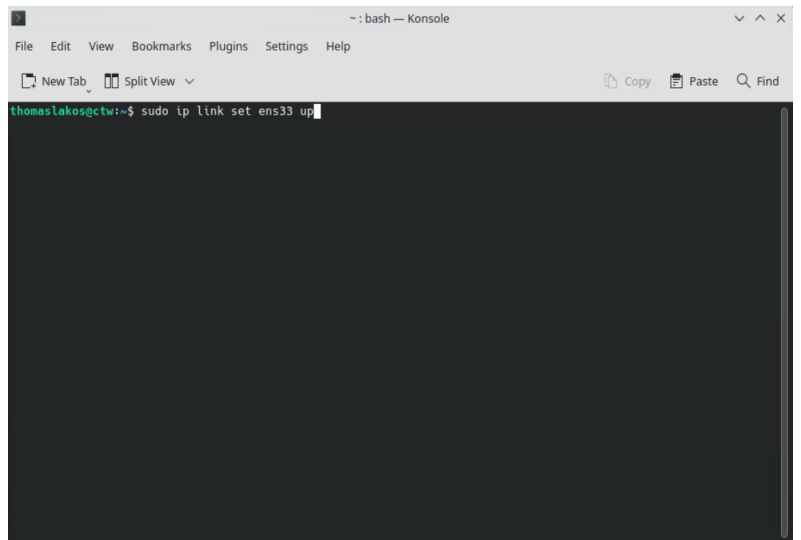


```
thomaslakos@ctw:~$ ip a
1: lo: <LOOPBACK,UP,LOWER_UP> mtu 65536 qdisc noqueue state UNKNOWN group default qlen 1000
    link/loopback 00:00:00:00:00:00 brd 00:00:00:00:00:00
    inet 127.0.0.1/8 scope host lo
        valid_lft forever preferred_lft forever
    inet6 ::1/128 scope host noprefixroute
        valid_lft forever preferred_lft forever
2: ens33: <BROADCAST,MULTICAST> mtu 1500 qdisc fq_codel state DOWN group default qlen 1000
    link/ether 00:0c:29:cd:29:93 brd ff:ff:ff:ff:ff:ff
    altname enp2s1
thomaslakos@ctw:~$
```

To bring the network up you will need to enter the following command.

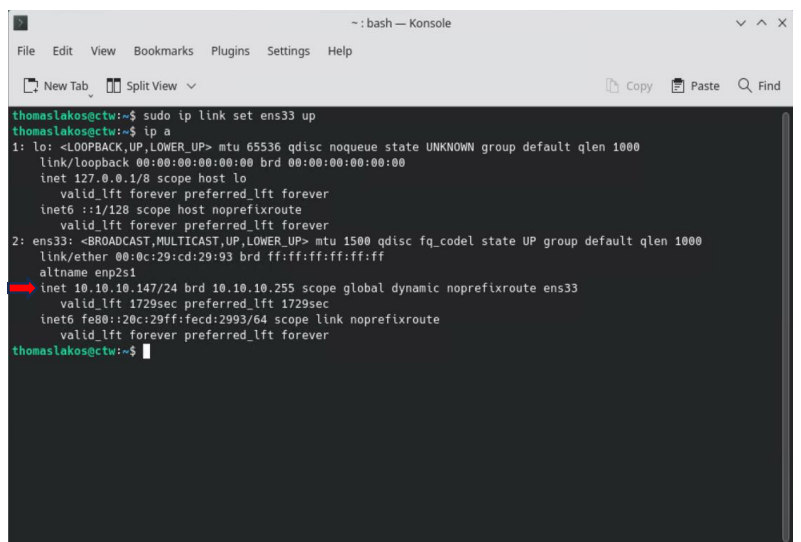
```
sudo ip link set ens33 up
```

- **sudo:** Runs the command with superuser (root) privileges.
- **ip:** The ip command is part of the iproute2 package, and it's used to manage networking, routing, and devices in Linux.
- **link:** Specifies that you are going to work with network interfaces (or links).
- **set:** This keyword is used to modify or configure the state or properties of the specified network interface.
- **ens33:** This is the name of the network interface you want to configure.
- **up:** This tells the system to bring the specified interface



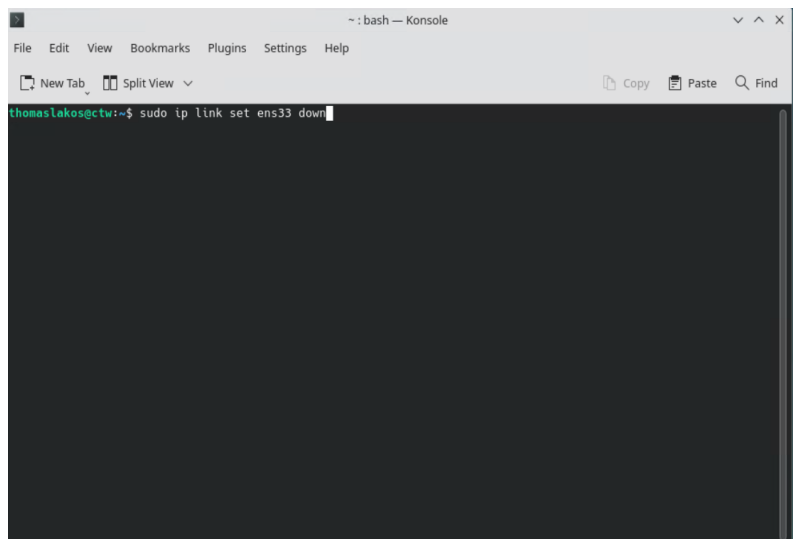
```
thomaslakos@ctw:~$ sudo ip link set ens33 up
```

Now we have enabled the network card we type in ip a to get the system IP. As you can see the system now has an IP.



```
thomaslakos@ctw:~$ sudo ip link set ens33 up
thomaslakos@ctw:~$ ip a
1: lo: <LOOPBACK,UP,LOWER_UP> mtu 65536 qdisc noqueue state UNKNOWN group default qlen 1000
    link/loopback 00:00:00:00:00:00 brd 00:00:00:00:00:00
    inet 127.0.0.1/8 scope host lo
        valid_lft forever preferred_lft forever
    inet6 ::1/128 scope host noprefixroute
        valid_lft forever preferred_lft forever
2: ens33: <BROADCAST,MULTICAST,UP,LOWER_UP> mtu 1500 qdisc fq_codel state UP group default qlen 1000
    link/ether 00:0c:29:cd:29:93 brd ff:ff:ff:ff:ff:ff
    altname enp2s1
    inet 10.10.147.24/24 brd 10.10.10.255 scope global dynamic noprefixroute ens33
        valid_lft 1729sec preferred_lft 1729sec
    inet6 fe80::20c:29ff:fedc:2993/64 scope link noprefixroute
        valid_lft forever preferred_lft forever
thomaslakos@ctw:~$
```

If you need to bring the network interface, down use the command
sudo ip link set ens33 down
This will set the network card to a state of down.

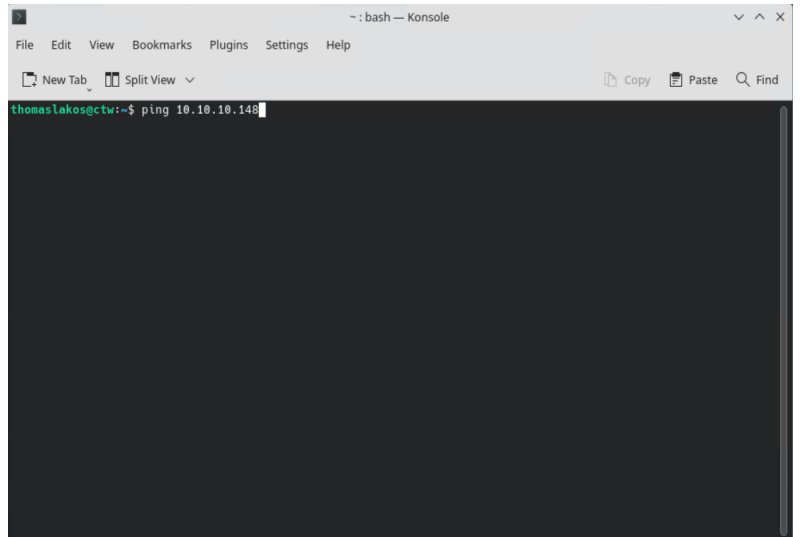


```
thomaslakos@ctw:~$ sudo ip link set ens33 down
```

To test the network connectivity, we use the ping command, to do this in we need to either get an IP address from another device on our network.

For this I will use 10.10.10.148 which in a windows 10 system on the network.

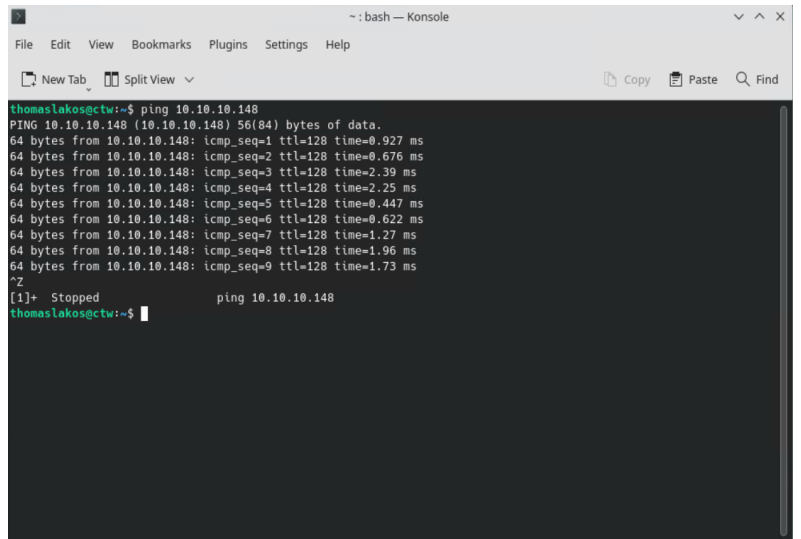
In the terminal box we type in: ping 10.10.10.148 and press enter.



```
thomaslakos@ctw:~$ ping 10.10.10.148
```

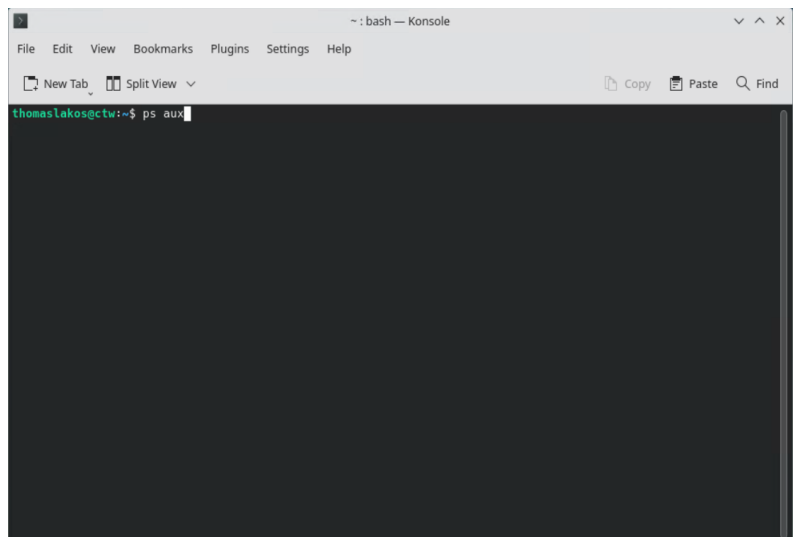
Once you have pressed enter if your system can ping that IP you will see a reply from the windows system. If you do not get a reply, you have network issues, contact technical support.

Unlike windows the only sends four requests linux will keep sending requests until you stop it to stop this press down your CTRL + Z keys.



```
thomaslakos@ctw:~$ ping 10.10.10.148
PING 10.10.10.148 (10.10.10.148) 56(84) bytes of data:
64 bytes from 10.10.10.148: icmp_seq=1 ttl=128 time=0.927 ms
64 bytes from 10.10.10.148: icmp_seq=2 ttl=128 time=0.676 ms
64 bytes from 10.10.10.148: icmp_seq=3 ttl=128 time=2.39 ms
64 bytes from 10.10.10.148: icmp_seq=4 ttl=128 time=2.25 ms
64 bytes from 10.10.10.148: icmp_seq=5 ttl=128 time=0.447 ms
64 bytes from 10.10.10.148: icmp_seq=6 ttl=128 time=0.622 ms
64 bytes from 10.10.10.148: icmp_seq=7 ttl=128 time=1.27 ms
64 bytes from 10.10.10.148: icmp_seq=8 ttl=128 time=1.96 ms
64 bytes from 10.10.10.148: icmp_seq=9 ttl=128 time=1.73 ms
^Z
[1]+  Stopped                  ping 10.10.10.148
thomaslakos@ctw:~$
```

Next we will check what processes are currently running on the Debian system. There are two ways to do this the first way is to use this command: ps aux
press the enter key.



```
thomaslakos@ctw:~$ ps aux
```

When you have run this command, you will see a list of the running process.

```
thomaslakos@ctw:~$ ps aux
USER      PID %CPU %MEM    VSZ   RSS TTY      STAT START   TIME COMMAND
root         1  0.1  0.1 167772 12332 ?        Ss   09:37   0:02 /sbin/init
root         2  0.0  0.0     0     0 ?        S    09:37   0:00 [kthreadd]
root         3  0.0  0.0     0     0 ?        I<   09:37   0:00 [rcu_gp]
root         4  0.0  0.0     0     0 ?        I<   09:37   0:00 [rcu_par_gp]
root         5  0.0  0.0     0     0 ?        I<   09:37   0:00 [slub_flushwq]
root         6  0.0  0.0     0     0 ?        I<   09:37   0:00 [netns]
root         7  0.0  0.0     0     0 ?        I    09:37   0:01 [kworker/0:0-cgroup_destroy]
root         8  0.0  0.0     0     0 ?        I<   09:37   0:00 [kworker/0:0H-events_highpri]
root        10  0.0  0.0     0     0 ?        I<   09:37   0:00 [mm_percpu_wq]
root        11  0.0  0.0     0     0 ?        I    09:37   0:00 [rcu_tasks_kthread]
root        12  0.0  0.0     0     0 ?        I    09:37   0:00 [rcu_tasks_rude_kthread]
root        13  0.0  0.0     0     0 ?        I    09:37   0:00 [rcu_tasks_trace_kthread]
root        14  0.0  0.0     0     0 ?        S    09:37   0:00 [ksoftirqd/0]
root        15  0.0  0.0     0     0 ?        I    09:37   0:01 [rcu_preempt]
root        16  0.0  0.0     0     0 ?        S    09:37   0:00 [migration/0]
root        18  0.0  0.0     0     0 ?        S    09:37   0:00 [cpuhp/0]
root        19  0.0  0.0     0     0 ?        S    09:37   0:00 [cpuhp/1]
root        20  0.0  0.0     0     0 ?        S    09:37   0:00 [migration/1]
root        21  0.0  0.0     0     0 ?        S    09:37   0:00 [ksoftirqd/1]
root        22  0.0  0.0     0     0 ?        I    09:37   0:01 [kworker/1:0-events_freezable_power_]
root        23  0.0  0.0     0     0 ?        I<   09:37   0:00 [kworker/1:0H-events_highpri]
root        24  0.0  0.0     0     0 ?        S    09:37   0:00 [cpuhp/2]
root        25  0.0  0.0     0     0 ?        S    09:37   0:00 [migration/2]
root        26  0.0  0.0     0     0 ?        S    09:37   0:00 [ksoftirqd/2]
root        27  0.0  0.0     0     0 ?        I    09:37   0:00 [kworker/2:0-rcu_par_gp]
root        28  0.0  0.0     0     0 ?        I<   09:37   0:00 [kworker/2:0H-events_highpri]
```

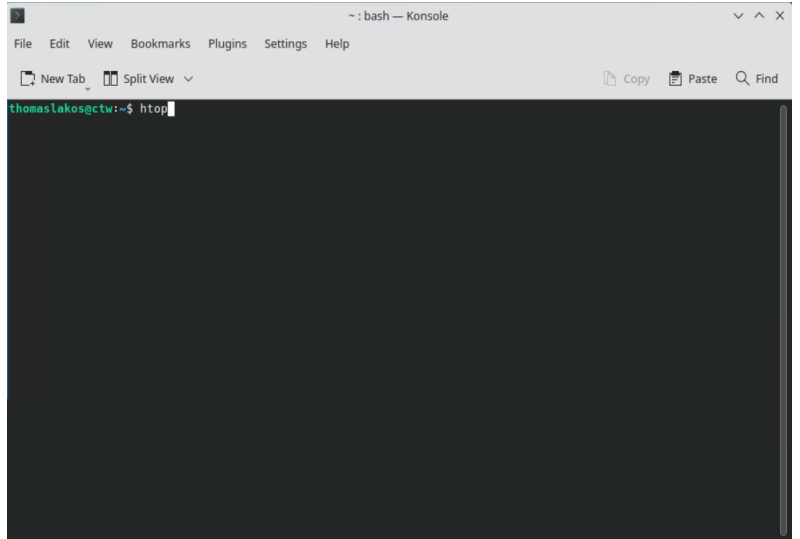
The second way is to install a package called htop. To do this enter the following command:
sudo apt install htop

```
thomaslakos@ctw:~$ sudo apt install htop
```

This should be the screen you see after the installation of htop.

```
thomaslakos@ctw:~$ sudo apt install htop
[sudo] password for thomaslakos:
Reading package lists... Done
Building dependency tree... Done
Reading state information... Done
htop is already the newest version (3.2.2-2).
0 upgraded, 0 newly installed, 0 to remove and 0 not upgraded.
thomaslakos@ctw:~$
```

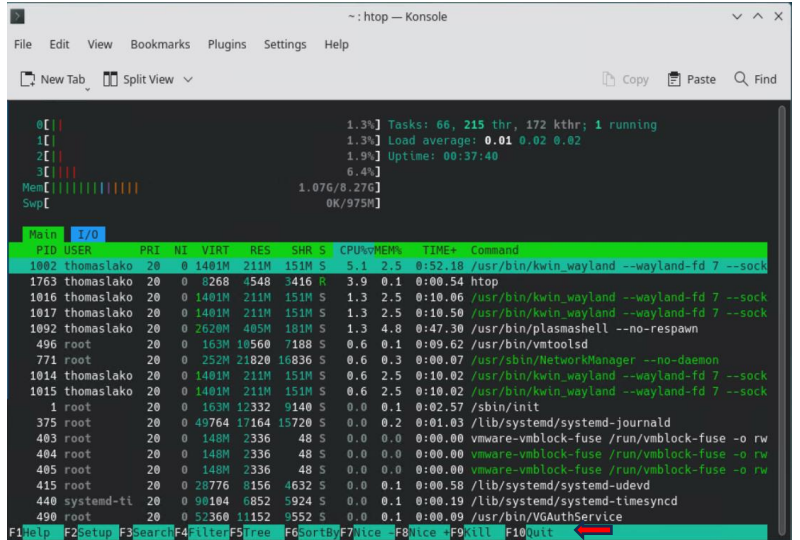
To run htop simply type in the following command: htop and then press the enter key.



```
thomaslakos@ctw:~$ htop
```

This is a live view of the processors currently running on your system. Take note of the function command keys down the bottom.

To close htop simply press the F10 key.

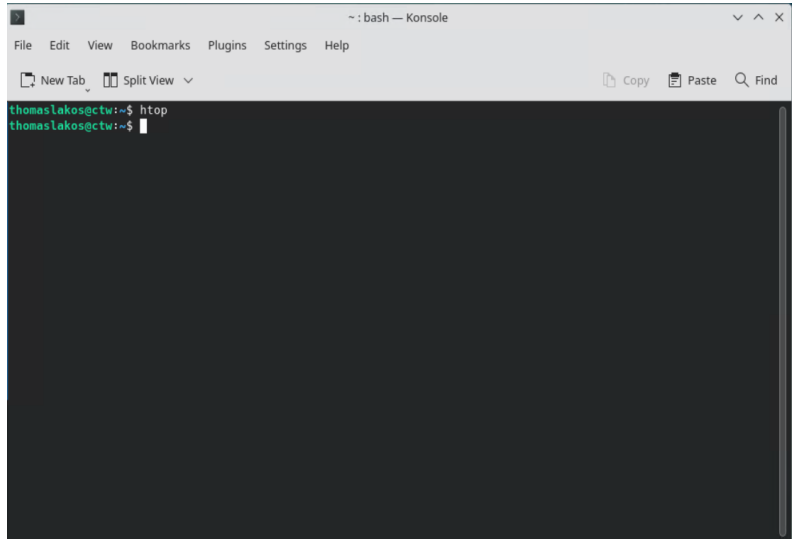


```
0 [ | 1.3% Tasks: 66, 215 thr, 172 kthr; 1 running
1 [ | 1.3% Load average: 0.01 0.02 0.02
2 [ | 1.9% Uptime: 00:37:40
3 [ | 6.4%
Mem [ | 1.07G/0.27G
Swp [ | 0K/975M

Main I/O
PID USER PRI NI VIRT RES SHR S CPU%MEM% TIME+ Command
1892 thomaslako 20 0 1481M 211M 151M S 5.1 2.5 0:52.10 /usr/bin/kwin_wayland --wayland-fd 7 --sock
1763 thomaslako 20 0 8268 4548 3416 R 3.9 0.1 0:00.54 htop
1816 thomaslako 20 0 1481M 211M 151M S 1.3 2.5 0:10.06 /usr/bin/kwin_wayland --wayland-fd 7 --sock
1817 thomaslako 20 0 1481M 211M 151M S 1.3 2.5 0:10.50 /usr/bin/kwin_wayland --wayland-fd 7 --sock
1892 thomaslako 20 0 2620M 485M 181M S 1.3 4.8 0:47.30 /usr/bin/plasmashell --no-respawn
496 root 20 0 163M 10560 7188 S 0.6 0.1 0:09.62 /usr/bin/vmtoolsd
771 root 20 0 252M 21820 16836 S 0.6 0.3 0:00.07 /usr/sbin/NetworkManager --no-daemon
1814 thomaslako 20 0 1481M 211M 151M S 0.6 2.5 0:10.02 /usr/bin/kwin_wayland --wayland-fd 7 --sock
1815 thomaslako 20 0 1481M 211M 151M S 0.6 2.5 0:10.02 /usr/bin/kwin_wayland --wayland-fd 7 --sock
1 root 20 0 163M 12332 9140 S 0.0 0.1 0:02.57 /sbin/init
375 root 20 0 49764 17164 15720 S 0.0 0.2 0:01.03 /lib/systemd/systemd-journald
403 root 20 0 148M 2336 48 S 0.0 0.0 0:00.00 vmware-vmblock-fuse /run/vmblock-fuse -o rw
404 root 20 0 148M 2336 48 S 0.0 0.0 0:00.00 vmware-vmblock-fuse /run/vmblock-fuse -o rw
405 root 20 0 148M 2336 48 S 0.0 0.0 0:00.00 vmware-vmblock-fuse /run/vmblock-fuse -o rw
415 root 20 0 28776 8156 4632 S 0.0 0.1 0:00.58 /lib/systemd/systemd-udev
440 systemd-ti 20 0 90184 6852 5924 S 0.0 0.1 0:00.19 /lib/systemd/systemd-timesyncd
490 root 20 0 52360 11152 9552 S 0.0 0.1 0:00.09 /usr/bin/VGAuthService

F1Help F2Setup F3Search F4Filter F5Tree F6SortBy F7Nice F8Nice + F9Kill F10Quit
```

As you can see after pressing the F10 key the htop has closed down now you can close down the terminal box.



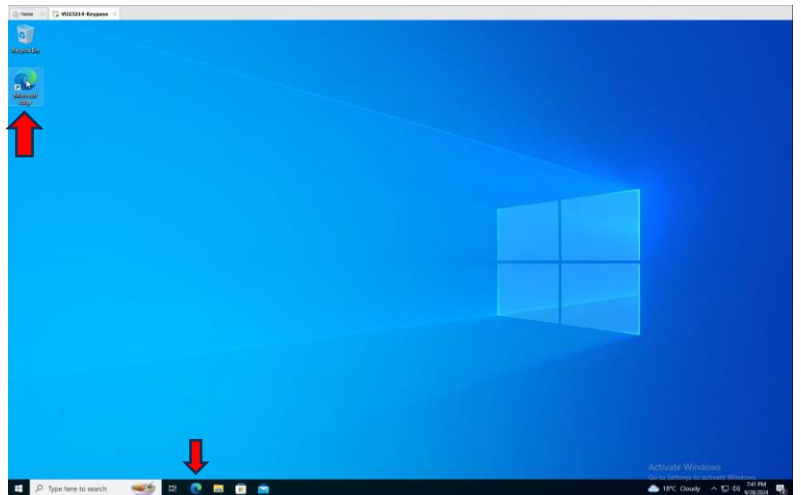
```
thomaslakos@ctw:~$ htop
thomaslakos@ctw:~$
```

Keepass Installation and configuration:

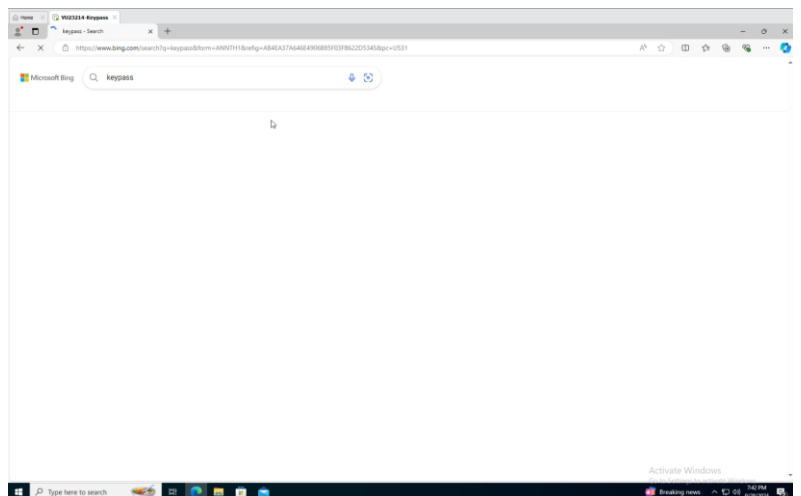
You need to memorize a lot of passwords these days. Numerous websites, e-mail accounts, web servers, network logins, and other accounts require passwords. There is an infinite list. Additionally, you should use a unique password for every account you have because if you use the same password everywhere and someone manages to figure out what it is, you may be in trouble because the thief would be able to access all of your accounts.

A free, open-source password organizer called KeePass aids in the safe management of your passwords. All of your passwords can be kept in one master key-locked database. Thus, to unlock the entire database, you only need to remember one master key. The finest and most secure encryption techniques available today are used to encrypt database files (AES-256, ChaCha20, and Twofish). See the features page for further details.

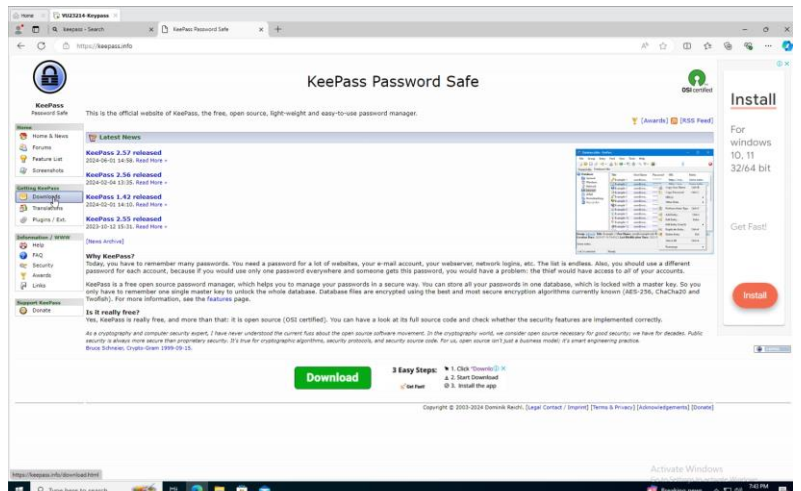
Open your web browser.



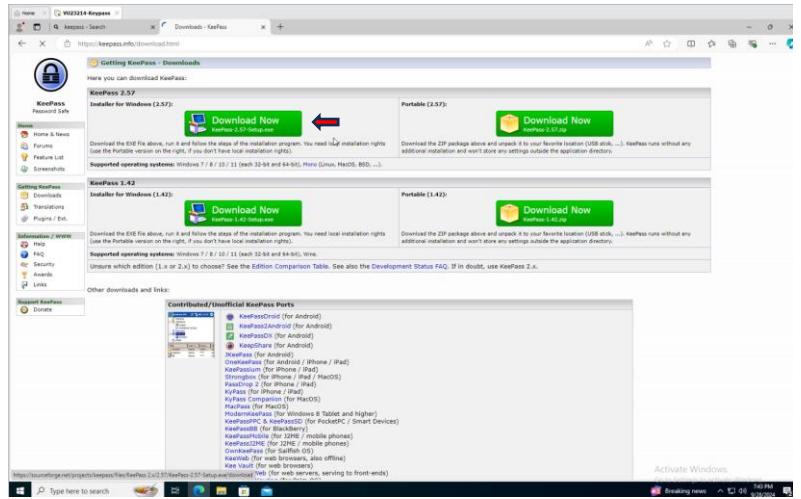
Do a search for keepass.
(Or go to <https://Keepass.info>)



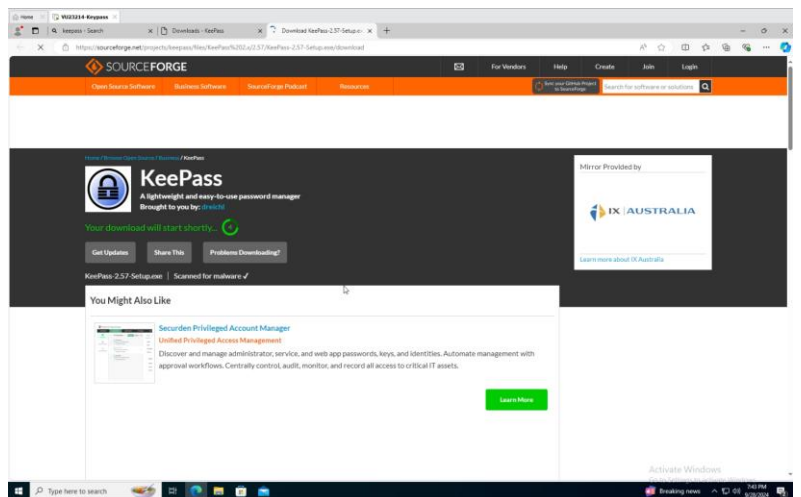
Click on the Downloads button.



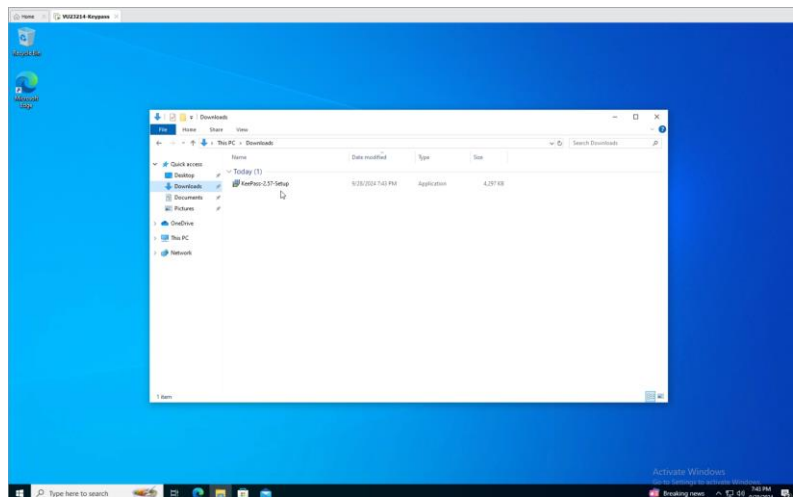
Click the download button for the portable or installer.
(We will use the installer)



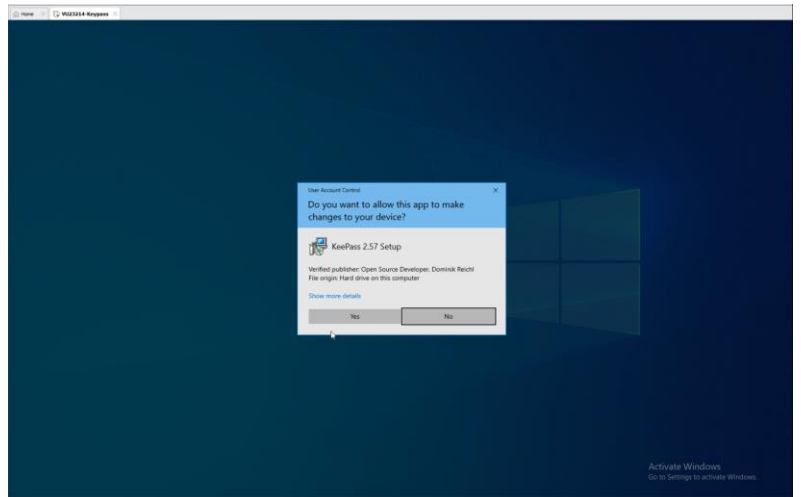
This will send you to a secondary site where you will automatically download the software..



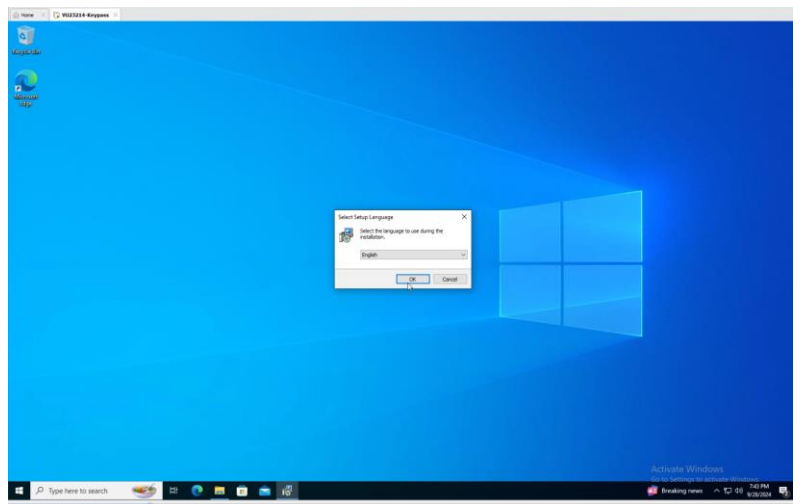
Open the file explorer and click on the downloads folder on the left side.
(Double left click the keepaas.exe)



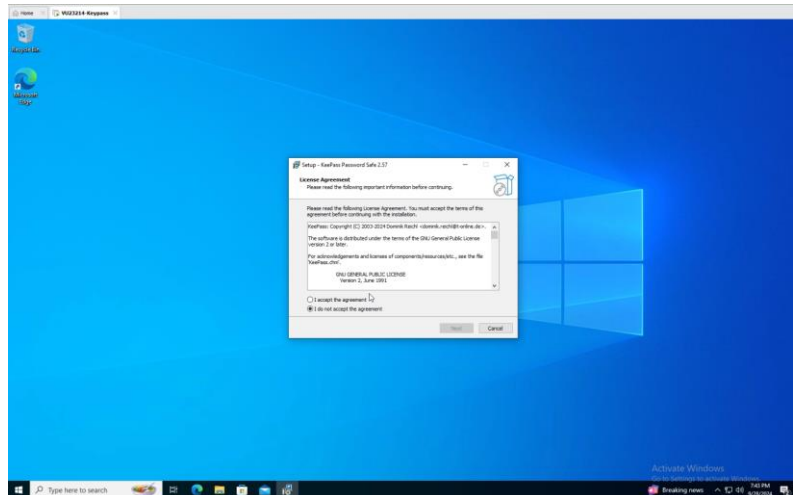
Click yes on the UAC box to allow the install.



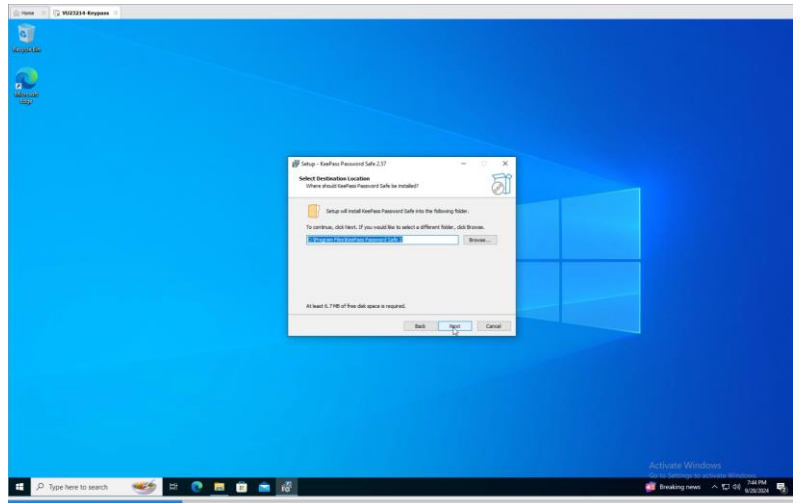
Select your language and click ok to start the installation.



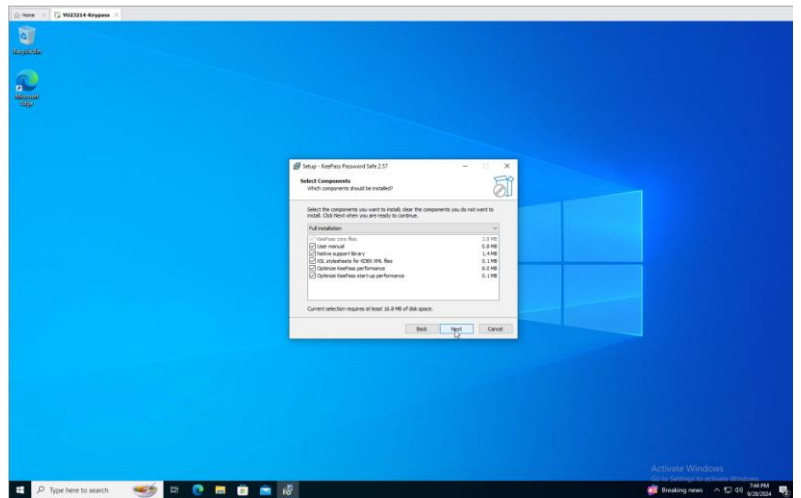
Read the License agreement and select I accept, then click next.
(If you do not accept it will not proceed any further)



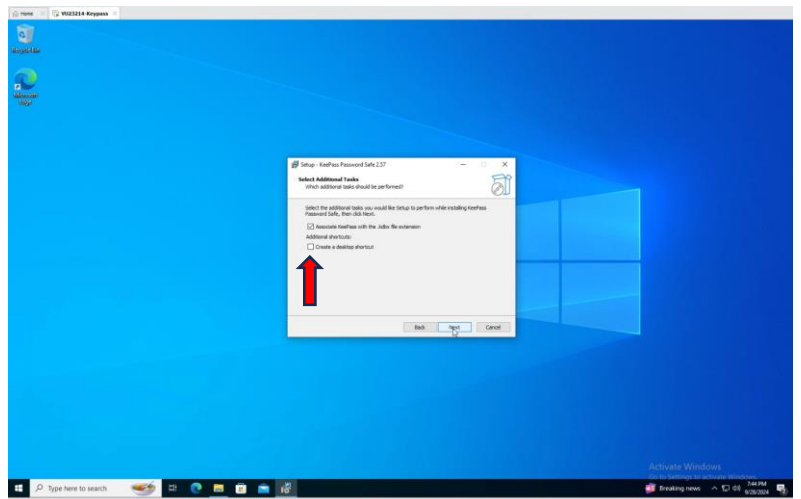
Leave default or select a directory where to install the program.



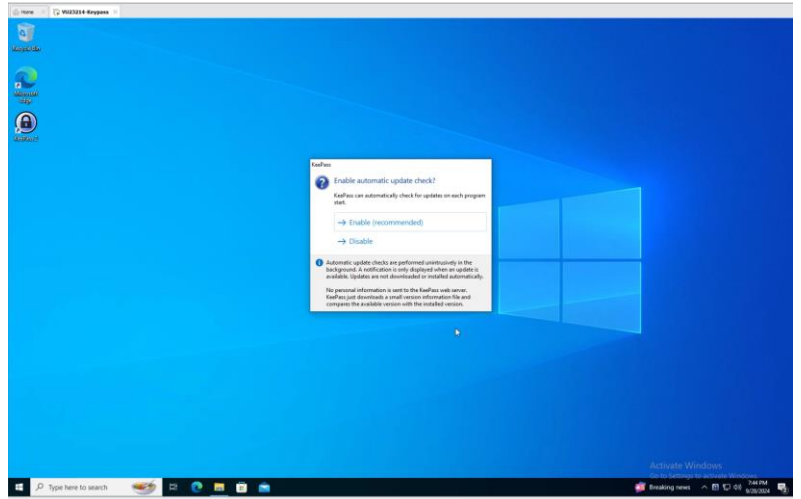
Select program extras by putting a tick or unticking next to the extras.



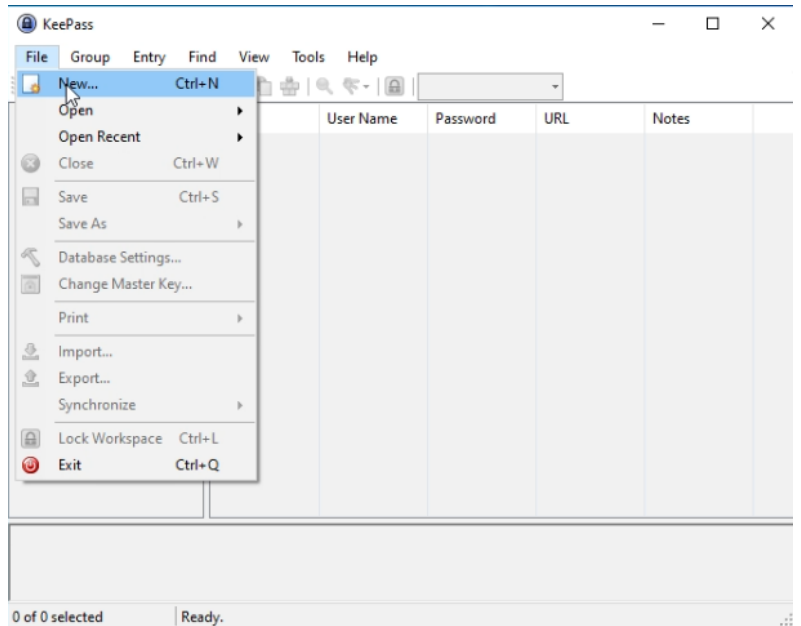
Tick both boxes and click next.



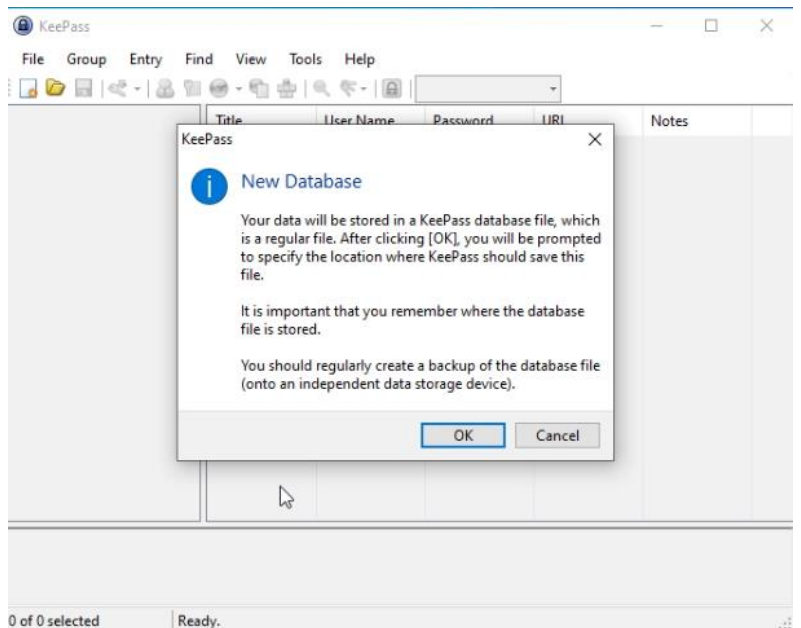
Enable or disable automatic updates.
(This is a personal choice we recommend enable)



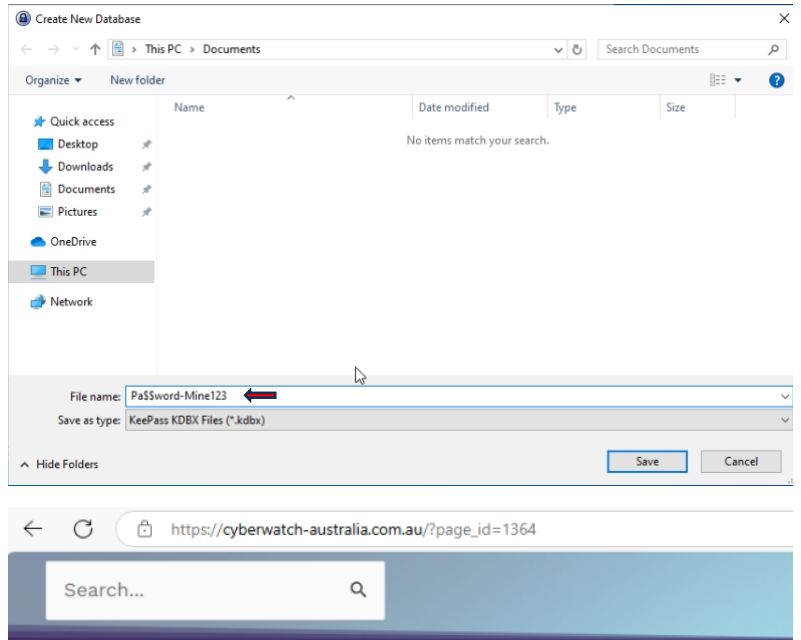
Build the password database, click on file then new.



Click ok on the warning box.



Give the database a file name and click save



The more secure alternative to passwords are called passphrases. Passphrases make them more difficult to guess but simpler to recall. Use

We advise people to use a passphrase Generator for the next step.
(Copy and store your passphrase in a safe location)

Passphrase Generator

Number of Words:	<input type="text" value="3"/>
Number of Numbers:	<input type="text" value="3"/>
Number of Special Characters:	<input type="text" value="3"/>
&7~0adult3Law%Excitement	
<input type="button" value="Generate Passphrase"/>	<input type="button" value="Copy Passphrase"/>

Enter a password and the password meter will show the password strength if it is not 100% you can't click ok. Click ok when done.

Create Master Key
C:\Users\ictadmin\Documents\Pa\$\$word-Mine 123.kdbx

Specify a new master key, which will be used to encrypt the database.
A master key consists of one or more of the following components. All components that you specify will be required to open the database. If you lose one component, you will not be able to open the database anymore.

Master password: [password field] [strength indicator]

Repeat password: [password field]

Estimated quality: 115 bits 24 ch.

Show expert options:

Help OK Cancel

Add a database name and user and then click ok.

Configure New Database
C:\Users\ictadmin\Documents\Pa\$\$word-Mine 123.kdbx

Database Settings

General Security Compression Recycle Bin Advanced

Database name: VU23214

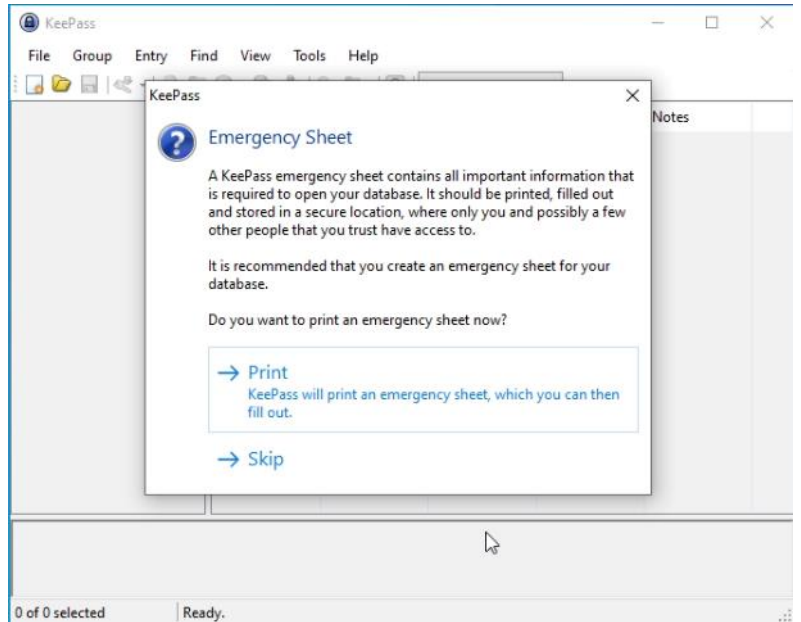
Database description:
Enter a short description of the database or leave it empty.

Default user name for new entries: Student

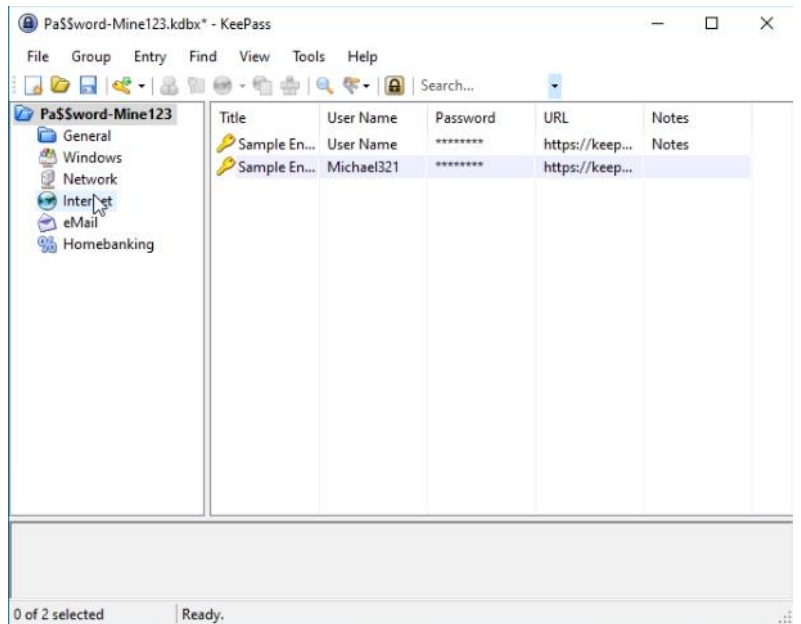
Custom database color:

Help OK Cancel

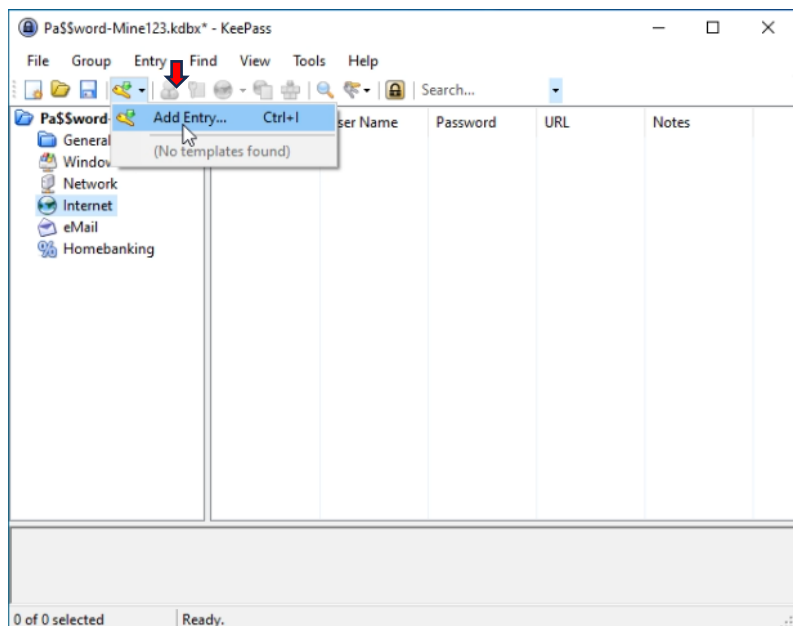
Print or skip the emergency print out sheet for your information.



Add login information for a website by going to the left panel and selecting internet.



Then click on add entry



Fill in all the fields with red arrows.
(You can add an expiry date if you wish)

The screenshot shows the 'Add Entry' dialog box with the 'General' tab selected. The fields are filled as follows: Title: Student; User name: Student; Password: masked with dots; Repeat: masked with dots; Quality: 115 bits; URL: https://www.tastafe.tas.edu.au; Notes: My login for tastafe; Expires: 9/28/2024 12:00:00 AM. Red arrows point to the Title, User name, Password, Repeat, URL, and Notes fields. The OK button is highlighted.

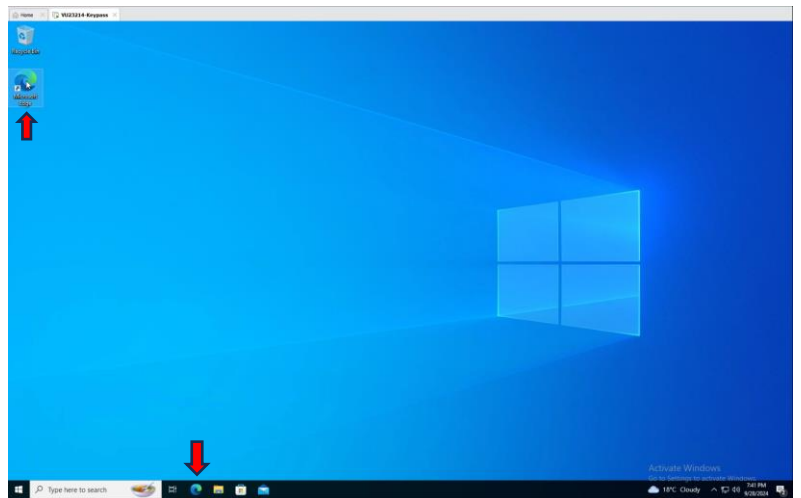
Select the Auto-Type tab and enable it and then click ok.

The screenshot shows the 'Add Entry' dialog box with the 'Auto-Type' tab selected. The 'Enable auto-type for this entry' checkbox is checked. The 'Inherit default auto-type sequence from group' radio button is selected. The 'Override default sequence' radio button is unselected, and the sequence field contains {USERNAME}{TAB}{PASSWORD}{ENTER}. The 'Use custom sequences for specific windows' section is empty. The 'Two-channel auto-type obfuscation' checkbox is unselected. The OK button is highlighted.

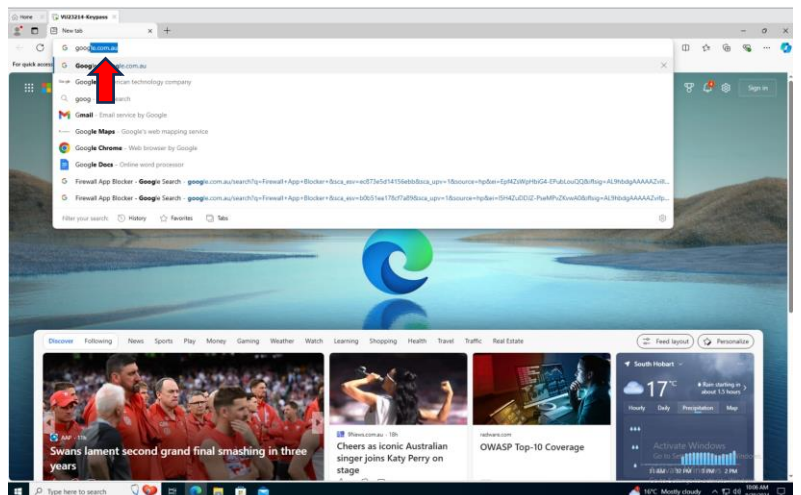
Firewall App Blocker:

The default Rules of Windows Firewall are not altered by Firewall App Blocker. It is possible for third-party security software or firewalls, such as Avast, to disable your Windows firewall. You can manually disable the rules for Ms Edge and related Microsoft products in the advanced Windows firewall settings if you do not want them to access the Internet in White List mode. Only when your Windows Firewall is turned on can Firewall App Blocker function as intended.

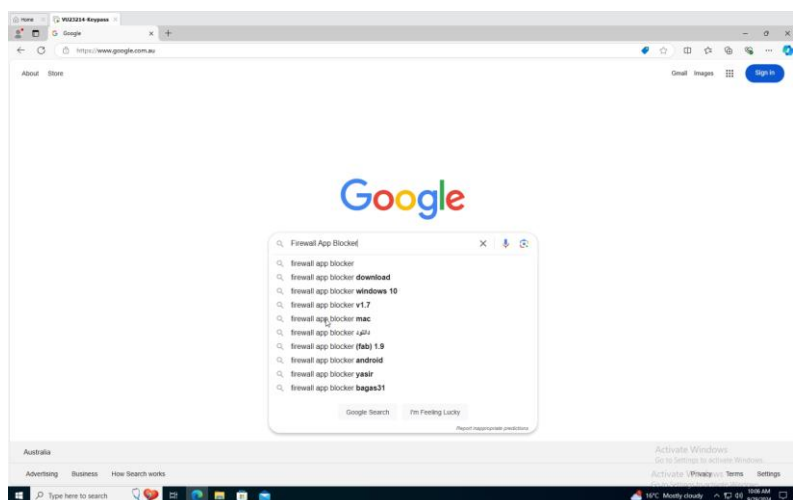
Open your web browser.



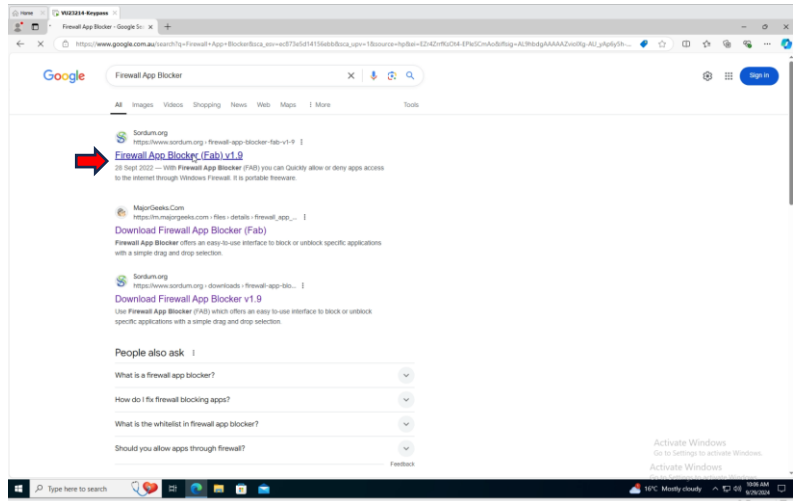
In the address bar type in google.com.
(Ot click this link google.com.au)



Do a search for Firewall App Blocker.



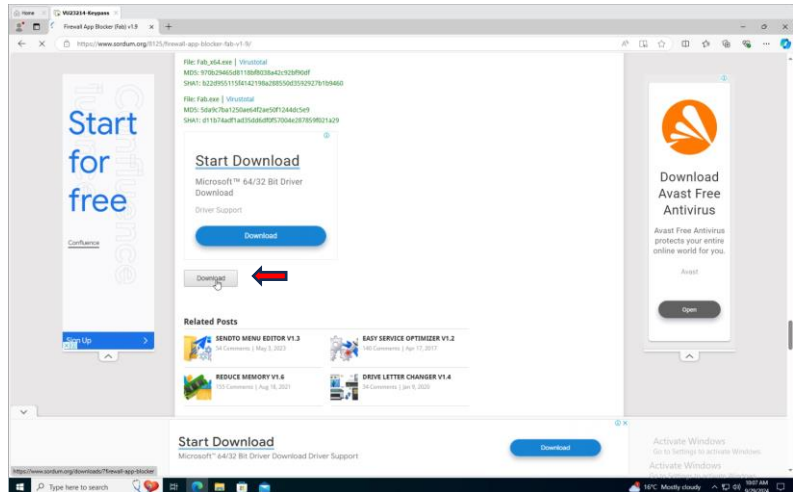
Do a search for Firewall App Blocker click the top link.
(Or go to <https://www.sordum.org/8125/firewall-app-blocker-fab-v1-9/>)



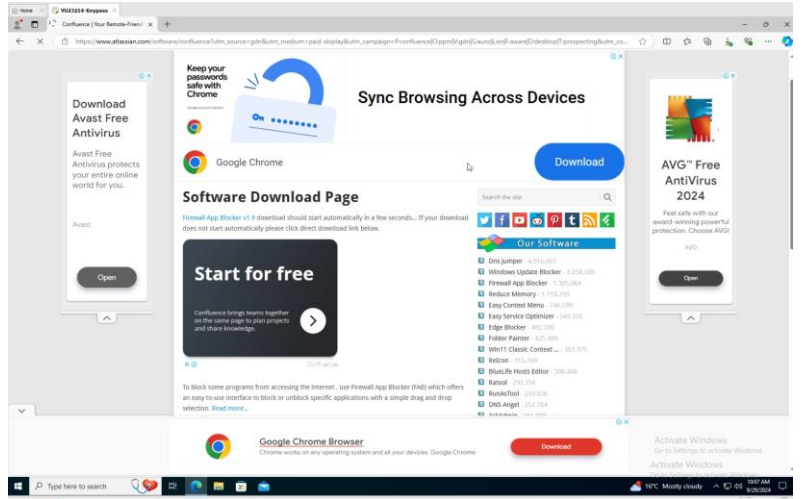
This is the homepage.



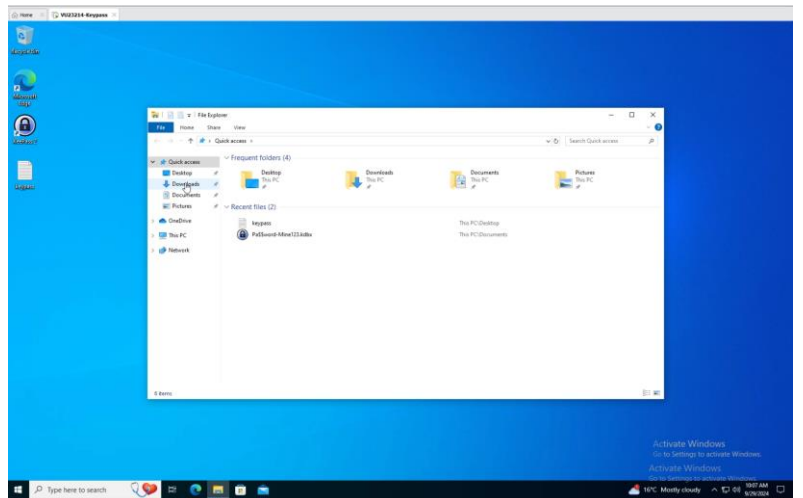
Scroll down the page until you see the download now button in grey and click on it.



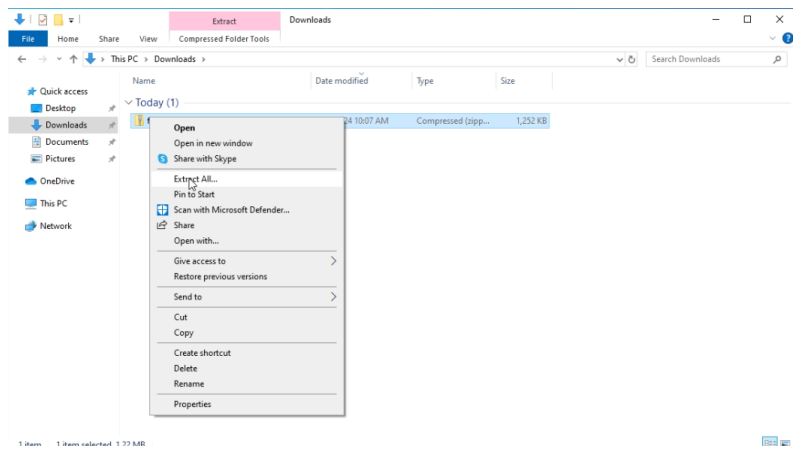
You will be redirected to another page and the download will start automatically.



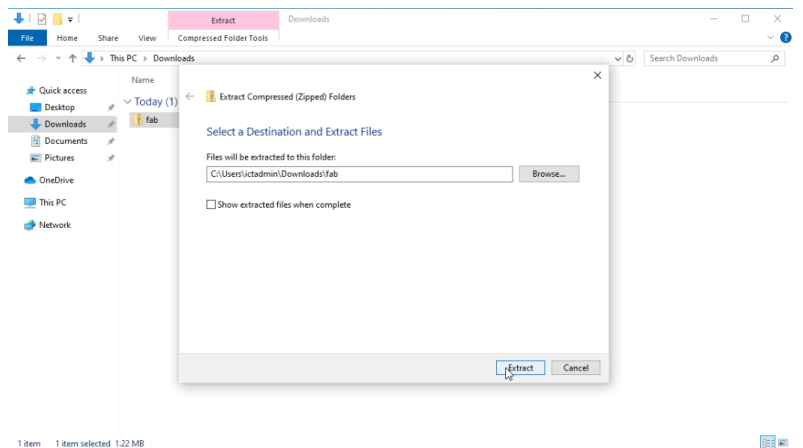
Open the file explorer and click on the downloads folder on the left side.



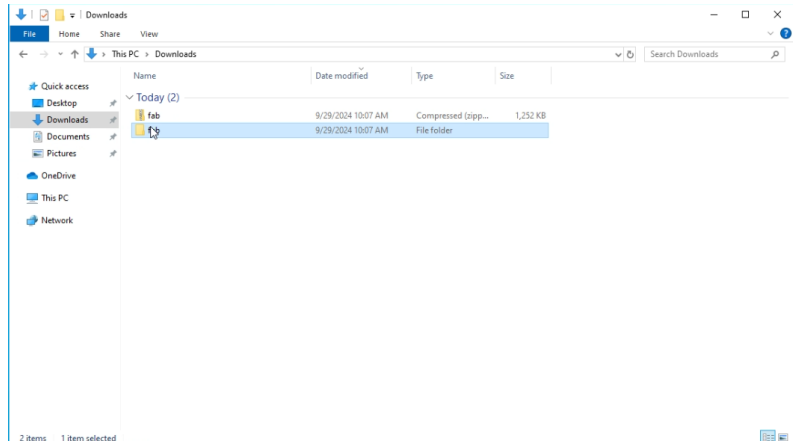
Right click the file and go to extract all.



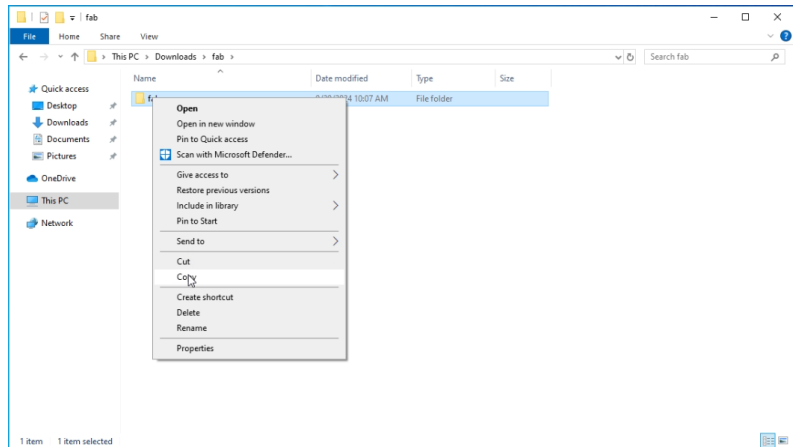
In this dialog box you can select show extracted files when completed, then click the extract button.
(I normally untick it)



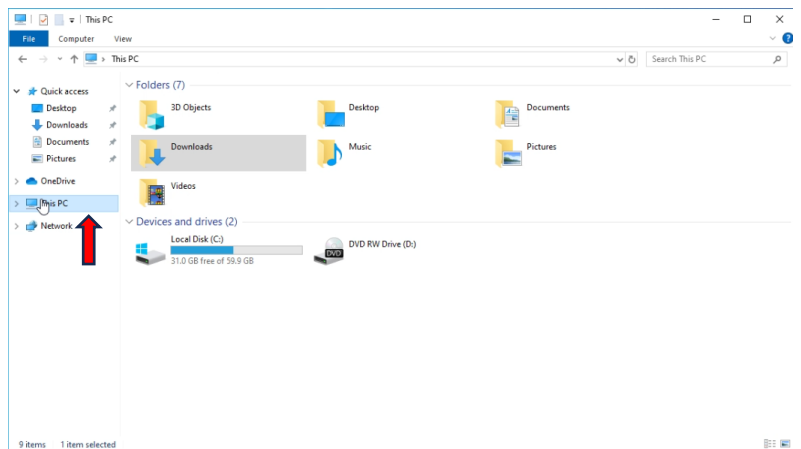
When extracted open the unzipped file.



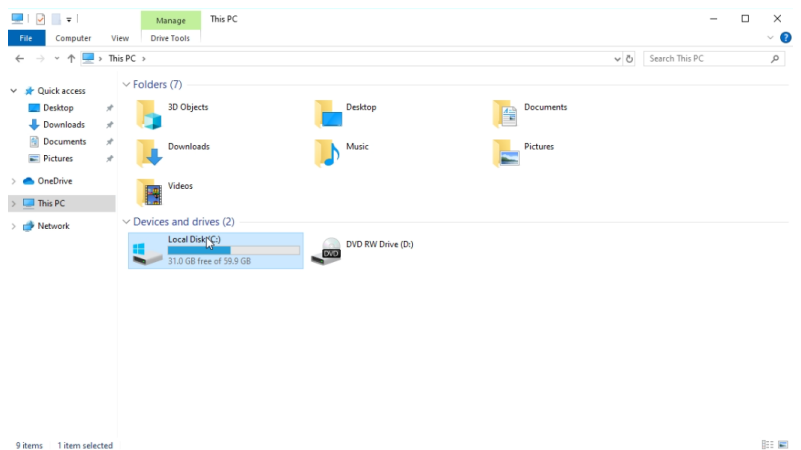
Inside you will see a fab folder, right click it and copy this folder.



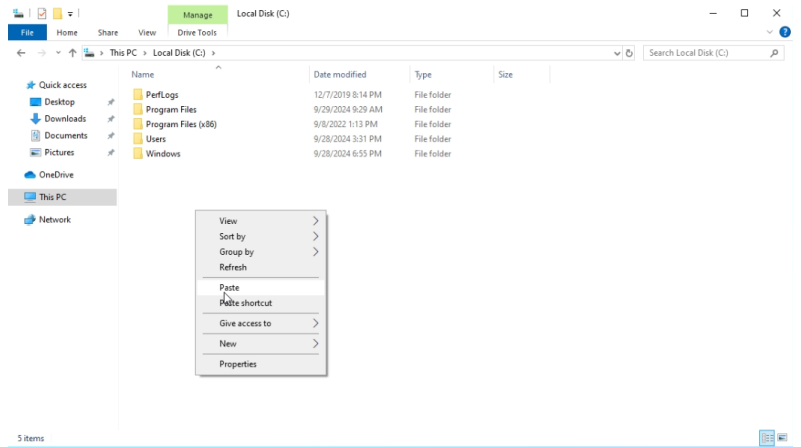
Click on this PC in the left menu.



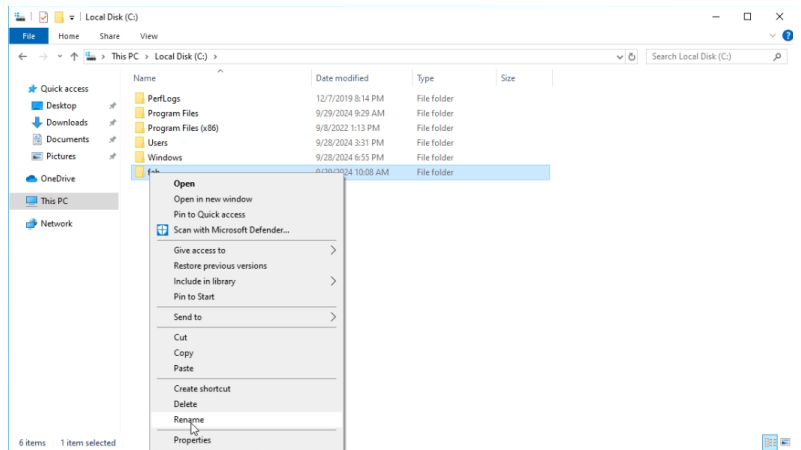
Double left click on the C drive to open it.



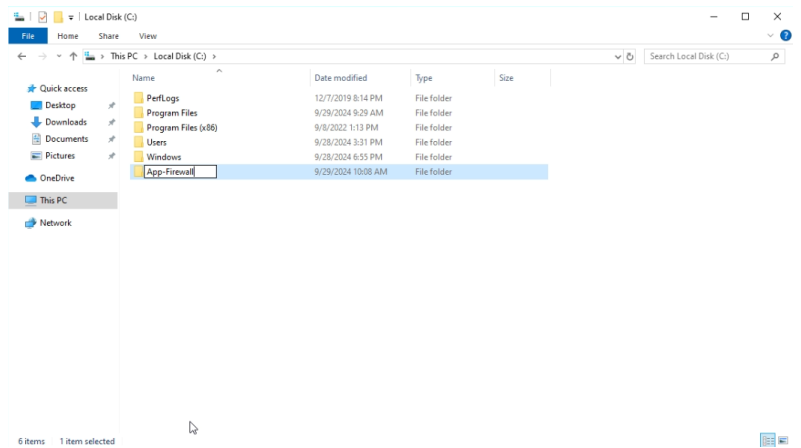
Paste the folder into this drive.



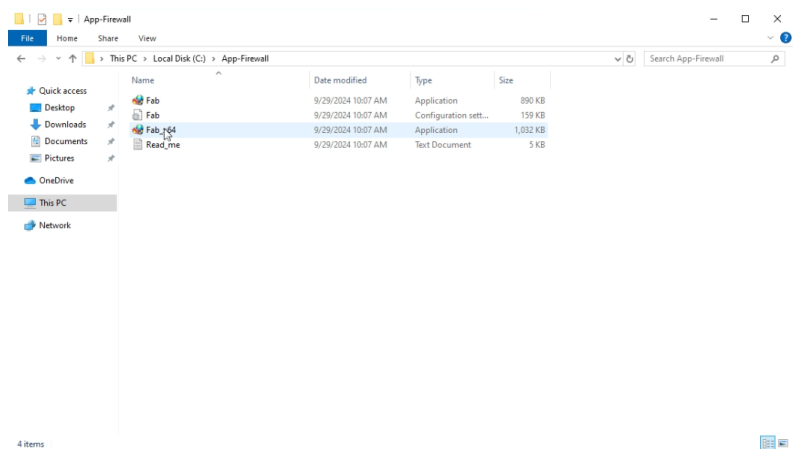
Rename the folder.
(you don't have to rename it if you don't want to)



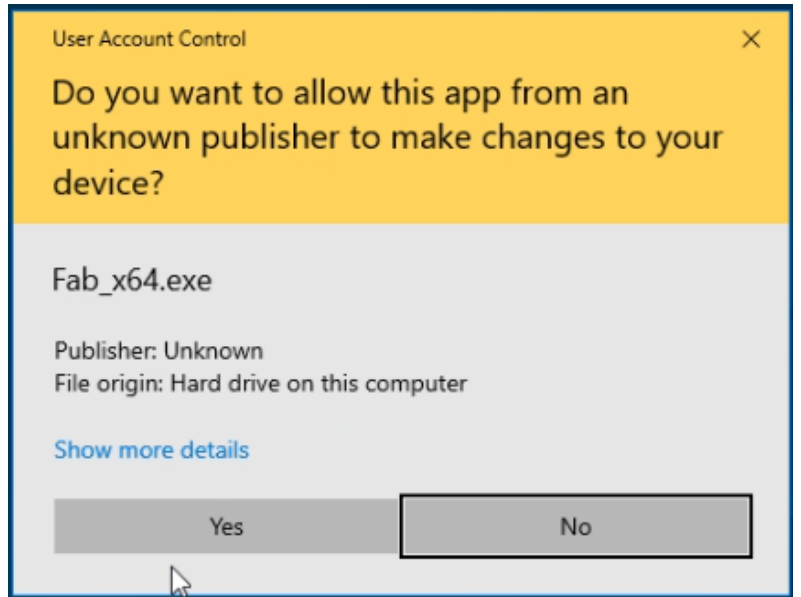
I use App-firewall.
(This is a personal choice what you name it)



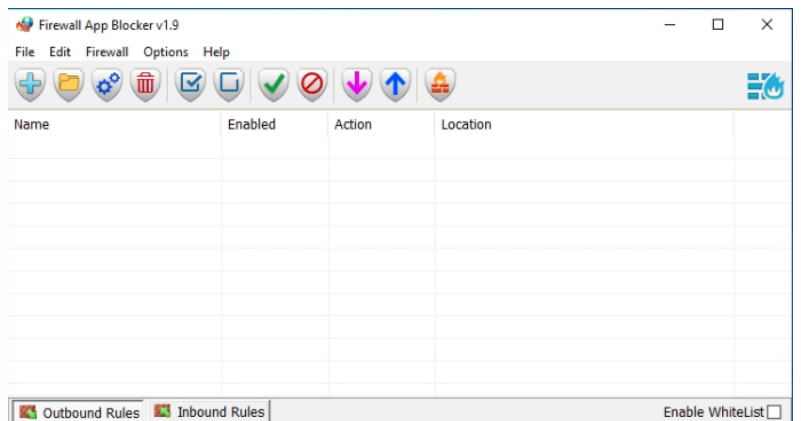
Open the folder and select either 32Bit or 64Bit application.
(I used the 64Bit application)



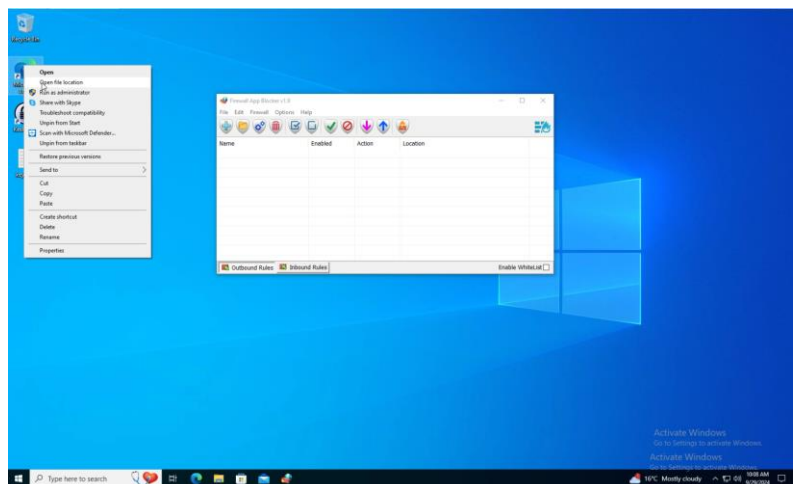
Click yes on the UAC box to allow the application.



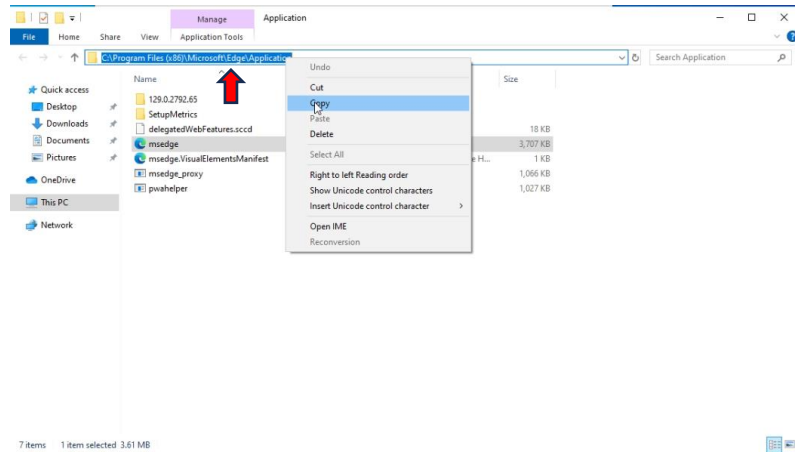
The application is now open.



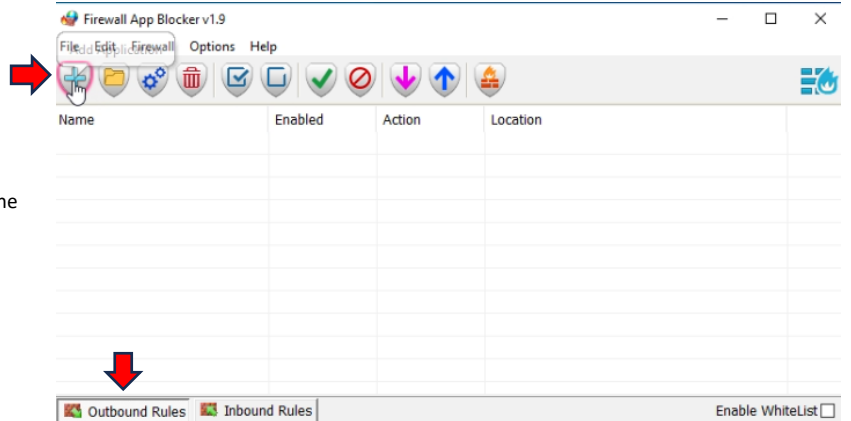
Now right click on the Microsoft edge shortcut and select open file location and click it.



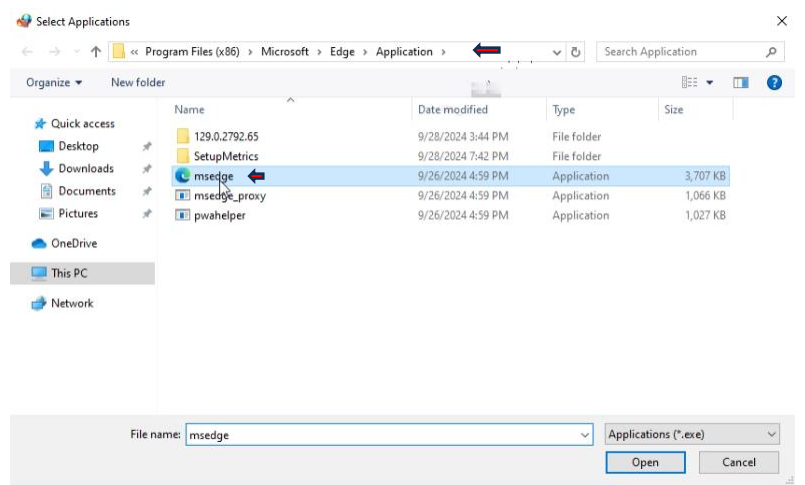
Select the location in the address bar and copy it, then close the box.



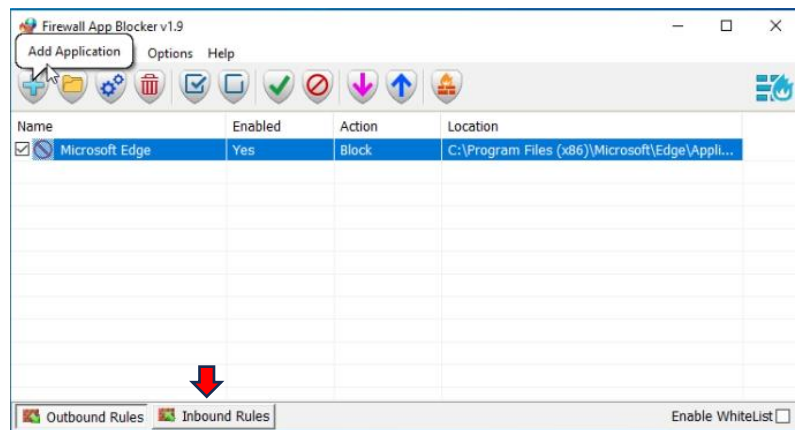
Make sure the outbound rules are selected in the firewall app click the add button.



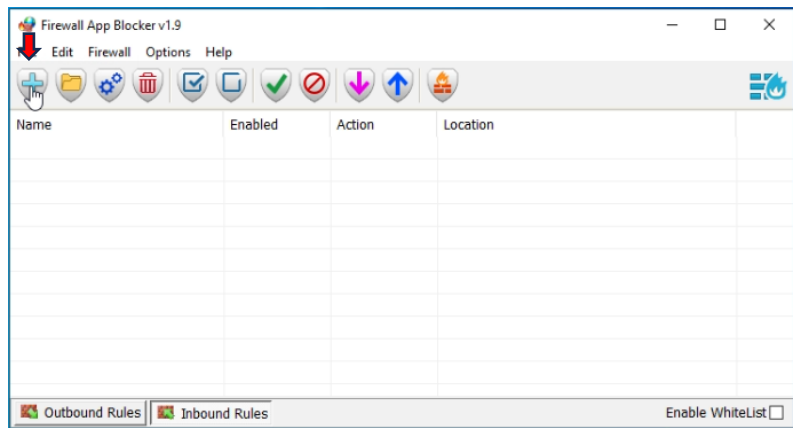
Paste the address in the address bar and select the msedge.exe and then click open.



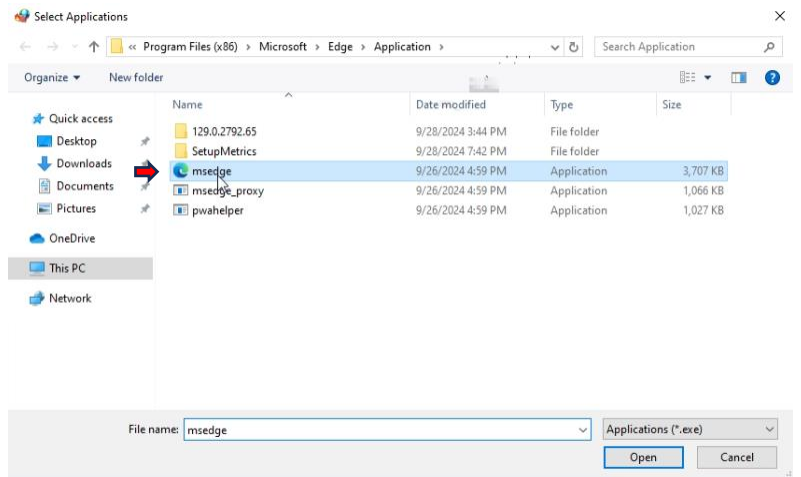
The application is now added to the outbound rules, now select the inbound rules.



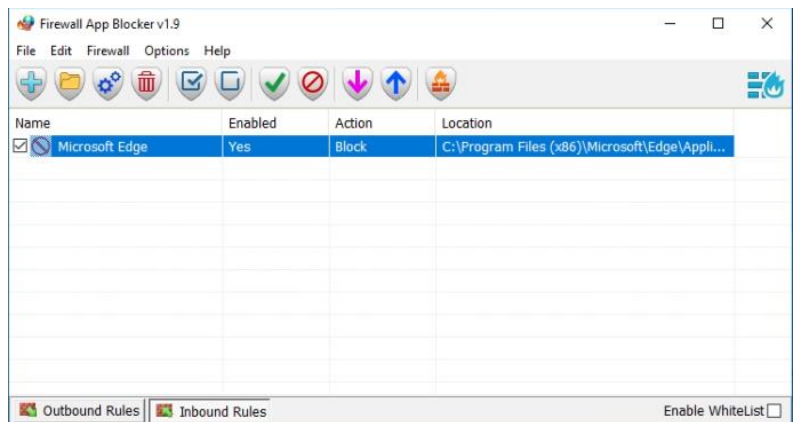
In the inbound rules click on add



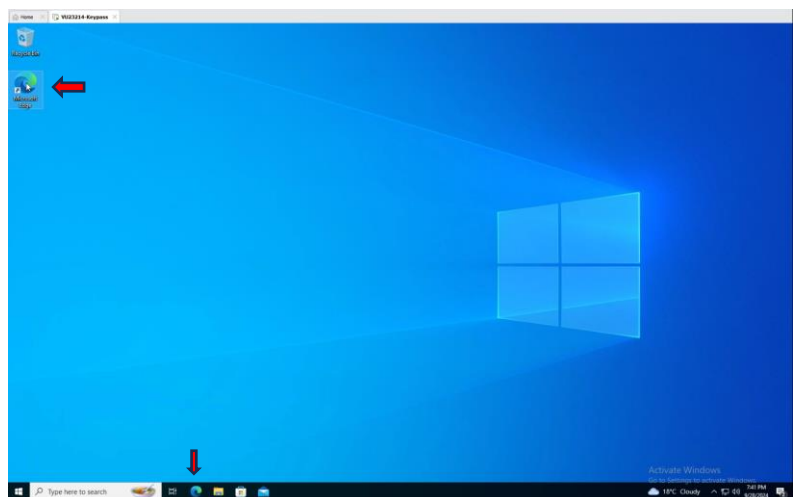
Select the msedge.exe and then click open.



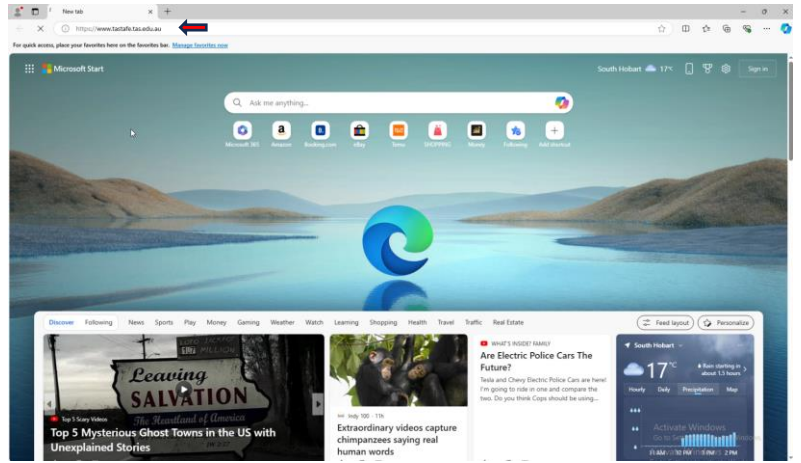
The application is now added to the inbound rules.



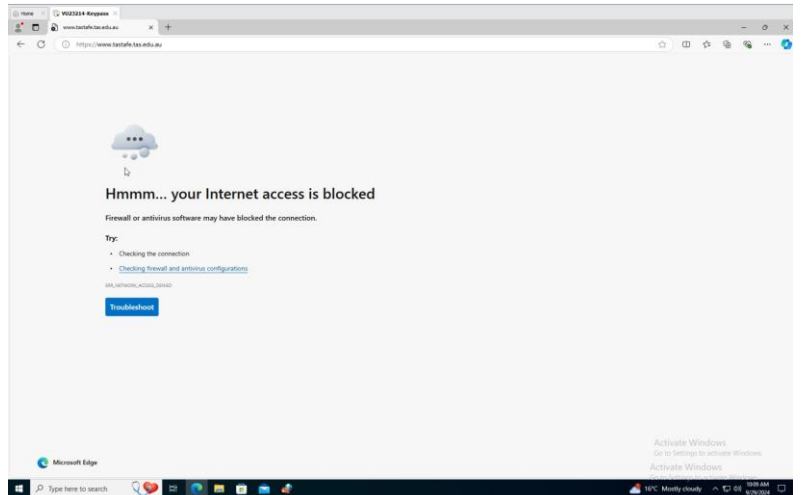
Now open Microsoft edge.



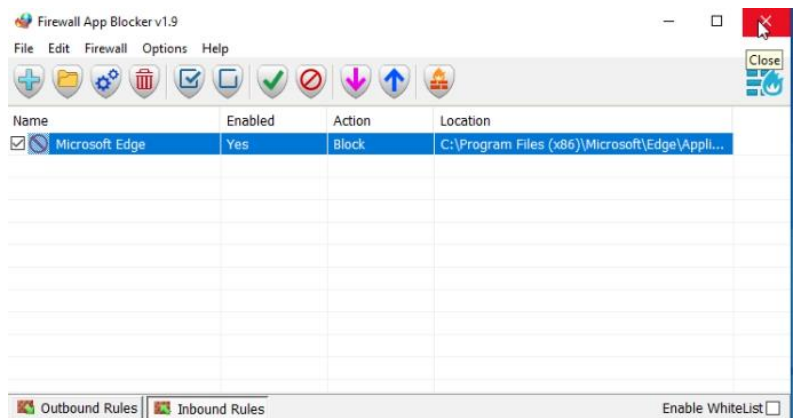
When the browser opens you will get the default open screen, type in any url in the address bar and press enter.



You should now get this page, test this out by trying to go to other website all you will get is this.



You can close the firewall application down or restart the system, it will still block edge from websites.



Instructions for User Accounts, Groups, and Directory Permissions on Active Directory:

Groups:

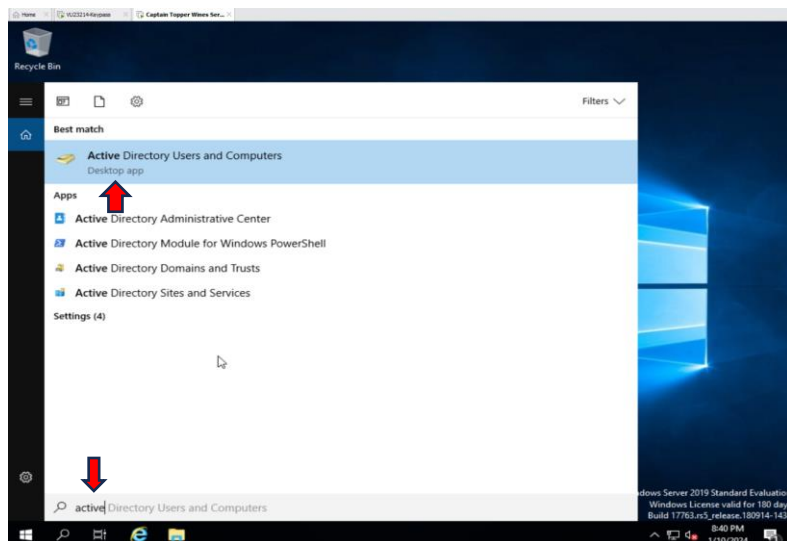
Organization	Group	Manager	Shares	Permissions
CTW-Sales	Sales Dept	Dan Pepper	Sales Dept Accounting Dept	Sales-Full Accounting – R-R
CTW-Technical-Support	Tech Dept	John Thompson	Tech Dept	Full
CTW-Lab	Lab Dept	Jule Round	Lab Dept	Full
CTW-Management	Management Dept	Mark Smith	Management Dept accounting Dept	Management-full Accounting – R-R
CTW-Accounting	Accounting Dept	Paul Bottom	Accounting Dept Sales Dept	Accounting – Full Sales – R-R
CTW-Hr	HR Dept	Katie Thomas	HR dept	Full

Users:

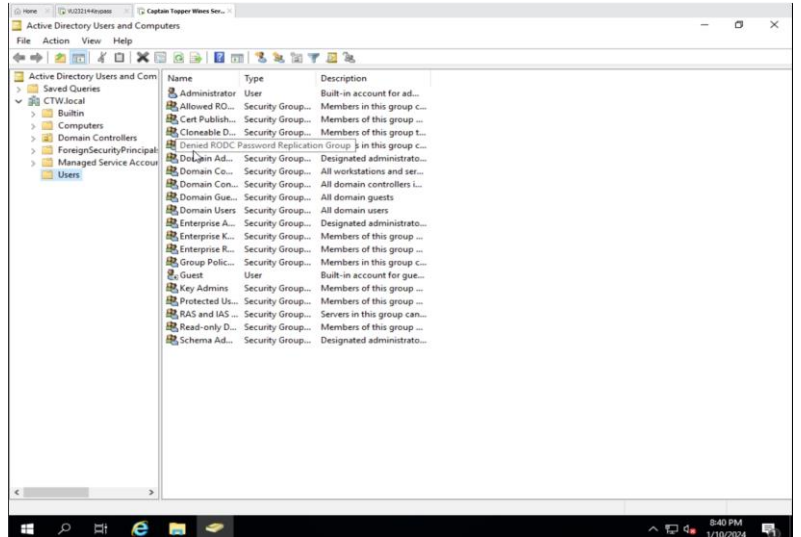
Department	User	Login
Sales Dept	Dan Pepper	dan.p
Tech Dept	John Thompson	John.t
Lab Dept	Jule Round	Julie.r
Management Dept	Mark Smith	Mark.s
Accounting Dept	Paul Bottom	Paul.b
HR Dept	Katie Thomas	Katie.t

Users and Groups on Active Directory:

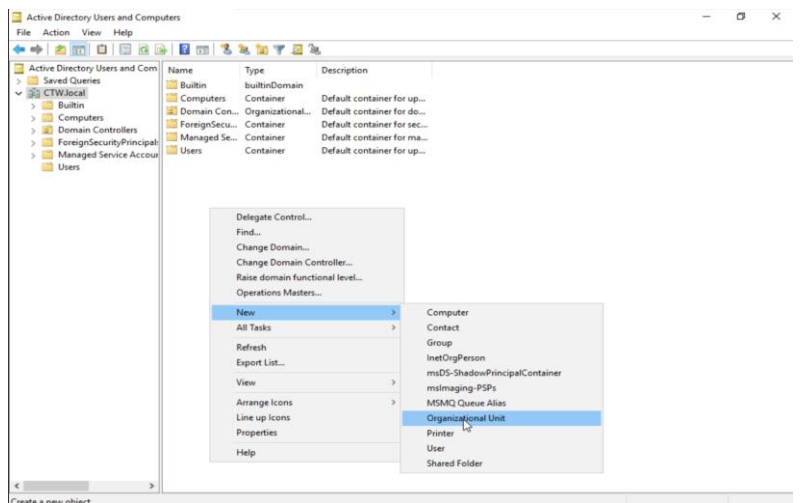
Go to the search in the toolbar and type in active then click on active directory users and computers.



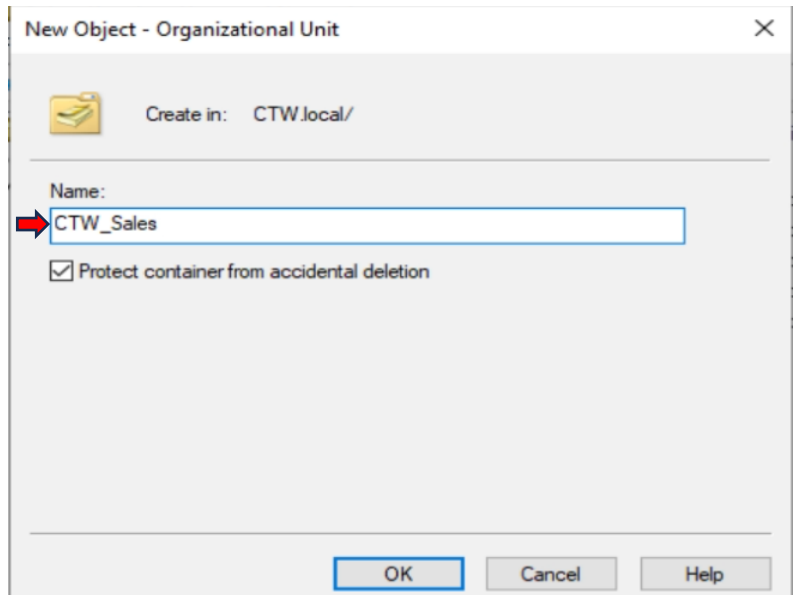
This will bring up the active directory user's and computers dialog box.



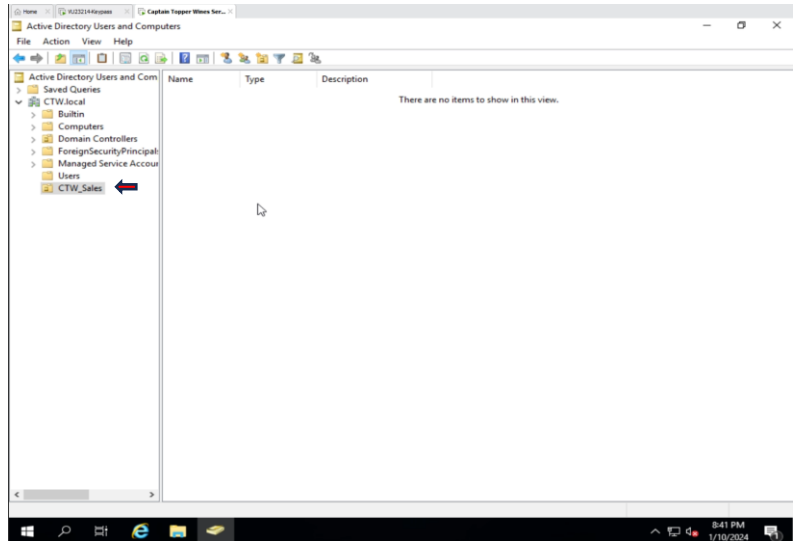
Select the domain e.g. CTW.local.
Then right click in the right panel.
Then select New.
Then select Organization Unit and left click it.



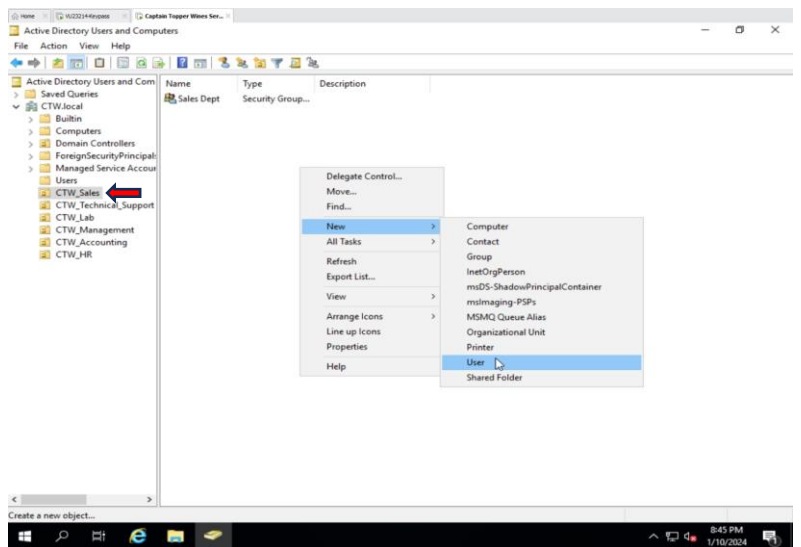
Fill in the name of the new Organization Unit.
Keep the protect container selected and click ok.



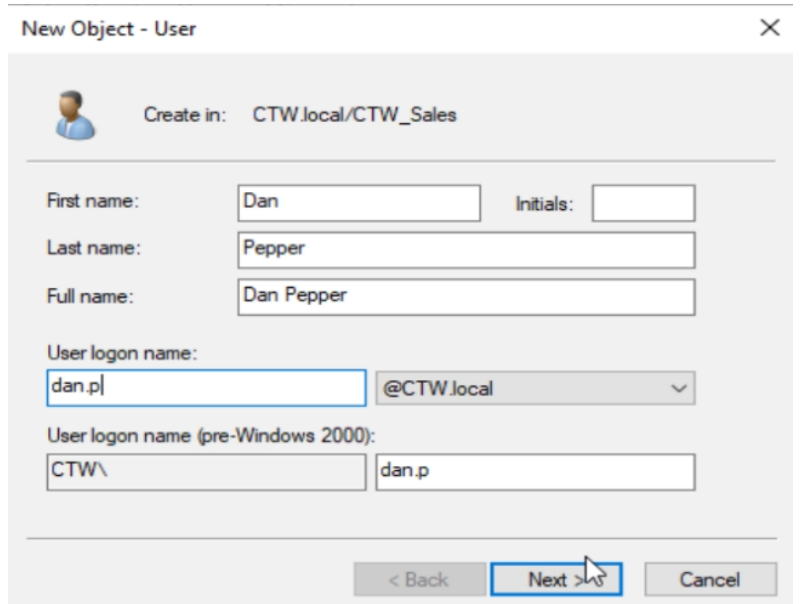
The new Organization Unit will appear in the left panel.
Add the Organization Unit for each section in the company.



When you have added all the Organization Unit you require, we need to add the users.
Select the Organization Unit e.g. CTW_Sales in the left panel.
Right click in the right panel.
Select the New.
Then select the User and left click it.



This dialog box will pop up.
Fill in the required fields.
With the user logon name try to keep it simple then click next.



The next dialog box we set the users password, type in the password in the password and confirm password they must match. Leave the User change password selected so when the user logs on he will have to change the password, then click next.
(for this demonstration we have selected password never expires)

New Object - User

Create in: CTW.local/CTW_Sales

Password: [.....]

Confirm password: [.....]

User must change password at next logon

User cannot change password

Password never expires

Account is disabled

< Back Next > Cancel

This dialog box is a confirmation box so you can review the information, if the information is all correct click the finish button.

New Object - User

Create in: CTW.local/CTW_Sales

When you click Finish, the following object will be created:

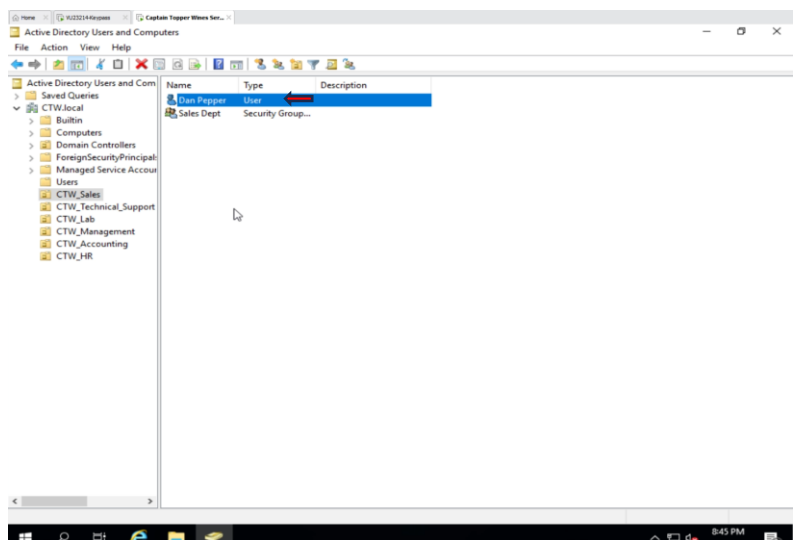
Full name: Dan Pepper

User logon name: dan.p@CTW.local

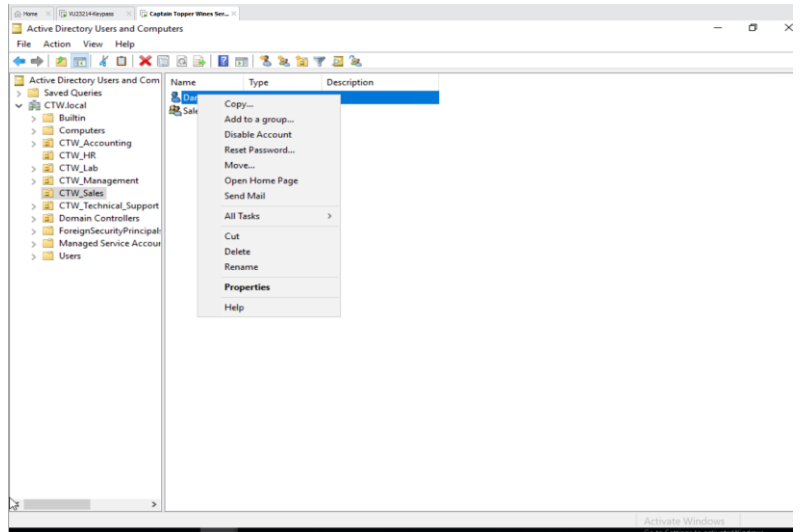
The password never expires.

< Back Finish Cancel

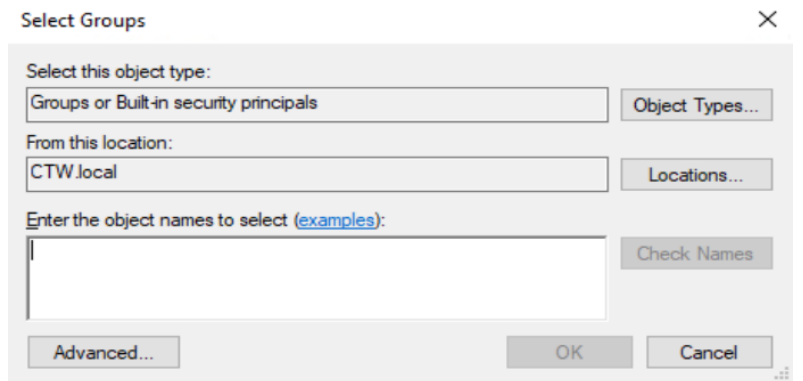
You will now see the user has been added to the Organization Unit successfully.



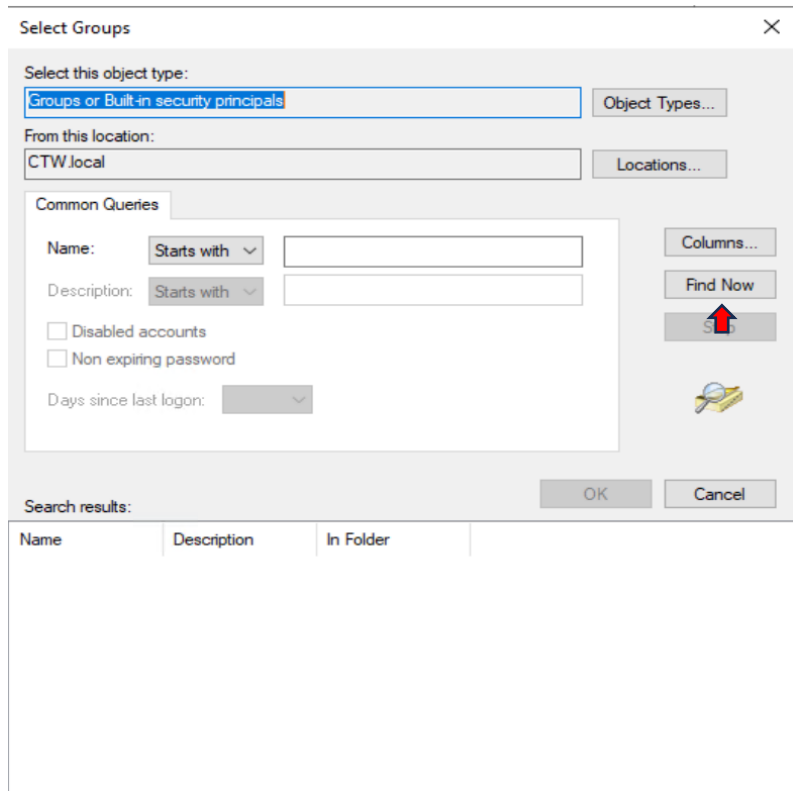
Now we can add Dan to the group he is a member of.
 Right click the name.
 Select add to group and click it.



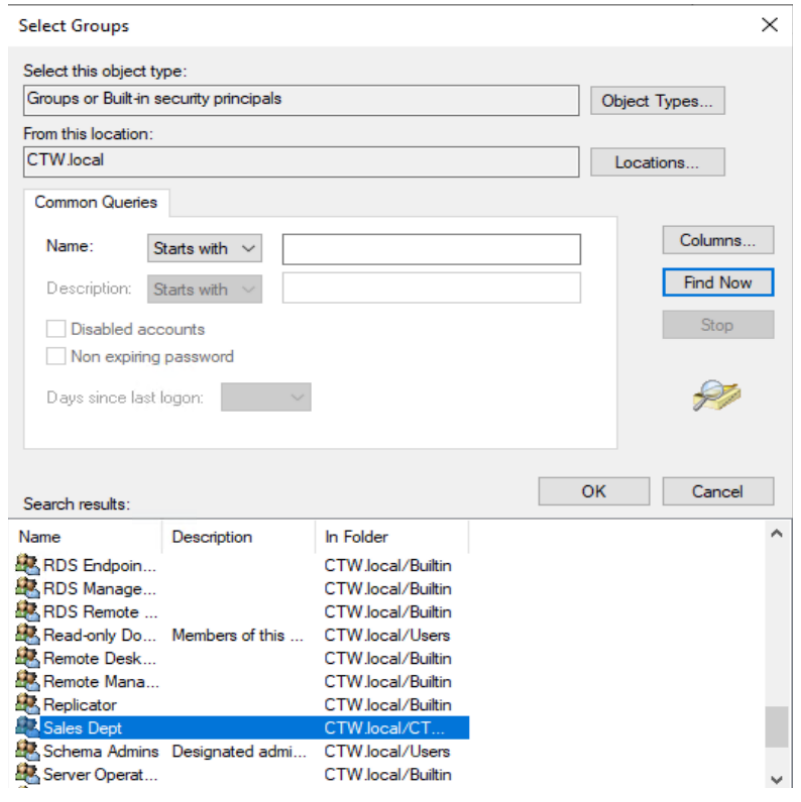
This will bring up the select group dialog box.
 Click on the advanced button.



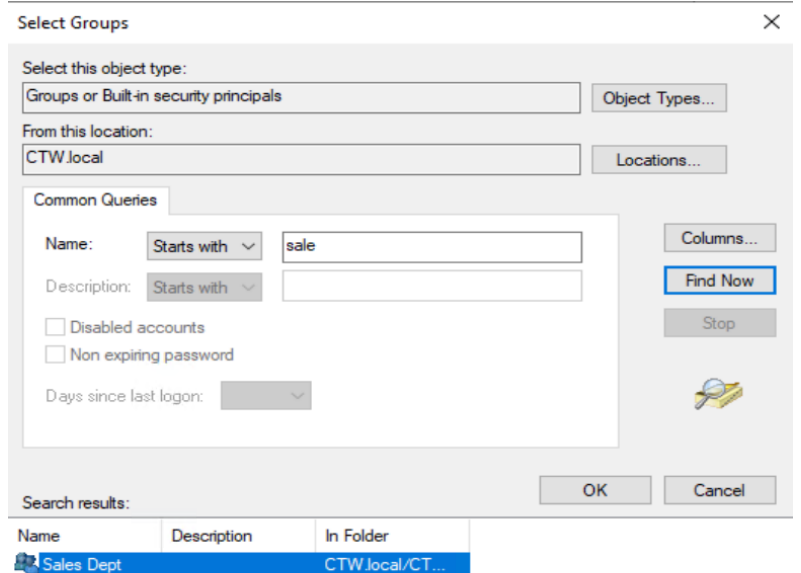
In here there are two ways of doing this.



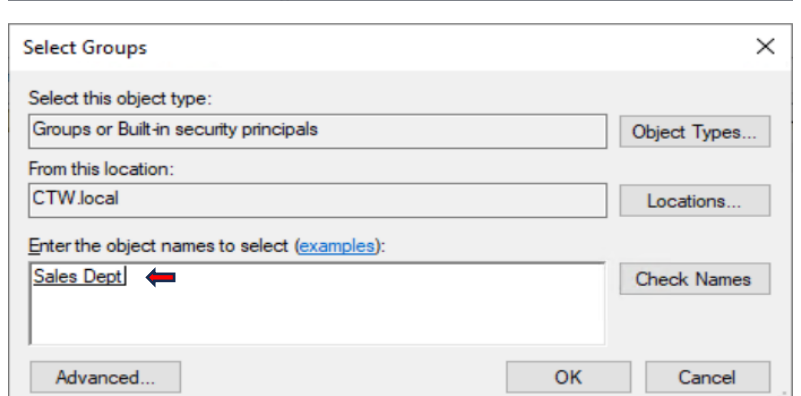
First way Click on the find now button and scroll down until you find the group and select it and then click ok.



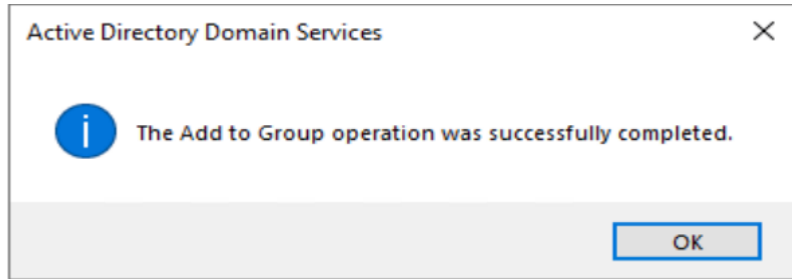
Second way is to type in the full group name or part of the group name and click find, it should show in the list below and select the group, if not already selected then click ok.



You will go back to the select groups dialog and the group will be in the enter the objects names, click ok after reviewing this.

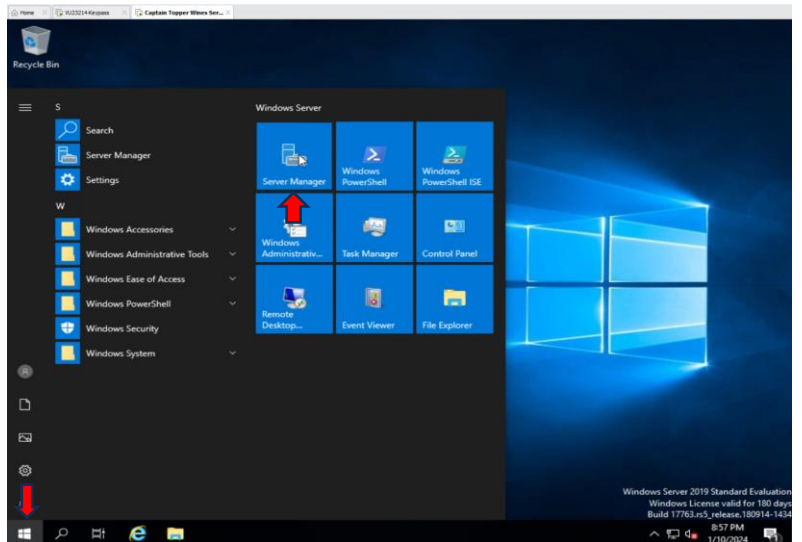


You should see this dialog box which means you have successfully added the Dan user from sales to the sales group, now click ok.

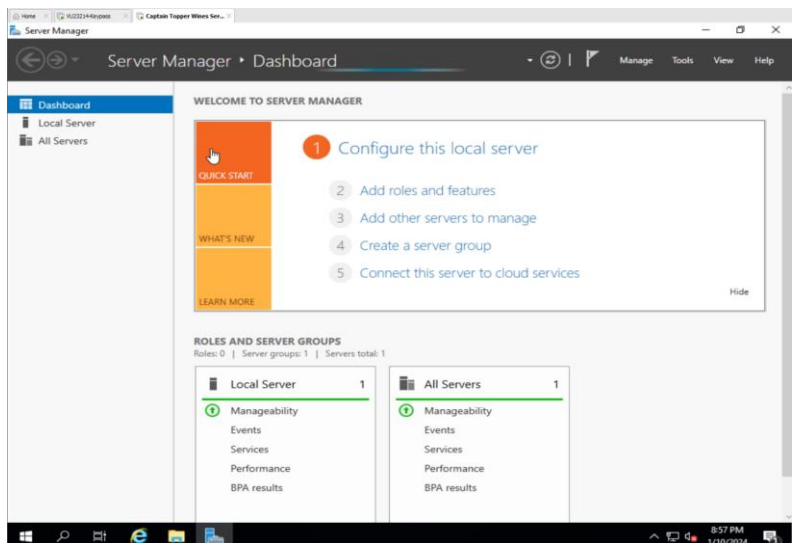


Shares and Permissions on Active Directory:

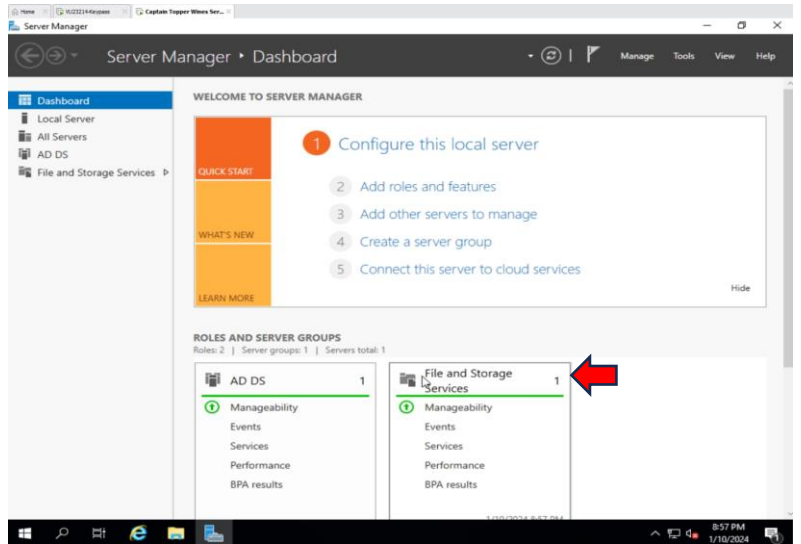
Click on the windows start icon then select Server Manager.



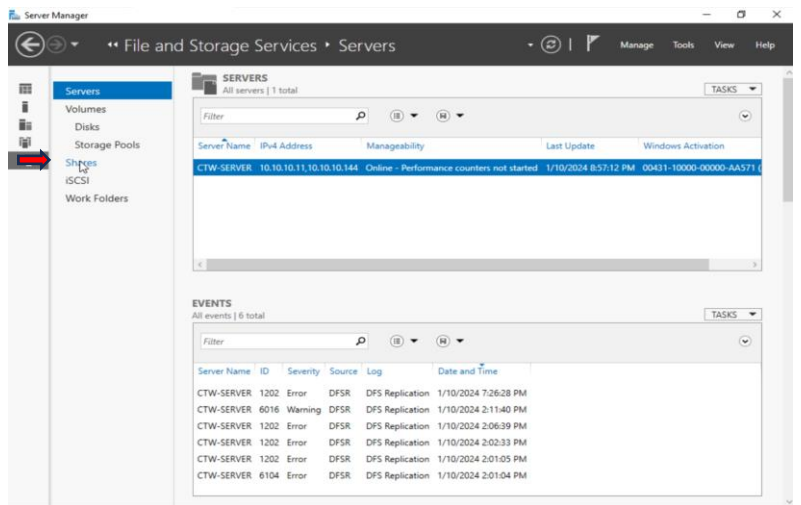
This will bring up the server manager dashboard.



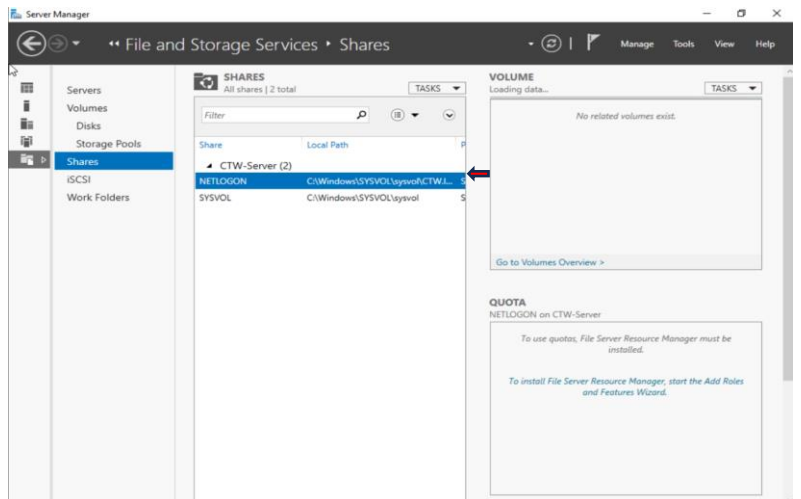
Dashboard find the File and Storage Services, then click in the top section.



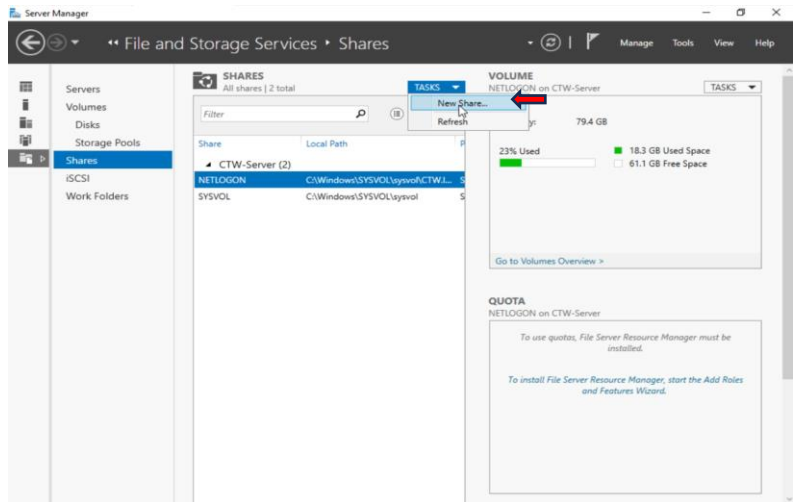
You should now be in the File and Storage Services server dashboard. Now click on the shares link in the left panel.



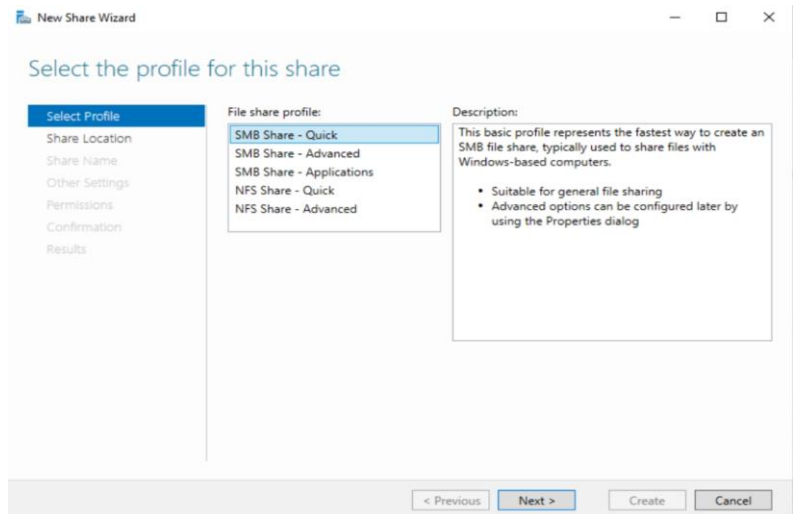
In here you can see your current shares.



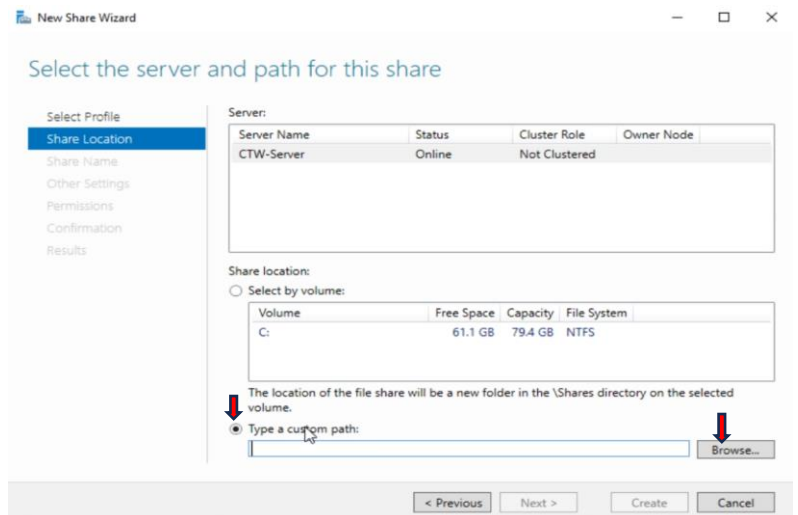
To add a new share, click on the task's dropdown.
Then select New Share.



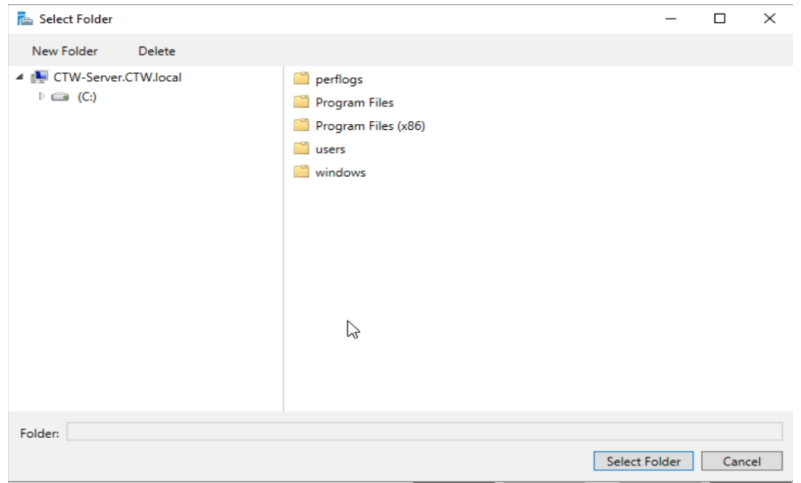
This dialog box will pop up.
Select the share profile.
For this one we will use the SMB Share – Quick.
After you select click next.



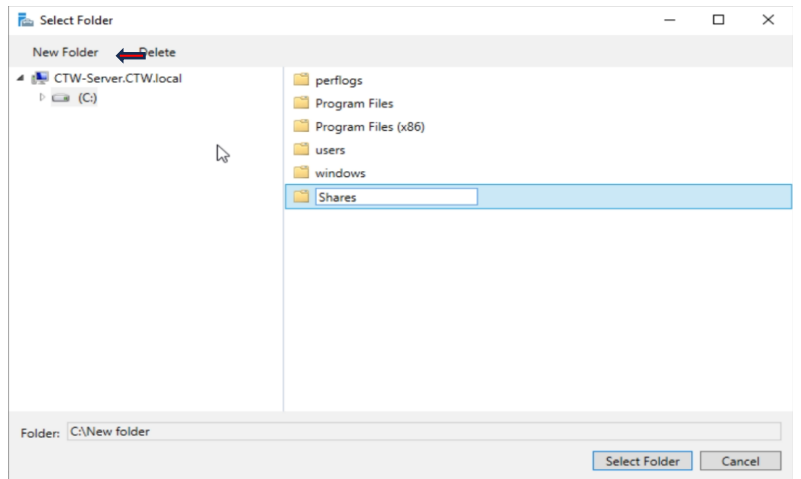
The next dialog box we set the share location.
Select the custom path, then the browse button.



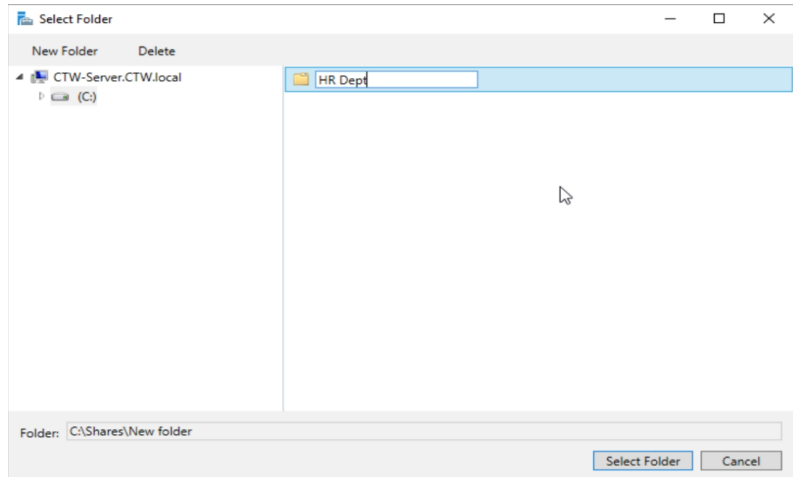
This dialog box is to make the shares folders.



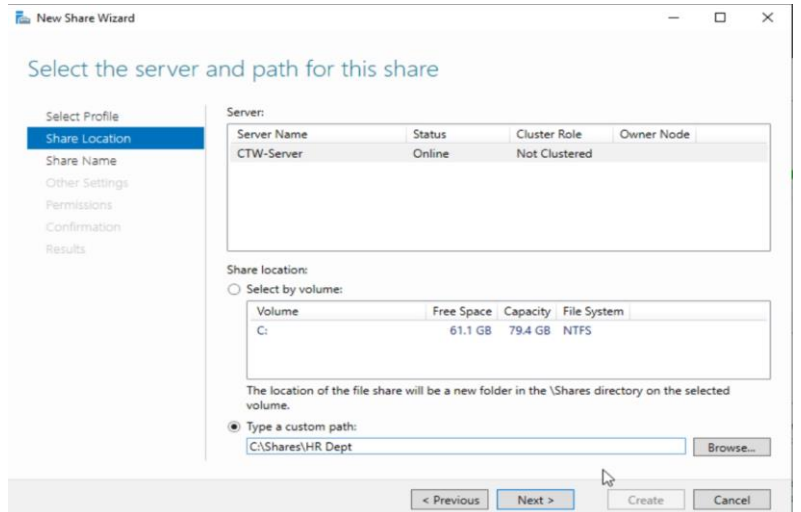
Find the directory where you want the shares folder.
Then click on new folder, and a folder will pop up in the right panel.
Name the folder and press enter to open the folder you have now setup
the share folder successfully.



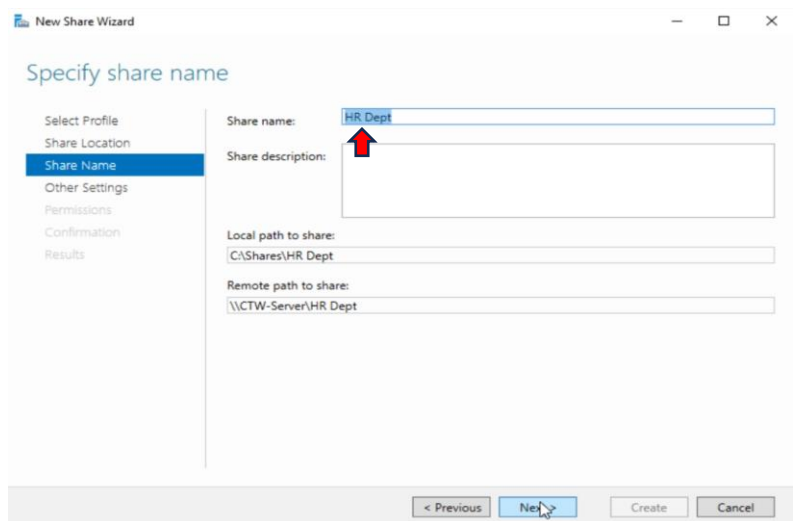
Now we can add a folder inside the shares folder.
Then click on new folder, and a folder will pop up in the right panel.
Name the folder and then click the select folder button.



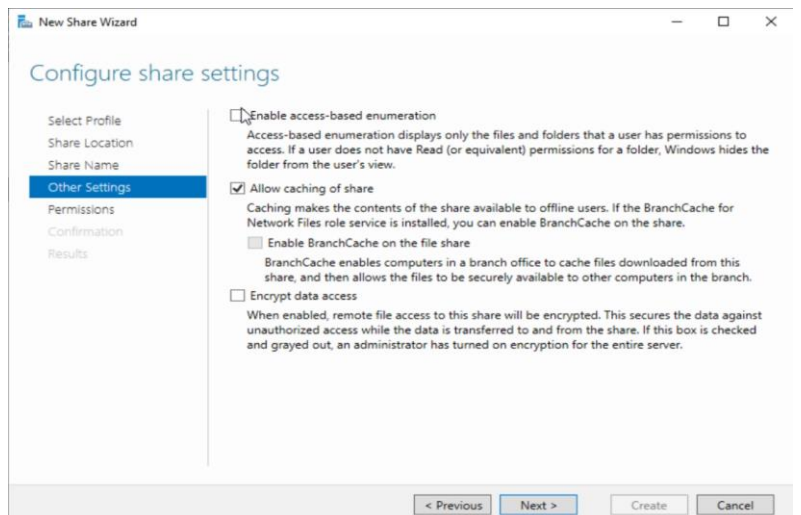
This will bring you back to the select the server path dialog box.
Click the next button.

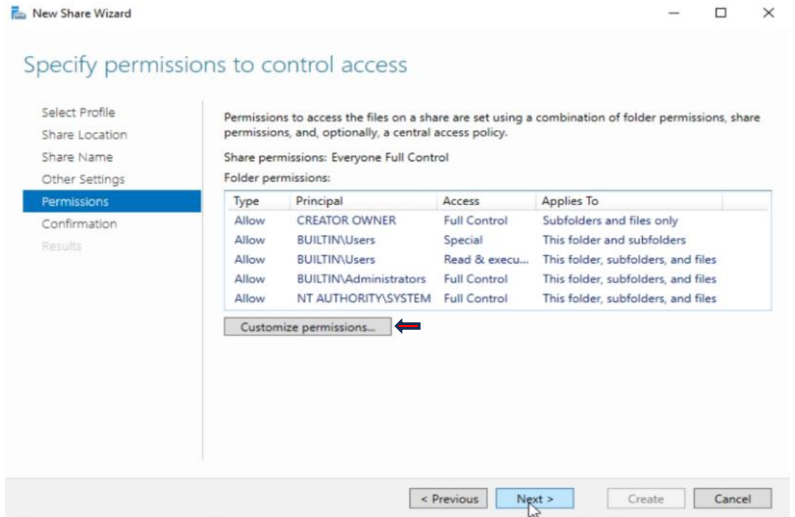


In this dialog box you can change the shares name and add a description. If you want to leave it as it is just click next

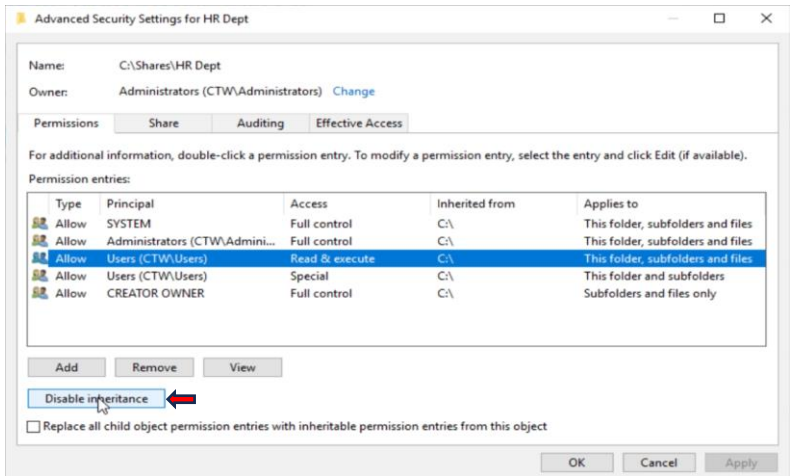


In this dialog box we can add some security settings.
Enable the access-base.
And allow Caching then click next.

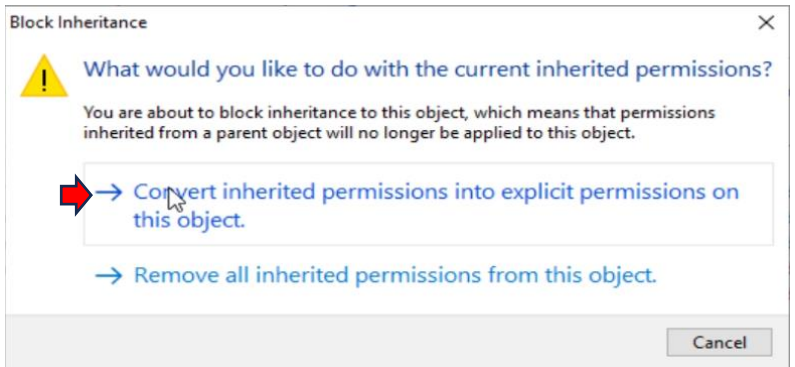




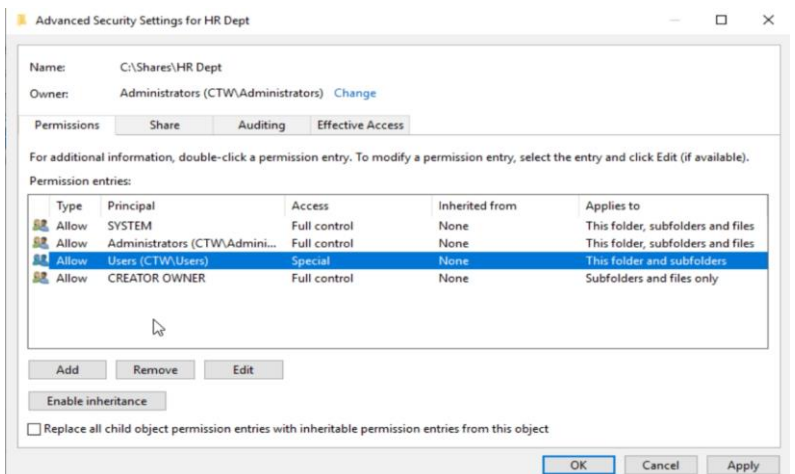
In this dialog box we can set access permissions to the share.
Click on the customize permissions button.



In this dialog box we can add and remove users and groups from the shared folder.
Since we only want HR to access this folder select the first user's account.
Then click the Disable Inheritance button.

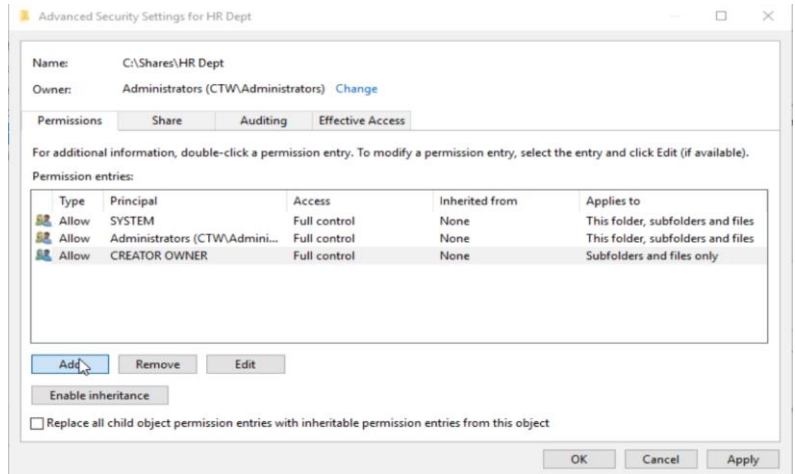


You should see the block Inheritance dialog box, click on the convert Inheritance permissions into explicit permissions.

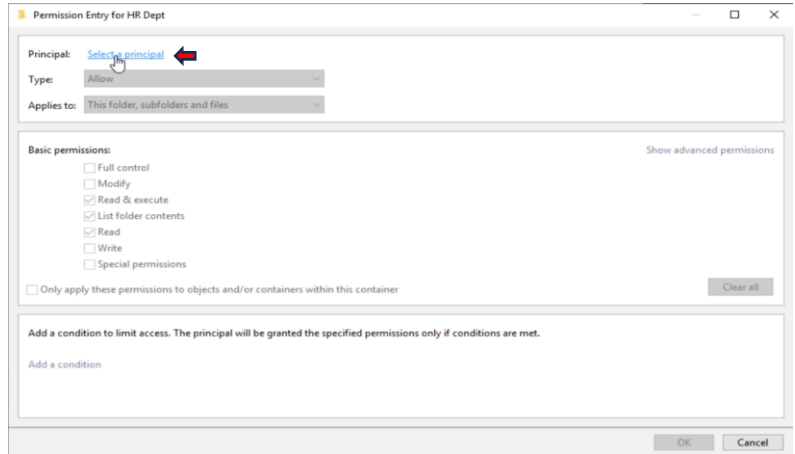


Now select the users account and click the remove button.

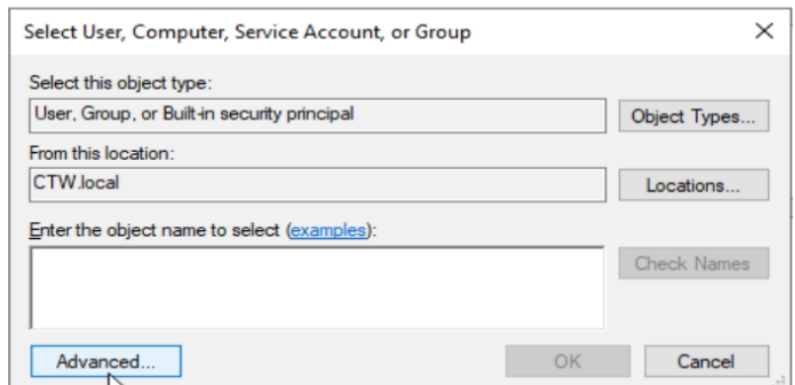
When the users account have been removed click the add button.



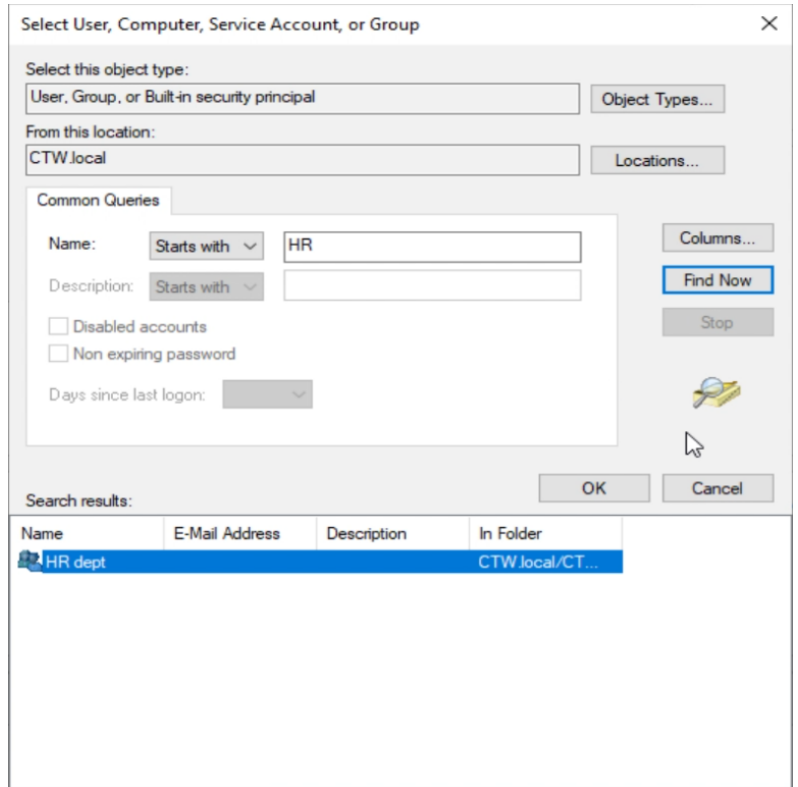
The permission entry dialog box should now be up.
Click on the select principal link.



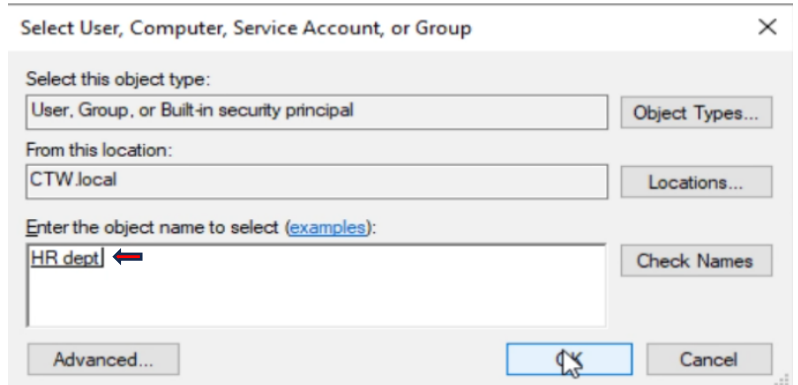
This will bring up the select group dialog box.
Click on the advanced button.



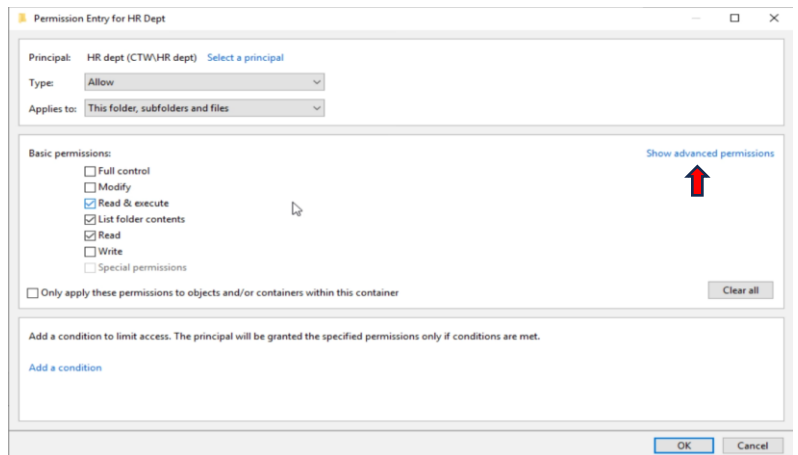
Do a search for the group you want to add and then click ok.



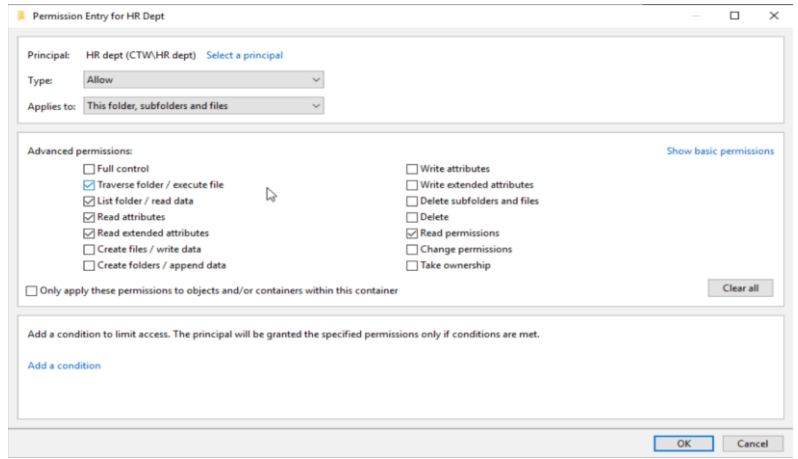
You will go back to the select groups dialog and the group will be in the enter the objects names, click ok after reviewing this and make sure the group is in the object box.



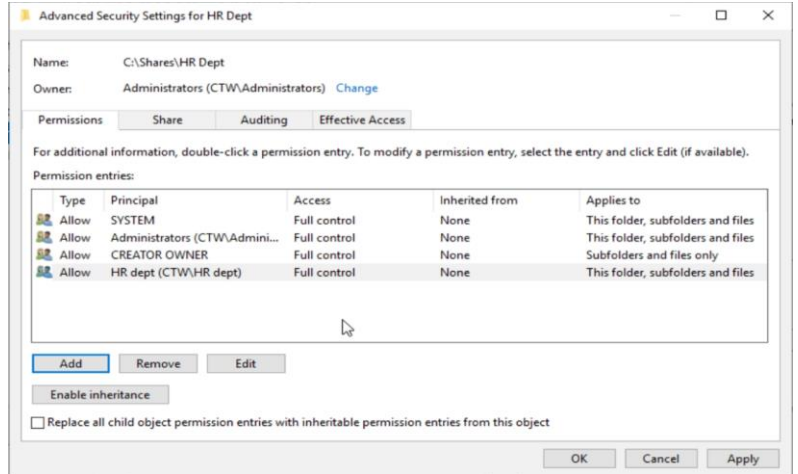
In this dialog box we will now edit the permission, click on the show advanced permissions link.



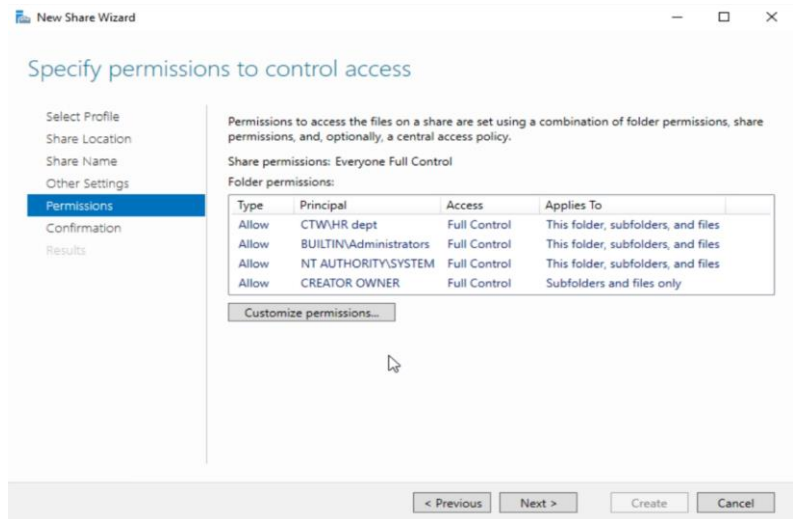
In this dialog box you will see a lot of permissions as this is for the HR manager, we will select full control and click ok.
If it was for other group we would set the permission appropriately.



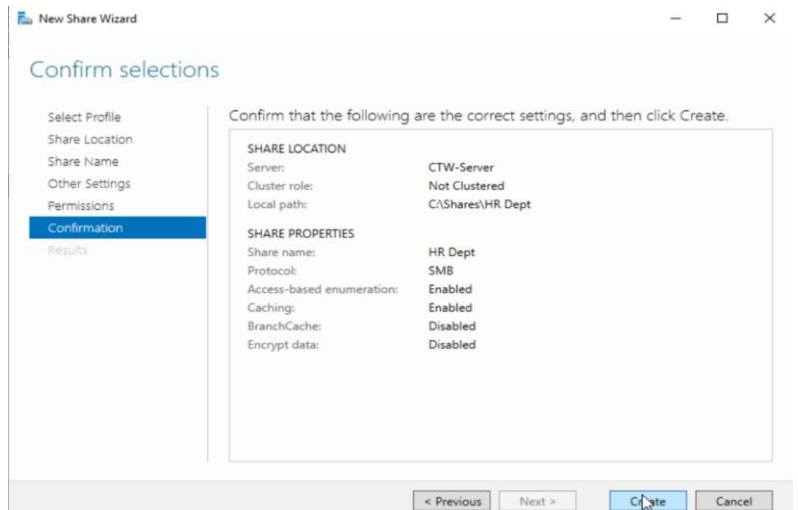
Now you will see this dialog box with the HR group in the users list, now click apply and then ok.



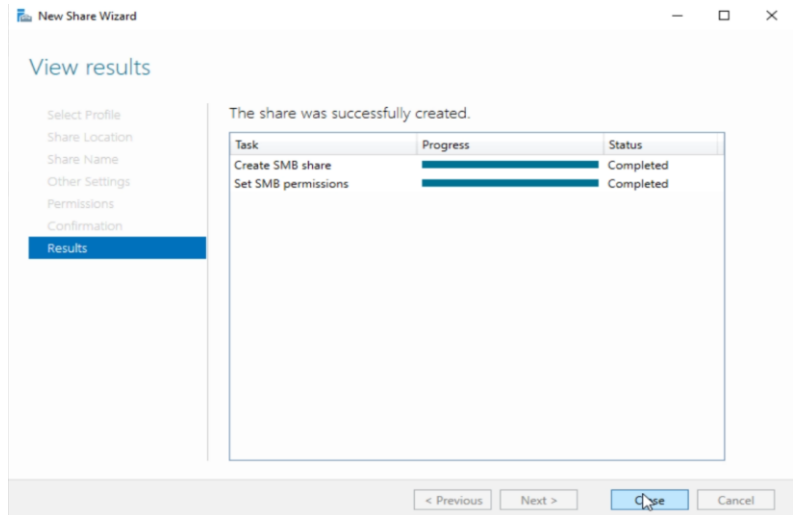
You will now be back at the new share wizard, now click next to proceed as you have now setup the use groups and permissions.



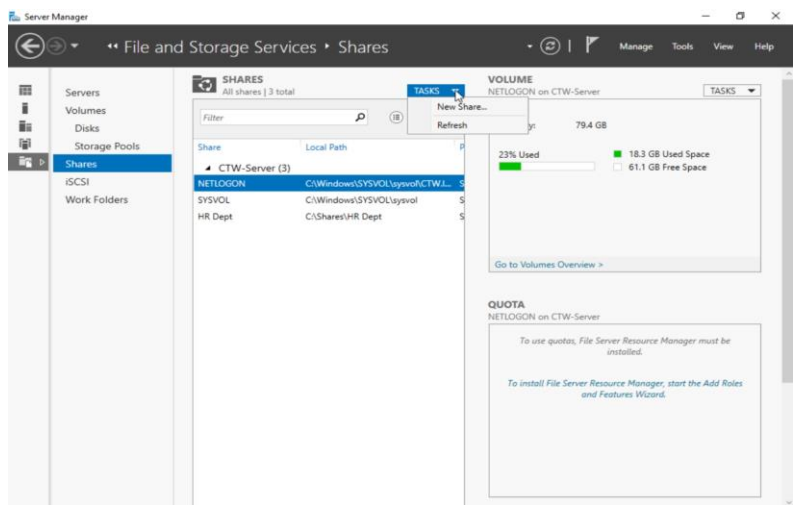
The confirm selection is your review before you make any changes. If this is all correct click the create button.



The view result should show that the share and permission have been successful.
If this is not the case delete the share and redo it.
If it is successful click the close button.



As you can see the share is now in the list now you can add more shares to the server if required.



Maintenance Procedures for Hardware:

It's critical to do routine maintenance on both hardware and software components of the winery's PCs to guarantee their efficient and seamless operation. These easy steps will walk you through inspecting hardware parts to make sure they are free of dust, debris, wear, and damage. This includes cleaning guidelines that take safety into account.

Checking and Cleaning Hardware:

Mouse and Keyboard

- Unplug the mouse and keyboard from the computer before cleaning with the computer turned off.
- Check for Damage:
 - Inspect the cable for wear or fraying.
 - Ensure keys/buttons are not stuck or broken.
- Clean Properly:
 - Use a microfiber cloth lightly dampened with a gentle cleaning solution to wipe surfaces.
 - Use compressed air to remove dirt or debris from between the keys.
 - Do not spray liquids directly on the keyboard or mouse.
- Safety Tip: Make sure all cleaning solutions are non-abrasive and used in small quantities.



Monitor

- Unplug the monitor from the power source.
- Check for Damage:
 - Inspect the cables for any wear or damage.
 - Ensure there are no cracks or visible damage on the screen.
- Clean Properly:
 - Use a microfiber cloth to gently wipe the screen.
 - For stubborn spots, slightly dampen the cloth with a screen-safe cleaning solution.
 - Do not apply excessive pressure on the screen while cleaning.
- Safety Tip: Avoid using paper towels, as they can scratch the screen.



Internal Components of a PC

- Power Off and Unplug the PC from the power source before opening the case.
- Open the Case:
 - Use a screwdriver if necessary to open the side panel of the PC case.
- Check for Damage:
 - Inspect components like RAM, GPU, motherboard, and cables for visible wear or loose connections.
- Clean Properly:
 - Use compressed air to blow out dust from the components.
 - Focus on areas like the fans, CPU cooler, and power supply.
 - Avoid direct contact with sensitive components, and always keep the can of compressed air upright.
- Safety Tip: Ensure the workspace is static-free (use an anti-static wristband if available) to avoid damaging components and do not turn the compressed air can upside down when using.



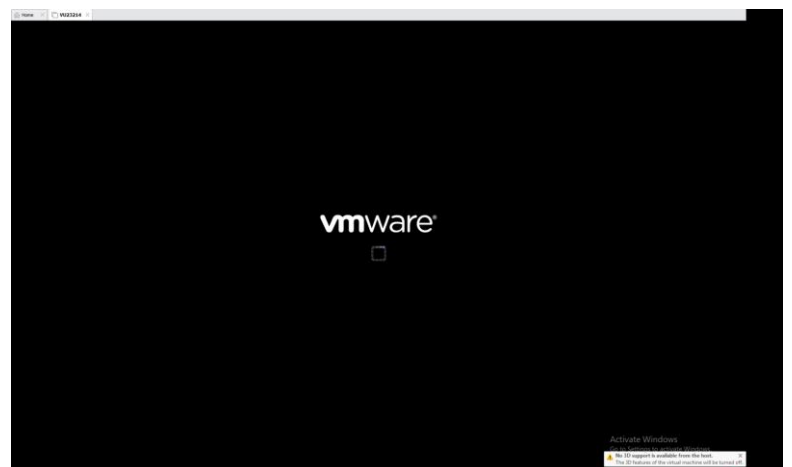
Winery employees may prolong the life of their hardware and ensure effective functioning by performing routine maintenance on it by adhering to these easy procedures. Frequent cleaning helps keep the PCs in the best possible working condition while also preventing hardware problems.

Updating Windows 10:

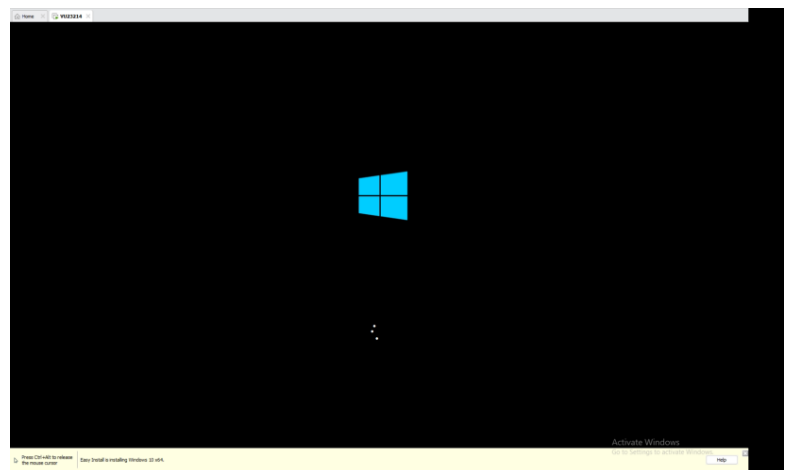
Launch VMware Workstation and click on start virtual machine.
(If the virtual machine is not running)



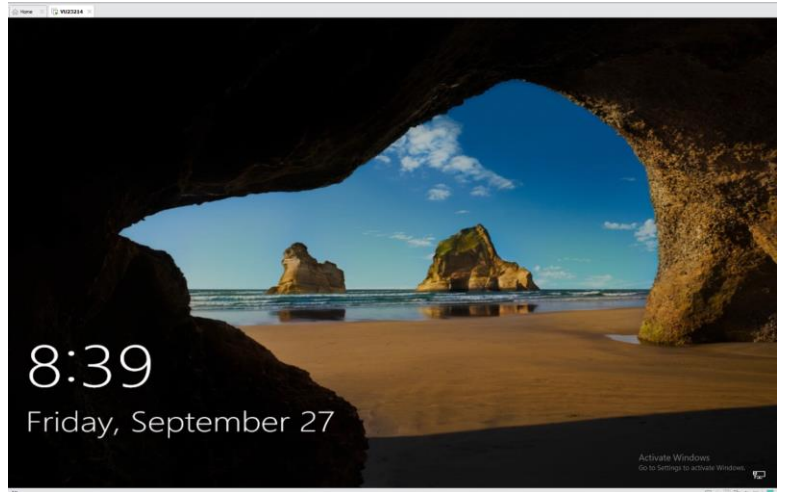
The virtual machine will start loading windows.



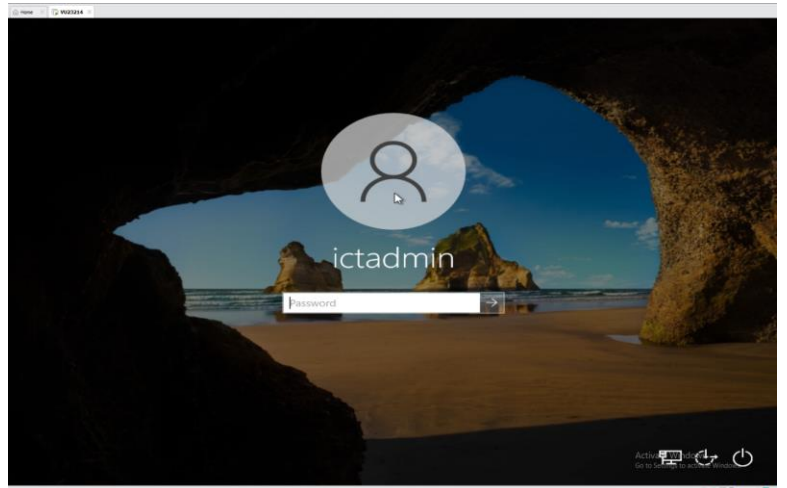
Windows will bootup.



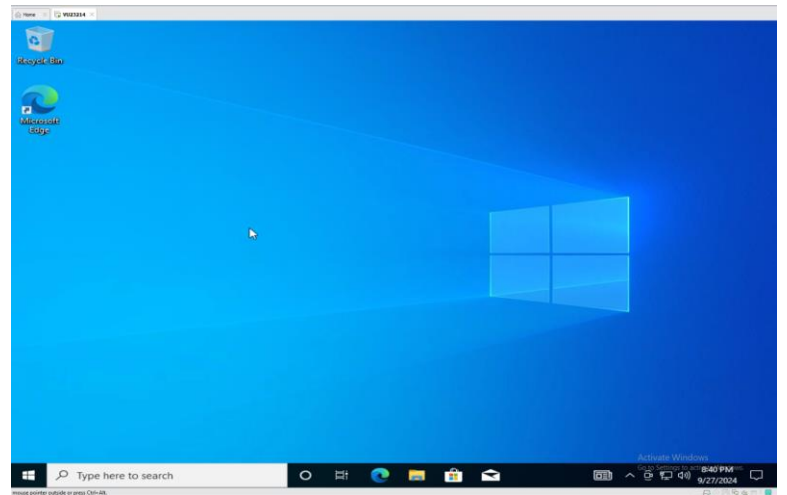
Click on the screen and press the spacebar to bring up the login screen.



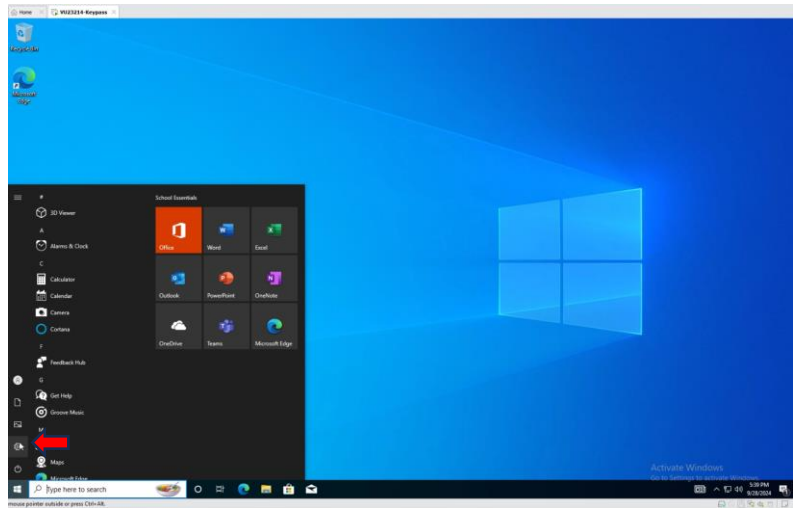
Enter the password and press the enter key.



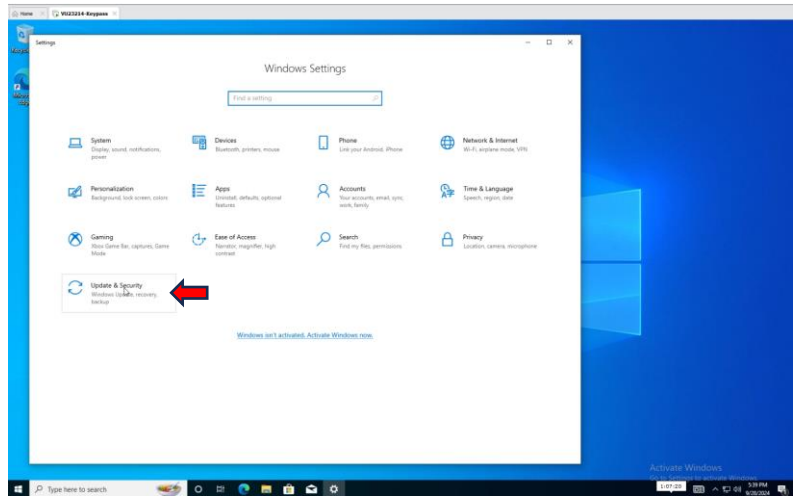
You are now on the desktop of the virtual machine.



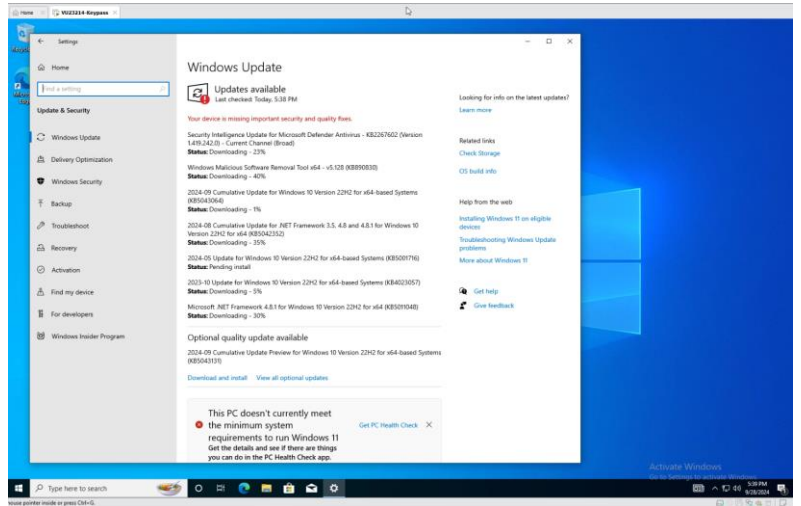
Click the start button the go to settings.



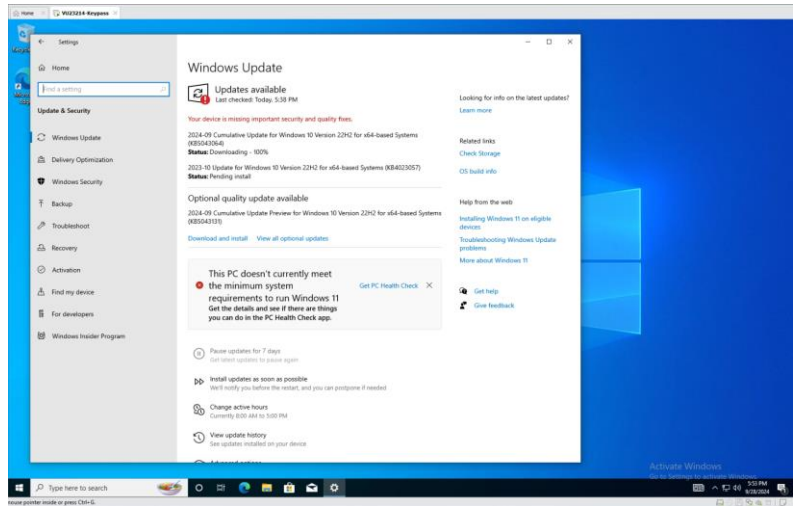
Find and click on Update and Security.



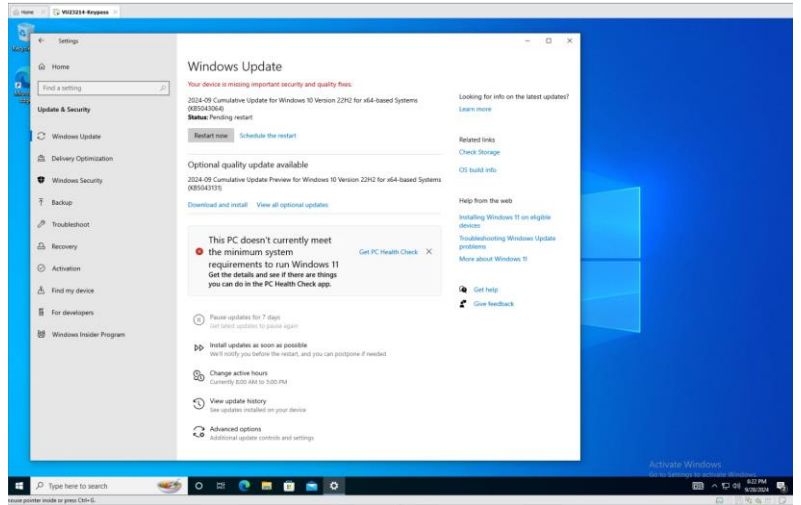
This is the update page it will start downloading the updates.



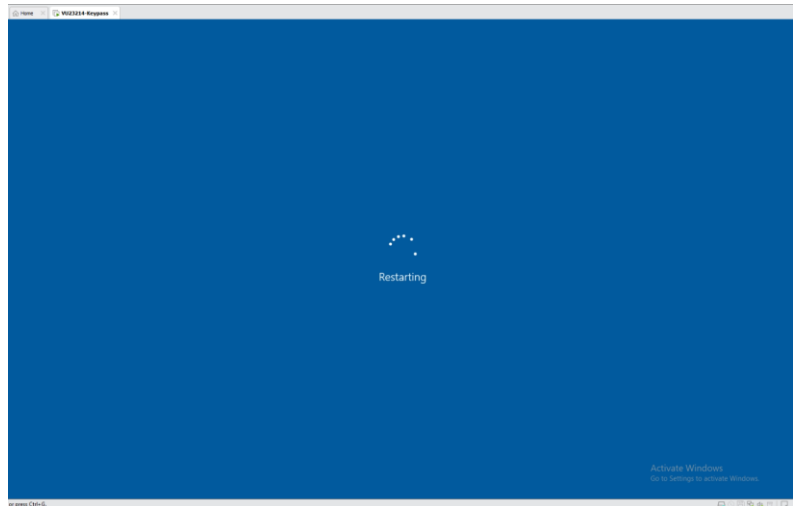
Some updates will disappear when they have been done.
(Main updates may require a reboot)



If the computer requires a reboot it will show at the end of the installation process.
Click the reboot button

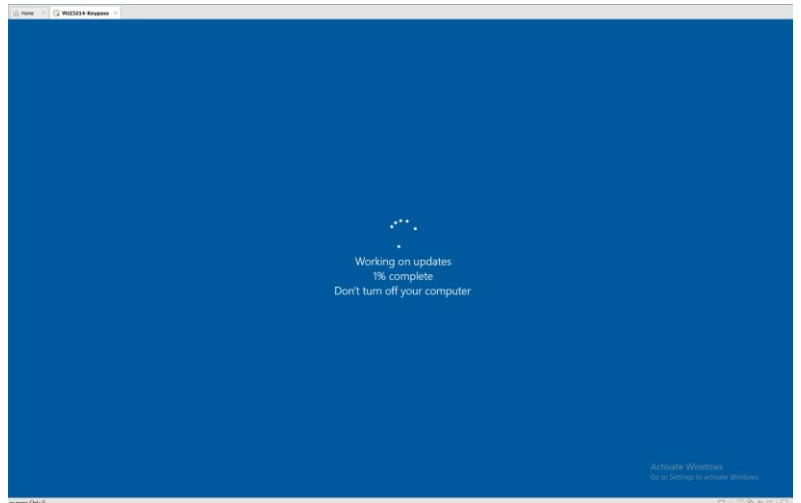


The system will reboot.

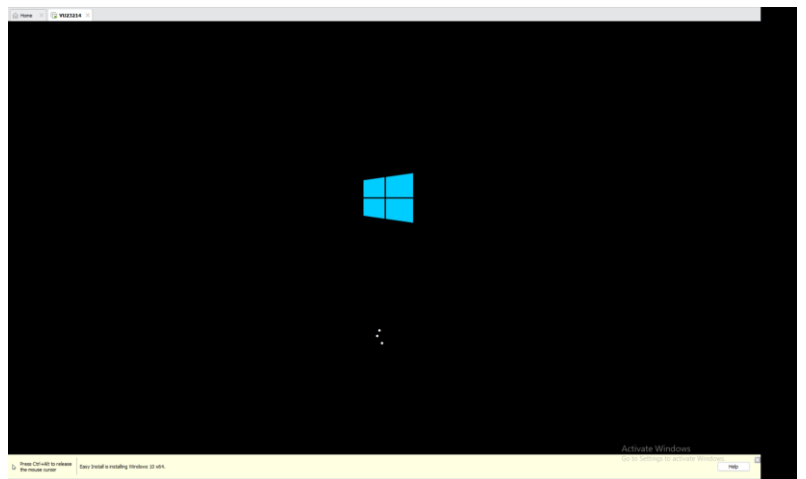


If you get this screen leave the system alone to do the preinstalls.
(Do not turn your system off as it can corrupt the system)

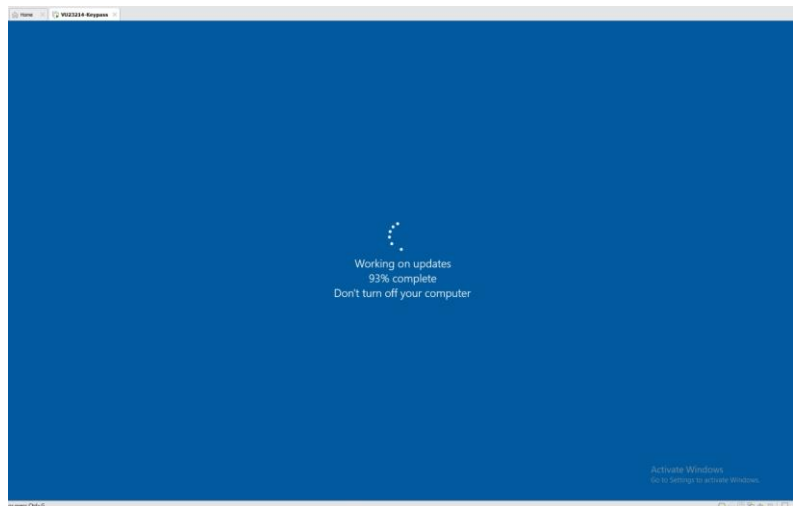
(The system will reboot after this)



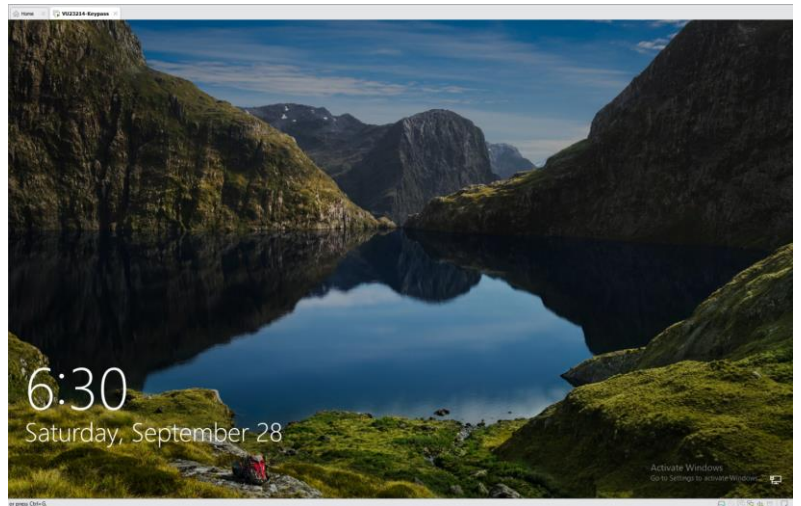
The system is starting up after the reboot.



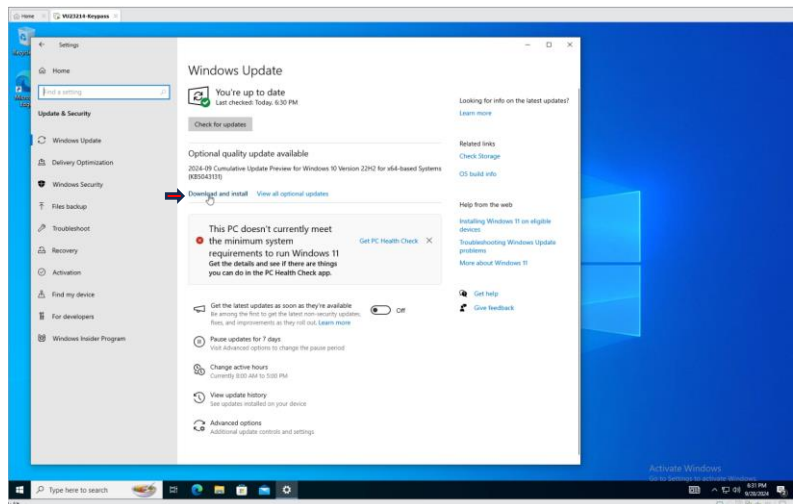
The system will then go into the second stage install of updates.
(Do not turn your system off as it can corrupt the system)
(When finished it will load windows)



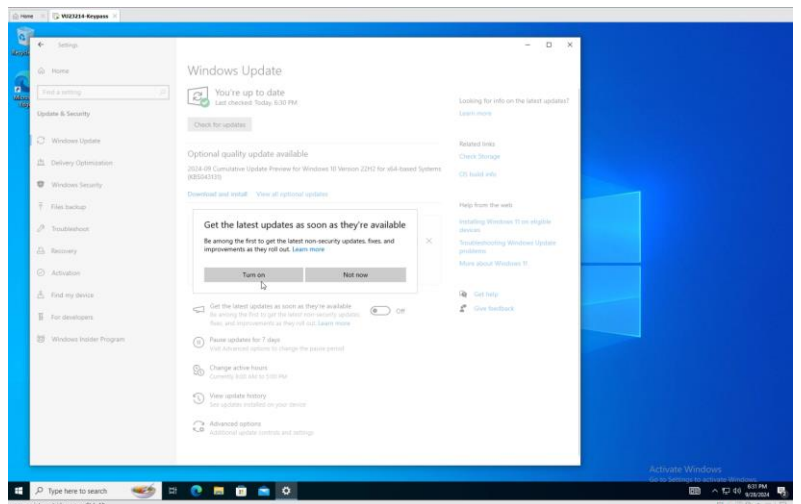
The windows updates have finished you can now log into windows.



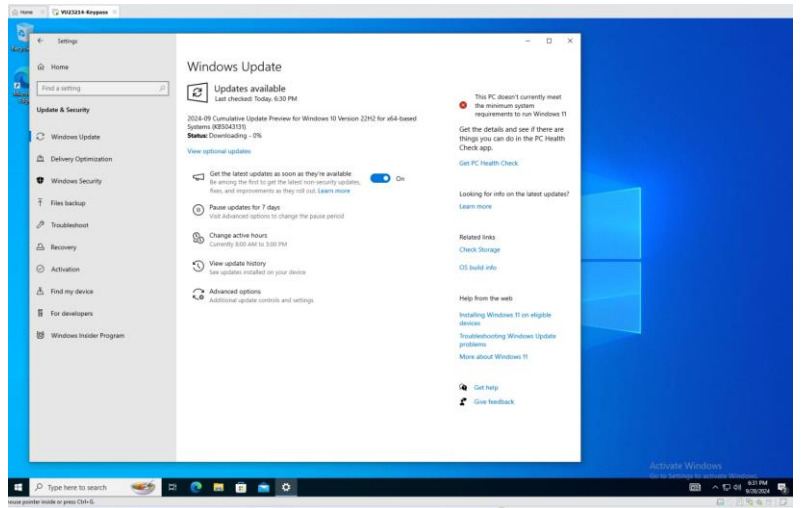
When you have logged back in go back into the updates, as there are optional updates to be done.
(Click on the download and install to get the optional updates)



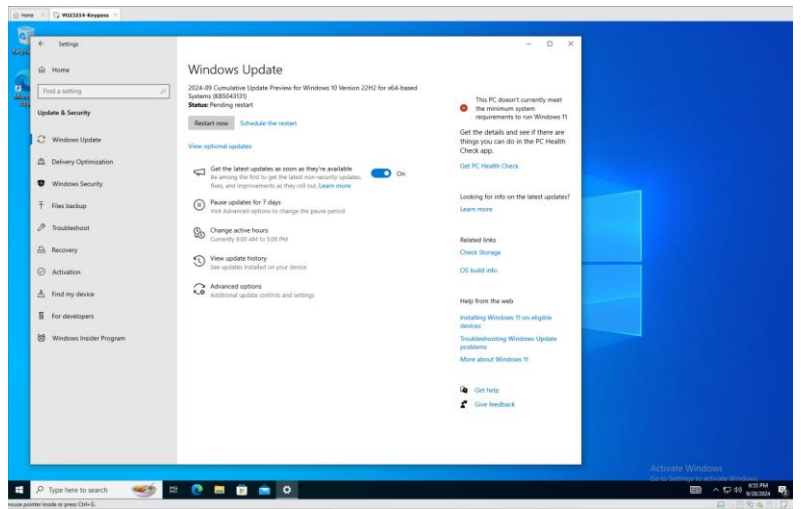
Click on the turn on button.



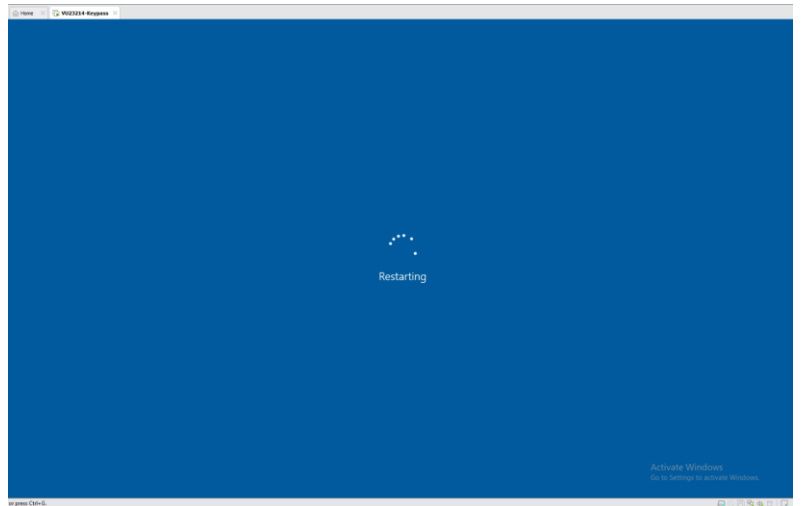
The optional update download will start.



When finished you may have to do a reboot.
(click the reboot button if asked to reboot)

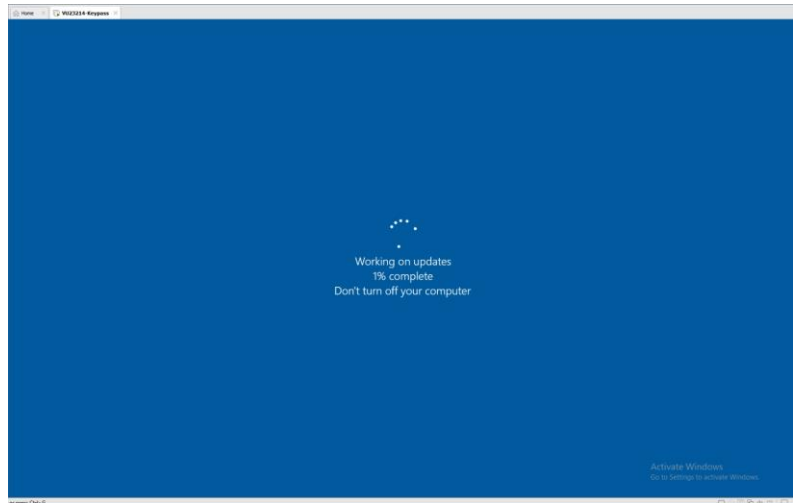


The system will reboot.

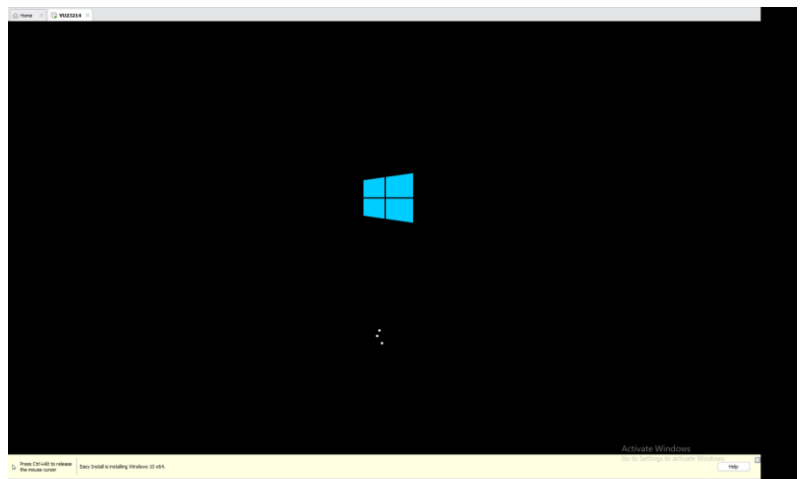


If you get this screen leave the system alone to do the preinstalls.
(Do not turn your system off as it can corrupt the system)

(The system will reboot after this)

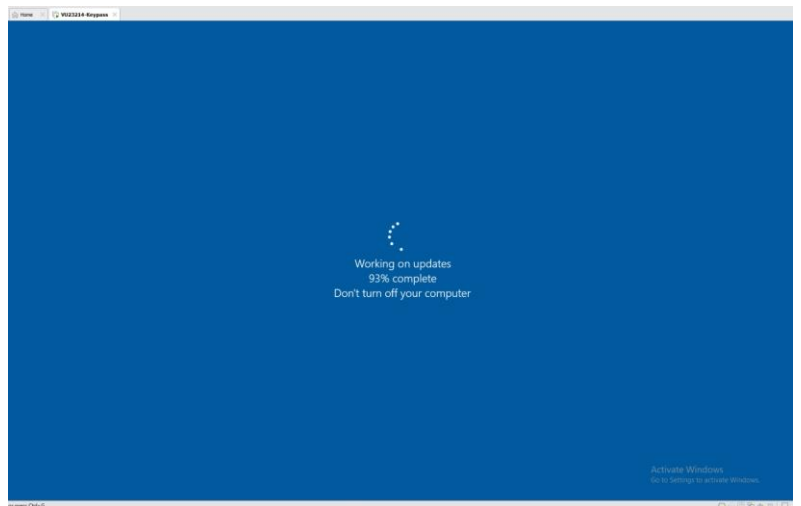


The system is starting up after the reboot.

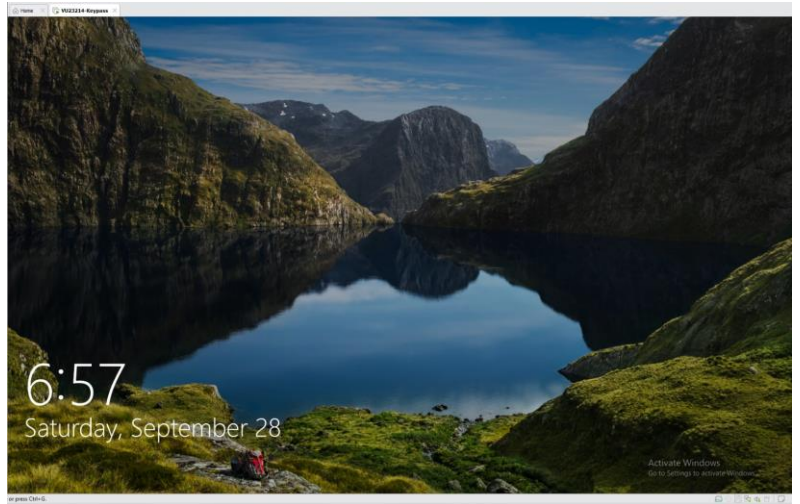


The system will then go into the second stage install of updates.
(Do not turn your system off as it can corrupt the system)

(When finished it will load windows)

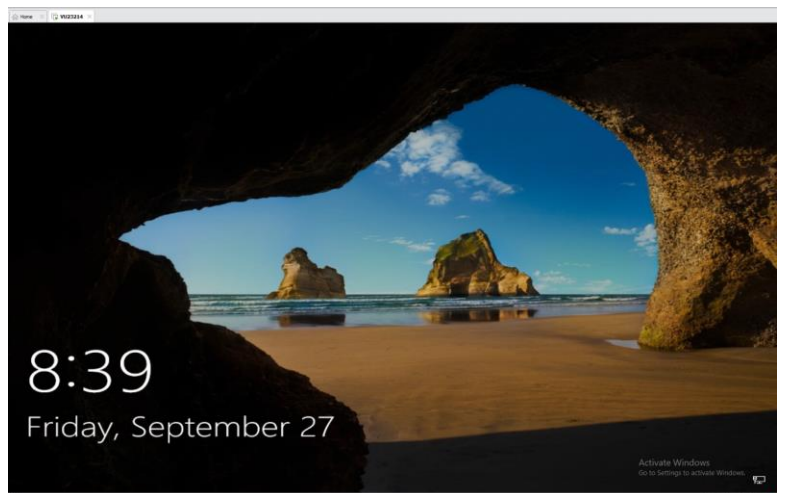


The windows updates have finished you can now log into windows.

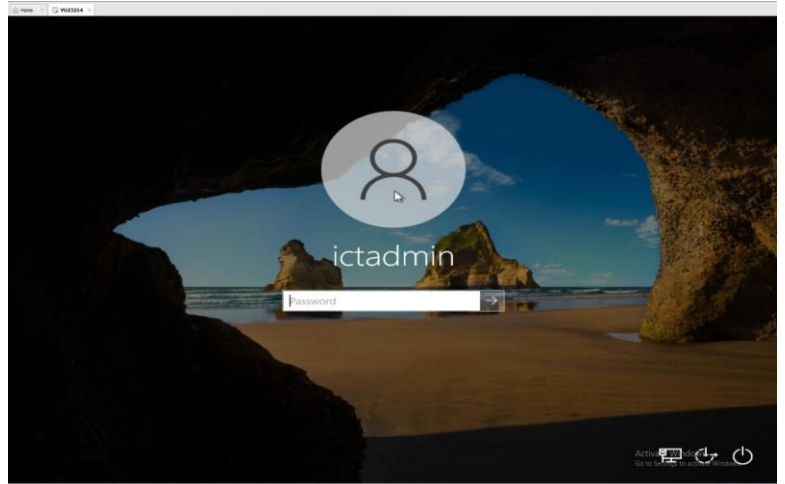


Virus Scanning on windows 10:

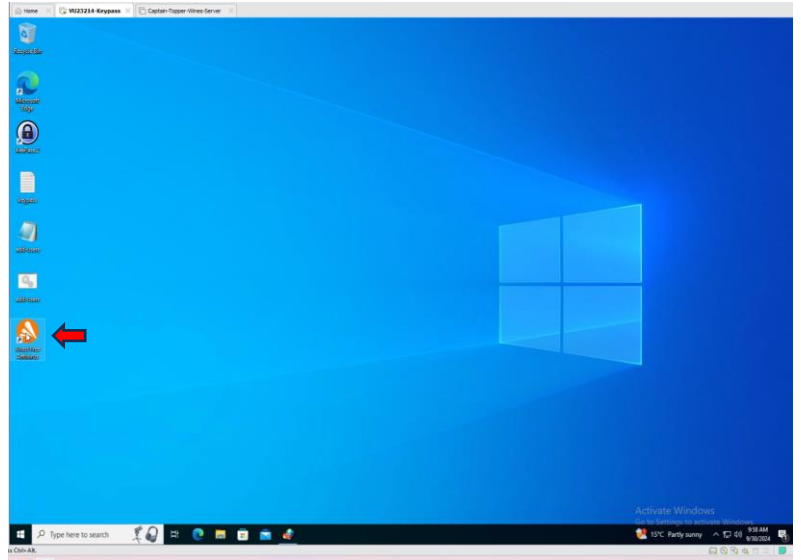
If not logged in please login, if you are already logged in proceed with the next step.



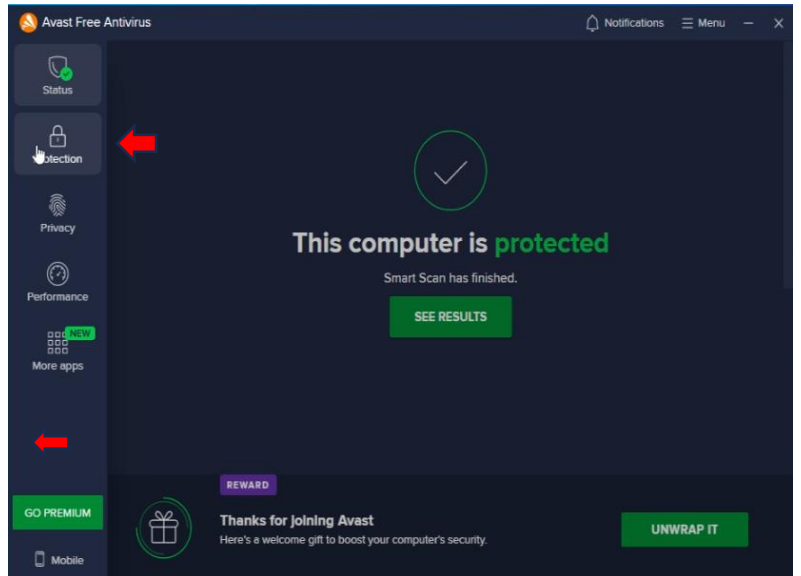
Enter the password and press the enter key.



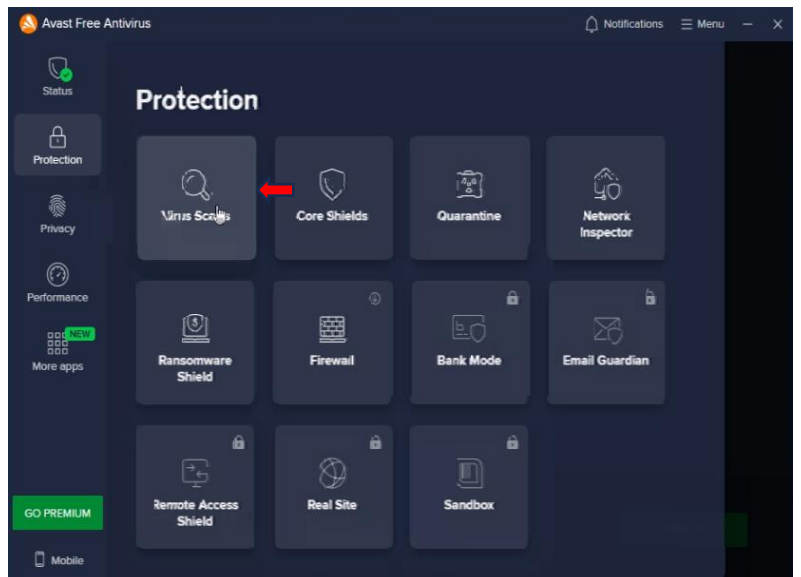
Double left Click on the Avast desktop icon.



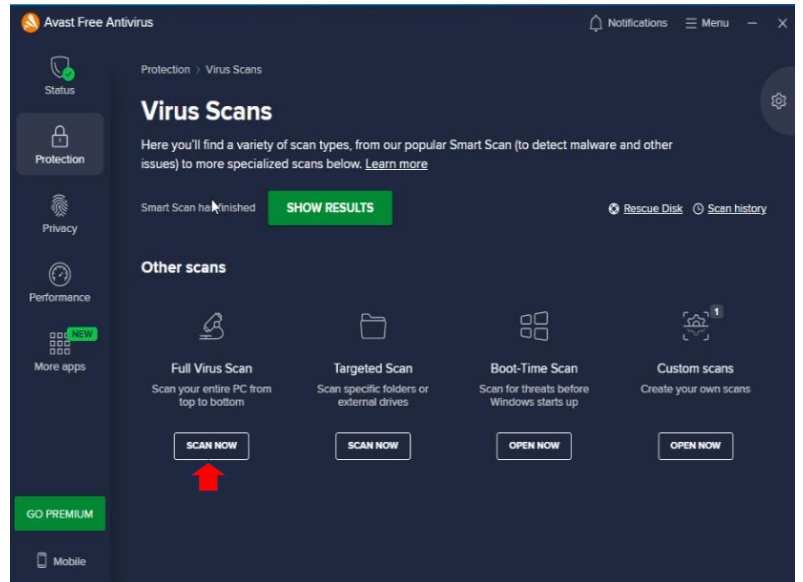
The Avast control center will open now click on the Protection button on the left.



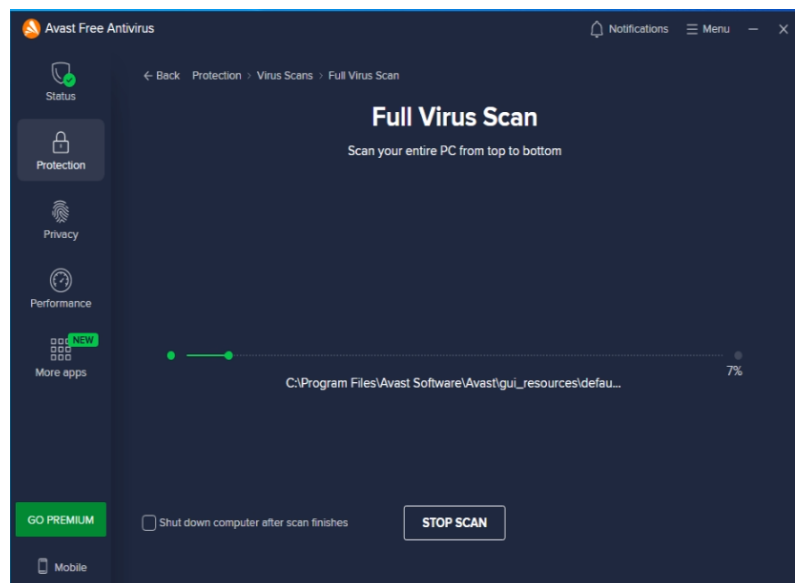
There are a lot of functions in here but all we want is the Virus Scans so click on that.



This brings us to the scanning page in here you can select different scans, we want to do a Full scan so select Full Virus Scan.

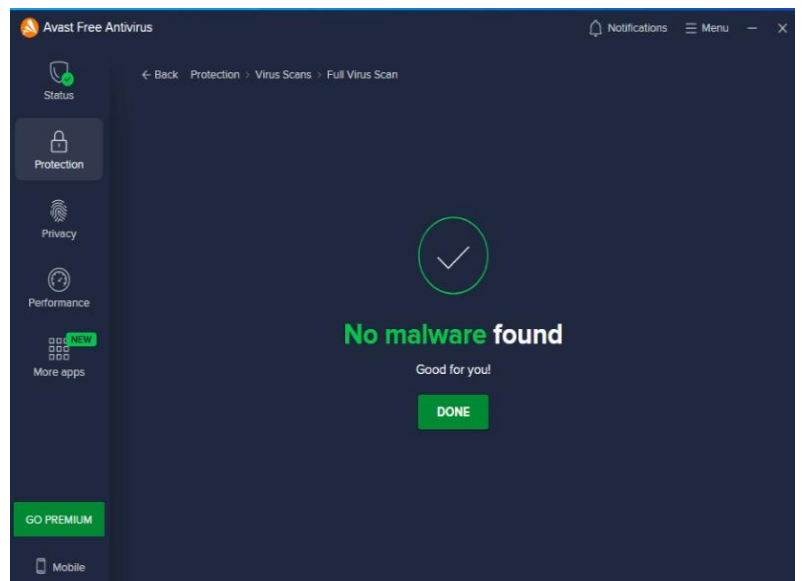


The software will start scanning the system this may take a little time.



If the scan dose not detect anything you will see this page.
If it dose detect something please quarantine it and contact technical support asap.

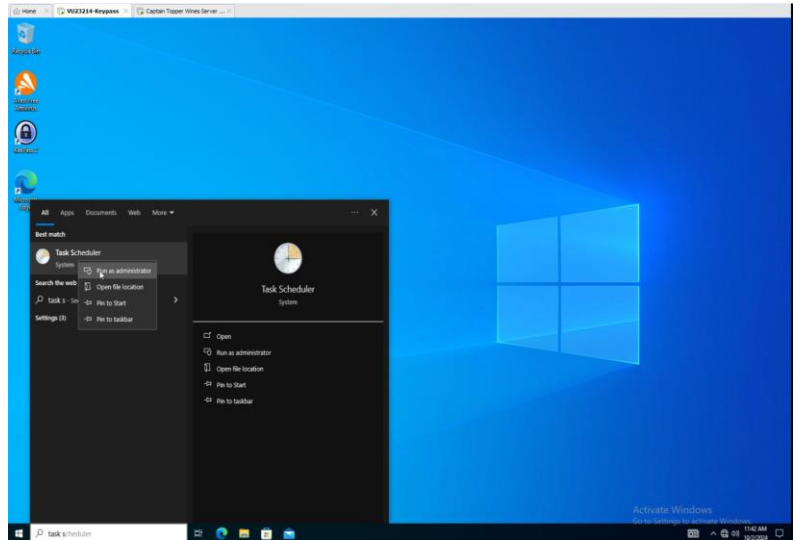
Once the scan is done close down the program it will still run in the background.



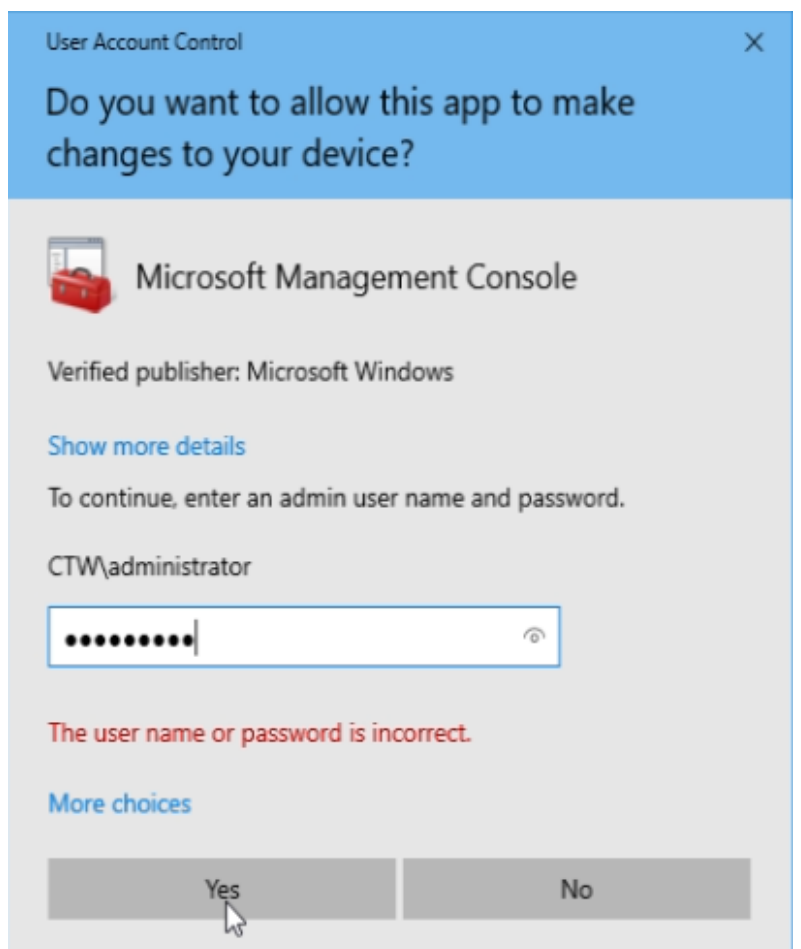
Schedule Automatic Maintenance on windows 10:

Disk Cleanup:

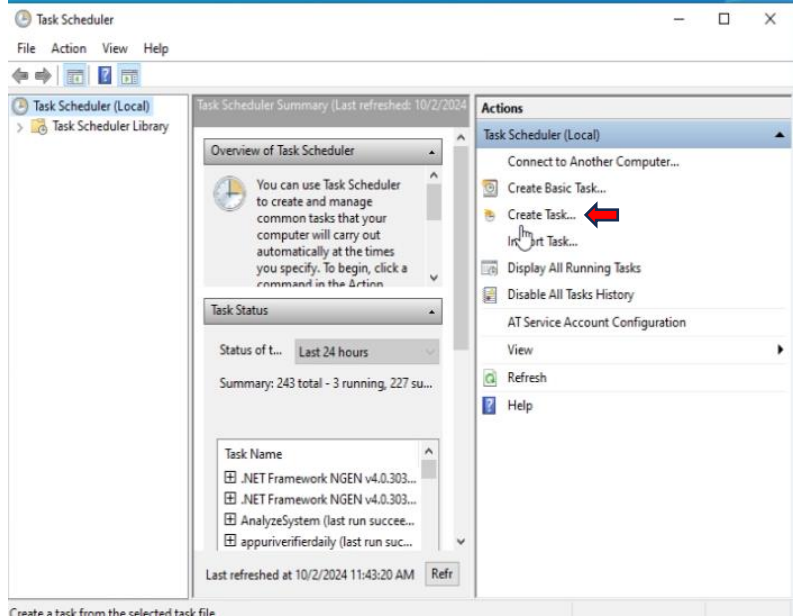
In the search type in task s and the task scheduler should show, right click on it and run as administrator.



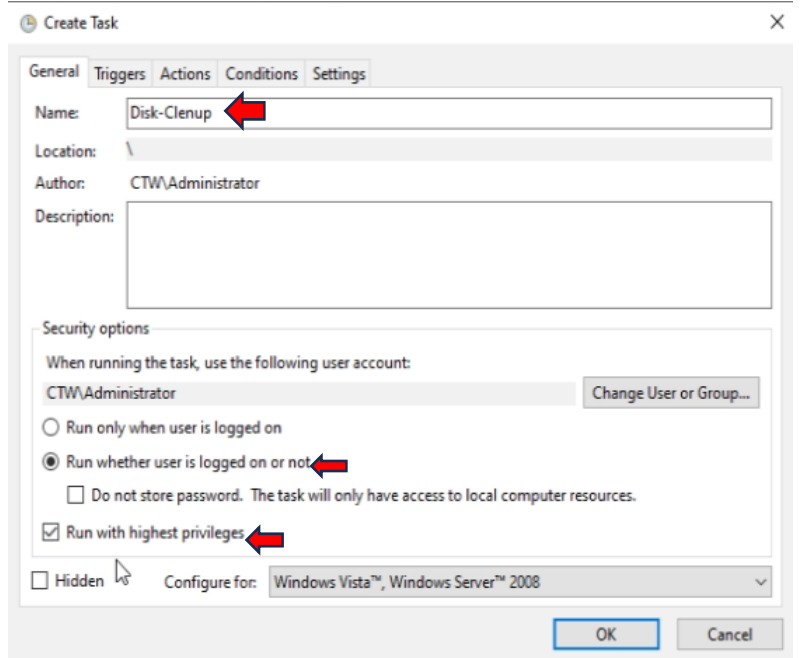
Enter the password and press the yes button.



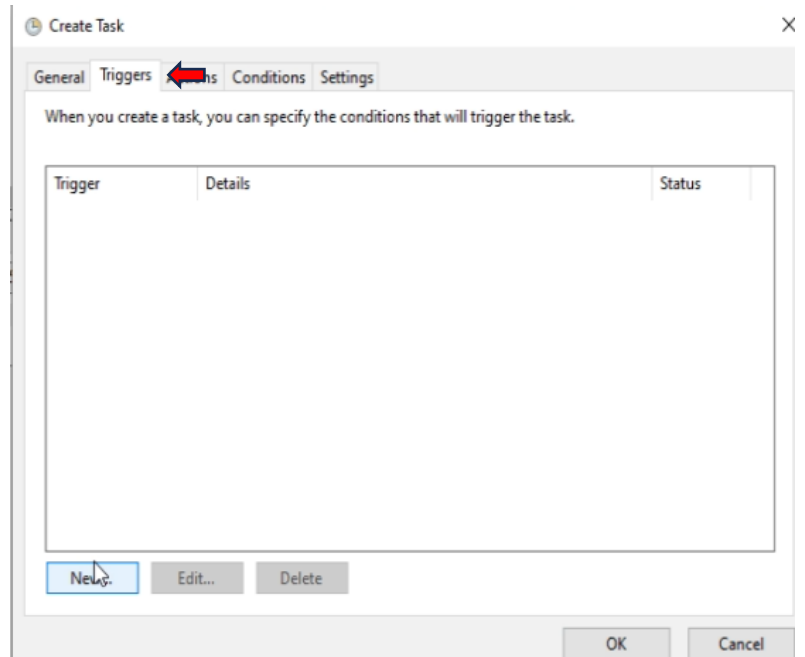
The task scheduler will then open click on create task.



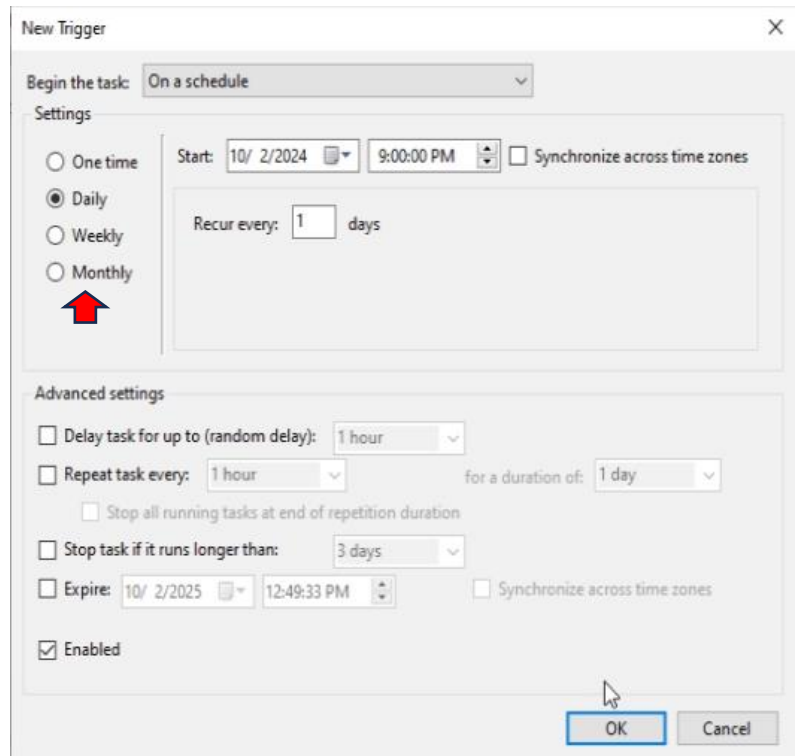
The create task dialog box will come up here we need to make some changes.
Name the task.
Select the run weather user is logged on or not.
Run with highest privileges or it will not run.



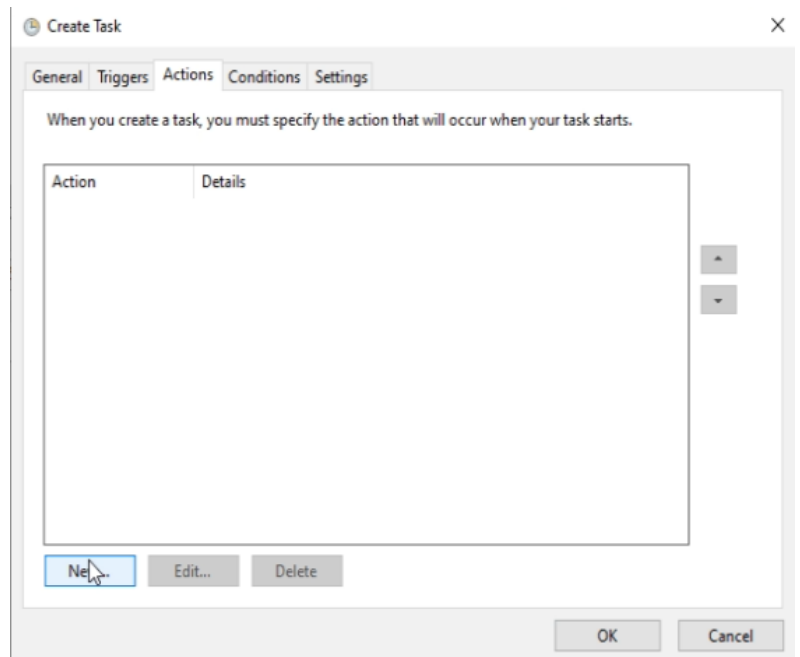
Next click on the triggers tab and click the new button.



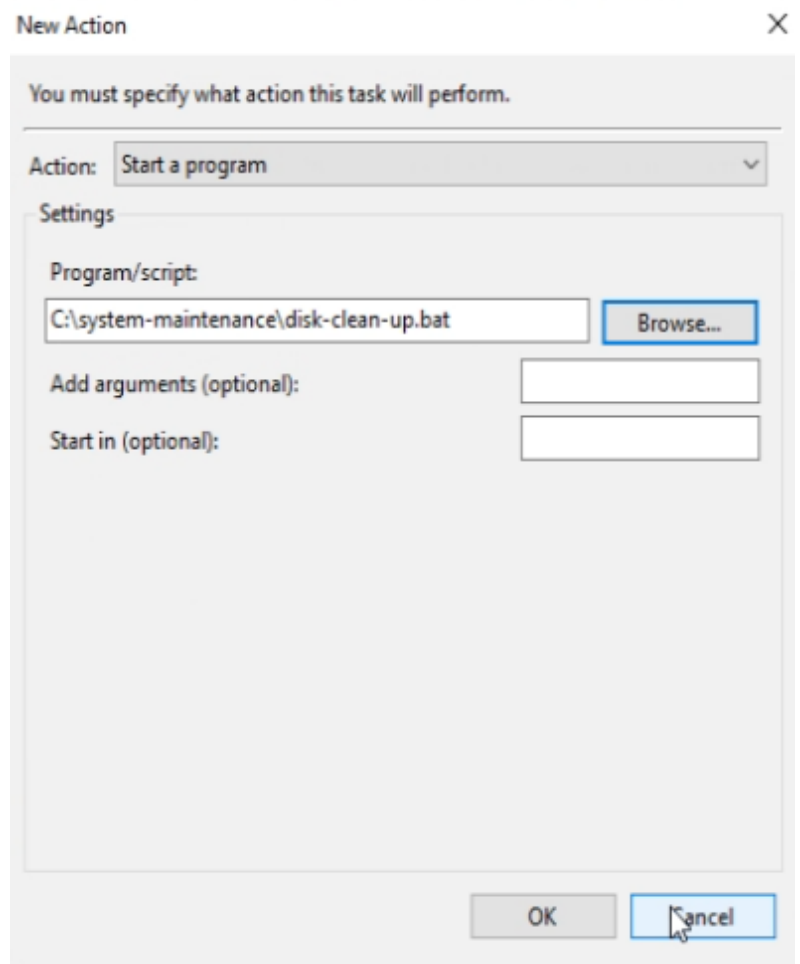
This brings us to the new trigger dialog.
Change the time to what you require.
Set the when settings to daily, one time or weekly.
Now click the ok button and then the action tab.



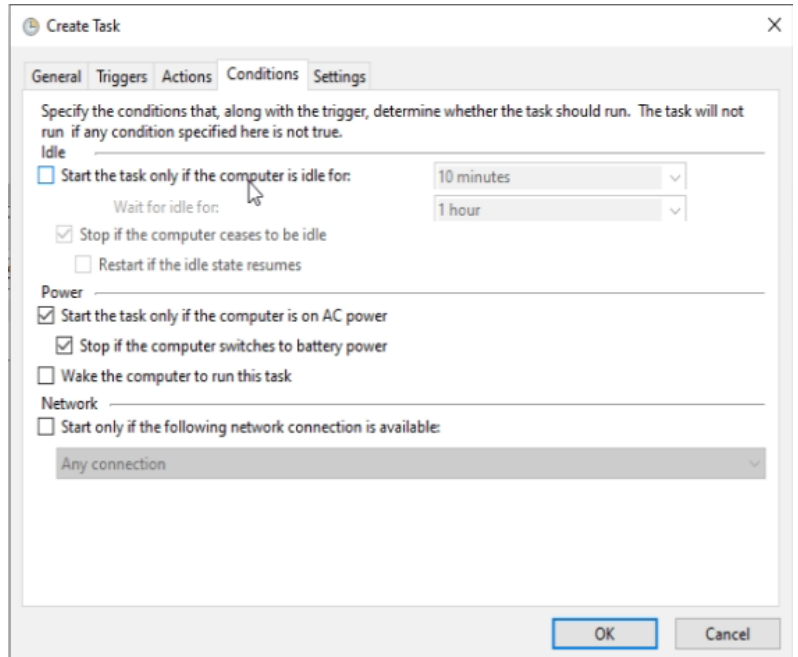
In the action tab click on the new button.



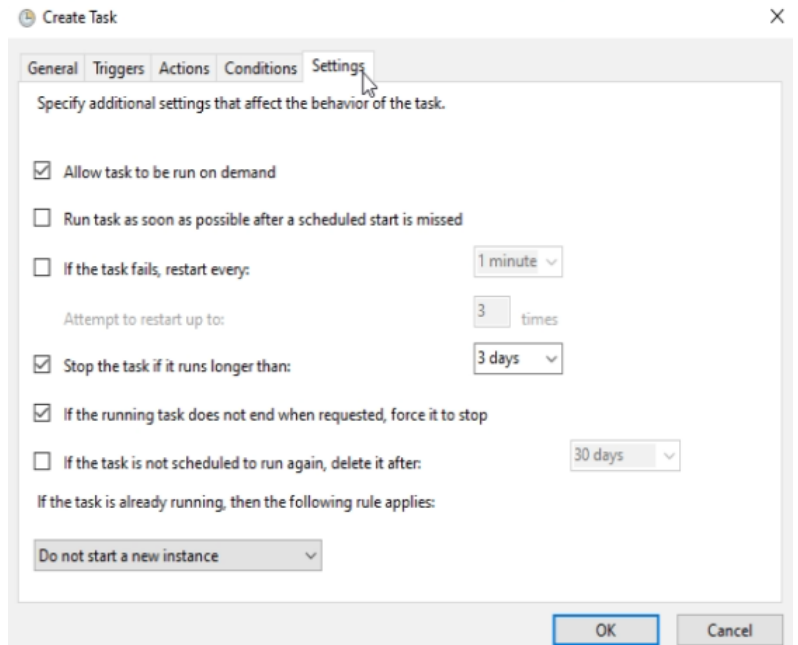
In here select the batch file location by clicking browse.
Select the file when found and click open.
Now click on the conditions tab.



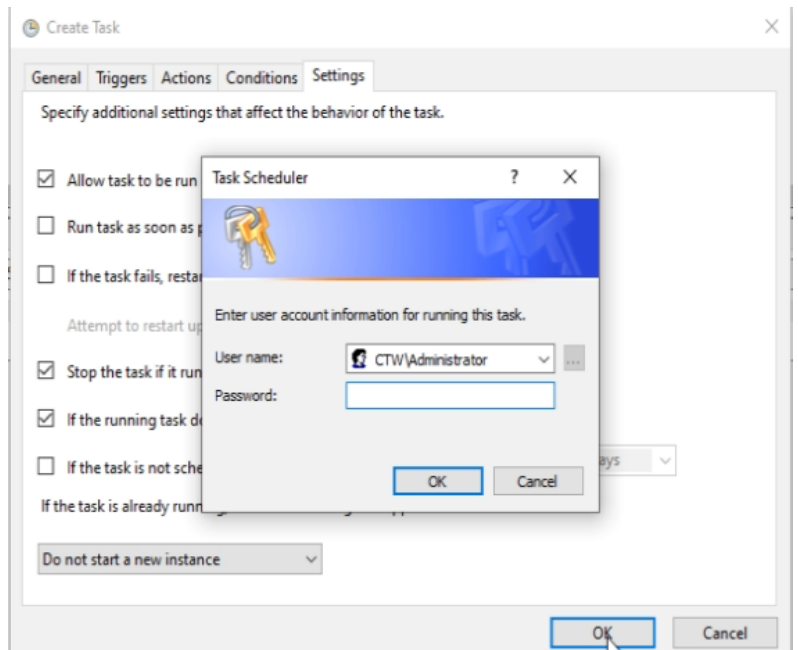
Leave as default only change if you want to set some conditions.
Click the settings tab.



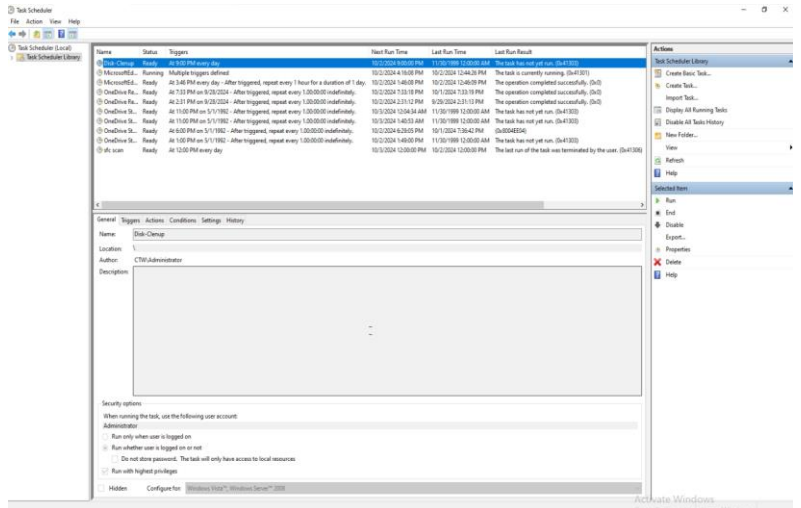
In the setting tab leave as default, and click ok.



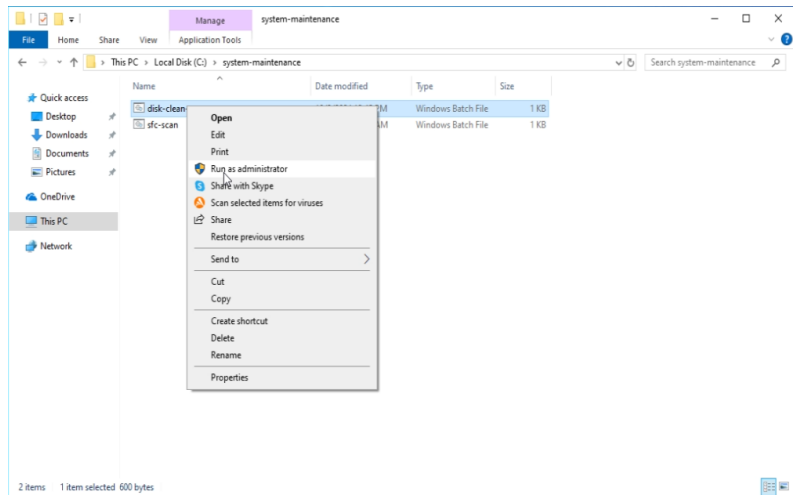
You will be prompted for the administrator's password to apply this task.
Enter the password and click ok.



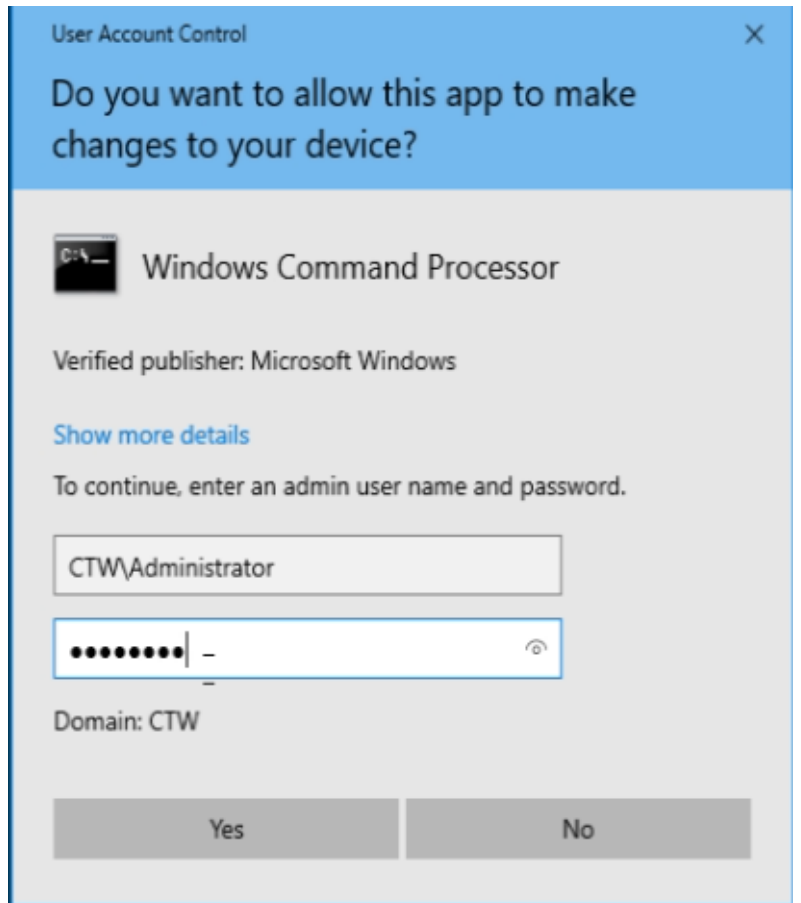
You will now see the task in the task scheduler.
This will run at midnight every day.



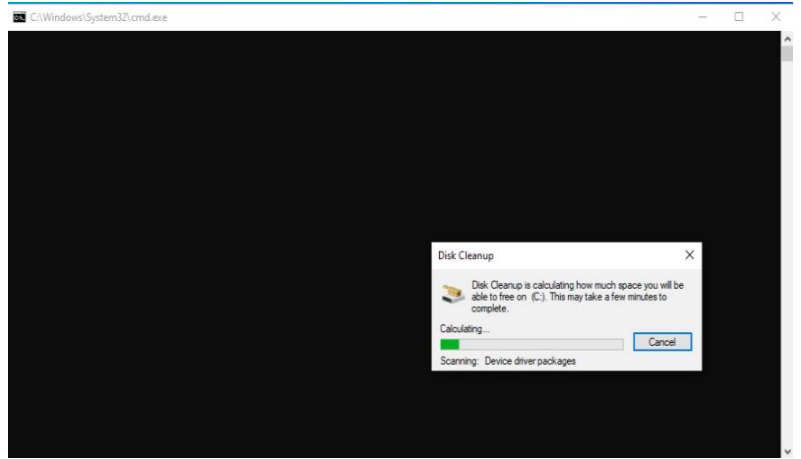
To test the script go to the file and right click it and run as administrator.



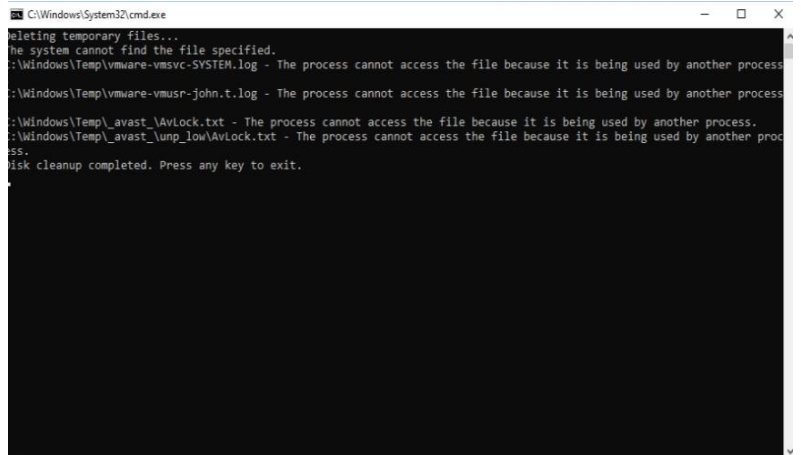
Fill in the details and press enter to start the script.



(testing the script)
The script has started and will now run.

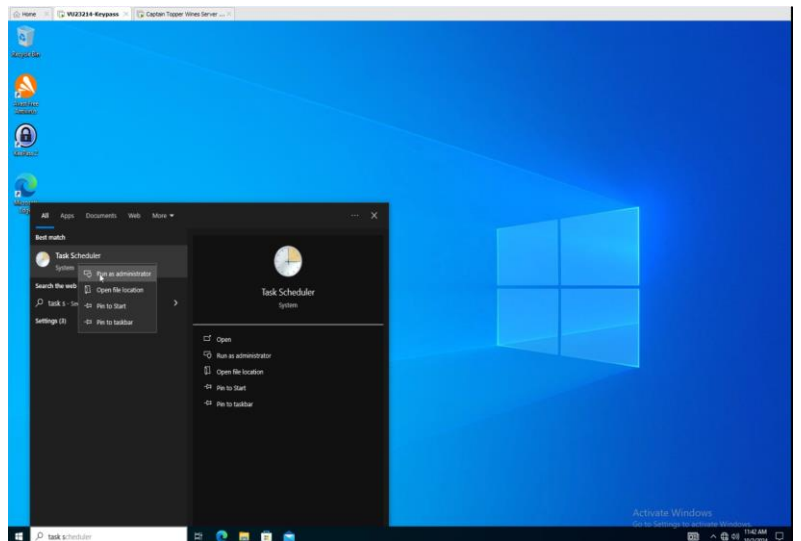


The script has now finished but we have set it to stay on the desktop.
We have done this so if there are error we can see them.
To close click in the box and press any key.
(This script will run every day at 09pm)

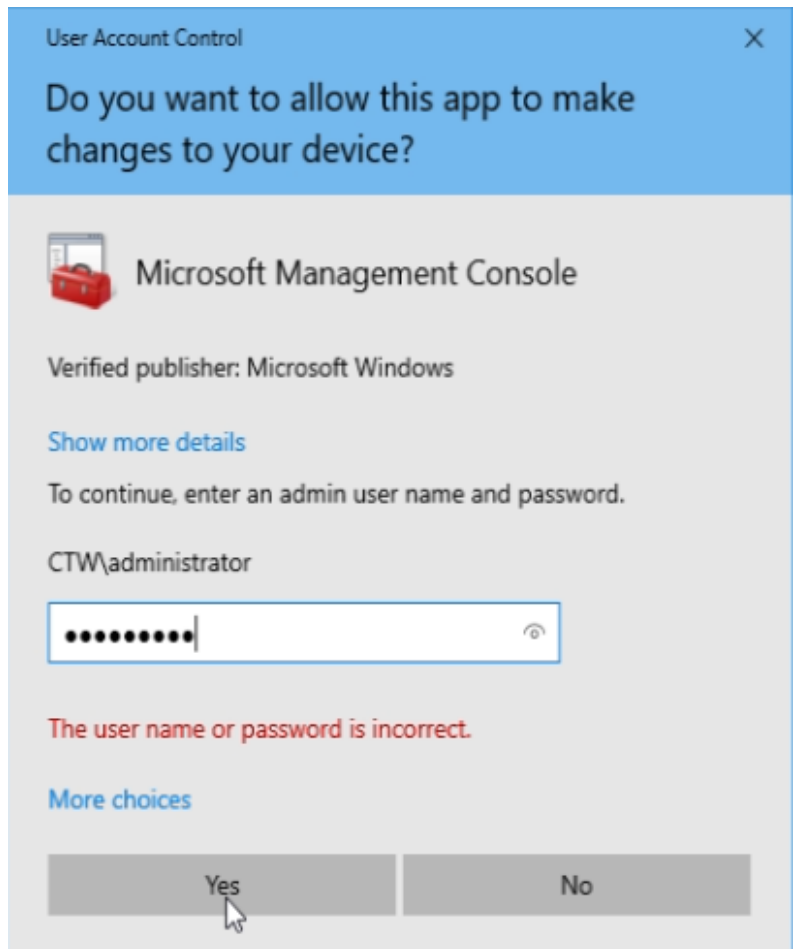


SFC Scanning on windows 10:

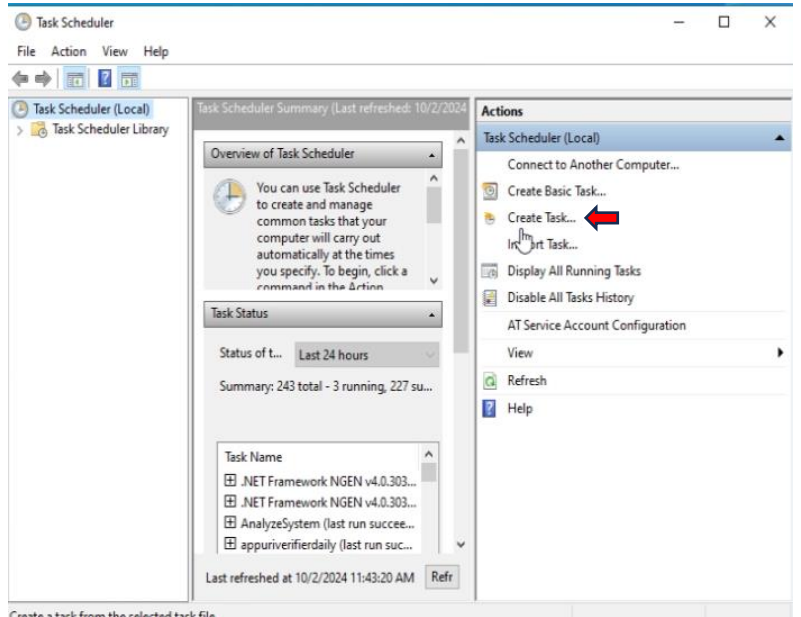
In the search type in task s and the task scheduler should show, right click on it and run as administrator.



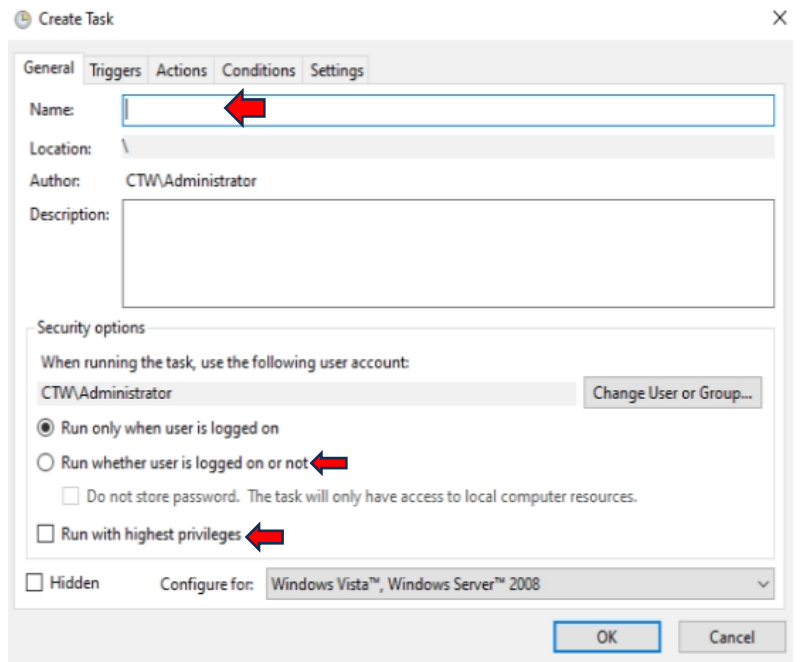
Enter the password and press the yes button.



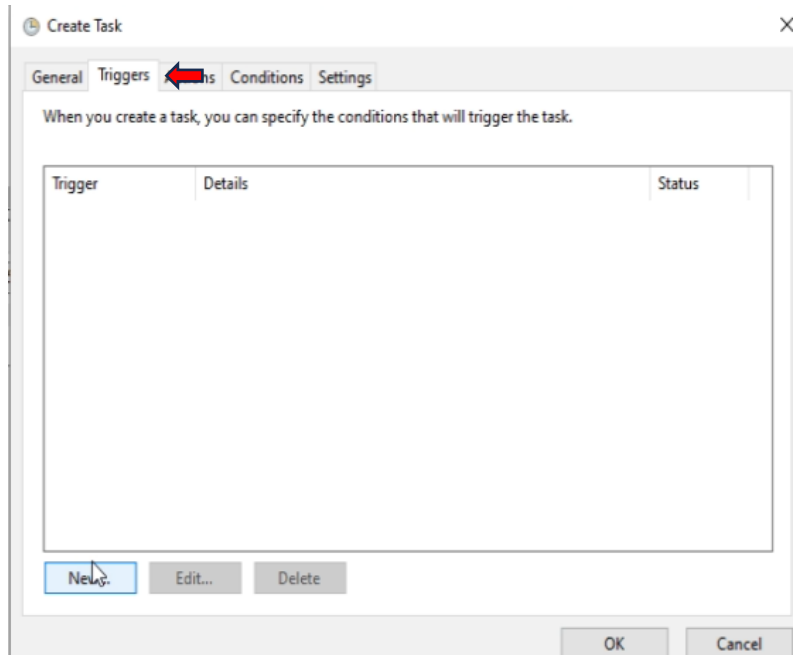
The task scheduler will then open click on create task.



The create task dialog box will come up here we need to make some changes.
Name the task.
Select the run weather user is logged on or not.
Run with highest privileges or it will not run.



Next click on the triggers tab and click the new button.



This brings us to the new trigger dialog.
Change the time to what you require.
Set the when settings to daily, one time or weekly.
Now click the ok button and then the action tab.

New Trigger

Begin the task: On a schedule

Settings

One time
 Daily
 Weekly
 Monthly

Start: 10/ 2/2024 12:00:00 PM Synchronize across time zones

Recur every: 1 days

Advanced settings

Delay task for up to (random delay): 1 hour

Repeat task every: 1 hour for a duration of: 1 day

Stop all running tasks at end of repetition duration

Stop task if it runs longer than: 3 days

Expire: 10/ 2/2025 11:45:37 AM Synchronize across time zones

Enabled

OK Cancel

In the action tab click on the new button.

Create Task

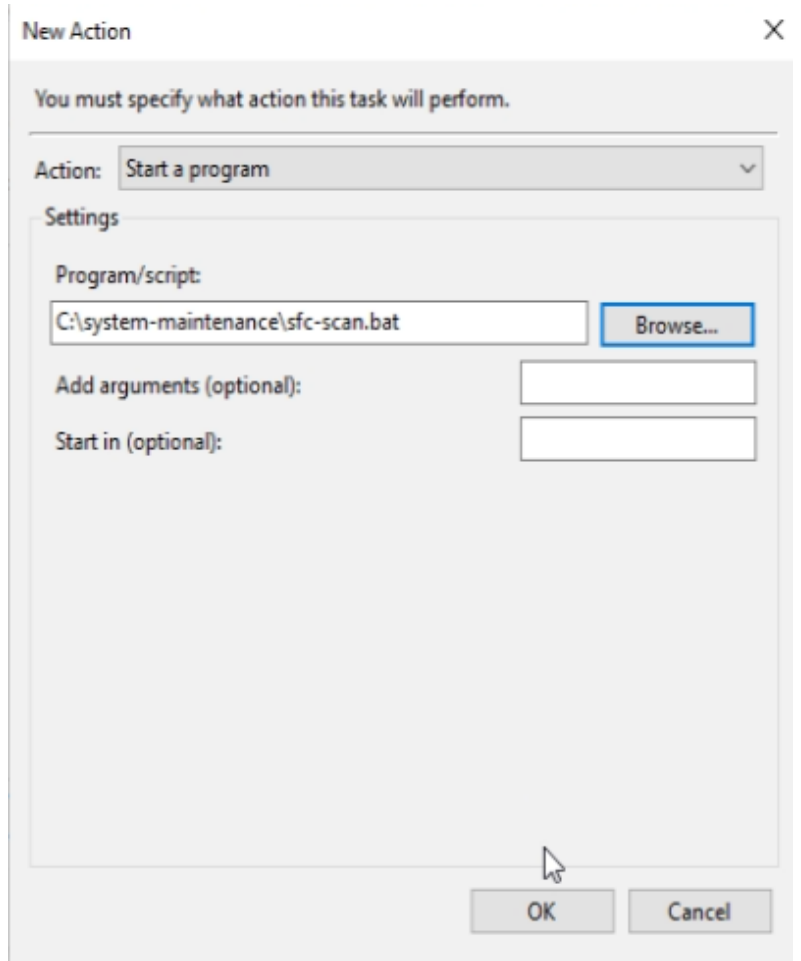
General Triggers Actions Conditions Settings

When you create a task, you must specify the action that will occur when your task starts.

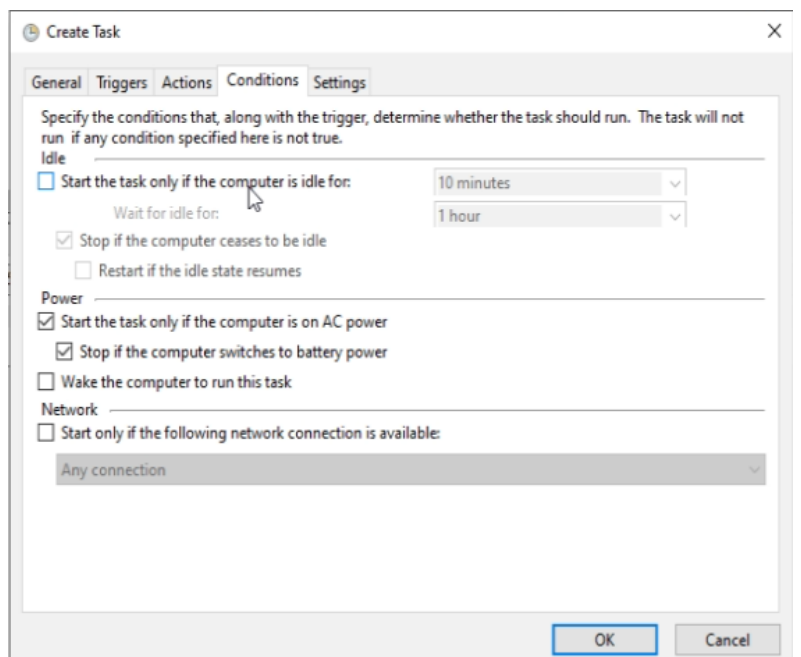
Action	Details
--------	---------

New... Edit... Delete

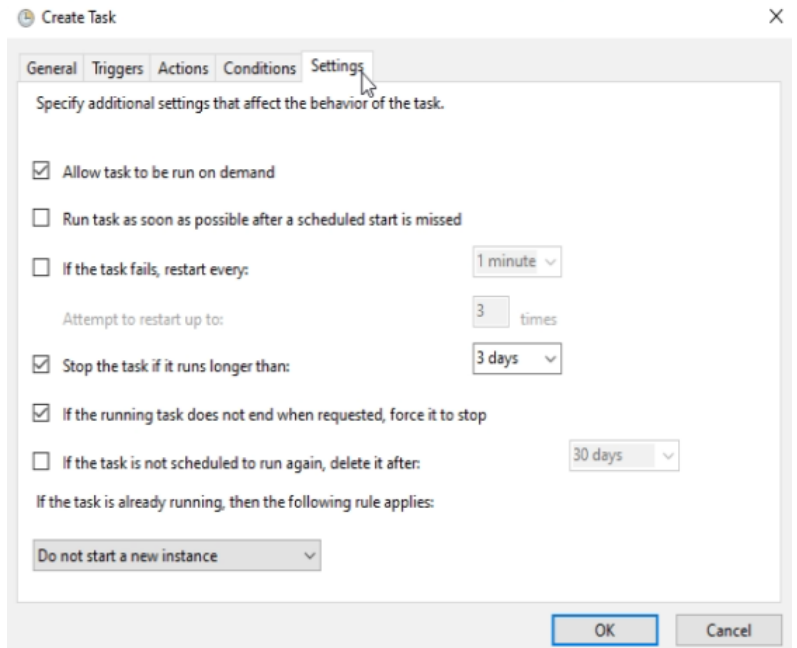
OK Cancel



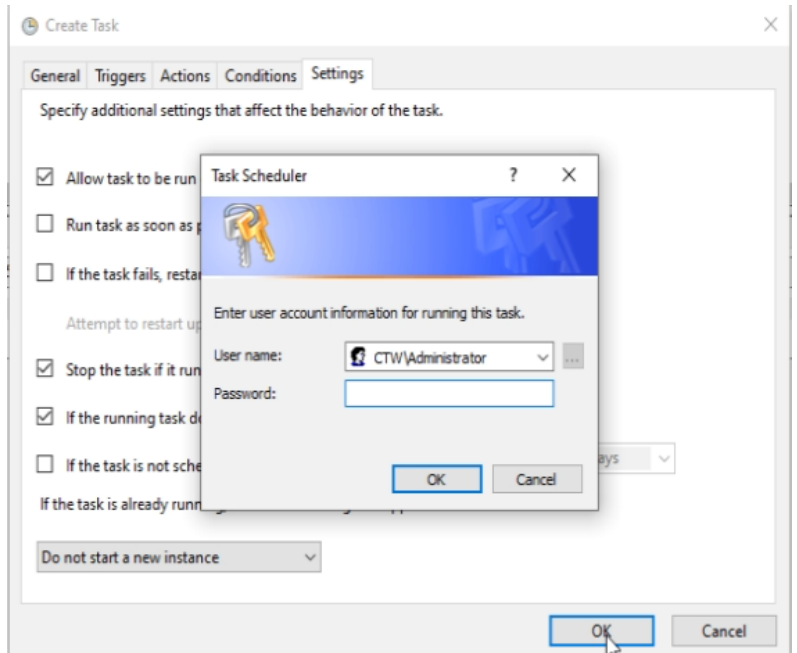
In here select the batch file location by clicking browse.
Select the file when found and click open.
Now click on the conditions tab.



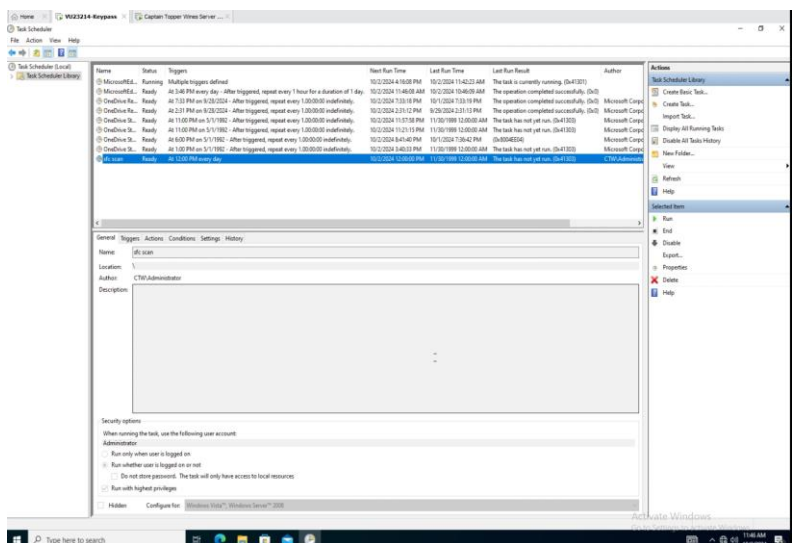
Leave as default only change if you want to set some conditions.
Click the settings tab.



In the setting tab leave as default, and click ok.

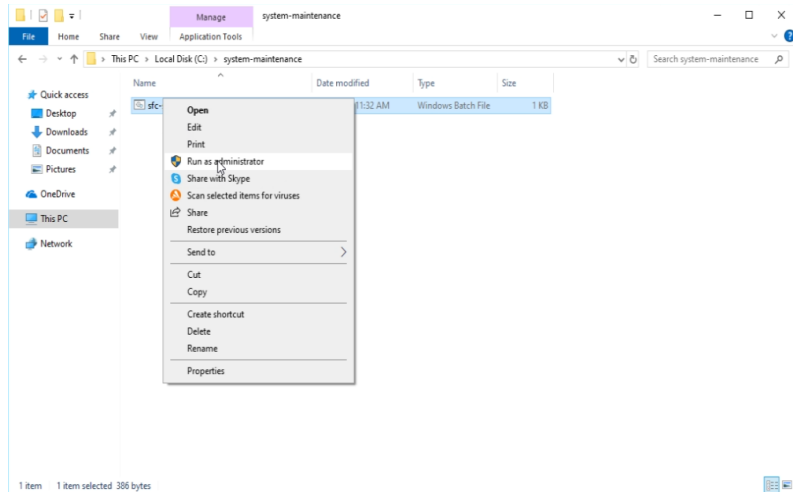


You will be prompted for the administrator's password to apply this task. Enter the password and click ok.

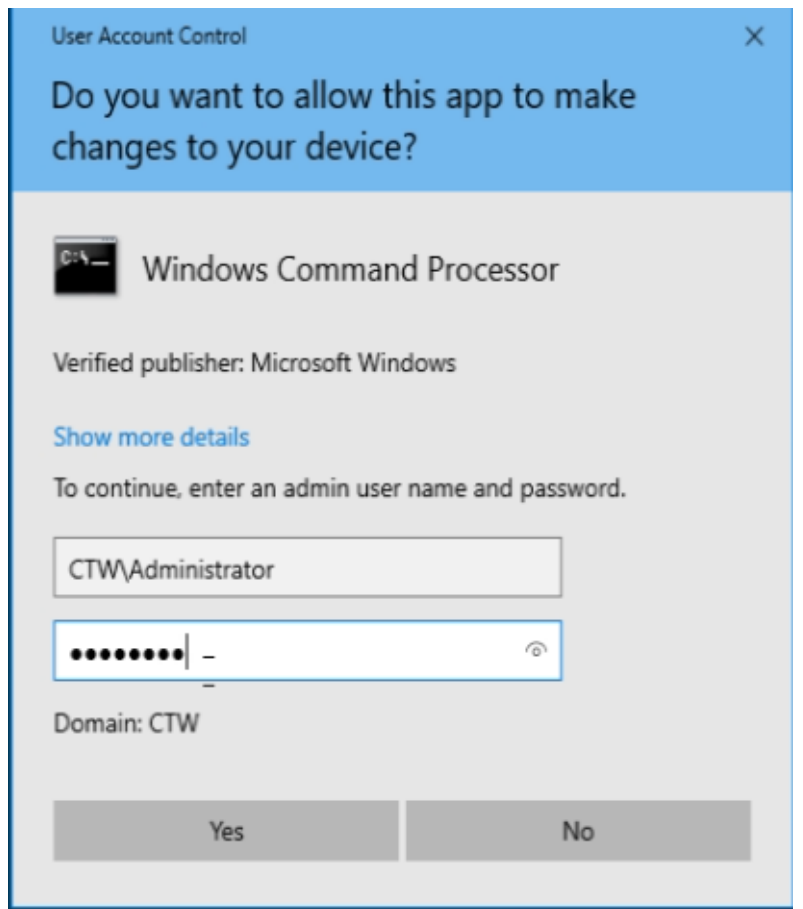


You will now see the task in the task scheduler. This will run at midnight every day.

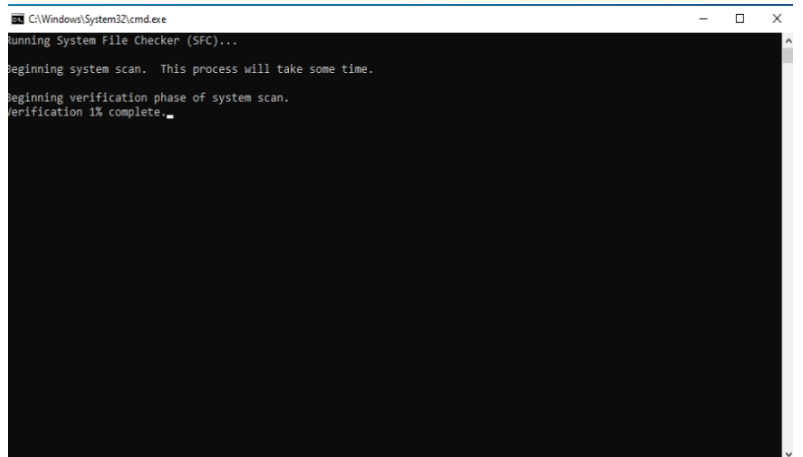
To test the script, go to the file and right click it and run as administrator.



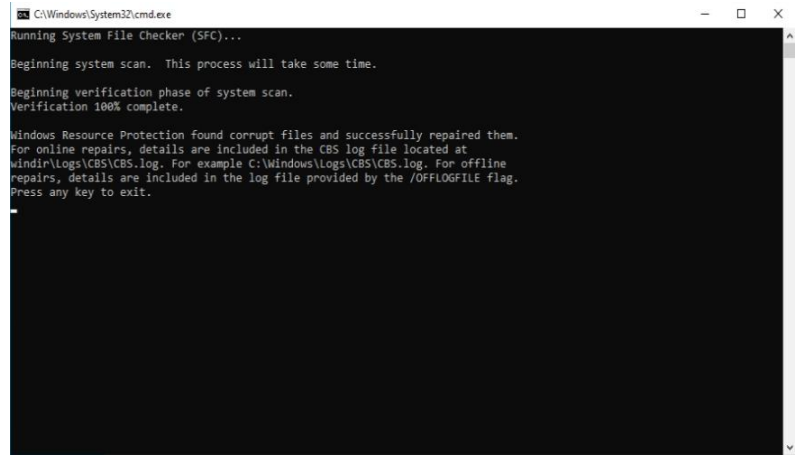
Fill in the details and press enter to start the script.



(Testing the Script)
The script has started and will now run.



The script has now finished but we have set it to stay on the desktop.
We have done this so if there are error we can see them.
To close click in the box and press any key.
(This script will run every day at 12am)



```
C:\Windows\System32\cmd.exe
Running System File Checker (SFC)...
Beginning system scan. This process will take some time.
Beginning verification phase of system scan.
Verification 100% complete.

Windows Resource Protection found corrupt files and successfully repaired them.
For online repairs, details are included in the CBS log file located at
windir\Logs\CBS\CBS.log. For example C:\Windows\Logs\CBS\CBS.log. For offline
repairs, details are included in the log file provided by the /OFFLOGFILE flag.
Press any key to exit.
```

Troubleshooting for common problems:

Advance users should only do this if you are unsure contact, IT Department.

PC Running Slow:

Close Unnecessary Programs:

- Press Ctrl + Shift + Esc to open Task Manager.
- Look for programs using a high amount of CPU or Memory.
- Select the program and click End Task to close it.

Run Disk Cleanup and Defragmentation:

- Type Disk Cleanup in the search bar and select the drive (usually C:).
- Check unnecessary files like Temporary Files and Recycle Bin, then click OK.
- After cleanup, type Defragment and Optimize Drives in the search bar and select your drive.
- Click Optimize.

Scan for Malware:

- Open Windows Security by searching for it in the Start menu.
- Click on Virus & threat protection and choose Quick scan.
- If threats are detected, follow the prompts to remove or quarantine them.

PC Turns on but the Operating System Will Not Load:

Check BIOS Settings:

- Restart the PC and press the appropriate key (F2, F10, or Delete) during startup to enter the BIOS.
- Ensure the boot order is correct, with the primary hard drive set as the first boot device.

Run Startup Repair:

- Insert a Windows 10 installation USB/DVD and boot from it.
- Select Repair your computer > Troubleshoot > Advanced options > Startup Repair.
- Allow Windows to automatically detect and repair boot issues.

Boot into Safe Mode:

- Restart the PC and hold Shift while selecting Restart to boot into the Advanced Startup.
- Go to Troubleshoot > Advanced options > Startup Settings > Restart.
- Once restarted, press F4 to boot into Safe Mode.
- Use Safe Mode to uninstall recent drivers or software causing the issue.

Wi-Fi Won't Turn on in Operating System:

Enable Wi-Fi Adapter:

- Press Windows Key + X and select Device Manager.
- Expand Network adapters and look for your Wi-Fi adapter.
- Right-click the adapter and select Enable if it is disabled.

Run the Network Troubleshooter:

- Press Windows Key + I to open Settings.
- Go to Network & Internet > Status > Network troubleshooter.
- Follow the on-screen instructions to diagnose and fix Wi-Fi issues.

Update Wi-Fi Driver:

- In Device Manager, right-click your Wi-Fi adapter and select Update driver.
- Choose Search automatically for updated driver software.
- If an update is available, it will be installed, and you may need to restart your computer.

By using these troubleshooting techniques, vineyard employees will be able to properly handle and resolve frequent PC difficulties, reducing downtime and preserving productivity. Many issues can be swiftly identified and fixed with these methods, negating the need for complex technical assistance.

Remember that you are on a domain, so you might not be able to access all of this. If so, please get help from your IT department.

Conclusion:

To sum up, this guide has given a thorough explanation of how to install a safe and working Windows 10 virtual machine on VMware Workstation. You've successfully updated and installed Windows 10, set up KeePass to securely store passwords, and strengthened system security with an application firewall. Following these procedures can provide a safe, comprehensive virtual environment that is prepared for additional use. By utilizing virtualization, you can now experiment with various setups, software installations, and network settings in a safe and controlled environment without sacrificing security.